

June Board Notes

IV. c. Financial Reports---General fund expenditures look good. They are \$175,000 below last year through the end of May. This is a good position to be in coming to the end of the year. Cash balance also looks good going into the summer months. Other areas look fine.

IV. e. Dr. Updegraff recommends Rick Meisner for the high school English/At-Risk position. He will be doing some coaching as well. We will likely have some additional recommendations by board meeting time as well.

VIII. a. Last month I gave you the Legislative Priority list. We need to finalize this so we can get it turned in.

VIII. b. We have approved wooden elementary lockers, but have found out they didn't meet fire code. Our new bid for metal ones has come in but it's significantly higher than the wood, so this will need board approval as a separate item.

IX. a. We need to share our thoughts on the public hearing we had on the facilities this past week. I know it's hard, but we need to start thinking of a funding level we are going to consider to provide some direction on how to move forward.

b. We need to have a discussion on Facilities Cost Management Group as our consultant based on the feedback at the public hearing. I will share some background at the meeting including how and why we selected this firm and the process they use to reduce the overall costs of projects. I will also share the answer on terminating the contract from the last meeting.

c. We will continue to provide an online business class for Howard-Winneshiek next fall.

d. Turkey Valley has a half-time Family and Consumer Science Teacher available to share with us. I recommend we share this position.

e. With the departure of Kelly O'Donnell we've had no clear transportation director in the district. Christy and Norb have both done great jobs in stepping up to handle the duties, but it's time to appoint a person. Since Christy does 99% of the duties related to this position. I recommend we appoint her to this position. I recommend we increase her salary by \$1.50 per hour for these duties. This would be in line with what we did with the maintenance director position and also less than the difference between the former Activities Director and the current Activities Director.

f. We will review our administrator salaries to make sure we are in line and reasonable.

g. Mrs. Ferrie would like to purchase some new furniture for some elementary classrooms. This purchase will include tables for a science classroom in fourth grade and flat desks that can be pulled together for group and project work. You may review the attached quotes as well. This will come out of SAVE funds.

h. We need to purchase some new technology items. We have a large fifth grade class coming in and we won't have enough IPADs for them all. Instead of buying new for them, we will purchase new ones for the middle school staff and give the students the old staff ones. Next year will be the fourth year for the middle school students and we plan to refresh all at that time. We will also be purchasing new computers for the high school staff in order to provide replacements for some of our middle school computer carts. Again, they are used enough to keep them, but this provides a good opportunity to upgrade teacher computers and still have a use for the old ones. Quotes will be posted here or be available at the meeting. This will come from SAVE funds.

i. The city extensively marked our downtown sidewalks for replacement. It looks like we will only have one bid for this project. Bob says he sent it out to at least three of our local contractors. I recommend we accept it.

j. The Wellness Committee has cleaned up our Wellness Policy as we had some things in there that were outdated and not currently happening. I will review the changes at the board meeting and present it for your approval.

k. We have ongoing issues with our camp account expenditures meeting the requirements of the auditors. Camp dollars are collected through fund-raising and held by the school for the benefit of our students. The activity director and the coach of the sport who collected the funds oversee the funds. Since it is fund-raising dollars, we have been open to what the expenditures are used for as long as it benefits the students in the program. Unfortunately, the auditor doesn't see it a difference in funds raised by fund raising and funds raised by tax dollars or any other method. They are all public funds. In our past audit and prior ones as well, concerns have been raised about how we spend camp funds and what we spend them on. The auditor has recommended we move them outside the district then they wouldn't be a part of the district's audit. I have visited with Coach McDonald and we both agree it would be better and easier if these funds were transferred to the Booster Club where they will manage and distribute them as needed for the baseball program. This provides oversight of the funds without involving the district directly. I recommend we do this.

l. Also, the auditors noted that our elementary and middle school Carnival Funds are used primarily for academic purposes but are kept in the activity fund. They have indicated these should be transferred to the General Fund instead. We will transfer them there and keep them in a separate account so that all income and expenditures can be tracked as it is now.

m. Several months ago Mike Kuennen and Donna Forsyth presented to the board on Iowa BIG. We have continued to work on this and are prepared to implement this in the coming school year. I will have thoughts and information to share on this for your consideration.

n. Each year we have the board approve having the board president and board secretary meet at the end of June to approve any outstanding bills so they are paid in this fiscal year. It makes our bookkeeping easier and cleaner as we start the new year. This also saves a special board meeting. You will all see the bills on the bill listing of the July board meeting, but they will have been paid by then. I recommend we do this.

o. I will have a short presentation on this school year for your review.