



Budget Committee Meeting Agenda
July 30, 2014; 3:00 p.m.
Central Administration Office – Board Room

- I. **Called to Order**
- II. **Additions/Deletions to Agenda Items**
- III. **Old Business**
- IV. **New Business**
 - i. Technology Integration
 - ii. 2014-2015 Budget
 - iii. School Resource Officer
 - iv. English Language Learners Student Services
 - v. Land Acquisition
 - vi. Health Insurance Increase
 - vii. Transportation Costs/Shuttle Bus Service
- V. **Other**
- VI. **Adjournment**



Budget Committee Meeting Minutes

July 30, 2014; 3:00 p.m.

Central Administration Office – Board Room

Present: Superintendent Douglas Sullivan, Assistant Superintendent Vince Reep, Ms. Leslie Ross and Board Vice President Jason Hanson. Others present: Mrs. Twila Petersen, and Ms. Nadya Faulx from the Dickinson Press.

- I. **Called to Order** – The meeting was called to order at 3:00 p.m. by Chair Leslie Ross.
- II. **Additions/Deletions to Agenda Items** – There were no additions or deletions to the agenda.
- III. **Old Business** – There was no old business to discuss.
- IV. **New Business**
 - i. **Technology Integration** – Superintendent Sullivan provided a handout regarding a technology integration proposal received from EduTech this spring. He noted this was something that has been discussed by the District-wide Technology Committee and also included as a recommendation in the Strategic Plan. The School Improvement Committee suggested the school district move forward with providing more technology in the classrooms. The plan includes four different components: communication, online presence, technology integration coaching, and Office 365. Included in the proposal is managing and updating the school district website, and creating FaceBook and Twitter pages. Technology Integration Coaching is explained on page 6 of the proposal. EduTech would provide monthly presentations. The cost for the service provide in the proposal is \$33,405. Ms. Ross inquired if this would be a reoccurring expense every year subject to renewal. Superintendent Sullivan responded there would be an annual cost for the service. Ms. Ross inquired if there would be a dedicated person for the district. Dr. Sullivan responded he wasn't sure if there would be one person or a rotation. He added doing the survey every year with the faculty would impact the cost for the proposal next year. Ms. Ross inquired if this proposal has been initiated in other school districts. Dr. Sullivan was not sure. Ms. Ross noted the District has been discussing technology integration for some time. This would also affect the technology coordinator, specialists and paraprofessionals and inquired how this would affect their roles. Dr. Sullivan responded the staff would need to do a better job of taking the EduTech training and sharing it with the teachers and staff. At this time that would involve Mrs. Northrup. The technology department would need to be reviewed. In the past few years 900 students have been added and a new school and the technology department has stayed the same. Ms. Ross inquired if EduTech would help identify some of the needs of the staffing and infrastructure. Ms. Ross viewed Office 365 as the District's platform. Ms. Ross felt the District needed to start somewhere. She suggested proceeding if the budget would support the project. Mr. Reep said that the district's budget could support the project. Ms. Ross requested an evaluation at the end of the year, what is working, what isn't working, and make adjustments accordingly. Mr. Hanson concurred.

- ii. 2014-2015 Budget – Assistant Superintendent Reep said that he has been working on some final adjustments for the 2014-2015 budget. The Certificate of Levy will be set at the August board meeting. Currently the budget is balanced with revenues at \$38,538,510. Changes made since the last Budget Committee meeting included \$1.5 million in a transfer account to help pay for Prairie Rose Elementary. He recently placed funds into a land purchase. Extending the busing contract for a shuttle service would add approximately \$50,000. The district is in the 5th year cycle to replace copiers. He felt good the budget was balanced. Last year there was excess budget which was needed and used for Prairie Rose Elementary. Ms. Ross inquired what salary is being used for teacher contracts. Mr. Reep responded the amount budgeted is the second year of the contract that the board previously approved. In September all teaching staff will be paid according to the 2013-2014 agreement. When there is a settlement then there will be adjustments to calculate back to the new 2014-2015.

Superintendent Sullivan requested Mr. Reep share information regarding the recent bid opening on the Prairie Rose expansion. Mr. Reep said there were five general contractors that submitted bids, three mechanical contractors and one electrical contractor. There were three contractors that did solo prime bids which came in higher than the separate contractor bids. The bids came in around \$2.6 million which falls within the anticipated amount. \$1.4 million has been set aside in the general fund.

- iii. School Resource Officer – Superintendent Sullivan followed up on the conversation from the July school board meeting. If the grant application is approved there would be a second resource officer that would be grant funded for three years with the expectation that the district would fund thereafter. Currently that is \$48,000 with a 50/50 split in costs with the Dickinson Police Department.
- iv. English Language Learners Student Services – Dr. Sullivan updated the committee. A fourth ELL teacher position is being advertised. At the end of the 2013-2014 school year there were 103 students that qualified for services. There were 52 students that had not be screened. The students needing this service continue to enroll. This will become part of the responsibility of the new assistant principal at Hagen Junior High.
- v. Land Acquisition – Dr. Sullivan said administrators continue to work on acquiring land for a future school. There is another piece of land that is being researched by administrators. Ms. Ross inquired if funds had been set aside in the budget for land acquisition. Mr. Reep responded there is \$1.35 million in the general fund. This is based on an estimated price of \$45,000 per acre. He said he didn't want to be presumptive before the October 7 bond election.
- vi. Health Insurance Increase – Mr. Reep reported the Self-funded Health Insurance Committee met last week. Mr. Reep suggested a 9.5% premium increase for employees. In visiting with other class A schools, their increases were anywhere from 11%-18%. The committee did set the increase at 9.5%. Mr. Reep said the stop loss premium went up quite a bit. The ending balance in the account was about \$200,000.

vii. Transportation Costs/Shuttle Bus Service – Superintendent Sullivan noted that he was hoping the shuttle service implementation date would be the beginning of the school year. Due to challenges with the new software he has revised the implementation date to November 3. The District was impacted so quickly with student growth that students were placed in an area where they do not live. This makes things complicated with the shuttle bus service and trying to get students to school on time. Ms. Ross agreed that it was important to have a good service in place.

V. **Other** – There were no other topics for discussion.

VI. **Adjournment** – At 3:36 Mr. Hanson moved to adjourn. Ms. Ross seconded the motion. The meeting adjourned at 3:36 p.m.

Minutes provided by Twila Petersen.