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**SCHOOL DISTRICT OF JEFFERSON
JEFFERSON, WISCONSIN**

**MINUTES
FINANCE AND OPERATIONS COMMITTEE
August 9, 2010**

8 The Finance and Operations Committee of the Board of Education of the School District of Jefferson met on
9 Monday, August 9, 2010, in the Jefferson High School Library. Chairperson Schumacher called the meeting to
10 order at 5:30 p.m. with Committee members Thompson and Stoner present.

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12 **Approval of the July 12, 2010 Committee Minutes:** A motion to approve the July 12, 2010 Finance
13 and Operations Committee as presented was made by Mrs. Schumacher, seconded by Mr. Thompson.
14 The motion passed on a unanimous voice vote.

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16 **OPEB (Other Post Employment Benefits) Actuarial Valuation Study:** Mr. Michael Blackburn of
17 Blackburn Actuarial, Inc. reviewed the Impact of OPEB and Pension Benefits on the School District of
18 Jefferson via conference call. He indicated that the district's liabilities are higher than two years ago. This is
19 primarily due to the following:
20

- 21 • The discount rate was lowered from 6% to 4% to reflect that the district is not contributing a lot over
22 the current year benefit payments and Fund 73 assets are conservatively invested.
- 23 • The actual increase in medical costs over the last two years was approximately 40% which is nearly
24 double what was assumed.
- 25 • This is offset somewhat by several other changes we made in assumptions that had the net impact of
26 lowering the liabilities.

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28 Following the conference call, the committee briefly discussed the next steps. Dr. Stoner would like the
29 district to fund the trust to a greater extent if possible. Mr. Thompson noted that the district is currently
30 funding the minimum as required by the DPI and there are not any additional dollars in the budget to increase
31 this funding.

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33 **OPERATIONS TOPICS:**

34 **Resignation(s):**

35 none

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37 **Employments:** Mr. Swartz explained that interviews have taken place in an effort to fill the vacant Director
38 of Special Education and Pupil Services position and the interview committee did not feel any of the
39 candidates were right for the district. Don Nolan has expressed an interest in filling this position on an
40 interim basis for the 2010-2011 school year. Mr. Swartz has discussed this possibility with Mr. Nolan and he
41 explained his recommendation to the committee.

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43 Discussion of the 2010-2011 Interim Director of Special Education and Pupil Services position included a
44 contract length of 234 contract days at a salary to be determined.

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46 A motion to recommend the employment of Don Nolan as Interim Director of Special Education and Pupil
47 Services for the 2010-2011 school year as presented to the full Board was made by Mr. Stoner, seconded by
48 Mrs. Schumacher. The motion passed 2-0 with Mr. Thompson abstaining.
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1 **Review of Utility and Telephone Payments Comparison for 2008-09 to 2009-10:** Mrs. Peachey reviewed
2 a comparison of utility and telephone costs for the 2008-09 and 2009-10 school years. She noted areas where
3 the district experienced significant savings on utility costs. Dr. Stoner asked for a breakdown of actual
4 consumption which will be provided at a future meeting.
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6 **FACILITY TOPICS:**

7 **Jefferson High School Facilities Project Update:** Mr. Swartz reviewed the most recent project schedule
8 from Plunkett Raysich Architects. He noted that the next round of interviews with staff will take place on
9 Tuesday, August 10, 2010. Groundbreaking has not yet been scheduled.
10

11 **Sullivan Elementary Roof Project:** Mr. Swartz informed the committee that the Sullivan roof project is on
12 hold until further notice due to the fact that the company forgot to put a ½ inch high density foam under the
13 rubber membrane. Mr. Schroedl has been working with the district's roofing consultant, Specialty
14 Engineering Group, to resolve this issue. Corrective action was discussed and additional information will be
15 provided at a future committee meeting.
16

17 **East Elementary parking Lot:** Mr. Swartz reviewed the latest information on the East Elementary parking lot
18 project. He noted concerns that have surfaced:

- 19 • The bus drive/sidewalk area is not stable and had to be removed at a cost of \$2,988.
- 20 • An area in the center of the parking lot has failed the undercut process. The area requires additional
21 crushed gravel in order to eliminate the risk of future sinkholes. The cost of this additional work is
22 \$2,970.
- 23 • The City of Jefferson has agreed to pay \$3,300 for the manhole project.

24
25 Committee members agreed that the parking lot should be done right.
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27 Mr. Swartz updated the committee on status of the pool. He noted that additional deck shoring will be required in
28 order to stabilize it for future demolition. The cost of this additional work is \$13,660. Mr. Swartz will work with
29 Miron/Maas on this issue.
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31 A motion to adjourn was made by Mr. Thompson, seconded by Dr. Stoner. The motion passed on a voice vote.
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33 ADJOURNMENT 6:58 p.m.

34 BOARD OF EDUCATION

35 Pati Fitzgerald, Board Secretary