

KIDS Committee Meeting Minutes
October 23, 2007
C. C. Meneley Elementary School

Minutes Approved
November 15, 2007

Members

In Attendance:

Cheryl Blomstrom – Vice Chair
Gerene Sayer – Clerk
Michael Brown
Lawrence Howell
Kevin Kjer
Carol Lark
John Louritt
Holly Luna
Thomas Moore
James Settlemeier
Sherry Smokey
Claudette Springmeyer
Fred Stodieck
Gary Thurm
Jason Tollman
Cynthia Trigg

The meeting began at 6:40 p.m. with Ms. Blomstrom, Vice Chair, stating she would be running the meeting in the absence of Ms. Prado, Chairman. Ms. Blomstrom asked that all attendees introduce themselves.

1. Approve Minutes of the October 10, 2007 Meeting

Committee members were asked to introduce themselves.

Ms. Blomstrom asked if anyone would like to make a motion to approve the Minutes from the second meeting of October 10, 2007.

Mr. Moore moved to approve the Minutes of October 10, 2007, seconded by Ms. Sayer.

Motion carried unanimously.

Ms. Blomstrom informed the group that a couple of other Committee members, in addition to Ms. Prado had called the District to say they were unable to attend this evening.

2. A) Committee Receives Updates on any Questions Posed at Previous Meeting

There was no review of questions from the previous meeting.

2. B) Define Capital Projects

Holly Luna, Director of Business Services defined capital projects and general maintenance. Capital projects were noted to be needs of \$100,000 or greater. Funds used, were located in either the Capital Projects or Building and Sites budget categories. Examples of capital projects were HVAC systems, roofing, renovations/remodeling, and building expansions. Mrs. Luna stated that the District followed guidelines as written in Nevada Revised Statutes, Nevada Administrative Code and Public Works Board (PWB). General Maintenance expenses were described as being ongoing maintenance and custodial supplies, consisted of 2.5% of DSA dollars received from the state, and monies were drawn from the General Fund. The percentage of DSA revenues from the State reported as being spent on salaries, benefits, and educational needs was 76% due to the business of education being a people oriented business.

Next, Ms. Luna presented the 07-08 Capital Improvement Plan (CIP), listing projects by priority, as voted on by the Board. She explained that the CIP was a five year plan that was presented to the School Board annually. The Board prioritized project needs and funding allocations with considerations over five years. The composition of a separate, detailed list of project needs by site was reported to be in progress. This list would be provided to the Committee in the future, and would be prioritized, beginning with safety needs.

Additional information would be provided to the Committee in the future, including Mrs. Luna's perspective of the history of project management and budgeting previous to her tenure, trend data on the Douglas County housing market, as well as population projections. She further explained the process with which principals and custodians reported building and maintenance repair needs that was now being reported through an online work order system.

Ms. Sayer asked Mrs. Luna if she would be including cost estimates on the project need list. A question was raised about efficiency considerations. Discussion ensued as to further descriptions of capital projects which result from inability to maintain buildings and therefore creating an increased burden. Additionally, grouping of site needs such as a number of buildings needing carpet replacement, asphalt repair, etc., as opposed to individual needs, would change the perspective to a capital project as viewed in a grouped, larger perspective.

A question was raised as to whether or not the Board should restrict more money for general maintenance usage.

3. Principal PowerPoint Presentations

A. Pam Gilmartin, Principal Jacks Valley Elementary School

At 7:15 p.m., Mrs. Gilmartin shared a PowerPoint consisting of pictures of project needs at Jacks Valley Elementary School, a school built in 1981. The school was shown to be in need of parking lot lighting, fire alarm repairs including rewiring, storage, double pane windows, both asphalt and cement repairs, flooring in the Commons area, tile work in bathrooms, inside door locks, and metal outside doorframe replacements.

B. Keith Lewis, Principal Pau-Wa-Lu Middle School

Mr. Lewis presented project needs at Pau-Wa-Lu. This site having opened in 1994 had less improvement needs at this time than older buildings. Projects shown were asphalt repairs, HVAC continual parts replacements or total system replacement, cement repairs to the wall caps in the outside quad area, AC unit additions to balance current HVAC problem system, carpet repairs, and fire system improvements.

Mrs. Luna added that Pau-Wa-Lu was another site in need of inside classroom door lock replacements. Asphalt repairs at sites were budgeted for by previous administration on a rotation basis. Concrete projects were noted to have been corrected through surface repairs, and there are many areas which now need to be repaired from the base surface due to dramatic temperatures changes in our area.

4. Site Tour – Paula Zona, Principal C.C. Meneley Elementary School

At 7:42 p.m., Mrs. Zona provided a site tour of C. C. Meneley Elementary School, as well as, a list of project needs. Projects brought to the groups attention included, asphalt and concrete repair, double pane windows, storage, and carpet repairs.

5. Next Agenda

Mrs. Lark stated the next two meetings would consist of several more presentations from principals representing capital project needs at their sites.

Committee members offered ideas and thoughts. The concern was raised as to what questions and how many of them, would be brought forth on the upcoming ballot. A suggestion was made to invite individuals who previously sat on the Committee to provide input. A Committee member involved in the past, stated teachers had mobilized in order to help communicate the needs of the District.

6. Public Comment

There was none.

The meeting adjourned at 8:30 p.m.

Submitted by:

Carolyn Moore
Secretary to the Superintendent and
Board of Trustees

Approved:

Clerk of the Board

Note: Upon approval by the Board of Trustees in a public meeting, these minutes become the official minutes of the meeting held on the above date. Board minutes are kept on a permanent basis and are available for public review in the office of the Superintendent.