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# MEETING NOTES

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1. The meeting was called to order at 6:30 p.m.
2. Roll Call: All members present.
3. Everyone stood and recited the Pledge of Allegiance.
4. The Board of Education adopted the agenda.
5. The Board of Education approved the Language Arts and Mathematics Course Curriculum as previously presented.
6. The Board of Education approved the following Trip Requests:
  - a. Darby Boys Basketball, OU Team Camp – June 14, 2019
  - b. Darby Girls Basketball, University of Toledo – June 20, 2019
  - c. Davidson Senior Choir, Hocking Valley Ranch – July 14, 2019
  - d. Darby Girls Volleyball, Friendship Cup Mason Tourney – July 15, 2019
  - e. Darby Boys Cross Country, Hocking Hills – July 29, 2019
  - f. Darby Girls Cross Country, 4-H Camp Ohio – August 2, 2019
  - g. Davidson Madrigals, Hocking Valley Ranch – September 27, 2019
  - h. Davidson Senior Choir, New Orleans, LA – January 18, 2020
  - i. Darby World Language Department, Costa Rica – March 21, 2020
7. The Board of Education authorized the Director of Business to award the following bids for the 2019 Summer Paving Projects to the named Vendors for the following projects:
  - a. Hilliard Station Sixth Grade School – Chemcote, Inc. awarded at a bid of \$149,442.00
  - b. Hilliard Darby High School – Complete General Construction Co. awarded at a bid of \$1,231,028.50
  - c. Hilliard Davidson High School – Decker Construction Co. awarded at a bid of \$450,138.55
  - d. Darby Creek Elementary – Complete General Construction Co. awarded at a bid of \$577,107.75
  - e. Avery Elementary – Complete General Construction Co. awarded at a bid of \$452,542.00

Cliff Hetzel, Director of Business, stated we had moderate competition. There were 3 bidders for 6 projects. Of the 3 bidders, they did not submit a bid on every project. Based upon our estimates and scope of work, the bids came in at 3-4% below those estimates. We feel good about the bids, however, one of our local partners who usually bids competitively was unable to participate this year. Overall, we have identified and want to proceed with 5 of the 6 projects. The front parking lot at Heritage MS was included in the bid request but due to the cost, we are unable to proceed with this project at this time. The five projects above are higher priority at this time.
8. Discussion Topics:
  - a. Sports Commission Report

The Commission presented the following information to Hilliard City Council on Monday, April 22.

Mike McDonough, Deputy Superintendent and member of the Sports Commission, introduced Jim Dietz, President of the Sports Commission, and Ed Merritt, Director of Recreation and Parks. The commission started meeting in August 2017 to talk about all things related to sports in the City of Hilliard. When we talk about the City of Hilliard, we are including the Hilliard City School District as well.

Jim Dietz then gave a brief history and vision of the Sports Commission that has 9 members. The commission's objectives are to develop strategies for the best use of all facilities, include activities for all ages and all abilities and to research and develop sustainable economic plans. There has been a great deal of discussion on not only what we need today, what we need tomorrow, but how we sustain it, grow it and improve it. The commission is also recommending establishing a sports coordination organization to maintain fields and facilities so all the coaches have to worry about is showing up and working with the kids (no more "sweat-equity"). The commission began their work with a survey of youth coaches and meeting with 3 other area cities about what they do. We believe we have provided a solid framework of recommendations (*April 22 presentation to City Council*) that gives the city and community a good place to start.

The one thing we noted as we began this process is that Hilliard is one of the few communities where the Rec & Parks don't have any control over or any involvement in youth athletics. One of the biggest challenges for the school district and recs and parks department is having so many players vying for so few spaces. Our goal is to develop a system that will make everyone feel welcome and have a level playing field (same access) for everyone. The recommended sports organization coordinator position would work with the recs & parks, school district and youth athletic teams. This position would also help organize the team tier system, bylaws and fee schedule. The commission is also recommending the following:

- Field and facility scheduling
- Field maintenance and preparation
- Outdoor field space and indoor facility needs
- Economic development

It's encouraging to see the school district, city and other local organizations working together on this issue. You may want to consider involving the City of Columbus and Franklin County Fair Board as well.

b. Food Service Bids

Cliff Hetzel, Director of Business, presented an overview of the food service management company bidding process and results. The Ohio Department of Education (ODE) requires school districts to bid every 5 years. All bid, contract and contract renewal documents of food service management companies must be approved by ODE.

All required information – request for proposal, evaluation criteria, contract language, financial statements, requests for RFPs, and results of the RFP – have been submitted to and approved by

ODE. We had 7 companies request our RFP and 4 of those companies submitted bids. Aramark met all of our criteria and scored the best on our evaluation matrix to be the apparent bid winner. The other companies that submitted bids were Sodexo Food Service, Southwest Foodservice Excellence (Texas) and The Nutrition Group (Pennsylvania).

We will be recommending awarding the contract to Aramark at your June 10 board meeting. Aramark meets all of our criteria such as a local team (versus regional directors and managers), stable/profitable financial performance, experience working with large school districts, food production system, communication and excellent employee retention/training/development. Dave Wilson, Aramark Food Service, has worked with the district for 18 years. They have an excellent team. We have a \$2 million dollar surplus even though we haven't raised lunch prices since 2012. This money is used for kitchen/cafeteria upgrades, new equipment, new furniture (i.e., cafeteria tables) and new food/snack offerings.

c. FY 2020 Budget

Regarding the budget process this year, the Finance Committee has reviewed the finance section of the budget document. The total budget for next year will be about \$279,000,000. The debt service, capital projects and the proprietary funds budget for the coming year is less than the current year.

- The proprietary fund is 13% of the total budget. The majority of the proprietary fund budget is our self-insurance fund which is at about \$31.4 million (represents employee medical, dental and workers' comp benefits).
- The debt service at 7% of the total budget has appropriations of about \$20 million.
- Special revenue funds represent \$14.7 million which includes our food service program and all federal programs.
- Capital project funds currently only represent the PI fund for this coming year. We will come back with an appropriation amendment most likely in September after the completion of summer projects. Some projects (*like the paving projects just approved*) will come in under budget and some might come in over budget along with a multitude of other projects going on this summer. Once completed, we will then have a good number for spending out the balance of the building improvement fund.
- Most federal funds are restricted to a set purpose so that's why we showing them as 0% of the total general fund. We do have some federal dollars come into the general fund. The majority of those funds relates to the qualified school construction bonds we issued in 2011. The interest on those bonds is paid by the federal government.

We have two sources of revenue – local sources (representing property taxes) at 68% and then the state funding at 32%. State funding is our school foundation funding, casino revenue, Medicaid reimbursements and the homestead and roll back for residential property tax owners. On the local revenue, 94% is property taxes at \$132.4 million, interest income will be about \$1.5 million, \$1.2 million in tuition (majority of this is charged to other school district's whose children are educated in our district) and we'll also receive about \$3.9 million in payments in lieu of taxes (TIF payments and property tax abatement payments).

This year in our expenditures by object, we are at 86% for personal services and fringe benefits. It has fluctuated for us between 84% and 88%. However, the last several years it has been 85%.

Our expenditures by function shows there hasn't been any significant change. What you can see is that we're at 61% for instruction and 14% for pupil support (i.e., media specialists, psychologists, etc.). So we are proud that 75% of our expenditures is going directly to students. Administrative costs remain at 8% and operations remain at 15%. Only one district in central Ohio has lower administrative costs per pupil but their enrollment is just a fraction of ours. In 2011, our general fund expenditures were about \$158 million. This year the budget is \$204 million. Our compounded annual growth rate is a little over 2%.

Paul Lambert prepared and distributed a spreadsheet. We perform our function with people primarily which is what we want. He used Brian's numbers to get a handle on the personnel budget. The thing that stood out is that from FY 2016 to FY 2020 our special education staff has increased by 7%. In a recent meeting of area superintendents, the topic was the exponential increase in both identification of special education students and the services required to meet the needs of those students continues to both increase and become more complex.

A recommendation to approve the budget will be made at your June 10 board meeting.

d. Other Items

- Thank you to Vicky Clark, Assistant Superintendent, and the principals for organizing three wonderful evenings last week at the Schottenstein Center. It's fun to be there and it's great to watch the students and their families. We appreciate the skill, time and effort that goes into making it all look effortless!!
- We are planning our administrative retreat which will be the week after school is out. It will be a one-day event at Otterbein University.
- You will be receiving a NeXt update soon.
- Les Carrier, Hilliard City Council, has mentioned that he will be working with the law director on raising the vaping age in Hilliard (like other communities in Central Ohio).

9. The meeting was adjourned at 7:45 p.m.