



Budget Development and Input Committee Meeting Minutes

March 28, 2018; 7:00 a.m.

Central Administration Office – Board Room

Present: Board President Brent Seaks (Chair), Board member Jason Rodakowski, Superintendent Douglas Sullivan, Business Manager Kent Anderson. Also present: Naomi Obrigewitch.

Called to Order – The meeting was called to order at 7:00 a.m. by Chair Brent Seaks.

Additions/Deletions to Agenda Items – None.

Old Business

HVAC-Heart River – Business Manager Anderson requested authorization for the administration to obtain a quote from KLJ Engineers for design specification services related to HVAC upgrades at Heart River Elementary. Business Manager Anderson referred to the HVAC System Assessment report dated February 16, 2018 prepared by KLJ Engineers which estimated upgrade costs of between \$2.1 and \$2.6 million. Committee members authorized administration to proceed with obtaining a quote from KLJ for design specification services.

Berg Elementary Renovation – Business Manager Anderson reported that the expanded scope of HVAC upgrades as requested by the administration has increased JE Dunn’s cost of construction estimate. However, the net effect is not yet known given that final construction drawings are still in process, construction bids have yet to be let and value engineering deducts are still being considered. Anderson indicated that he will report back to the budget committee once he has received updated budget numbers from JE Dunn and mainly wanted to update the committee given concerns shared by committee members about the limited HVAC scope in the initial project budget.

Berg Playground Bids – Business Manager Anderson requested that the committee recommend school board approval of the low bid of \$145,800 received from Shep’s Welding & Construction for playground construction at Berg Elementary and the bid of \$100,000 received from BC6 Builders for playground equipment at Berg Elementary. Committee members indicated approval of the request and Chair Seaks authorized adding to the agenda for the April 3rd Special Board Meeting.

Building Fund Levy – Chair Seaks stated that if the public would approve adding 10 mills to the building fund levy, approximately \$1.6 million per year would be added to the district’s building fund which would help significantly given the number and scope of current and projected building project needs throughout the district. Committee members agreed to recommend that the school board proceed with placing a building fund levy increase from 10 mills to 20 mills on the June 12, 2018 ballot.

New Business

Interim Fund Limit – Superintendent Sullivan requested that the budget committee provide guidance to the administration with regards to a target carryover balance for the general/interim fund. Business Manager Anderson reported that the state funding formula allows a school district to have a carryover balance of 35% of annual budgeted expenditures plus \$50,000 at which point the formula generates a dollar for dollar offset in state funding. Superintendent Sullivan suggested the committee consider a target range of between 18% and 22%. Chair Seaks indicated he would like additional discussion and to review additional information given the unknowns with staffing, Berg re-opening, HUB city and state funding, etc. Superintendent Sullivan agreed and indicated that those unknowns could be considered through a transition period. Chair Seaks requested that a general/interim fund target balance be an agenda item at the May 2018 school board meeting.

1.0 Early Childhood Center Special Education Classroom Teacher – Superintendent Sullivan requested authorization for the administration to advertise for 1.0 FTE position for the 18-19 school year which would focus on early childhood special education assessments with some classroom consultation. This additional position would allow early childhood special education consultants to focus more of their time on working directly with identified students. Committee members authorized administration to advertise for the Special Education Assessment/Consultant position.

Private School Special Education Services – Superintendent Sullivan reported that DPS is considering a change to how Special Education Services are provided to private schools in the community and use contracted services to provide those services versus continuing to use DPS employees. This would allow DPS employees to focus on DPS students which is necessary given the continued increased numbers of students requiring these services. Impact to DPS would be approximately \$25,000 per year and would be reflected in the 2018-2019 budget.

English Language Positon – Superintendent Sullivan requested authorization to advertise for an additional 1.0 FTE for ELL services. Committee members authorized administration to advertise for the additional ELL position.

Other – There were no other topics for discussion.

Adjournment – At 8:05 a.m., Chair Seaks declared the meeting adjourned.