Winona Area Public Schools
Finance Committee
11/10/2022 Minutes
1:00 p.m. in person
District Office Conference Room

Members Present: *Steve Schild, Nancy Denzer, Karl Sonneman, Dr. Annette Freiheit, Sarah Slaby*

Members Absent: *none*

Others Present: *Alexandra Retter (Winona Post)*

Call to Order/Welcome
Welcome & Attendance (called to order at 1:02 pm)

Bluffview DAPE Contract
● A revenue generating contract was shared with the Finance Committee whereby a WAPS staff will provide DAPE consulting services for up to two students at Bluffview Montessori School as a short-term solution. This service is able to be provided without adding additional time to the employee's contract and without detrimentally impacting staff time with students of Winona Area Public Schools. The contract was recommended to move forward for board approval.

Community Partnership Agreement - SEMCAC
● This contract formalizes the collaboration for McKinney Vento purposes and does not specify any exchange of funds. The contract was recommended to move forward for board approval.

AmeriCorps LEAP Initiative Community Partner Site Contract
● This contract is related to one preschool Americorps placement serving both the Goodview and W-K sites with small group education. The contract was recommended to move forward for board approval.

Sponsor-State Agreement for Minnesota Child Nutrition Programs
● This contract is the form required by the Minnesota Department of Education to operate child nutrition programs. It was noted that item 4e should have a '7' in front of them. Other than this change, the agreement was recommended to move forward for board approval.

SHIP Grant Agreement
- ● The School Nutrition Director, Jennifer Walters, is applying for a $4,845 SHIP grant for a second hydroponic garden. This project will be a collaboration with the FFA and WSHS Ag Class. The Food Service fund will contribute matching funds of $1,020. The grant agreement was recommended to move forward for board approval.

Youth Hockey Association Ice Rental Agreement
- ● At the time of the 11/10/2022 Finance Committee meeting the proposed contract had not been received from the Youth Hockey Association. This item will be tabled until next month.

Elegant Outcomes Photo Booth Proposal and Contract
- ● A proposal and related contract was brought forward related to a 3 hour photo booth for prom at a rate of $600 funded through Student Activities. However, after reviewing the contract the Finance

Committee had concerns regarding contract stipulations related to COVID-19, replacement of damaged equipment and the absence of language giving the district the right to inspect equipment prior to the session to ensure everything was in working order. The item was tabled until more favorable contract language can be negotiated.

Reading Corp Contract

- A contract that does not have any dollars attached to it. However, the district does provide supervision, a computer, a place to work and needed training for the reading corp placement. The contract was recommended to move forward for board approval.

Kraus-Anderson Contract

- This contract is related to the pending geothermal projects at Jefferson Elementary and W-K Elementary and could also apply to potential future referendum projects as well. The Finance Committee recommended the contract be forwarded to the district attorney for review. The Committee also recommended the contract move forward to the full board as a separate agenda item for approval.

2022 Audit

- Director Slaby provided the Finance Committee with a brief progress update on the 2022 audit. A segregation of duties finding was discussed as well as the planned audit presentation date. This agenda item was for informational purposes only.

Revised 10-Year LTFM (Long Term Facilities Maintenance) Plan

- Three air handling unit projects are expected to happen in fiscal years 2026, 2027 and 2028 rather than in fiscal years 2024, 2025 and 2026 as originally planned. Because the change in schedule is being made prior to the 2022Pay2023 levy being finalized, the MDE recommended the district revise its 10-year plan at the November 17th board meeting so this change can be reflected for the Truth in Taxation Hearing on December 1st. The revised documents were discussed. The Finance Committee recommended this item move forward as an action item on the November 17th board agenda.

22Pay23 Levy

- A brief update on where the levy stands as of 10/13/2022 was provided. As of this date, the Technology Levy had been reduced to $1,000,000 as expected and an adjustment of $30,172 had been made to the LTFM levy for a prior year adjustment. The levy is expected to go down by $150,000 after the Revised 10-Year LTFM Plan (noted above) is formally approved by the board and processed by MDE. This agenda item was for informational purposes only.

Review Meeting Minutes

- Meeting minutes for the 10/13/2022 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 October 2022, recommended to move on to consent agenda
    - Consent Agenda
        - Document reflects October 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 99.12% of budget
        - 2022 General Fund expenditures as of 6/30/22 at 98.37% of budget

- 2023 Budget Analysis recommended to move on to consent agenda
    - 2023 General Fund revenues as of 10/31/22 at 17.08% of budget
    - 2023 General Fund expenditures as of 10/31/22 at 25.48% of budget

COVID-19 Grants

- An updated snapshot of the COVID-19 related grants as of 10/31/2022 was provided and passed along to the consent agenda.

Cash Flow Data

- Cash balance data as of 10/31/2022 was provided for committee members and was forwarded on with the monthly consent agenda to the board.

Adjournment

- Meeting adjourned at 2:33 pm.