

June 2020 School Board Notes

4c. Monthly finances look similar to what we've had in the past.

4e. I recommend Emily Rausch for the administrative assistant position in my office. We will likely have some coaching recommendations by board meeting time as well.

8a. We have one final pay application for the project. This is for the kitchen equipment and I'm told was lost in the mail on the way to FCMG. This is to Strategic equipment for \$11,965.50. I recommend we pay this. I've been assured this is the final pay app for the project.

8b. We need to approve the student handbooks for this year. There may be some addendums as we get closer to school starting because of COVID-19 requirements. These may be things related to illness, absences, etc.

8c. We need to approve our fee list for the 2020-2021 school year. With everything going on in our community right now with Covid-19, I feel it's best to go with the status quo where we can. The only changes I'm recommending at this time is an increase in adult lunch fees and in Driver's Ed. The state is requiring us to increase adult lunches by 10 cents to they will now be \$3.85. This is a requirement from the state. I'm also recommending we increase driver's ed from \$390 to \$395.

8d. We need to make sure all activity accounts are a positive or zero balance by the end of June. He will start by transferring \$10,910.51 from Activity Tickets to General Athletics and \$13,000 from Student Senate Vending (Concession Stand) to General Athletics. You can see the rest of the transfers on the document loaded with the notes.

8e. The auditors have noted we have two accounts in the activity fund that haven't had any activity for the last two years. Because we are no longer using them, they are telling us to close them. The two accounts are the Business Achievement Club (\$430.82) and the Book Fair (\$217.34). I recommend we close those accounts per the audit report and transfer the BAC (\$430.82) to the MS Business Achievement Club and the Book Fair (\$217.34) to the library's general fund account to purchase whatever is needed.

8f. Approve new copier leases. I met with the representative from Marco about our copier program. We are staggered all over the place with when the leases come up. By renewing now, we will be getting new copiers in most of our locations—except the high school as they are still just a couple of years old—and we will be reducing our costs by \$4,297.90 compared to current copy lease costs. I recommend we do this.

8g. We need to approve our shared positions for 2020-2021 school year. They are similar to what we've done this year. We will share the following with Turkey Valley: Vocational Agriculture ½ time; Band .8 time; superintendent approximately .33 time; maintenance director .2 time; transportation director .2 time. We will also be sharing from Turkey Valley School Business Official .2 time.

8h. Now that our middle school is at the high school. Our high school specials teachers would like to meet face to face with the middle school students. This will give them better exposure to their programs and the opportunities that are there. This would include Industrial Technology, Vocational Agriculture, Business, and Family and Consumer Science. Because we can do it face to face, we no longer need the modules that we've used in the past. If we try to sell them, we won't get much for them. And some need updated. I would like to give/lend them to Turkey Valley for their use. They will be responsible for updating the ones that need updated.

8i. We need to approve sharing soccer with Turkey Valley next year. We had planned to do that this year, but we never had our first season. They will pay a prorated share of net expenses for each participant. It looked like they would have had 2 this year and 2 to 4 next year. I recommend we do this.

8j. Each year we have the board president and business manager meet at the end of June to approve payment for any bills that are out there to minimize any accounts payable for the coming year. I recommend we do this again.

8k. I will give you a copy of the audit at the meeting and review the concerns that were brought up. I have uploaded the summary letter from the auditor for your review. You may review them and we will approve the final audit at our July meeting.

8k. I will do an update on the year and also share some of our progress on Covid-19 and specifically our Return To Learn plan.

9b. I will also hand out our legislative priorities for your review. We will again select these at our July board meeting.

10a. We will go into closed session for my evaluation. This is per my request.