

## **Business Services Committee**

**Tuesday, May 25, 2021**

### **Members Present**

Jim Bowman, Edward Ruffolo, Gary Jahnke

Meeting called to order at 7:35 am by Jim Bowman

### **1. Virtual Meeting Notice**

**A.** This meeting will be conducted as a virtual meeting due to the active COVID-19 public health emergency situation, meaning that multiple Board members may be participating in the meeting from remote locations through the use of communications technology and/or that public access to the meeting may be arranged through the use of technology. The District discourages the public and/or media from attending the meeting in person at its noticed location due to concerns with health and safety and encourages use of the alternative method(s) of access that the District is providing.

**B.** Members of the media or general public may access the meeting via the live stream broadcast on the Appleton Area School District YouTube Channel: <https://www.youtube.com/channel/UChO-l09YGgt4uKnCWYvt8Pw>. For remote attendance via telephone, please dial: 1-312-626-6799 Meeting ID: 916 1786 5167

**C.** Any special needs or any requests for accommodations related to accessing this meeting should be sent to Kelly Vandenberg at [vandenbergkell@asds.k12.wi.us](mailto:vandenbergkell@asds.k12.wi.us) or (920) 997-1399 ext. 2032, at least 24-hours in advance of the meeting. This would include any person for whom it would be burdensome or infeasible to use the primary method(s) of remote access established by the District.

**D.** With respect to the gravity of the current public health emergency, we have made every effort to streamline this meeting as much as possible while still focusing on items that are essential to the current and future operations of the District. As such, there will be no opportunity for public comments. If you have comments relating to any item on the agenda that you wish to share with the Committee, you are welcome to submit them in writing. Comments can be submitted to Kelly Vandenberg at [vandenbergkell@asds.k12.wi.us](mailto:vandenbergkell@asds.k12.wi.us) (preferred) or mailed to 131 E. Washington Street, Suite 1A, Appleton, WI, 54911. All written comments submitted will be distributed to all members of the Business Services Committee. We appreciate your understanding during this unprecedented time.

### **2. Approval of Minutes**

#### **A. Business Services Committee Minutes from March 23, 2021, April 27, 2021 and May 14, 2021**

Recommendation to Approve Minutes

Motion by Gary Jahnke, second, Edward Ruffolo

Final Resolution: Motion Carried

Aye: Jim Bowman, Gary Jahnke, Edward Ruffolo

### **3. Discussion Agenda Items**

#### **A. ESSER Funds I, II, & III**

Greg Hartjes began by talking about ESSER Funding. ESSER I was part of the CARES Act last summer and we received just under \$1.5 million. ESSER II was part of the Stimulus package that came through in December from the Federal Government and became available in March. ESSER III was passed as part of the March Stimulus package and will come available in July. As said, with ESSER I, we received just under 1.5 million dollars. That was spent on i-ready, totaling \$425,000 and on Chromebooks, totaling \$1,021,000. That amount covered Chromebook costs for 3 grades. As we moved into the school year, we planned for COVID expenses. Holly Burr planned for those costs in our budget, but if we went over that amount, we would have to go into our Fund balance. When the ESSER II funds became available, it covered those additional costs from COVID. Ultimately, it was about \$2.5 million. It also gave us \$4,200,000 in student support. With ESSER II funds, the COVID expenses we knew we had to cover in order to have students in person were:

- Isolation room paras = \$625,000
- Elementary teachers to reduce class size = \$650,000
- Substitutes for COVID reasons = \$180,000
- Facilities and Operations expenses
- Disinfecting = \$130,000 (outside of normal hours)
- Objects = \$230,000 (PPE expenses-special items)
- Other = \$85,000

- Tech Services expenses = \$600,000 (Primarily to get families internet access, paying fees)

**Total = \$2,500,000**

We have been meeting with Legislatures in recent weeks and showing them this breakdown. It has been very helpful in their understanding of some of the day-to-day expenses incurred and how quickly things adds up.

We were left with \$4,200,000 from the ESSER II amount in Student support money. When we add in approximately \$15,000,000 in ESSER III (ARP Act) funds, we are planning for \$19,000,000 million. We are not positive we will get this amount, but it was originally discussed.

With ESSER II, we wanted to support students right away. As soon as we found out about the \$6.7 million coming from ESSER II, we went out to our Principals to ask what we could do. We now have approximately \$19,000,000 to spend over the next 3 years. The purpose is to make up for whatever gaps were widened by COVID and the interruption to student learning. We again went out to Principals in April and looked at summer and next year and ahead for the next 3 years. We looked at areas that fit into our scorecard. We got over 100 requests. Of those, we did approve 26 requests. Some of those are:

- MLSS/Behavior/SEL coaches (1 at Elementary and 1 at MS/HS)
- EL Newcomers staffing (Swahili interpreter and Elementary staffing)
- Special education intervention materials
- Elementary math interventionists
- Elementary and MS Cultural Community Coordinators
- MS alternative education staffing
- MS intervention supports this year
- MS reading and math interventionists
- MS and HS discretionary funds for each school based on Weighted Student Funding
- MS and HS special education positions
- MS and HS STAR programs
- MS and HS instructional coaches
- HS Career Launch Coordinators
- HS credit recovery teachers and programs (Quest)

This is a summarized version, but when we look at what this will cost over the next 3 years, it is about \$14.7 million of the available \$19.2 million. We are still holding back on about \$4.5 million.

Our intent is to wait on allocating the remaining funds for the following reasons:

- Confirmation of process for ESSER III
- May want to work with the City, County, Town of GC on a project
- Want to see what other priority areas arise
- Want to have time to monitor the success of the approved requests.

Most costly will be additional staffing.

#### **4. ACTION AGENDA ITEMS**

##### **A. Lease Extension for the Scullen Leadership Center**

Our current 5-year lease for the District's space at the Scullen Leadership Center will expire on August 31<sup>st</sup>, 2021. The district would like to extend this lease for an additional 5 years.

Greg provided the following background information:

- Original 10-year lease was signed in 2006 at a cost of \$10.75 per square foot per year, with a 2% annual increase written into the lease agreement.
- A 5-year extension was signed in 2016 at a cost of \$10.50, with a 2% increase written into the lease agreement. Our current lease rate is \$11.37 per square foot per year.
- We would like to extend the lease for an additional 5-years, with the first year of the lease costing \$10.75 per square foot and with a 2% annual increase written into the agreement.

At the start of the extension, we would bring the lease dollar amount back down from what we are currently paying and the 2% increase builds back up each year. Some additional information is:

- The leadership Team explored other options that would meet the increasing space needs of our Leadership Center Staff.
- The "Market Rate" for space in our areas is \$12 to \$14 per square foot.
- Rent for the first year will be \$111,178, which will result in a savings of \$6,413 from our current year's rent.

Recommendation to approve Lease Extension for the Scullen Leadership Center

Motion by Gary Jahnke, second Jim Bowman

Final Resolution: Motion Carried

Aye: Gary Jahnke, Jim Bowman;

Abstain: Edward Ruffolo

An Item for Consideration will be presented to the Board of Education on Monday, June 14, 2021.

### **B. Naming of the Community Garden at Kaleidoscope Academy the Dr. Allen J. Brant Legacy Garden**

At the end of this school year, Dr. Allen J. Brant will be retiring from the Appleton Areas School District after servicing as the principal at Kaleidoscope Academy (KA) and Roosevelt Middle School for 22 years. Ian Schaefer, Assistant Principal of KA, presented Superintendent Baseman with a proposal to name the community garden at KA after Dr. Brant.

We have a Board Policy 940 which includes a rationale for the recognition, and School Community input in the form of an endorsement from the KA Governance Board.

The Governance Board released a statement "The Kaleidoscope Board of Directors fully support the renaming of the KA Master Garden to the Dr. Allen J. Brant Legacy Garden. It is truly an appropriate name due to his cultivating and nurturing literally thousands and thousands of students to help them grow and blossom over his tenure as principal of Kaleidoscope Academy Middle School. His legacy will live on for future students enrolling in KA."

In addition, it is in agreement that Dr. Brant meets the following Board Policy 940 criteria:

- Dr. Brant is of exemplary moral character.
- Dr. Brant has made an outstanding contribution to education.
- As of June 30<sup>th</sup>, Dr. Brant will no longer be an employee of the AASD.
- Dr. Brant has given his written permission for the naming

Ian Schaefer, Assistant Principal at Kaleidoscope Academy joined the discussion. He feels it is a wonderful tribute to Dr. Brant's growth mindset around students and teachers. That growth is important in life. He was initially concerned that if there is a staff turnover in years to come, the garden wouldn't be maintained. That is why our Erb Park community had the idea of naming this a Master Garden. A member of the Erb Park community put in for a Grant to have this become a Master Garden, which requires those who take an active interest, to have the status of a Master Gardener and put in the volunteer hours at this location. This means this garden will not only have the community's financial and emotional support, but their time and effort, so this will be a long-standing and well maintained Garden and a tribute to Dr. Brant's work.

Recommendation to approve naming of the Community Garden at Kaleidoscope Academy the Dr. Allen J. Brant Legacy Garden.

Motion by Gary Jahnke, second Edward Ruffolo

Final Resolution: Motion Carried

Aye: Gary Jahnke, Jim Bowman, Edward Ruffolo

An Item for Consideration will be presented to the Board of Education on Monday, June 14, 2021.

### **5. Adjourn Meeting**

Motion to Adjourn Meeting

Motion by Edward Ruffolo, second by Gary Jahnke

Final Resolution: Motion Carried

Aye: Edward Ruffolo, Gary Jahnke, Jim Bowman

Meeting adjourned at 8:20 am

### **6. FUTURE BUSINESS SERVICES MEETING**

**A.** Tuesday, June 29, 2021 7:30 AM, Remote