

DUBUQUE COMMUNITY SCHOOL DISTRICT
Facilities/Support Services Committee

BOARD COMMITTEE MINUTES

This form is used by all multimember committees established by the Board of Education. Before any meeting is held, be sure you have met the requirements of Chapter 1037 Laws of the 67th G.A., 1978 Session, Official Meetings Open to Public.

- I. Complete the Following Before Starting the Meeting
- A. Date agenda was posted for meeting: September 30, 2022
 - B. Date media were emailed agenda: September 30, 2022
 - C. Media who were emailed an agenda: Telegraph Herald; Des Moines Register; KWWL; KCRG; KGAN; Radio Dubuque; Townsquare Media Group; and Chamber of Commerce.
 - D. Board Committee: **Facilities/Support Services Committee**
 - E. Date and Time of Meeting: October 3, 2022 - 4:00 p.m.
 - F. Place of Meeting: The Forum
 - G. Attach agenda to this form. Verify that a copy of the agenda has been filed with the Secretary of the Board and the Administrator holding the Committee meeting.

If any of the above data does not comply with the open meeting law, do not begin the meeting.

Board Members present: Nancy Bradley, Lisa Wittman, Jim Prochaska, Tami Ryan, Anderson Sainci, and Katie Jones. Absent: Kate Parks District representatives present: Kevin Kelleher, Rick Till, Amy Hawkins, Mark Fassbinder, Ernie Bolibaugh, and Rob Powers.

Lisa Wittman called the meeting to order at 4:00 p.m.

Agenda for October 3, 2022

The agenda was approved as submitted.

Donation of Gaga Ball Pit to Irving Elementary School

Keegan Zihlke proposed to donate and construct a Gaga Ball Pit at Irving Elementary School for his Eagle Scout project. Project cost is estimated at \$1,300.00. Board 10.10.22

Update on Current District Projects

Senior High School Additions Renovations Phase 2

Ken Straka from Straka-Johnson architects updated the committee on the Senior Renovations Phase 2 project. General work on the project is approximately 62% complete with the duration of the project at 40% complete. Experiencing some shortages due to discontinued items. Doors were delayed last month and now some electrical gear is in short supply. Project remains largely on schedule and on budget with the exception of the delay in materials that may affect the schedule by days or weeks. Bid documents for furniture, fixtures and equipment will be coming to the November Facilities meeting for review.

Hempstead High School Intercom Replacement

Nick Rettenberger, from Origin Design, updated the committee that two parts are still on order. Order should be here in November of 2022 for bluetooth wall plate and ethernet controller will be in March of 2023.

Central Kitchen Mechanical System Replacement.

Nick Rettenberger, of Origin Design, updated committee. Roof top unit is scheduled to be delivered in November with placement to be made right away. Duct work and interior connections will be scheduled during the holiday break.

Hempstead High School Kitchen Freezer Replacement

Mark Fassbinder updated the committee on the Hempstead High School Kitchen Freezer Replacement. Project is 90% complete and are waiting on the permanent cooler/freezer units and equipment to arrive. Expecting delivery early November with installation the week before Thanksgiving break. Temporary freezer units will stay in place until equipment is installed and running.

Roosevelt Middle School Roof Replacement

Nick Rettenberger updated the committee on the new roof membrane that will be installed in June to mid-August of 2023. New roof will have a 25-year guarantee. If Board approves the plans at October Board meeting, the bid opening will occur on November 10, 2022, and the Public Hearing will be held on Monday, December 12, 2022, at 5:30 in the board room. Construction to start at the end of the school year and be substantially complete in mid-August. Board 10.10.22

Eisenhower Elementary School Mechanical System Replacement

Currently this project is in the design phase. Plans are to bring project to November Facilities meeting and send it out to be bid. This will be a summer of 2023 project. Depending on equipment availability, it may extend into the 23-24 school year. The design team is working on getting updated information on equipment lead times.

Sageville Elementary School Solar Project

Ken Johnson from Straka-Johnson Architects, updated the committee on the Sageville Elementary School solar project. This project is in the design phase and SJA will be working collaboratively with buildings and grounds, Cenergistics, and local solar power firm. Plans are to bring the project to the December Facilities and Support Services Committee with bids to be sent out in mid-January 2023. Construction will start at the end of the 22-23 school year final completion of project in September of 2023.

Update on Middle School Consolidation Study

Superintendent, Amy Hawkins, updated the committee on the middle school consolidation study. An informational meeting regarding the middle school study was attended by thirty plus people on Thursday, September 22nd. The firm conducting the survey, INVISION, gave a presentation on the “why” the district should move from a three to a two middle school model. The second half of the meeting gave attendees the opportunity to ask questions. The video presentation will be available on the district website soon. Community task force is looking at sites as they relate to land, access, safety and utilities. The goal is to have a recommendation to the Board by November.

Cenergistic Update

Kevin Kelleher gave the Cenergistic update for Abbi Hammann. With temperatures being mild compared to other years and scheduling to reduce demand, there was an overall decrease in energy usage by 28%, resulting in over \$230,000.00 in avoided utility costs from May-September 2022. Prescott Elementary and Kennedy Elementary showed that usage was up as they hosted summer school in their buildings. Abbi continues to complete onsite visits this week to submit for EnergyStar Certification.

District Bussing Update

Ernie Bolibaugh, Transportation Manager, updated the committee on district transportation. This school year there are eighty-four busses, nine vans, and forty-one other vehicles for a total of one hundred and thirty-four total vehicles being used for transportation. The district planned bus routes run five-thousand one-hundred miles each school day. As far as staffing goes, there are currently one-hundred twenty-six total staff positions which are down 40 positions since 2018. The transportation department is down two mechanics with both of those positions being posted for over six months. The district continues to struggle finding bus drivers. The Fulton area bussing has been helped by use of the city bus service. Thirty-eight students ride the city bus for free and an employee from the district rides along as an attendant. School Bus tablets are up and running to assist with transportation data.

SBRC Request for Allowable Growth for Special Education and LEP Deficits

Resolution to approve the submission of the request to the School Budget Review Committee in the amount of \$2,730,520.00 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2020 special education deficit funded through a cash reserve levy. Board 10.10.22

Resolution to approve the submission of the request to the School Budget Review Committee in the amount of \$529,265.00 (or as determined by the Iowa Department of Education following DE audit review) in Modified Supplemental Amount to provide 100% spending authority for 2022 excess costs of the LEP program funded through a cash reserve levy. Board 10.10.22

2021-2022 Internal Control Policies and Procedures Report

Kevin Kelleher and Rick Till, Director of Finance, reviewed the internal control tests that were completed for the year. Board 10.10.22

Financial Targets for 2021-2022

The targets indicate an unspent balance of \$15,951,173.00 which is an increase over last year due to supplanting of ESSER funds. The cash balance showed an increase. Solvency ratio is 19.4% which exceeds target range.

Kevin Kelleher thanked Mark Fassbinder for his work he has done for the district and congratulated Rob Powers for taking over as the new Buildings and Grounds Manager pending Board approval. Rob is working on getting an assistant Buildings and Grounds Manager hired.

The next meeting was scheduled for November 7, 2022.

The meeting adjourned at 5:16 p.m.

Carolyn Mauss, Secretary
Board of Education