RIVER VALLEY SCHOOL BOARD – COMMITTEE MEETING

Committee: Budget/ERC   **Date:** September 9, 2019   **Meeting Time:** 5:00 pm   **Adjourn Time:** 6:21 pm

Present: Brian Krey, John Bettinger, Sara Young, Jeff Maier, Kasey Maxwell, Tom Andres, Carla Peterson

Agenda Item	Motion	2nd	Discussion
N/A	Young	Maier	Motion to accept proofs of notice. Passed unanimously on a voice vote.
1: Approval of Minutes from 08/12/2019, Budget/ERC Meeting	Maier	Young	Motion to approve minutes from August 12, 2019 Budget/Employee Relations Committee Meeting. Passed unanimously on a voice vote.
2. 2019-2020 Budget Update			Krey informed the committee that the district deficit for 2020 would be approximately $706,000 and $1,808,000 in 2021 without the operational referendum passed in April 2019 As stated in the last meeting, the state budget factors that impacted an increase in our revenues include: Per Pupil Categorical Aid, Per Pupil Revenue Limit, and Special Education Aidable Costs. Discussion regarding maintenance budget moving into the future.
3: Update on Before and After School Child Care at RVE			Peterson provided an update on the before and after school program. The District has received 31 applications for before & after school care. The highest number of students attending after school care in the afternoon during the first week was 19. Peterson noted changes to the before and after school handbook versus last year's document. These changes include forms of payment and the allowing of students of staff members take part in this program. Young made a motion to make these changes to the before/after school handbook. Maier second. Motion passed on a unanimous voice vote.

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4: Review and Discussion of District Administrator Search	Young	Maier	Mr. Andres presented a draft on the search process for a new district administrator. Items that Mr. Andres wanted to be on track and consistent with the committee regarding the following items: -Use of Outside Firm and Selection Process of a Firm -Review and Recommend Posting Timeline and Sites -Consideration of Budget Implications for Contract -Search Timeline Review and Recommendation -Public Input for profile or consideration of present profile -Committee structure and recommendation -Other considerations The committee confirmed that the District is planning on moving forward without hiring an outside firm, and having Mr. Andres lead the process. Mr. Andres provided information on sample job descriptions, sample contracts, and sample contract items that the committee and board should consider for the district administrator position. Mr. Andres also provided information on the proposed timeline for the district administrator search. This includes committees screening 3-5 candidates in November; set an interview schedule and plan interviews in November & December; with an offer of employment in January 2020. Mr. Andres also provided information on his recommendations for posting and publishing the position. He recommended posting on WECAN, WASDA, and WASB's websites. Mr. Andres asked the committee to make a motion to allow him to move forward with the outline provided at the meeting. The outline includes: • Review Job Description • Review Contract Information • Development of Position Profile • Posting and Publishing of the position on WECAN, WASDA, and WASB. • Send profile of position and screening questions to applicants Passed unanimously on a voice vote.

5: Employee Handbook			No recommended changes at this time.
6: Strategic Plan and Correlation to Committee's Work			Committee discussed
7: Set Next Meeting Dates			Meeting set for Monday, October 7, 2019 at 5 pm.
9. Set Next Meeting Agenda Items			1. Employee Handbook 2. 2019-2020 Budget Update 3. Maintenance Budget Overview 4. District Administrator Search 5. Personnel Matter 6. Other Calendar/Annual Items
Motion to Adjourn	Maier	Young	Passed unanimously on a voice vote. 6:21 pm