

## LEGISLATIVE REPORT

- Subject:** School-Level Minor Repairs and Maintenance Accounts
- Reference:** Section 302A-1504, Hawaii Revised Statutes
- Action Requested:** A report to the Director of Finance ninety days after the close of each fiscal year which identifies the total amount of funds that each school shall carry over to the next fiscal year and expenditures made from each school.
- DOE Report:** Attached is the report for the School-Level Repairs and Maintenance Accounts.
- Introduction:** Section 302A-1504, Hawaii Revised Statutes (HRS), establishes a school-level minor repairs and maintenance special fund to provide additional moneys for school-level minor repairs and maintenance (R&M) projects. This special fund is funded through donations made by taxpayers who allocate two dollars to the Department of Education (DOE) Repair and Maintenance program on their state tax form. The statute allows a maximum of \$200,000 per year to be distributed to the Department. This fiscal year (2006-2007) the fund received \$190,327 for use by the DOE.
- Findings:** Of the \$190,327, approximately half was allocated to the department's restroom restoration and maintenance program, with the other half being allocated for the school-level minor R&M projects program. For both programs, schools that were interested in receiving additional moneys were asked to submit an application that specified the work to be done with the funds. The review committee awarded funds based on merit and sought to equitably distribute funds among districts.

FY 2007 School Level Minor R&M Special Fund	\$190,327
Restroom Restoration Program	\$100,683
Minor R&M Program	\$ 89,644

### **Restroom Restoration Program**

The restroom restoration program required that each participating school professionally clean and restore a multiple stall boys and girls bathroom. The professional cleaning company contracts were to include training of custodial staff on the proper techniques and use of the cleaning solutions. Additional funds were allocated to the schools to purchase supplies for custodians to replicate the restroom restoration on the remaining restrooms. There were 21 schools that applied for the restroom restoration project and 8 schools were selected.

School	Amount Funded FY 2007	Expended	Carryover	Reverted Back to Special Fund
Hickam Elementary	\$10,000	\$10,000		
Jarrett Middle School	12,000	11,989	\$11	
Kaimuki Middle School	13,000	13,000		
Lahainaluna High School	18,500	17,998	343	\$159
Lanai High & Elementary	18,612	18,588		24
Lanakila Elementary	5,571	5,570		1
Wahiawa Elementary	10,000	10,000		
Waianae Intermediate School	13,000	12,998		2
<b>Total:</b>	<b>\$100,683</b>	<b>\$100,143</b>	<b>\$354</b>	<b>\$186</b>

As of October 9, 2007 all eight schools have completed the bathroom restoration with a professional cleaning company. Some schools have opted to retain the professional cleaning company to restore other bathrooms on campus with the supplies fund instead of purchasing cleaning supplies. Almost the entire amount allotted for the restroom restoration program has been spent, except approximately \$186 that was not encumbered by the end of the fiscal year, and \$353.46 which remains in encumbrance awaiting invoices.

### Minor Repair and Maintenance Projects

The school-level minor repair and maintenance project had 22 applications and 8 schools were funded.

School	Project Scope	Amount Funded FY 2007	Expended	Carryover	Reverted Back to Special Fund
Aina Haina Elementary	Manufacture and install Braille signs	\$4,566	\$126	\$4,219	\$221
Hilo Union Elementary	Bldg A elastomeric deck and reslope grade	20,000		3,925	16,075
Hokulani Elementary	Replace stage curtains	10,000	10,000		
Iao Intermediate	Bldg D replace partition wall	15,000		15,000	
Kalaniana'ole Elementary	Tree trimming	14,000	13,605		395
Keaau Middle	Replace bathroom partitions	10,000	10,000		
Nimitz Elementary	Paint Bldg B	12,000	1,940	10,060	
Waiakea Elementary	Bldg F security screens	4,078	4,078		
<b>Total</b>		<b>\$89,644</b>	<b>\$39,749</b>	<b>\$33,204</b>	<b>\$16,691</b>

As of October 9, 2007, \$16,691 was unencumbered and is to be returned to the special fund. Two projects came in below budget -

Hilo Union Elementary School project was \$16,075 under budget and Kalaniana'ole Elementary School's project was \$395 under budget. Hilo Union Elementary School's Bldg A elastomeric deck resurfacing and grading project was part of a larger school's R&M project that the school estimated to cost \$20,000 to complete. The project came in considerably lower at \$3,925 and the funds were reverted back to the special fund. Aina Haina Elementary School is awaiting installation of the braille signs. Nimitz Elementary has tested Building B for lead and asbestos in the paint and is planning to paint the building during winter break. Iao Intermediate School's partition wall has been completed but is awaiting reinstallation of white boards. Total amount in encumbrance carryover is \$33,204.

**Recommendations:** The program has successfully addressed needed repair and maintenance projects at schools that may not have otherwise received funding. These "minor" projects may not have been made a priority on the DOE Repair & Maintenance prioritization list, however, through this program, school administrators are able to determine which projects on their campus need to be addressed immediately. The schools have been very effective in using this needed funding to improve their school facilities to the benefit of faculty and students.