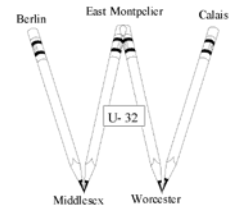


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

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Bryan Olkowski
Superintendent



WCUUSD Finance Committee Meeting Minutes Approved 5.18.21 8:30 – 9:30 a.m.

Committee Members Present: Flor Diaz Smith, Bryan Olkowski, Lori Bibeau, Chris McVeigh, Casey Provost, Cat Fair, Alicia Lyford, Scott Thompson, Steven Dellinger-Pate

- 1. Call to Order: Flor Diaz Smith called the meeting to order at 8:32 a.m.**
- 2. Approve Minutes of 5.4.21: Chris McVeigh motioned to approve the minutes. Scott Thompson seconded. The motion passed unanimously.**
- 3. Discussion/Action**
 - 3.1. Authorize the Superintendent to sign contracts for WCUUSD: Scott Thompson motioned to authorize the Superintendent to sign contracts on behalf of WCUUSD. Chris McVeigh seconded. The motion passed unanimously.**
 - 3.2. Blanket Authorization for Check orders:** Lori advised the board will need to make the motion and an email will be sent for approval.
 - 3.3. Annual bids:**
 - 3.3.1. Revenue Anticipation Note & Investment Bid:** Lori advised this is the annual request for the board to borrow and request money. Community Bank N.A. is the lowest bidder. The amount we are asking to borrow is \$9,924,185. This bid was sent to 7 banks; only two bids were received. Community Bank is recommended because they have a positive cash flow of .2; in addition, they are offering a .5 variable rate on our other funds (Capital funds, restricted etc.). **Scott motioned to recommend that the Board approve the Revenue Anticipation Note & Investment Bid from Community Bank N.A. Chris seconded. The motion passed unanimously. Scott also made a motion to recommend that the Board authorize the Board Chair to sign the loan document via electronic means. Chris seconded. The motion passed unanimously.**
 - 3.3.2. Audit services Bid:** Lori advised that we advertised in the paper and solicited 13 different auditors. We only received 2 bids. Our current auditor R.H. Smith is offering level pricing for 5 years which is the same the same as we are currently paying. **Scott moved to recommend the Board award the bid to R.H. Smith for a three-year period with the option to extend for two years. Chris seconded. The motion passed unanimously.**
 - 3.3.3. Property, Liability, and Workers Compensation Insurance Bid:** Lori explained that Denis, Ricker, & Brown is our current insurance agent. This bid resulted in savings of \$3,707 in the budget. Liberty Mutual came in as the lowest bid and AIM Mutual for Worker's Compensation came in with the low bid. **Chris moved that we recommend the Property, Liability, and Worker's Compensation Insurance bid to the board for approval. Scott seconded. The motion passed unanimously.**

- 3.3.4. Authorize Superintendent to approve bids for Fuel Oil, Propane, Wood Chips, and Wood Pellets, Paper:** Scott moved to recommend authorizing the Superintendent to approve bids for Fuel Oil, Propane, Wood Chips, and Wood Pellets and Paper. Chris seconded. The motion passed unanimously.
- 3.3.5. Infinite Campus online payment system update:** Lori explained that we used an online payment system for food services. VANCO is the processor of those payments. Infinite campus is now using a different vendor. Lori advised these fees have amounted to \$5,200 per year. This year because of the universal meals, the cost was less than \$700. **Scott motioned to recommend that the Board authorize the district transaction for payment fees for parent and staff payments using the Infinite campus payment processor. Chris seconded. The motion passed.**
- 3.3.6. Rumney Para educator Position:** Casey explained the rationale behind the request for the position. This will be amongst the largest kindergarten class in the district therefore there is a need for the para educator. **Scott Thompson moved to recommend this position be brought to the Board for consideration. Chris McVeigh seconded. The motion passed unanimously.**
- 3.3.7. Calais Para educator Position:** This is a 1:1 position for a student that needs ongoing support for next year. This student was not identified until November and the 1:1 was not assigned until January of this school year. **Scott Thompson moved to recommend that the Board approve this request. Chris McVeigh seconded. The motion passed unanimously.**
- 3.3.8. East Montpelier Pre-K Para educator Position:** Alicia explained that they have a new child in the school that has some significant needs and they have an increase in numbers. Alicia explained they can only have 10 students per adult and without this position; they could not meet the ratio. **Scott moved to recommend the approval of the position to the Board. Chris seconded. The motion passed unanimously.**
Lori advised the grand total for all three positions would be \$92,000 in the fund balance for the Board to reserve after the Special Ed revenues are considered.

4. Next Meeting Date and Future Agenda Items

- 4.1.** June 22, 2021
- 4.2.** Energy Project Consultant
- 4.3.** Net Metering Proposal
- 4.4.** ESSER Funds Use
- 4.5.** U-32 Storm water Bid (in the budget)
- 4.6.** U-32 Bathrooms (not in the budget)
- 4.7.** Rumney Baseball Field Upgrade (not in the budget)

5. Adjourn: The committee adjourned by consensus.

Respectfully submitted,
Melissa Tuller
Administrative Assistant