

SCHOOL BOARD WORKSHOP

GADSDEN COUNTY SCHOOL BOARD
MAX D. WALKER ADMINISTRATION BUILDING
35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA

March 24, 2015

4:30 P.M.

This workshop was opened to the public and electronically recorded.

The following Board members were present: Mrs. Audrey D. Lewis, Chairwoman; Mr. Isaac Simmons; Mr. Charlie D. Frost; Mr. Roger P. Milton; and Mr. Steve Scott. Also present were Mr. Reginald C. James, Superintendent and Secretary to the Board; Ms. Ashley Daniels, Attorney for the Board; and others.

1. CALL TO ORDER

The workshop was called to order by the Chairwoman, Mrs. Audrey D. Lewis, at 4:35 p.m.

2. Financial Data Report

3. Discussion Items

- a. List of contractors and notification to Board regarding vendors with total payments greater than \$15,000 and other payment issues. Various PO(s) – See Agenda Item in Regular Board Meeting
- b. GASB 54 implementation and specific language to delegate Assigned Fund Balance – See Agenda Item in Regular Board Meeting regarding Resolution 14-01. Resolution supplements Board Policy 6100. Passage of Resolution 14-01 demonstrates compliance with the GASB 54 requirements.
- c. Update on Medicaid revenue receipt issues; changes in assistance currently being received from other DSB and our need for long-term change; attached descriptive information regarding this consultant and services offered; contractor is an expert in this very compliance and highly regulated area who would provide greater benefits than minimal cost associated. See Agenda Item in Regular Board Meeting that requests approval on consultant contracts to serve the district for both services effective the next fiscal year, beginning July 1, 2015.

- d. Power Buying Group (PBG) Letter of Agreement for 2015-16 fiscal year for the school food service program – See Agenda Item in Regular Board Meeting.

Mrs. Ferree stated that the Letter of Agreement for Participating in the Power Buying Group (PBG) ensure that the District's Food Service continues to benefit from competitively priced food and supply products for compliance with USDA and state regulations.

- e. TRIM Timetable – See Agenda Item in Regular Board Meeting.

Mrs. Ferree stated that the TRIM Timetable key dates are as follows: July 21, 2015 at 6:00 p.m. tentative budget for Board approval and advertising; July 28, 2015 at 6:00 p.m. public hearing on tentative budget and millage rates, including proposed millage for capital outlay projects; and September 8, 2015 at 6:00 p.m. final budget hearing.

- f. Federal Funds Budget Amendments 3, 4, and 5 – See Agenda Item in Regular Board Meeting.

Mrs. Ferree stated that Budget Amendment Number 3 removes the budgeted balance of \$2,548.42 from RTTT – Evaluation Monitoring Grant that is closed. She stated that it also establishes a \$75,000.00 budget for the RTTT Professional Development for Digital Learning Grant and adjusts and amends the Race to the Top Grant by function and object.

Mrs. Ferree stated that Budget Amendment Number 4 adjusts budget by function and object based on actual expenditures. She stated that it also establishes budget for the National School Lunch Program Equipment Assistance Grant in the amount of \$207,391.58.

Mrs. Ferree stated that Budget Amendment Number 5 increases the Title III budget based on the 13 – 14 approved roll forward by \$19,666.86.

- g. Miscellaneous Items

- i. Change in payroll distribution to Capital City Bank was implemented on the March 10th payroll. Implementation was smooth thanks to the multi-agency collaborative efforts.

- ii. Status of IRS Change and Implementation – letters have been sent to the 4 parties; we have contacted the Sheriff's office regarding a change in arrangements as required by IRS; update on using a private vendor to assist with this service; possible change in delivery in the next budget cycle.

- iii. Status of School Recognition funds – April 11th. These schools shared the recognition across all position types (not just teachers) that are truly a testament as to why they are and how they got to be a school that earns recognition funding.

- iv. Responded to P&T which they subsequently requested truncation in response to the length so as to continue to rework until the time that the Board package is due, upon the required attorney and management representation letters. Anticipate Audit Report to be released prior to the end of March.
- v. Cost to Food Service for bat extractions estimated at over \$6,000. Want to acknowledge the Food Service, Custodial, Facilities Director, and the Safety Director for their hard work on these eradications and clean up.
- vi. Closed out the Construction, Architect, Engineer, and other POs on the Havana Middle School Addition. We only have the mill work remaining to be paid.

Construction Project Status and Savings – The Guaranteed Maximum Price for the Construction Manager was issued at \$4,821,118. The total we paid on the GMP with the CM was \$4,675,608, resulting to a savings of \$145,510 on the GMP contract.

This allowed us to parlay those additional project funds into other aspects of this project, such as the mill work and furniture. The total capital outlay implementation plan for this project was \$5,595,000 which included the GMP for the CM; the Architect/Engineering contract; other purchase orders supervised by our Facilities Director; as well as capitalizable cost for the bond and finance professions which the district was attempting to initially finance this project with a COP that resulted in a sunk cost of \$76,500. We anticipate the total overall savings on this project to be \$37,429.

From this capital outlay implementation budget we have issued PO #187575 in the amount of \$102,999.02 for the mill work.

Cost Saving in Closing Havana Elementary School: It is difficult to anticipate the total cost savings from closing Havana Elementary School until it can be determined how many staff will be reduced or be reabsorbed into the system. Our current year budget has General Fund salary expense as \$1,304,709 and benefits expense as \$357,642 with Federal Fund salary expense as \$363,116 and benefits expense as \$82,188 as our payroll file on 2/28/15.

Savings from our insurance policy will not see any significant reductions and the property portion would be transferred to the increase of square space at the combined schools.

Our most significant savings would be cost avoidance in not having to maintain the older structure as well as not separate utility cost which is summarized in the following table.

Utility Code	FY 13/14 expense	FY 14/15 YTD expense
410 natural gas	\$11,369.35	\$10,543.98
430 electricity	\$62,799.40	\$67,692.11
381 other (garbage)	\$7,454.52	\$5,057.91
Total	\$81,623.27	\$83,294.00

- vii. American Healthcare Act Tracking and possible consequences to the district. Tracking for the 21 weeks that the tracking period has been active. Budget committee will consider options that other districts have implemented to offset this additional cost and used a staffing agency (Kelly) to provide the district with all subs.
- viii. Federal regulatory changes regarding hiring food managers. Reorganization employee job descriptions cover the requirements
- ix. Legislative trends

4. SCHOOL BOARD REQUESTS AND CONCERNS

None.

5. The workshop adjourned at 5:20 p.m.