

MONROE COUNTY COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
Work Session, April 14, 2010

MEMORANDA

The Board of School Trustees of the Monroe County Community School Corporation met in work session, for which proper notice had been given, at 5:00 p.m. on Wednesday, April 14, 2010, at the Administration Center, 315 E. North Drive, Bloomington, Indiana.

Board members present: Jeannine Butler, Keith Klein, Valerie Merriam, Jim Muehling, Lois Sabo-Skelton, Vicki Streiff and Sue Wanzer

Also present: John T. Coopman, Superintendent; Tim Thrasher, Comptroller; Peggy Chambers, Assistant Superintendent for Human Resources and Personnel; Mike Scherer, Director of Extended Services; John Carter, Director of Planning; Andy Graham, Reporter for *The Herald-Times*; and 24 citizens signed as visitors.

1. **RFP and Outsourcing Custodial Services** – Mr. Scherer had previously provided to the Board a copy of the RFP (request for proposals) for outsourcing custodial services. In addition, he shared a letter from Lou Johnson, Director of Food Services, offering to pick up the cost of five custodians whose services are needed by her department. Information was provided by the following companies: Dashir, GCA Services Group, Sodexo, GSF Commercial & Industrial Cleaning Services; and The Executive Management Services, Inc. The proposals included an option for providing cleaning supplies. Mr. Scherer reviewed provisions of the RFP. As a part of ongoing discussions regarding the budget shortfall, the Board discussed outsourcing some services, such as custodial and facilities operation. Board members also discussed the pros and cons of outsourcing and assured staff that the reason for outsourcing is to move this expenditure to another funding source. Some specific items to be included in the RFP were suggested. Board members will give additional study to the matter but expect to make a decision within the next few weeks.
2. **Facilities Rental** – Board members reviewed the Use of Facilities policy and guidelines, noting that the only reason a request would come to the Board would be if there is a request for fee waiver. Ms. Merriam reviewed discussion held at the May 19, 2009 meeting. Realizing that some things have changed since then, she suggested that with the budget situation as it is the school system cannot afford to absorb the increased costs incurred when outside organizations use facilities. Board members agreed that the Superintendent writes guidelines and the way it is written now the Board would have to vote on any waivers. Ms. Wanzer pointed out that the fee schedule includes a lower fee for nonprofit groups. Board members agreed that we have a very fair facility use rate – someone has to pay for the costs. They also agreed we need to have contracts with groups that use the facilities on a regular basis. Questions to answer include: How often are fee structures revisited? Should that be done each year? How do we know the competitive rate in the community? Our constituency is looking at us differently now and we must be accountable. Board members agreed to revisit the fee schedule – last changed in 2001 – making sure that all costs are covered.

The work session adjourned at 6:55 p.m.

Jeannine Butler, President

Valerie Merriam, Vice President

Vicki Streiff, Secretary

Keith Klein, Assistant Secretary

Jim Muehling, Member

Lois Sabo-Skelton, Member

Sue Wanzer, Member