Finance Committee Meeting

Meeting Date:	10/14/2021
Meeting Start/EndTime:	1:00 PM - 3:30 PM
Meeting Location:	District Office Conference Rooms
Members Present:	School Board: Nancy Denzer, Steve Schild, Karl Sonneman (2:50) District: Sarah Slaby, Annette Freiheit
Other Attendees:	Jeremy Graves (2:25), Kevin Flies (2:25), Mike McArdle (2:30), Ben Beery (Wold) (2:50), Paul Aplikowski (Wold)(2:50), Shelby McQuay (Ehlers)(2:50), Alexandra Retter (Winona Post)
Members Absent:	

WINONA AREA PUBLIC SCHOOLS
Welcoming All Learners

Our Vision: One community of lifelong learners, engaged in creating our culture, where all are safe, valued and accountable to one another for success.	***Our Mission:*** Expect excellence, grounded in compassion, to meet the needs of all learners.
Strategic Directions: Strategies to Achieve Our Vision A. Expecting high achievement for all students by improving our practices and building positive relationships B. Understanding and meeting everyone's social-emotional, mental health, and cultural competency needs C. Operating with and communicating clear expectations, support, and accountability D. Implementing safe and secured schools and environments E. Engaging and partnering with parents, families and community F. Securing and managing all of our resources: people, money, facilities, time	***Core Values:*** **Excellence:** Be my best and expect the best of others **Kindness:** Concern, compassion, and advocacy for others **Respect:** Acceptance of self and others as we work together **Honesty:** Say and do the right thing, even if no one is watching **Responsibility:** Do my part and be accountable for what I say and do
Committee Purpose and Collective Commitments: *The Finance Committee assists the Superintendent and Director of Finance in the analysis of the financial conditions of the school district and the preparation of a budget for the district. The committee reports to the School Board on the*	

finances of the district, identifies problems and issues that are anticipated to affect the finances, examines and reports on options and solutions to address such problems and issues, and assists the School Board with investment practices, financial planning, risk management, asset protection and cost controls.

Agenda Item:	**Type: (Procedural, Information, Recommendation)**	**Discussion/Action: (Minutes)**	**Person Responsible: (Reports to Superintendent)**
Call to Order	Procedural	Time: 1:00 pm	Sarah Slaby
Brian Johnson - PFM	Informational	The district is being asked to sign a "Consent to Deemed Assignment of Investment Advisory Agreements" due to a sale between PFM Asset Management and US Bancorp. Before signing the document, Brian Johnson has been asked to provide more information to the Finance Committee about what is going on and what it means to the district as well as answer any questions we may have. • PFM Consent to Deemed Assignment • FAQ • Slide DeckPFM Consent to Deemed Assignment Letter and Form.pdf • Q2 Performance Report	Sarah Slaby
9/9/2021 Meeting Minutes	Recommendation		Sarah Slaby
September 2021 Payment Register	Recommendation	To provide more insight and a reference document for the meeting, a Detailed September 2021 Payment Register is provided. Account codes beginning with B.01.215 are payroll liabilities. Expenditures of interest for the month of September include:	Sarah Slaby

		• $8,135.50 - Arnold's Supply - general maintenance supplies • $11,112.70 - Games People Play - WMS Phy Ed uniforms • $6,968.10 - Hiller Commercial Floors - HS Music Wing and Jefferson Media Center Flooring • $2,153.43 - Menards - Field striping paint, general supplies • $19,734.98 - CME - Wiring in rooms 158, 203, 210 at Jefferson, repair/replace electrical panel in Jefferson kitchen, repair locker room lights at WMS, other general repairs • $3,540.00 - Custom Alarm - fire inspection • $9,334.00 - Dan's Floor Sanding - Jefferson Library and room 247, W-K rooms 150, 154, 203, 240 • $2,800.00 - EDPuzzle - 1 year subscription for all teachers • $16,173.17 - Institute for Environmental Association - GMAX testing, H&S Management, High School Asbestos Project • $5,500.00 - O'Laughlin Trucking - Repair catch basin • $102,056.75 - SafetyFirst Specialty Contract - Goodview playground surfacing • $12,601.16 - WHV - repairs • $14,031.55 - Winona Nursery - restore high school softball field • $4,538.00 - Braun Intertec - WSHS paving replacement project • $9,324.25 - CME - replace lights in Ag Building classroom, other electrical work at Jefferson and W-K • $5,965.96 - Institute for Environmental Association - H&S management • $6,905.55 - L&M Boiler Systems Inc. -	

		Jefferson boiler inspection/cleanout, W-K boiler tube replacement ● $16,300.00 - MAVO Systems - WSHS carpet project ● $3,432.03 - Menards - 6 window air conditioners for Jefferson, other general supplies ● $16,052.99 - RealityWorks - ABE Program welding kit ● $16,000.00 - Boelter Premier FoodService - convection steamer ● $15,900.00 - Fowler & Hammer - installing basketball hoops at Goodview ● $7,675.67 - Hiawatha Valley Mental Health - School-Linked Mental Health services 7/1/21 to 8/31/21 ● $75,000.00 - Hiawatha Valley Mental Health - FY2022 Collaborative Funding for Hiawatha Valley Mental Health ● $43,682.78 - Marco - Fortigate ● $5,826.84 - Riddell - football equipment reconditioning ● $5,500.00 - Winsor Learning - training on Sonday System	
Consent Agenda	Recommendation		Sarah Slaby
2021 Budget Analysis	Recommendation		Sarah Slaby
2022 Budget Analysis	Recommendation	A few slight changes to the report format to be discussed: ● Funds 6, 9, 47, 18 and 45 are broken out separately because the funds are used in such different ways. For example, combining the construction activity with the OPEB debt activity does not make good sense from a	Sarah Slaby

		budget monitoring standpoint. ● The row for funds 20 and 25 has been removed because 2019 was the final year these funds were used. As the data was rolled forward, this was no longer needed. ● Extracurriculars have been given their own line item in the general fund expenditures by program area. Previously these costs had been included in regular instruction as part of the 200 series of program codes within UFARS Variances noted for discussion: ● Property tax revenue percentage is down significantly as compared to prior year. This is due to journal entries being recorded in prior year rather than actual cash receipts.	
COVID-19 Grants as of 10/5/2021	Informational	Snapshot of Covid-19 related grants as of 10/5/2021 ● New Funding - Pandemic Enrollment Loss - allocation is $169,524, according to documentation from MDE the funding will be used to "support services for students that may have been foregone last year due to the budget losses", the document goes on to list the following ○ New, expanded, or enhanced early learning services ○ Evidence-based practices addressing learning loss and academic or mental health needs ○ Professional development for staff to implement these strategies	Sarah Slaby
2022 Budget Update Process	Discussion	As new grants are received, new realities become known in the current year, what is the preferred method and timing for updating the Finance Committee and full board? Some examples are:	Sarah Slaby

		• PTA Grants • Foundation Grants • Other Grants • Principal requests for budget transfers between line items	
2023 Budget Process	Discussion	2022-2023 Budget DRAFT Process Timeline 2022-2023 Budget DRAFT Assumptions 2021-2022 Board Approved Timeline 2021-2022 Board Approved Assumptions	Committee
2021 Payable 2022 Levy	Informational	Levy Comparison Worksheet as of 10/1/2021 • Adults with Disabilities levy of $12,500 is now reflected • Capital levy increased by $70,369.74 as compared to initial levy provided by MDE on September 8th - correction in the Facilities Age Index from 1.000 to 1.3946 to accurately reflect the age of our buildings • Overall fluctuation in levy as compared to prior year is -.78% or ($93,358.54) at this point, continuing to review for accuracy	Sarah Slaby
Contract - Language Line	Recommendation	Interpreter services via telephone for special education at a rate of $1.35 per minute as needed	Sarah Knudsen
Contract - LaCrescent Athletic Cooperative	Recommendation	Two year agreement for 2021-2022 and 2022-2023 school years, billed at a net cost per participant	Casey Indra
Contract - Bluffview Athletic Cooperative	Recommendation	Two year agreement for 2021-2022 and 2022-2023 school years, billed at a net cost per participant	Casey Indra
Contract - St. Matthew's Athletic Cooperative	Recommendation	Two year agreement for 2021-2022 and 2022-2023 school years, billed at a net cost per participant	Casey Indra
Contract - Cotter	Recommendation	Two year agreement for 2021-2022 and 2022-2023	Casey Indra

Athletic Cooperative Page 2		school years, billed at a net cost per participant	
Enrollment Data	Discussion	Chair Denzer asked for this item to be added to the agenda for discussion ● Sample Periodic Enrollment Report	Chair Denzer
Audit Report Delivery	Discussion	For purposes of communicating with the auditors and making arrangements for exit interviews, expectations for presentations to Finance Committee and full School Board, clarification is being sought on the following items: ● Who should be involved in exit interview(s) ○ One on one with Board Chair? ○ Board Chair with Superintendent and Director of Finance? ● Is an exit interview using electronic platform feasible? ● Does Finance Committee want a presentation of audit report and if so, is it feasible to do it electronically?	Sarah Slaby
LTFM Report	Recommendation		Mike McArdle
Tech Levy Report (Kevin joining at 2:20)	Recommendation		Kevin Flies
Call For Agenda Items for 11/11/21 Meeting	Procedural		
----------Break if needed, WOLD and Ehlers joining meeting at 2:30 and agenda continues----------			
Project Discussion	Informational	● Criteria Summary ● Updated Jefferson Options ● Updated W-K Options	Wold

		• Life Cycle Cost Study • Timeline Study	
Bank Qualified Bonds	Informational	What are Bank Qualified Bonds and are these projects eligible?	Ehlers
Financing	Informational	Updated Financing Schedules	Ehlers
Facility Proposal To Bring to Full Board	Recommendation	• What additional information/meetings are needed? • Are we ready to recommend something to the full board?	Team
Adjournment	Procedural	Time: 4:15pm	