



SUPERINTENDENTS' ADVISORY COMMITTEE MEETING June 7, 2017

Members Present: Ron Jacobs, Scott Petrie, Tom Berg, Kyle Ganson, Joe Blessman, Kristin Humphries, Terri VanDeWiele, Perry Miller, Mike Oberhaus and Jay Morrow

Members Absent: Andy Richmond and Shannon Bumann

BHASED Staff: Christan Schrader, Vicky Hoffman and Joyce Utz

1. Preliminary

A. Call to Order

The Superintendents' Advisory Committee (SAC) meeting was called to order at 12:08 p.m. by Chairman Jay Morrow.

B. Approval of Minutes – April 5, 2017

Dr. Oberhaus made the motion to approve the April 5, 2017 minutes as presented. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote.

2. Communication

No one requested an opportunity to address the SAC at this time.

3. Reports

A. Reports from SAC Members

No reports were given at this time.

B. Citizens wishing to address the SAC on items not on the agenda.

No one requested to address the SAC at this time.

4. Blanket Motion

Mr. Berg made the motion to blanket agenda items 5.A., 6., 7., and 8. Dr. VanDeWiele seconded the motion. The motion carried unanimously by a voice vote.

5.A. Recommendation to Approve Bills – April & May 2017

6.1 Employment:

Kristin Shumann, Itinerant Teacher of the Visually Impaired. 2017-18 school year. Full-time.

Taylor Anderson, Speech-Language Pathologist. 2017-18 school year. Full-time.

Allison Wilhelm, School Social Worker. 2017-18 school year. Full-time.

Dawn Swanson, Business Manager. 2017-18 school year. Full-time, 12-month.

6.2 Resignations:

Deb Knobloch, Paraprofessional; Irrevocable Letter of Resignation/Retirement, effective June, 2019.

Carol Peterson, Paraprofessional; Irrevocable Letter of Resignation/Retirement, effective June, 2019.

Jessica Israel, Teacher, effective 5/25/17.

Taylor Anderson, Paraprofessional, effective 5/25/17.

Laurence Findley, Paraprofessional, effective 5/25/17.

Cindy Fowler, Paraprofessional, effective 5/25/17.

Piper Nichols, Paraprofessional, effective 5/25/17.

Lisa McElroy, Paraprofessional/Nurse Aide, effective 5/25/17.

Suzanne Blank, Paraprofessional/Sub Teacher, effective 5/25/17.

Robert Hull, Youth Transition Educator, effective 6/2/17.

7. Power IEP Contract Renewal

8. Next Up License Renewal

9. Voluntary Life and Dental Insurance Renewal

BHASED's open enrollment for Voluntary Dental and Life insurance is in June. We had AJG bid this out for us this year in an effort to consolidate all of our employee insurance coverage.

10. Appoint 2017-18 SAC Chairperson and Vice Chairperson

Mr. Jacobs made the motion to appoint Dr. Oberhaus as SAC Chairperson and Alan Boucher as SAC Vice-Chairperson for the 2017-18 school year. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote.

11. BHASED Finance Committee Meeting Report

Dr. Oberhaus reported that after the Finance Committee met they decided that the itinerant services for 2017-18 will be billed off of the 2016-17 service minutes with a reconciliation at the end of the year. The Center and Phoenix bills will be based on budgeted program costs. Districts will be billed quarterly based upon an estimated enrollment for the 2017-18 school year. A reconciliation of the program/costs will be completed in June once enrollments and costs have been actualized. There will be no tuition advance due in July. There will continue to be an annual assessment that is due in July. This assessment will be \$400,000 for the year. Each District's cost shall be determined by their fall enrollment. Districts will be billed quarterly, on one bill, for all services.

12. Presentation of Preliminary FY 2018 Budget

Vicky Hoffman presented a preliminary overview of the FY 2018 budget; this document will be finalized and presented to the Governing Board for approval to be put on public display.

13. Engagement of Auditor

The annual audit will cost no more than \$18,750. The Finance Committee had indicated that they would like the auditor to come present this report to the SAC. This was not included in the Engagement Letter; this would cost an additional \$500 because Gorenz has lost over \$5000 on the past two years audits (FY 15 and FY 16). The SAC members believed one presentation should be included in the cost of the Engagement Letter. Dr. Oberhaus also questioned whether or not BHASED would be able to fulfill all of the expectations currently outlined in the Letter.

Mr. Berg made the motion to direct Christan Schrader to work out with Gorenz the best possible Engagement Letter that would fulfill everyone's expectations. Dr. VanDeWiele seconded the motion. The motion carried unanimously by a voice vote.

14. Executive Session

Mr. Jacobs made the motion to go into Executive Session to discuss the approval of salary increase for individuals not covered by the Collective Bargaining Agreement. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote. The SAC went into Executive Session at 12:35 p.m.

Mr. Berg made the motion to return to Open Session. Mr. Jacobs seconded the motion. The motion carried unanimously by a voice vote. The SAC returned to Open Session at 1:00 p.m.

Mr. Humphries made the motion to recommend the salary increases as presented in Executive Session. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote.

15. Director's Report

- A. BHASED Summer Hours – BHASED hours during the summer are 7:30 am – 3:30 pm Monday thru Thursday and 7:30 – 2:30 on Fridays.
- B. ESY and Summer Vocational – ESY classes started on Monday June 5th; there are 127 students enrolled this summer – more than ever before.
- C. FY 2018 IDEA Grants – Not sure when they will be released but there will be a very short turnaround time.
- D. Other – We will be working on decreasing our printing/copying expenses and will be moving to managed print. We currently have 25 copy machines in 3 buildings. An estimate from Advanced Business systems looks to save approximately \$500/month for the next 5 years.

There being no further business, Mr. Humphries made the motion to adjourn. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote. The SAC was adjourned at 1:09 p.m.

Respectfully,

Dr. Jay Morrow, Chairman

Ms. Christan Schrader, Secretary