



CARLISLE COMMUNITY SCHOOL

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MINUTES
CARLISLE COMMUNITY SCHOOL
Work Session
Monday, December 4, 2017, 6:00 p.m.
Carlisle Community School Board Room

President Chambers called to order the December 4 work session at 6:00 p.m.

Directors Present: Kyle Chambers, President, left 7:27 p.m.
Art Hill, Vice President
Jeramie Eginoire, left 7:35 p.m.
Harry Shipley
Cody Woodruff

Also Present: Bryce Amos, Superintendent
Jean Flaws, Board Secretary/Business Manager

Motion by Shipley to approve the agenda as presented. Seconded by Hill. Motion carried unanimously.

Work Session Items

A. Transportation – Jason Bradshaw, transportation director spoke about the transportation department. Current staffing includes 27 drivers, 1 mechanic, and 1 secretary. The fleet includes 21 school buses, 3 suburbans and 5 mini-vans. Mr. Bradshaw shared a list of the fleet and condition of each vehicle with three older buses (prior to 2000) needing to be replaced in the next year or two. Mr. Bradshaw will be considering buying off-lease buses instead of new. Buses are on a 20 year replacement cycle but Mr. Bradshaw would like to move to a 15 year cycle. Buses are inspected every 6 months. There are 15 bus routes and 6 van routes traveling an average of 850 miles per day which added up to 228,440 miles during the 2016-17 school year. The District does offer discretionary transportation (in-town busing) at a cost of \$90/student/quarter and \$150/family/quarter. Last year, the District ran at a \$9,230 deficit with this program.

B. Technology – Ryan Lehms, technology director, presented information about the technology department. Mr. Lehms has 2 full-time technicians working with him. The department's core foundations include customer service, infrastructure, security and budgets/future planning. Mr. Lehms has strived to improve customer service and response time. Currently they have a 93% overall satisfaction rating. Remote management systems have been put into place to help in tech help response time. Mr. Lehms shared the number of devices in the District. There has been an increase in the number of mobile devices so to manage the devices more wireless points have been installed, some programs have been migrated to cloud based systems and servers have been upgraded. Currently the District overall is at 2.5:1 (devices to students). While it is not a 1:1 situation, students do have access to technology when needed.

C. Building and Grounds – Lewey Polito, director of maintenance, talked about the facilities and the maintenance department. There are 10 custodians, 1.5 FTE's for maintenance and 3 mowers that take care of 4 schools on 3 campuses, approx. 325,000 sq. ft. of building space. This breaks down to 140 classrooms, 50 office spaces, 6 gyms and 15,000 light bulbs. The oldest structure is the elementary old gym built in 1936 and the newest is the high school fine arts facility just completed. The elementary school was built in 1954 with major additions in 1992 and 2005. The original upper elementary school was built in 1917 but torn down and replaced in 1982, with the gym floor being replaced in 2003 and then a remodel and new kitchen/cafeteria/band room in 2010. The middle school was completed in 2007. The high school was built in 1962 with a remodel of the auditorium/commons/gym in 2008 and then the infrastructure and fine arts

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facility just completed in 2017. About 65% of his budget is utility expenses, 20% is for repair and maintenance and 15% is spent on supplies.

D. Food Service – Charlene McCrory is the food service director. Jean Flaws spoke on her behalf. The department is staffed with 27.5 members serving 4 kitchens. Last year 229,092 student lunches were served and 61,258 student breakfasts were served. The program is funded with state aid, federal aid and commodities which amounts to 48% of the revenue with 50% coming from food service account deposits. The free and reduced district percentage is 30.5%. Meal prices are set every spring and the student lunch price is guided by state and federal guidelines. Mrs. McCrory reviews the other meal prices taking into consideration increases in costs. The board approves the meal prices along with other District fees. Ala carte items are served at the middle school and high school with most items costing around \$0.75 up to \$1.50. The District does use the offer vs. serve method to claim a reimbursable meal. This means that students must take 3 out of the 5 components (grain, meat/meat alternate, milk, fruit and vegetables) with 1 of the 3 being a fruit or vegetable. Then Mrs. McCrory files a claim each month for reimbursement. Meals planned are aligned to federal nutritional guidelines and on a five-week cycle. Fresh fruit and vegetables are offered as much as possible. Milk and bread bids are put out every year and brought to the board for acceptance.

E. Finance – Jean Flaws, business manager, began by reviewing the different funds the District uses and the revenue sources and the allowable expenditures for each fund. The funds are: general fund, management fund, activity fund, sales tax fund, PPEL fund, debt service fund, nutrition fund, building trades fund, partial-self funding insurance fund, flex fund, library fund and food pantry fund. Each fund serves its own special purpose and managed separately. The school funding formula is used to fund the general fund. This is based on the District's property valuation and student enrollment. With the District's low property valuation, Carlisle is dependent on state aid, which accounts for approximately 70% of the general fund revenue. The District has tried to maintain the tax levy over the last 5 years. The tax levy is currently 17.85506 and made up of the general fund levy, the management levy, the PPEL levy and debt service levy. Mr. Amos shared several graphs comparing Carlisle to other Districts. The first graph showed the FY 16 solvency ratio with Carlisle at 26%. The next graph was for the taxable valuation per pupil for the conference and metro districts. Carlisle is at \$172,802 (3rd lowest in the state) compared to the state average of \$329,208. The graph for tax rates shows that the District is lower than many conference and metro schools. Then Mr. Amos talked about the budget process and how buildings receive their budget allotments based on the "Tight Loose" philosophy. The District is tight on accountability performance measures and loose on giving schools the opportunity to make decisions that will best allow them to meet those performance measures and have the biggest impact on student learning.

Motion by Shipley to adjourn the work session. Seconded by Woodruff. Motion carried unanimously.
Motion

Work Session adjourned at 7:40 p.m.

Kyle Chambers, Board President Attest: Jean Flaws, Board Secretary/Business Manager
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