Finance Committee Meeting

Meeting Date:	9/14/2023
Meeting Start/EndTime:	1:00 pm - 2:30 pm
Meeting Location:	District Office Conference Room
Members Present:	
Other Attendees:	
Members Absent:	



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		
MSHSL Regions Facility Agreement	Recommendation to School Board	Regions Facility Agreement	Casey Indra
T.E.A.C.H.	Recommendation to School Board	T.E.A.C.H. Program - Additional Credits Request	Ann Riebel
SMU Contract	Recommendation to School Board	St. Mary's University Contract - Jim Flim Invitational	Casey Indra
ProCare	Recommendation to School Board	ProCare - Brittany Burke	Wendy Harward
Dental Bid	Recommendation to School Board	Dental Bid Results Winona Agency assisted the district in completing the required bidding process for the district's dental insurance business. A meeting of the insurance committee was held on August 29th to discuss the results. The disruption report was not finalized for the low bidder so a final recommendation was not made at that meeting. The disruption report (see below) was provided via email on 9/7/2023 with the request to reply by 9/13/2023 with individual recommendations to report to the Finance Committee. Delta Dental Disruption Report The Standard Disruption Report The dental bid results will be briefed at the 9/21/2023	Sarah Slaby

		school board meeting with action at the 10/5/2023 school board meeting.	
Winona County Agreements	Recommendation to School Board	Agreement for Transportation of Children and Youth in Foster Care Placement Business Associate Agreement	Brad Berzinski
University of MN Contract	Recommendation to School Board	CAREI Contract - Services Agreement CAREI Proposal	Kristie OBrien
Website Contract	Recommendation to School Board	FinalSite Contract	John Casper
MNSCU Joint Powers Agreement (PSEO Contract)	Recommendation to School Board	MNSCU Joint Powers Agreement (PSEO Contract)	Brad Berzinski
MyVision	Recommendation to School Board	MyVision Memorandum of Understanding MyVision Brochure MyVision is a zero cost benefit offered by Gundersen Lutheran as a quasi-replacement for vision insurance, a benefit the district does not carry. If certain criteria are met (such as paying for services the day of the visit), employees are able to receive discounts on certain vision related services at no cost to the school district. If agreeable to the Finance Committee, we would like to move forward with negotiating the MOU, seeking school board approval, and then rolling out the information to employees during the open enrollment window for insurance benefits.	Sarah Slaby
Mail Machine Lease	Recommendation to School Board	Quadient Lease Agreement Quadient Lease Purchase Order	Sarah Slaby

		The district has had the same mail machine for several years. The current lease amount is $766.35 per quarter or $255.45 per month. The lease is ending this month. As of June 2024 the USPS is requiring all mail machines meet Intelligent Mail Indicia (IMI) standards. With the new IMI requirement looming, we need to change out equipment. The district processes approximately 15,000 pieces of mail on its mail meter annually with any large mailings getting contracted out and handled through the district's bulk mail account. That being said, we are able to step down to a 5-series machine with a monthly cost of $180.56. This is a monthly savings of $74.89 or an annual savings of $898.68 as compared to the current lease.	
Financing of GeoThermal Project	Recommendation to School Board	The School Board was briefed on 9/7/2023 on the resolution of intent to sell bonds to cash flow the remainder of the GeoThermal projects at W-K and Jefferson Elementary schools. Included in the documents on 9/7/2023 were the updated 10-year LTFM plans which will need to be approved and submitted to MDE. Because these were not discussed in detail at the board meeting on 9/7/2023, this meeting is an opportunity to highlight the changes and discuss any questions. The remaining documents related to issuing bonds are also attached below for reference only. Revised 10-Year Plan - Revenue	Sarah Slaby

		Revised 10-Year Plan - Expenditures: Resolution of Intent To Issue Bonds Public Notice GeoThermal Cashflow (Kraus-Anderson) Bond Preliminary Information (Ehlers)	
GeoThermal Subcontracts	Recommendation to School Board	GeoThermal Subcontract Log as of 9/7/2023 The following are subcontracts and/or change orders which have been signed since the last committee meeting: W-K - Poellinger - Change Order 02 Both - WHV - Change Order 01 W-K - J.F. Ahern - Change Order 01 Jefferson - P&T Electric - Change Order 01 Jefferson - AVM Construction - Change Order 01 Jefferson - Fowler & Hammer - Change Order 02 Jefferson - General Sprinkler - Change Order 02 Jefferson - Palmer Soderberg - Change Order 02 Jefferson - Poellinger - Change Order 02 Jefferson - P&T Electric - Change Order 02	Sarah Slaby
8/10/2023 Minutes	Recommendation to School Board	8/10/2023 Minutes	Sarah Slaby
August 2023 Payment Register	Recommendation to School Board	August 2023 Payment Register - Summary August 2023 Payment Register - Detail	Sarah Slaby
Consent Agenda	Recommendation to School Board	Consent Agenda - August Transactions	Sarah Slaby
Budget Analysis	Recommendation to School Board	8/31/2023 Budget Analysis 6/30/2023 Budget Analysis as of 8/31/2023	Sarah Slaby

COVID-19 Grants	Recommendation to School Board	2024 COVID-19 Grants Summary 2023 COVID-19 Grants by Initiative - as of 9/8/2023	Sarah Slaby
Cash Flow	Recommendation to School Board	August Cash Flow	Sarah Slaby
Meeting Reschedule	Procedural	I did not receive any responses from board members to the google form I sent out regarding possible reschedule dates for: ● October 12, 2023 ● January 11, 2024 ● April 11, 2024 ● May 9, 2024 Please be ready to discuss options for October, minimally so this date can be posted.	Sarah Slaby
Adjournment	Procedural		