



Finance & Operations Committee

November 20, 2025

MINUTES

Meeting called to order: Member Christenson 5:01 p.m. **Board members:** Picard, Christenson (Kehoe absent)

District staff: Merritt, Minnick, Malbon, Lents, K. May, Jory, J.J. Johnson

Citizen Reps: Roderique, DeMers, Johnson **SVU Student Reps:** Mahika Srivastava, Neha Aekka

Public Comments – none.

Approval of Prior Meeting Minutes – October 23, 2025 - approved.

HopSkipDrive Transportation Agreement – Ms. Minnick introduces Kimberly May, who recommends approving a transportation services agreement with HopSkipDrive, Inc. to support students eligible under the McKinney-Vento Act. Current transportation providers are at capacity and do not offer service after 8:00 PM, limiting access to after-school activities. HopSkipDrive can provide flexible, later-evening transportation, and the district will only be billed for the services used. All costs will be funded by Title I and Section 31a, with 50% reimbursement from students' temporary-residence districts and no impact on the General Fund.

Member Christenson asks about past ridership numbers and the process for selecting vendors. Ms. May explains that vendor selection is based on each student's needs, and some students consistently use the same provider for comfort. She works closely with vendors to minimize wait times and maintains ongoing communication with families. She also notes that nearby districts, including Westwood and Wayne-Westland, currently use this vendor. Ms. Minnick adds that the district may discontinue use of any vendor at any time, as payment is only made for services rendered.

Replacement of Chiller and Condenser at Eriksson Elementary – Ms. Minnick introduces Matt Lents, Director of Facilities and Capital Improvements, who recommends replacing the failed chiller system at Eriksson Elementary. Carrier provided a cooperative contract quote of \$126,995 for a new 40-ton chiller and remote condenser, which district HVAC staff confirmed as complete. The equipment includes a 2-year parts and labor warranty and a 5-year compressor warranty. Installation is expected in May 2026, based on a 12-week lead time. Administration recommends funding through the 2023 Bond Fund.

Replacement of Chiller and Condenser at Hulsing Elementary – Hulsing's chiller system has also failed and requires replacement. Carrier submitted a cooperative contract quote of \$126,995 for the same 40-ton chiller and remote condenser package, reviewed and approved by district HVAC staff. Warranty terms and installation timelines match the Eriksson project. Administration recommends funding through the 2023 Bond Fund.

Financial Statements as of October 31, 2025 – Ms. Malbon presents the October 31, 2025 financial report. At October 31 we are approximately 33% of the way through fiscal year 2-25-2026. Revenues are at 22.6% of budget, slightly higher than last year and within expected ranges. Expenditures are at 29.9%, about 0.8% above last year, driven by payroll encumbrances and higher specialized transportation needs. Non-voted debt service

is slightly elevated due to the timing of interest expenses. The net change in fund balance is on track and will be updated during the first budget amendment after the annual audit. For the benefit of new members and students present, Ms. Malbon provides a brief overview of how to read the financial reports.

Financial Statements as of September 30, 2025 (included for reference) – Because the November 6 meeting was canceled, the September 30 report is included for reference. Revenues were at 12.3% of budget, lower than last year due to delayed property tax receipts. Expenditures were at 21.6%, slightly higher than last year because summer pay accruals were approximately \$3 million higher. Actual year-over-year spending increased by just 0.6%, and adjustments for grant funding were still in progress. The net change in fund balance remains consistent with expectations.

Adjourn: 5:44 p.m.