

BOARD FOLLOW-UP REQUESTS

JULY 13, 2015 WORK SESSION MEETING

1. Facilities & Operations (JOSHUA WILLIAMS)

Dr. Erwin asked for clarification regarding the formula used to calculate the 5% administrative fee under the transportation agreements for Destiny Academy and DeKalb Path Academy vs the 3% fee noted by our Charter Office.

Response: Marcee Campbell, Charter Schools Coordinator, stated that state law requires charter schools to pay 3% of their total funding to the residing district for administrative services. Charter schools can contract any qualified transportation vendor to provide student transportation; however, it would cost significantly more than the transportation services provided by DCSD. We currently invoice the charter schools for the driver's hourly salary and mileage.

The 5% administrative fee is there to recoup the cost for a DCSD supervisor, payroll clerk, router and perhaps a dispatcher. The 5% assumes that these employees would spend nearly 5% of their time working on contracted services.

Ms. Turner requested an update on the project timeline for the Stone Mountain HS Renovation work, specifically the work regarding the track replacement.

Response: (also see the attachment)

There are 5 remaining projects at the ML King HS.

- 1) Security Camera's – An additional 18 cameras, IDF are scheduled to be installed by ICN in the Gym, Auditorium, and exterior of these spaces by July 24th. IT Department has forwarded CIP the quotes and we will get a PO executed for the work by Thursday. IT has assured CIP that the can have this work completed by Friday, July 24th.

The next (3) three projects were designed by AE - Perkins & Will are running concurrently. The work scopes are affected by school activities such as Football, Track, and Basketball. Coordination with these seasonal activities has dictated the current schedule, and is critical to the success of the projects:

- 2) The Asphalt Paving Task includes removal of the existing and to improve the sub base material which is in poor condition. At a minimum, we believe this will be a 12 – 16 week activity that will require work being done in 2 phases. We will split the campus in two parts (East and West). We will close off one side entrance road and parking to facilitate construction on the opposite side. When completed, we will repeat the operation on the opposite side.
- 3) The Track Replacement will be completed in 8 – 10 weeks but cannot start until Football Season is over (8/15/15 – 12/1/15) and will be completed before the start of Track Season which is 3/23/16 - 5/16/16 (weather permitting).
- 4) The Site Improvement scope of work will require 20 weeks to complete and includes:
 - CMU Storage Building
 - Site Clearing of Overgrowth Trees and Shrubs at Tennis Courts
 - Repair Washout at existing concrete stairs to Tennis Courts
 - Add New Concrete Stairs to practice fields
 - Concrete Sidewalks
 - Concrete Marching Pad Tennis Court Resurfacing
- 5) Gym Floors – Facilities Manager, Jackie Boyd is scheduled to meet with Fuller Floors on Monday, July 20th to finalize the repair of the buckling floors. Fuller Floors has committed to the District to do whatever it takes to repair and finish the gym floor on or before the 1st day of school (August 10, 2015).

2. School Leadership & Operations (ALICE THOMPSON)

Request - An updated list of all new principals – Mr. Jester

Response: [See attachment.](#)

3. Finance (MICHAEL BELL)

I was asked to do a write up of how salaries were accrued through-out the fiscal year as shown in the Monthly Financial Report. Mr. Jester made the request.

Response: Relative to 10 and 11 month employees (mostly teachers) summer pay- as calculated by HR – is paid out on a 12 month basis even though teacher salaries are earned over a 10 month basis. The four paychecks covering July and August, 2015, for this group, will be accrued BACK into FY2015 even though the actual payments are now being made (in our FY2016). This reporting process as indicated on the monthly financial reports has been followed since the beginning of FY2013.

4. Human Resources (TEKSHIA WARD-SMITH)

Dr. Erwin requested a vacancy list by Region from Human Resources.

Response: [See attachment.](#)