

FINANCE/TRANSPORTATION AND PROPERTY COMMITTEE
SCHOOL DISTRICT OF BELOIT

June 14, 2016

1. CALL TO ORDER

The meeting was called to order by Cronin, Committee Chair at 5:09 p.m. in Room 106, the Superintendent's Conference Room, at the Kolak Education Center.

Members present: Dennis Baskin, Shelly Cronin and Kris Klobucar. Others present: Lisa Anderson-Levy, Pam Charles, Nora Gard, Shannon Scharmer, Anthony Bonds, Jamie Merath, Emily Pelz, Pam Weise, Darrell Williams and Tom Johnson.

2. APPROVAL OF THE AGENDA

Baskin moved approval of the agenda. Seconded by Klobucar, motion carried.

3. APPROVAL OF MAY MINUTES

Baskin moved approval of the May minutes. Seconded by Klobucar, motion carried.

4. REVIEW OF MAY PO'S BETWEEN \$15,000-\$25,000

There were no purchase orders in May between \$15,000-\$25,000.

5. INSURANCE OVERVIEW

Jamie Merath, Director of Finance, updated the members on the district's property and liability insurance coverages and requested approval for renewal of coverage. She indicated that R & R did a competitive bid review of the coverages. John Emery, insurance consultant, was available to answer questions on the proposed renewal. Members asked questions about fees, bids, worker's compensation, mod rate, and flood insurance.

Klobucar moved to recommend to the full Board of Education approval of the property and liability insurance renewal. Seconded by Baskin, motion carried.

6. STUDENT TRANSPORTATION SERVICE CONTRACT AWARD

Merath reviewed the purpose of the bid for service and indicated that only one formal bid was received which was from Durham Transportation, the current provider. The administration is recommending awarding a 5 year contract with Durham. Members asked questions regarding the contract length and the partnership with Durham.

Klobucar moved to recommend to the full Board of Education approval of the Durham Transportation contract for a term of five (5) years. Seconded by Baskin, motion carried.

7. SCHOOL PANTRY UPDATE

Merath, along with Betsy Schroeder, Merrill Principal, Donna Ambrose, from Caritas provided an update on the food pantry. The pantry was a pilot program that began in February of 2016 at the Kolak Education Center to serve Merrill Elementary School families. Second Harvest makes the food available at no cost and Caritas runs the pantry. In May, the pantry was transitioned to Merrill Elementary to increase access to Merrill families. It is anticipated to have a bigger, more positive impact on the Merrill Elementary School families with its move to Merrill. Schroeder shared data showing pantry use which indicated a rise in the participation numbers since the move on May 10th.

8. CESA 2 CONTRACT

Merath explained that the District contracts with CESA 2 for a variety of business, technology and special education services and is renewed on an annual basis. It is a \$4,300 decrease from the current year contract.

Baskin moved to recommend to the full Board of Education the approval of the CESA 2 services contract for the 2016-17 school year. Seconded by Klobucar, motion carried.

9. PAROCHIAL SCHOOL TRANSPORTATION

Merath reviewed the number of possible student transportation reimbursements eligible for the 2016-17 school year to parochial schools. Members discussed bussing versus reimbursing parents and costs associated.

10. AUDIT COMMUNICATION

Merath reviewed the letter from the auditors providing valuable information including planning, timeline, responsibility and scope of the financial audit statement. The audit is expected to begin on August 8, 2016 and the report will be issued on approximately November 1, 2016 with the annual presentation scheduled for January, 2017.

11. BUDGET ADJUSTMENTS

Merath discussed with the members the changes that have been made since the budget was adopted in October. These budget adjustments were made to adjust for revenue and expense budget amendments to be added into the budget.

Baskin moved approval of the budget adjustments as listed in the June 10, 2016 board packet. Seconded by Klobucar, motion carried.

12. FUTURE ITEMS FOR DISCUSSION

Budget and Projections for 2017 to help administration.

13. ADJOURNMENT

The meeting was adjourned at 5:45 p.m.