Concord School District
Communications Committee Minutes

School Board Committee: Communications
Date: June 21, 2010
Committee Members Present: Jennifer Patterson, Chair, Laura Bonk, Chris Casko, Bill Glahn
Other Board Members Present: Kass Ardinger, Jack Dunn, Eric Williams
Administration: Rob Prohl, Michele Croteau

The agenda was to review several policies scheduled for a first reading at the July 6, 2010 School Board meeting.

1. Policy #322 – Bidding
2. Policy #741 – Facilities Use Fees

The meeting was called to order at 6:40 p.m.

Agenda Item 1
Policy #332 – Bidding. The committee made the following changes:
   1. Paragraph #3 becomes paragraph #1; paragraph #1 becomes #2 and #2 becomes #3.
   2. In the new paragraph #1b; in the first sentence change the word “will” to “shall/” In #1b iii., change 2 to 12 in the first sentence.
   3. In the new paragraph #2, first sentence, capitalize “District;” in the third sentence, add an apostrophe to “Districts” and delete “etc;” in the fourth sentence, add at the beginning of the sentence, “In the event that the lowest bidder is not awarded the bid,”.

   The committee voted 4–0 to accept the changes as presented (motioned by Chris Casko; seconded by Bill Glahn).

Policy # 332 will be presented for a first reading at the July Board meeting.

Agenda Item 2
The second agenda item was a review of proposed changes to Board Policy #741 – Facility Use Fees

After discussion, the committee requested that the administration re-draft the policy with the following recommendations in mind and bring it to the committee at a subsequent
meeting. It was recommended that Community Education Director Jeff Siegel attend that meeting. No vote was taken.

Recommendations

1. Develop a matrix so the committee can see what current practice is – divide organizations into categories; for example, no facility use fee and no custodial fee, no facility use fee but a custodial fee, facility use fee and custodial fee. Include the current fee schedule.

2. Shorten the current policy; for example, the first statement could be that the district charges facility rental fees and custodial fees unless otherwise stated, and that each year the district shall publish its list of fees.
   a. A facility fee will not be charged in the following situations …
   b. A custodial fee will not be charged in the following situations …

3. Reference the agreement with the City.

4. Clarify when a non-profit is or is not a civic group, and the criteria used to decide when a civic group includes non-Concord residents – how many non-Concord residents in the group makes the group subject to the fee

5. The Committee discussed its mission – whom does the Board wish to allow use of District facilities and pay no fees, and to whom does the Board wish to rent District facilities and pay only a custodial fee? Whom does the Board want to rent District facilities and pay both a rental fee and a custodial charge?

The meeting adjourned at 6:55 p.m.

Jennifer Patterson, Chair
Rob Prohl, Recorder