

Finance Committee Meeting Minutes

June 2021 – In-Person Meeting

Meeting Date: Monday, June 14, 2021

Committee Members Present: Steve Clegg, Chad Erickson, Dale Wingerd, Superintendent Jim Cracraft

Committee Members Not Present: None

Others in attendance: None

Meeting started at 5:36 p.m.

Purpose: Review financial reports for the closing month of May 2021 that will be included in the June 2021 board packet. Discussed 2021-2022 budget prep, contract negotiations (teachers and office/para/transportation), administration contracts, open positions/new hires/resignations. Discussed bids for bond underwrites fees and purchasing of band uniforms. Discussed technology projects and facilities/grounds projects coming to BOE for approval.

Committee discussed the following topics:

1. No questions asked of Business Manager Carol Wahl and/or Superintendent Jim Cracraft related to the financial reports for the closing month of May 2021. Financial reports included in the June 2021 board packet.
2. 2021 – 2022 District Budget – Budget approval meeting is scheduled for Monday, June 28, 2021. Finance requested \$8,000 added back into 2022 budget for BOE expenses and increase amount going into restricted General Fund account based on projected finances.
3. Open Positions/New Hires/Resignations:
 - a. Pre-School – Aide (posted)
 - b. Elementary – Paraprofessional (posted), Young 5's teacher (not posted)
 - c. Middle School – Secretary hire coming to June BOE for approval
 - d. High School – Varsity football coach hire coming to June BOE for approval
 - Additional counselor position at the high school being discussed.
 - e. Administration – Assistant Principle K-8 interviews happening on June 17
 - f. Bus Driver/Maintenance/Custodial – Bus driver (posted), Maintenance/Custodial position (not posted)
4. Contract negotiations – For 2022 all contracts are open, except for compensation.
 - a. Teachers – Coming to June BOE meeting for approval. Highlights: Calendar, salary schedule, and no language changes.
 - b. Custodial/Maintenance – Approved at May BOE meeting.

- c. Office/Para/Transportation – Last scheduled meeting was cancelled by representative. Currently, no agreed contract ready to move forward to BOE.
5. District administration contracts – Coming to June BOE for approval. Highlights: Compensation increase and no other language changes.
6. Bond underwriters' fees – (3) Bids received, based on Superintendent and Finance Directors recommendation finance approved to accept Raymond James bid of \$2.00/\$1,000 of bond totally \$69,600.
7. Band uniforms – (2) Bids received, based on Superintendent and Band Director recommendation finance approved to accept Demoulin's bid of \$32,906.12. Demoulin's bid was \$530 higher than the lowest bid, but their product quality is higher. This expense will be paid from a private donation received from a community member for district arts programs.
8. Technology projects:
 - a. BOE approved projects still going on: None
 - b. Several technology projects coming to June BOE meeting for approval with the recommendation by Superintendent and finance to approve these expenses.
 - Additional Edgenuity expense – Approval in January 2021 was for the invoice received for the purchase of the additional 87 seats and workbooks purchased. Total purchase was to be handled with two invoices, one in January and one in June. This last invoice is for \$29, 325.00.
 - MDM Renewal - Meraki System Manager is the tool used to configure and manage Apple devices. This software needs to be renewed in July and renewal is for 3 years. (3) quotes were received. Recommendation from Technology Director to awarded purchase to Elevate Technology Partners for \$13,729.50 (General Fund FY22) as it is the lowest quote.
 - K-2 iPads - iPads at the elementary school need to be replaced. The current iPads are becoming more expensive to repair due to their age and are no longer receiving updates from Apple causing compatibility issues with some software platforms we use. Recommendation from Technology Director to award purchase to Apple for \$88,200 (Sinking Fund) from the REMC Device Purchasing Bid.
 - GoGuardian Renewal - GoGuardian Admin does web filtering on our devices and GoGuardian Teacher allows teachers to see and control what students are doing on their devices. ISD has not been able to secure pricing yet in time for us to renew in July, so recommendation is to do a 1-year renewal directly with GoGuardian for \$14,952.
 - c. Currently no technology projects coming to July BOE meeting for approval.

9. Facilities/Grounds projects:
 - a. BOE approved projects still going on: Upcoming approved projects
 - MS roof retaining wall
 - HS auditorium ceiling
 - HS gym floor resurfacing
 - District rebrand signage changes
 - b. Currently no facilities/grounds projects coming to June BOE meeting for approval.
 - c. Currently no facilities/grounds projects coming to July BOE meeting for approval.
 - d. Other items:
 - Tractor – on hold
 - Shed for STEM Lab – shed has arrived and not set in place yet.

Meeting adjourned at 6:52 p.m.