

**NAC Work Session  
Thursday, March 26, 2009  
Shelby County Administration Building  
8th Floor Conference Room**

A work session was held immediately following the NAC meeting with both school systems and the DeJong consultant, Carolyn Staskiewicz.

Carolyn went through the current "Approval Process and Submission Guidelines" in order to make any changes that were agreed upon by the NAC and the school systems. The first item included whether or not December 1<sup>st</sup>, the submission date for presenting the annual requests, was a reasonable date for everyone. City schools stated that since they don't get a lot of their information until late October, December 15<sup>th</sup> would be better for them. Richard Holden relayed December 15<sup>th</sup> was fine with the SCS but that these annual requests should be made at least two years in advance if you are talking about any type of land acquisitions. You need to know that the funding is approved if you are taking on a multi year project.

The County Commission reviews budget and CIP requests during March, April and May so a December deadline to finalize the NAC's recommendations is appropriate.

Scott Fleming volunteered to create a timeline that will show each school system the submission dates for the 5 year plan and the annual plans and the budget years.

The City is a bit behind schedule due to changes in their administration and is scheduled to present their 5 year CIP plan for 2009-2010 by June 30, 2009. The County has already presented their 5 year plan and will present their next 5 year plan by December 15<sup>th</sup>. This will then bring both systems up to date and the 5 year plans can be presented by both school systems at the same time from now on.

The annual CIP plans will be due to the NAC by December 15<sup>th</sup> for approval. The annual requests presented on December 15<sup>th</sup> will be for FY2010-2011. If the NAC has seen project sheets and specifically approved the projects – not as part of the 5 year plan, we can approve those at our May meeting.

Although it has been reported that there will be no CIP funding for schools in 2010, there will be an opportunity for both systems to present their requests to the Budget Committee for 2010 funding before the 2009-2010 budget is approved.

Discussion was held regarding migration of students. If migration is occurring, the two school systems need to be able to back this up with data if they are going to request funding for such. For DeJong to track each student's migration with data is a huge undertaking and much better suited for the school systems to track. The state is adamant that they don't pay for 1 child at 2 different locations. So in-state records are pretty well kept up to date. There are several schools that house both city and county

students. There are some county schools that only house city students. How do we ensure that both districts are not reporting these students for projection purposes.

This can be tracked more closely if DeJong submits their projections vs. school system projections. The school systems agreed to submit at the May meeting their descriptions of major building system components, finishes, amenities, and other major features of the facilities; the anticipated 20, 30, and 50 year lift cycle costs of mechanical and roofing systems. There was discussion on the costs of outdoor athletic facilities and both school systems said that these costs are built in to the complete construction costs. The NAC asked that these costs be separated out so that the Commission could see the costs of special facilities such as football stadiums and baseball fields. That might be something that could be delayed when a new school is built if the funding was not all there. Both school systems agreed that they would work to present that information on their future requests.

Grace will work with both school systems concerning the final costs of projects and the final close outs and can forward that information on to the Committee.

There were several changes made to the "Approval Process and Submission Guidelines" of which Carolyn will revise and get back to the Chairman. Chairman Powers will e-mail the new guidelines to everyone and if no comments or changes are brought to her attention, the guidelines will be approved by proxy.

Work session was concluded at 11:15.