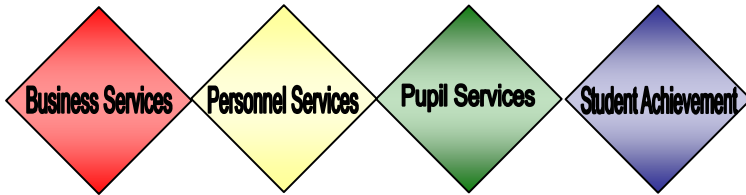


# School District of New London



## BOARD OF EDUCATION

### MONTHLY UPDATE

By: Joseph Marquardt  
Director of Business Services

Date: February 2011

#### Transition

The first month has gone very well. It is amazing how many people are willing to help out and make my move to the District go very smoothly. I have met a lot of great people from the community and employees of the District. I have also met a lot of vendors looking to see if we are a match for future business.

My goal is to meet more staff members at each building in the next month so people can put a face with a name.

#### Convention

This was my first opportunity to attend the joint convention in Milwaukee. Each day there was a keynote speaker that highlighted some interesting ideas on how to continue to improve the education for students in our communities. Their presentations provoked ideas on how to do things differently with fewer resources and not just "cutting" people and programs. One other consideration is to highlight more of the positives than always dwelling on the negatives – something we all believe but can forget.

Breakout sessions I attended included: Negotiations/Collaboration, Health Care Reform, Costing Teacher Proposals after QEO, Budget Cycle, Hot Topics in Facility Management, and Efficient Use of Your District's Debt.

All sessions were valuable but the most beneficial session for me was Hot Topics in Facility Management. One my professional goals is to work through the Facilities Management Program offered by WASBO. This will be one component of my licensure requirement for my professional growth plan.

I also found it useful to look at strategies to restructure our debt. We need to effectively manage our debt liabilities to free up funds in our general operating budget and also to reduce the total property tax levy in our Fund 39 debt.

#### Lincoln Property

Mr. Yerkey and I met with the Millers on January 31 to close on the property. In the next week I will schedule the asbestos inspection with Aeroloc to take the necessary steps to demo the building and get the area ready for green space. After the signatures from Board members, the funding will be secured from the Board of Commissioners of Public Lands.

#### Business Office Procedures

We have implemented a few changes to accomplish our goal to effectively manage resources and become as paperless as possible. All district office staff, building administrators and their office staff will be using Skyward's Time-Off Request system. This is something we have always had and has no additional costs. There is some training involved and we are working on that. Eventually we would like all of our staff to use this process but we want to work through any "bugs" first on a smaller scale.

Additionally, we are trying to only do check runs on the 15<sup>th</sup> and 30<sup>th</sup> of each month. This will allow for less batch runs and will save us time in the long run. This process will take some time and the hope is to have this fully in effect by July 1.

#### Sugar Bush Water Tests

The DNR is requiring another series of tests on the water system at Sugar Bush. There appears to be no issues, but if there are, Malcome will help me keep all necessary parties posted.

#### Budget

February 22 is the scheduled date for Governor Walker's budget proposals to be released. This will hopefully give us a better of idea of what targets we are looking at. In the meantime, if there are any questions, please feel free to ask.