

Effective and Efficient Operations Committee – Minutes for 11/9/16 at 3:30 PM in District CR

Attendees: Barb Drewis, Barb Hoppe, Elizabeth Wetzel, Jackie Walter, Jennifer Kramer, Jeremy Douglas, Josh Westphal, Katherine Laack(Absent), Kelly Barker, Larissa Kabat, Scott Morgan, Tamara Berg-Beniak, Todd Lechtenberg, Michelle Roberts, Cindy Hanson

Secretary Report October 2016 - Approved

Communication

- Survey – Reviewed Survey questions.
- Present to School Board – Larissa is available to give an update to the school board on Dec 8th.

Facility and Equipment Planning and Maintenance

- 5 - 12 Building – Keys for the fire doors are ordered.
- Fields – Football field tile has been updated. Thank you administration for making arrangements for alternate field options for the remaining 2 football games.

Food Service

- Food Service is going well this year at both sites. Great positive changes.
- Application for School meals – All applications for free and reduced meals is handled by the business office.

Academic Calendar and Scheduling

- Rough draft 2018-19 Calendar – Goal is to put together a rough draft of the calendar for review. Volunteers from Elem, Middle, High School, Specials along with Craig Anderson and administration to form a subcommittee for review.

Financial Management:

- Financial information – Todd Lechtenberg has been hired as our new Financial rep. Welcome to PI
- Strategic Plan – Audit is wrapping up.
- Rental Agreement – Administration is meeting weekly on requests for our space.

Technology Planning and Funding:

- Update on technology – Monitors are being wired across the 5-12 bld.

Staff Benefits and Compensation

- Monitor Compliance – Working on ACA Compliance. New overtime rules are going into effect Jan 1st.

Sub processes and Bank Time

- Subs – All districts are struggling with the lack of available subs. Staff is being encouraged to get their requests in early.

Legislative – Legislative Breakfast is the first Saturday in February.

Other: This year school will be in session over Cheesefest. School administration and Cheesefest reps are in communication to benefit all groups involved. There is a June 3rd all school reunion also being planned.

Next meeting: Wednesday, December 14 at 3:30 PM