

DUBUQUE COMMUNITY SCHOOL DISTRICT
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: November 30, 2017
 - B. Date media were emailed agenda: November 30, 2017
 - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Townsquare Media Group; and Chamber of Commerce.
 - D. Board Committee: **Facilities/Support Services Committee**
 - E. Date and Time of Meeting: December 4, 2017 - 4:00 p.m.
 - F. Place of Meeting: The Forum
 - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Jim Prochaska, Tom Barton, Tami Ryan, Lisa Wittman, Anderson Sainci, Mike Donohue (arrived at 4:24 p.m.), Nancy Bradley (arrived at 4:28 p.m.). District representatives present: Kevin Kelleher, Rick Till, Bill Burkhart, Charlie Clasen, Shirley Horstman, Amy Hawkins, Coby Culbertson, Joan Lagen, Monica Wuchter.

Jim Prochaska called the meeting to order at 4:00 p.m.

Agenda for December 4, 2017

The agenda was approved as submitted.

Purchase/Professional Service Contracts

School Buses – two bids were received (Hoglund and Thomas) and opened on November 28, 2017. The recommendation is to contract with Hoglund Bus Co. of Marshalltown, Iowa, for eight units budgeted to the FY 2017-18 PPEL fund at a cost of \$666,348.00 after trade-in. Board 12.11.17

Infinite Campus – student information system to replace PowerSchool. Estimated cost is \$184,373.00 for the first year, \$119,603.00 estimated future annual price, paid out of sales tax funds. A modern student information system is defined as web-based application software to enable educational institutions to supervise student-related activities, such as keeping records of grades, attendance, health information, behavior, etc. Board 12.11.17

Disposal of Middle School Uniforms

Amy Hawkins indicated that after the fall football season, middle schools were cleaning out equipment rooms. There are a lot of uniforms, jerseys, shorts, etc. that are no longer needed or used. She requested permission for principals to use these items as rewards for good behavior. The committee agreed.

Comprehensive Annual Financial Report

The accounting firm of Jim Kircher & Associates, P.C. issued an unmodified “clean” opinion, which is the highest rating a school district can receive. Mike Kircher indicated that new this year they did additional audit work involving the p-cards by reviewing one transaction from each p-card holder. They reported that the district followed the procedures in the district p-card manual. Kevin Kelleher thanked Rick Till and Joan Steffen for their work on preparing the Comprehensive Annual Financial Report (CAFR). Board 12.11.17

At-Risk/Dropout Modified Supplement Amount

Shirley Horstman reported that this request for increased supplemental funding is used for the Alternative Learning Center, Success Academy, Re-engage Dubuque, IJAG, online credit recovery, social/emotional programs, truancy services, etc. The amount requested this year is \$4,992,692.00. Board 12.11.17

Update on Current District Projects

Pool Replacement - 2018

The next Pool Committee meeting is scheduled for December 20, 2017. Groundbreaking will be in June 2018.

Senior High School Renovation

Work continues to progress. They are working on the gym. Project is four weeks behind schedule. Straka Johnson Architects continue to check for quality issues. Kevin Kelleher emailed Tim Conlon last week requesting a response and invited him to this committee meeting. Mr. Kelleher received a letter from Conlon's insurance company indicating that Conlon will be making a claim on the subcontractors. Our attorney feels that is not an offer to settle, so the district needs to continue with the claim process with Conlon Construction. No one on the committee was opposed to pursuing this claim to recoup the \$332,886.15.

Jefferson Middle School Roof Replacement

Proposed plans, specifications, form of contract, and estimated cost – Board 12.11.17
Set date, time and place for public hearing – Board 12.11.17

Alta Vista Campus Boiler Replacement

Final acceptance and closing final project costs – Board 12.11.17

Alta Vista Campus

Mr. Rheingans indicated the district had an initial meeting with architects.

Ten Year Facility Plan

Mr. Kelleher reviewed the Capital Projects 2016-2026. Members requested that Senior Phase Two be added to the Future Project Priorities. Board 12.11.17

The next meeting was scheduled for February 5, 2018, at 4:00 p.m. There will not be a meeting in January.

The meeting adjourned at 5:05 p.m.

Joni Lucas, Secretary
Board of Education