

## Finance Committee Meeting Minutes

### July 2021 – In-Person Meeting

**Meeting Date:** Monday, July 12, 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 5:10 p.m.

**Purpose:** Review financial reports for the closing month of June 2021 that will be included in the July 2021 board packet. Discussed contract negotiations - CESPAs office/para/transportation, open positions/new hires/resignations. Discussed rebranding activities, central office roles and responsibilities, and 2021- 2022 district hot lunch budget. 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 June 2021. Financial reports included in the July 2021 board packet.
2. CESPAs contract negotiation – Communication between district and union continue. District awaiting union to come back to finalize discussion and come to a resolution.
3. Open Positions/New Hires/Resignations:
  - a. Pre-School – None – Aide hire coming to July BOE for approval
  - b. Elementary – Paraprofessional (posted), Teacher position 1.0 FTE (posted)
  - c. Middle School – Special Education 1.0 FTE (posted) and one person interviewed, Spanish teacher 0.5 FTE
  - d. High School – Math 1.0 FTE (posted)
    - Additional counselor position at high school – Included in 2021 – 2022 budget. Once job description is settled on position will be posted.
  - e. Administration – None
  - f. Bus Driver/Maintenance/Custodial – Bus driver (posted), Maintenance/Custodial position (not posted)
4. District rebranding:
  - a. Project list with cost and timeline – Part of Strategic Plan, signage projects are out for bid and will come to July BOE for approve. Some projects will start over summer break with other starting in the fall.

- b. New district logo is being trademarked. Each version of the logo will cost \$50 to trademark.
5. Superintendent Cracraft to provide BOE letterhead logos. Other logos will be provided as soon as the trademarking process has been completed.
6. Technology projects:
  - a. BOE approved projects still going on: None
  - b. Technology project coming to July BOE meeting for approval with the recommendation by Superintendent and finance to approve this expense.
    - At the June BOE meeting board approved a 1-year renewal directly with GoGuardian for \$14,952 since LISD had not secured pricing yet. District technology director heard back from LISD.
    - At the July BOE meeting the board will need to rescind our approval of June's approval to purchase directly from GoGuardian and approve the purchase of GoGuardian Suite from LISD instead of GoGuardian directly. The cost will be \$16,992 for 3-years and will come from FY22 General fund.
  - c. Currently no technology projects coming to August BOE meeting for approval.
  - d. Other
7. Facilities/Grounds projects:
  - a. BOE approved projects still going on: Upcoming approved projects
    - MS roof retaining wall
    - HS auditorium ceiling – starting 7/14/21
    - HS gym floor resurfacing – delayed by a week
  - b. Facilities/Grounds project coming to July BOE meeting for approval with the recommendation by Superintendent and Athletic Director to approve this expense.
    - Three bids received for district rebrand signage replacement.
  - c. Currently no facilities/grounds projects coming to August BOE meeting for approval.
  - d. Other
8. Other:
  - a. Central office employee roles and responsibilities (district, county, state, and federal) – Discussion has begun and will continue.
  - b. Projected balance of the district hot lunch budget for 2021 – 2022
    - Balance cannot remain at that level and a plan to spend those funds is in development.
    - Funds cannot be spent on food but must be spent on equipment.
    - To spend those funds district must submit an application to the State for approval.
  - c. Sinking fund analysis to be included in JULY BOE packet.

- d. Preschool / After School analysis to be included in July BOE packet.
- e. Summer school report to be presented at July BOE meeting.
- f. Professional Development report to be presented at July BOE meeting.

Meeting adjourned at 6:30 p.m.