Winona Area Public Schools
Finance Committee
8/11/2022 Minutes
2:00 p.m. in person
District Office Conference Room

Members Present: *Steve Schild, Nancy Denzer, Sarah Slaby*

Members Absent: *Karl Sonneman, Dr. Annette Freiheit*

Others Present: *Emily Solheid, Alexandra Retter (Winona Post)*

Call to Order/Welcome

Welcome & Attendance (called to order at 1:00 pm)

Non-Affiliated School Nutrition Policy

- Emily Solheid, Human Resources Director, joined the Finance Committee to discuss recommended changes to the School Nutrition policy. Changes include the elimination of the first step of the salary schedule, step increases for all three years of the policy, adding $2.00 to each cell of the salary schedule in the first year, adding an additional 1.5% to the salary schedule for fiscal year 2023, adding 3% to the salary schedule for each of the fiscal years 2024 and 2025, and increasing the severance payment by $0.50 per unused sick hour. The policy was recommended to move on to the School Board Agenda for approval.

Substitute Rates

- Emily Solheid joined the Finance Committee to make recommendations for rates of pay for substitute teachers and education assistants. It is recommended that the teacher substitute rate of pay remain at $20.00 per hour, the general classroom educational assistant rate of pay be adjusted to $14.00 per hour and the special education educational assistant rate of pay be adjusted to $15.50 per hour. The recommendation will continue to the School Board consent agenda.

Contracts

- The following contracts were recommended to move on to the consent agenda of the 8/18/2022 school board meeting:
  - ProCare Client Services Agreement
    - Remote School Psychologist
    - Virtual Speech & Language Pathologist
    - Speech & Language Pathologist
  - Aperture Renewal
  - HUDL Renewal
  - BerganKDV Audit Engagement Letter
  - University of MN CAREI Renewal

Review Meeting Minutes

- Meeting minutes for the 7/19/2022 meeting were moved on to the consent agenda by the Committee.

Review of the Consent Agenda Items

- The consent agenda for the next board meeting was brought to the committee for review.
    - Payment Register (summary and detail)
        - Document reflects July 2022, recommended to move on to consent agenda
    - Consent Agenda
        - Document reflects July 2022, recommended to move on to consent agenda
    - 2022 Budget Analysis recommended to move on to consent agenda, noted it is not final
        - 2022 General Fund revenues as of 6/30/22 at 95.92% of budget
        - 2022 General Fund expenditures as of 6/30/22 at 98.78% of budget
    - 2023 Budget Analysis recommended to move on to consent agenda
        - 2023 General Fund revenues as of 7/31/22 at 00.04% of budget
        - 2023 General Fund expenditures as of 7/31/22 at 6.11% of budget

COVID-19 Grants

- An updated snapshot of the COVID-19 related grants as of 6/30/2022 as well as 7/31/2022 was provided and passed along to the consent agenda.

Cash Flow Data

- Cash balance data as of 6/30/2022 and 7/31/2022 was provided for committee members and was forwarded on with the monthly consent agenda to the board.

Other Item Discussed

- The question was raised as to proper protocol regarding Amazon “wish lists” and what messaging should be shared with staff. It was shared that the Administration had already begun discussing this topic and will continue to work towards informative language.

Adjournment

- Meeting adjourned at 2:03 pm.