

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
HELD DECEMBER 17, 2018 AT THE EDUCATIONAL RESOURCE CENTER**

Ms. Wendy Schilling, Finance Chairperson, called the Finance Committee meeting to order at 6:00 p.m. Board Members present were Chris Coughlin, Marc Grote, Greta Hoff, Chris Kennedy, Wendy Schilling, and Tom Vickers. Board members absent were Linda Lucke. Also present were Dr. Guy Schumacher, Superintendent, Kurt Valentin, Tom Bean, Cheryl Crenshaw, Dan Gilbert, Pam Imholz, Robin Kollman Smith, Chris Otto, Erik Youngman, Peter Graves, Kevin Korn and Dan Choi.

The November minutes were approved as written. Mr. Tom Vickers made a motion to approve the minutes and Ms. Greta Hoff seconded the motion. All voted in favor of the minutes.

Committee of the Whole

APPROVAL OF CHANGES TO POLICIES

The following policies are for approval: 2:210 Organization of School Board Meetings, 2:230 Public Participation at School Board Meetings and Petitions to the Board, 2:260 Uniform Grievance Procedure, 2:170 Procurement of Architectural, Engineering and Land Survey Services.

APPROVAL OF THE BOARD MEMBER EXPENDITURES

Wendy will read motion for all Board Members with the exception of her. They will approve and then a Board Member will motion to approve Wendy Schilling's expenses.

Finance Committee

TREASURER REPORT

The Treasurer's Report and Investment Report for November were reviewed by the Committee.

ACCOUNTS PAYABLE BILLS LIST

Board Members reviewed the December List of Bills. The accounts payable list totaled \$2,978,288.65; Imprest Fund totaled \$974.35, and November payrolls totaling \$1,853,746.88.

Other Items

OUTDOOR EDUCATION

Jon Hallmark reviewed the costs of the Outdoor Education. We have some financial issues, date seems to always fall over Halloween, increase in special student needs, lost volunteers from teachers, medication needs, nursing provided by Taft from 9:00 AM – 3:00 PM, need to have Social Work on site and decrease in parent volunteers. Current cost \$139.00 per student, increase in the number of scholarships. Teachers would like to double the overall stipend cost from \$10,000 to \$20,000, charter buses are about \$7,000 and substitute costs \$1,000.

Safety pieces, lot of anxious over staying overnight, liability for staff and student injuries. Mr. Hallmark would rather be proactive than reactive should something happen.

Highland staff would like to look at other options that are local and do not require an overnight stay.

Laredo Taft will send next year's contract in late January. Camp Duncan would be open to hosting.

Mrs. Schilling talked about the students being mixed and forced the students out of their normal groups.

MCKINSTRY PRESENTATION

Kevin Korn, Dan Choi, Dan Gilbert and Dr. Valentin reviewed the projects at Adler, Butterfield, Copeland, ERC, Highland and Rockland. The main projects would be HVAC improvements to Butterfield and Highland. LED Lighting improvements to Adler, Copeland, Rockland and ERC. Solar is an option at Copeland and Adler.

TOWER CONTRACTING

Dr. Valentin discussed his conversation with Jason Manning, HLERK Attorney regarding Tower Contracting willingness to settle the outstanding issues. Tower's attorney also stated that they are willing to go to court and sue the District and Architect. The main problem is that the amount of money still owed would cover the amount of work to get the ADA issues in compliance.

ROCKLAND SCHOOL

Coming in Thursday to prep gym floor and finish it over break. Will address the gym floor issues. Waiting on closeout documents and hopefully get their final pay application.

TEN YEAR LIFE SAFETY SURVEY

Mr. Peter Graves reviewed the Ten-Year Life Safety Survey, updated drafts from last meeting. These documents will go before the Board in January for their approval and then filed with the State Board of Education. A, B and C are the priority codes, A within one year, B within in five years and C recommendations. Peter will come back with the 20-year plan in the Spring.

Mr. Vickers asked for summary of the items, costs that need to completed within one year, five years and explanation of the Life Safety Survey. We would like to see a plan in place to complete these items.

Adjournment

Ms. Wendy Schilling, Finance Chairperson, adjourned the Finance Committee Meeting at 7:15 p.m.

APPROVED: _____
Wendy Schilling, Finance Chairperson