Finance Committee Meeting

Meeting Date:	March 16, 2023
Meeting Start/EndTime:	1:00 pm - 2:30 pm
Meeting Location:	District Office Conference Room
Members Present:	
Other Attendees:	
Members Absent:	

WINONA AREA PUBLIC SCHOOLS
Welcoming All Learners

Our Vision: A safe and inclusive community of compassionate, curious and resilient lifelong learners.	***Our Mission:*** Inspire curiosity, empower resilience, engage community.
District Belief Statements ● We believe that public schools should serve and engage students, families, staff and the community. ● We believe learning and teaching is maximized in a safe, respectful and inclusive environment. ● We believe every individual's diversity and experience is valued. ● We believe healthy relationships are crucial for the success of our schools. ● We believe that every student can achieve to the best of their ability. ● We believe all decisions should be focused on students and their success.	***Core Values:*** ● **Safety:** Everyone's physical and emotional well-being is a priority. ● **Integrity:** Everyone does the right thing and makes positive choices, even if it is difficult. ● **Inclusivity:** Everyone belongs, is valued and is heard. ● **Equity**: Everyone has the opportunities, access, information and support provided in the individual way they need it. ● **Respect:** Everyone's differences are recognized, acknowledged and celebrated.
Committee Purpose and Collective Commitments:	

Agenda Item:	**Type: (Procedural, Information, Briefing, Action)**	**Discussion/Action: (Minutes)**	**Person Responsible: (Reports to Superintendent)**
Call to Order	Procedural		
HVED Request For Help	Information	Sarah Knudsen will discuss a request from Hiawatha Valley Education District (HVED) to provide temporary emergency services for their early childhood program through the end of the year. There is no contract details proposed at this point but given the timing it is important to get it on the radar of the committee	Sarah Knudsen
Sped Forms Agreement	Recommendation	Sped Forms Agreement SpEd Forms asks that this agreement be signed authorizing them to do certain functions with student data on behalf of the district.	Sarah Knudsen
Technology Device Agreement	Recommendation	Marco Agreement Kevin completed a bid process for wireless access point and network switch hardware. Three bids were received, with Marco winning the bid. This agreement is filed for partial reimbursement through E-rate funding. In order to file the E-rate funding, a copy of the agreement is required. The district anticipates receiving 60% of the cost of this contract in E-rate funding.	Kevin Flies
UCare Data Use Agreement	Recommendation	UCare Data Use Agreement Project Compass Class Registration Form Project Compass accesses UCare to provide discounts to Project Compass participants. In order	Ann Riebel

		to continue accessing this database, UCare requires signature on the attached agreement. A consent to utilizing UCare is included on the Project Compass Class Registration Form	
Proposed Change in May and June Finance Committee Date	Procedural	Is the Committee open to changing the May meeting date from May 11th to May 9th (same time and place) to allow me to attend the MASBO (Minnesota Association of School Business Officials) annual conference in Duluth? Is the Committee open to changing the June meeting date from June 15th to June 9th or June 20th? Chair Denzer will be out of town and unable to attend on the 15th.	Sarah Slaby
HVAC Projects - SubContracts	Recommendation	The following contracts have been forwarded by Krause Anderson for signature: Amendment #`1 to Construction Manager Agreement Jefferson & W-K Integrated Automation Package W-K Painting & Wall Covering Jefferson Steel Package W-K Steel Package Jefferson Roofing Package W-K Roofing Package W-K Electrical Package	Sarah Slaby
2023-2024 Amity Agreements	Recommendation	Jefferson Amity Agreement WMS Amity Agreement	Sarah Slaby
2023-2024 AVID Agreement	Recommendation	2023-2024 AVID Agreement	Sarah Slaby
Infinite Campus	Recommendation	Infinite Campus Agreement	Kevin Flies

		No change in services, just a change in pricing	
Alliance Event Design	Recommendation	Alliance Event Design Attached is the quote and contract for props for the WSHS prom this spring. This company has been used the last two years without issue per Casey Indra. Funding for costs will come from the student activity prom account (fund 15).	Casey Indra
Department of Energy Grant	Information	The Department of Energy has completed their review of concept papers submitted. The feedback received on each of the grants submitted is attached below. Unfortunately, it is not the reply we were hoping for. Jefferson GeoThermal Concept Paper Feedback W-K GeoThermal Concept Paper Feedback	Sarah Slaby
2023 Budget Update	Information	Time permitting, a first look at a budget update for 2023 will be provided at the meeting. These figures are being calculated and if ready will be shared with the committee in draft form.	Sarah Slaby
Policy 720	Recommendation	Policy 720 - Time permitting I will complete my review of 720 (vending machines) prior to our meeting. The Board Operations Committee is planning to see this policy on March 30th.	Sarah Slaby
2/15/2023 Minutes	Recommendation	2/15/2023 Minutes	Sarah Slaby
February 2023 Payment Register	Recommendation	February Payment Register - Summary February Payment Register - Detail	Sarah Slaby
Consent Agenda	Recommendation	Consent Agenda - February Transactions	Sarah Slaby
Budget Analysis	Recommendation	2/28/2023 Budget Analysis	Sarah Slaby

COVID-19 Grants	Recommendation	COVID-19 Grants Summary Finance 150, 160, 161 by Initiative Notes Regarding upcoming spending deadlines: Finance 150 dollars have had their spending deadline extended for 12 months to 6/30/2024, this has been communicated along with an urgency to develop a plan to spend the remaining dollars this summer (funds can only be used outside of school year). Finance 155 dollars will be completely spent on salary and benefits by the deadline of 9/30/2023. Finance 171 dollars will be completely spent on salary and benefits by the deadline of 6/30/2023. Finance 170 dollars will have approximately $25,000 remaining after funding the cost of the COVID Coordinator. This has been communicated and a list of needs is being compiled related to gloves, medical grade masks, tests, and other supplies needed that can be purchased now with these dollars.	Sarah Slaby
Cash Flow Summary	Recommendation	February Cash Flow	Sarah Slaby
Adjournment	Procedural		