



BOARD BRIEFS

Authored by the Davis School District Community Relations Department

Fee committee addresses maximum costs for activities

Recommendations include breakdown of costs, better identification of fees

Davis School District's activity fee committee is working to make the fee schedule better match the actual maximum amount parents may pay for extracurricular activities.

Superintendent Reid Newey said the Board of Education's internal auditor

looked specifically at athletic fees and found disparity between what was on the fee schedule and what parents were actually paying.

"We commend all of our activity people. Their goal is to provide excellent opportunities for students," Newey said. "Having said that, we are clearly out of compliance in multiple areas. That's a problem, but it's a problem we can solve."

The fee committee has been tasked with looking at each fee on the

fee schedule and reevaluating the maximums listed there. In doing so, Dr. Dan Linford, district high school director, has already contacted other

"We appreciate the pressure parents are under financially and with their students to have a great experience."

— Superintendent Reid Newey

school districts and found comparative data. His research also found many of their maximums are higher than Davis District's listed maximum.

Going forward, Newey said, he would like to either see fees broken out to identify, for instance, what is included in a clinic fee. Either that, he said, or the district may want to increase the maximum so that there is a ceiling that organizations would not be allowed to go past. That way, he said, it better facilitates compliance.

"We appreciate the pressure parents are under financially and with their students to have a great experience," Newey said. "That's a hard balance. ... We want to be sensitive to that."

Board member Liz Mumford asked if the fee maximum was raised, would that total also be covered for those who qualify for free and reduced lunch.

Linford said that has always been the case and will continue to be the practice. Each school receives funding, based on need, to help offset those costs for students who cannot afford those fees.

Board Vice President Mona Andrus asked that fees also be better identified so parents understand how the fee will be used.

Updates to purchasing policy include more oversight

Changes to the purchasing policy bring the district in line to changes that have been made by the state over the last five years. Some of the changes may actually make things a little easier for employees of the Davis School District.

District purchasing director Lori Peterson said the policy exists to prevent fraudulent use of taxpayer funds and also to ensure that there is open and fair competition for vendors who compete for large bids.

Changes include that employees with credit cards now use one card, rather than a purchasing and travel card. Also the purchasing thresholds have changed and out-of-state travel for students must be bid out by purchasing.

The issue with out of state travel is that all travel companies are not created equal. Peterson said several student groups found there were added costs not included in

their package.

"We are very cautious about that," Peterson said. Turning the bidding process over to purchasing will ensure that there are no surprises once students leave for their performance or competition.

The accounting department also keeps a close eye on small purchases to make sure that one vendor is not getting an unfair amount of business.

"We don't want people to have their favorite vendor and push all the small dollar purchases in that direction, so there's a cap of \$50,000," Peterson said. "You need to compete other sources and let other vendors have an opportunity."

District Finance and Accounting Administrator Tim Leffel said a recent review showed only one company was

See PURCHASING, Pg. 2

PURCHASING, from Pg. 1

getting close to the \$50,000 mark.

Peterson said for employees, there are a few numbers to remember:

- Purchases up to \$3,500 as long as no one item costs more than \$1,000 do not require a bid.
- One single item above a \$1,000 requires two verbal bids
- Purchases between \$3,500 and \$25,000 require two written bids
- Purchases over \$25,000 must go through a bid process with the purchasing department.

Peterson said the district's purchasing thresholds are still stricter than the state rule.

Leffel said new protections are also being put into place for credit cards to further ensure their proper use.

All credit card purchases, after they have been reconciled, must be approved by the supervisor of the credit card holder. Previously, Leffel said, directors had oversight over their employees' credit cards, but nobody gave final approval on the directors' card.

"So the principal is going to see almost every transaction that goes into their school accounts as appropriate, because the school principal is responsible for the finances of the school," Leffel said.

Transactions must be approved within 30 days of the purchase. Additionally, accounts payable will be taking a second look at every purchase over \$1,000.

Administrators are being trained on the new policy and also are being tasked to teach their employees. Additionally, employees will have to sign an acceptable use agreement indicating they have reviewed the policy.

The board approved the policy changes.

In other business:

- Air conditioning is quickly becoming a reality in nearly all Davis School District schools.

Business Administrator Craig Carter said the Board of Education's approval of the five projects on the agenda leaves only a few schools without some form of air conditioning. Still without will be Sunset Junior High and an addition at Bountiful High School, plus a handful of gyms



Taylor Allen, center, was honored for being named 6A Coach of the Year.



Terrie Davies, third from left, will represent the state as the Utah Education Support Professional Employee of the Year.



Alberto Herraes Velazquez, center, was named Microsoft's Innovative Educator of the Month.

and auditoriums. Carter said standalone units will be moved to Sunset Junior once the other projects are complete. Installation of the units will begin as soon as school is out this summer.

"I just want to say thank you as one who has received several e-mails on the topic of air conditioning," Board Vice President Mona Andrus said.

The projects, their cost and the contractor in charge of the installation include:

- Valley View Elementary, \$361,692, KHI Mechanical;
- Hill Field Elementary, \$666,100, Commercial Mechanical;
- Farmington Junior, \$1,083,457, KHI Mechanical;
- Fairfield Junior, \$1,112,719, Merrill Sheriff Construction;
- Syracuse Junior, \$1,319,430, Carson Plumbing and Mechanical; and
- PARC Chiller replacement, \$90,000, Commercial Mechanical.

- Hogan Construction was awarded the bid for the Layton High School bat mitigation project. Their bid of \$317,683 will include sealing up any entrance points to the school. Thousands of

bats were removed from the auditorium area last fall during migration season.

- The board tabled adoption of changes to the policy governing ninth-grade participation in sports. The board will reconsider adoption once a timeline is established for implementation.

- The board honored three district employees.

- Syracuse High Girls Soccer Coach Taylor Allen was named 6A Coach of the Year.

- Terry Davies, head custodian at Bluff Ridge Elementary, was named the Utah Education Support Professional Employee of the Year.

- Alberto Herraes Velazquez, an immersion teacher at Canyon Creek Elementary, was named Microsoft's Innovative Educator of the Month. Only one teacher throughout the nation is chosen monthly for the honor.