

COMMITTEE MEETING MINUTES

Committee: IAS Operations Committee

Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
2/11/20	5:30pm		3/10/20	5:30pm	Shaun Kerr
Meeting Location:					
IAS					

Attended by:	
<ul style="list-style-type: none">• Marie Davis (committee chair)• Javier Smith• Zinta Perkins	<ul style="list-style-type: none">• Shaun Kerr (via telephone)
Highlights:	

I. Roll Call

II. Committee Update – no update

III. Old Business

- Facility Review
 - i. Insurance company denied claim for the roof. They claim the holes were preexisting around the HVAC units and there was not a technical “storm.” Ms. Perkins says they are going to have to pay for the roof to be fixed and potentially challenge the insurance claim denial. She informs the committee they’ve spent ~\$18,000 thus far on the roof and have other bills they are waiting on to come in.
 - ii. Ms. Perkins has asked the adjuster to send an independent person in to inspect the roof and see if it’s fixable or if they’ll need a whole new one. Ms. Perkins is hoping to get the roof fixed next week during winter break.
 - iii. Ms. Perkins informs the committee of the current maintenance/repairs cost and her need to work with Prestige Ms. Perkins to better understand their software so she can better present this info to the committee.
 - iv. Plumbers came this past week and suggested they replace toilets that are residential grade with commercial grade toilets at a cost of ~\$2,000.
- Renewal
 - i. Ms. Perkins: ‘We’ve submitted what we needed and are just waiting to here back from the SCSC. Hopefully we’ll hear back this week.’
 - ii. Mr. Smith wants to have a response ready to parents that can go out the moment renewal becomes official.
- Staff Survey

- i. Ms. Perkins is going to get the team leaders to ask teachers to fill out the surveys.
 - ii. Mr. Smith wants to figure out if the budget can afford doing something special for the staff after renewal.
- Facilities/Maintenance Plan and budget for next Year
 - i. Ms. Perkins wants to get info from Prestige to see if IAS will have the financial flexibility to increase spending in maintenance and a couple other “buckets”

IV. New Business

- Enrollment/Lottery update
 - i. 277 people committed to returning next year thus far.
 - ii. 67 new kindergarten enrollees for next year.
 - iii. ~60 1st-5th graders in the lottery.
 - iv. Mr. Smith wants to set up bounce houses, etc. for the open house and have a big community event in the parking lot.
- After School Program Review
 - i. Schools in the middle of onsite monitoring currently
 - ii. Ms. Perkins says the ASP is not making the money they thought but it is paying for themselves.
- Student Safety Audit
 - i. Statewide tornado drill was conducted this past week.
 - ii. Security grant has been awarded and Ms. Perkins is waiting for renewal approval before spending it. She is still collecting quotes on cameras and hoping to have someone waiting to go after the renewal is in hand.
- Annual Non-profit Corp. Registration
 - i. Due in March. Ms. Perkins is going to start working on it soon.
- Maintenance analysis
 - i. Ms. Perkins is working on this currently.
- RFPs
 - i. IT services
 - ii. Nutrition
 - iii. Audit
 - iv. Copier
 - 1. Ms. Perkins is going over contracts and considering issuing RFP's for if she doesn't find them competitive enough.
- Plan development for technology and facility upgrades.
 - i. Ms. Perkins communicates the schools needs and ask Marie to communicate with the board about the need for additional funding for tech and FF&E needs.

V. Next Meeting Date March 16, 2020 5:30pm

ADJOURNMENT