

Finance Committee Meeting Notes

December 7, 2015

4:30 p.m.

In attendance: Judith Darling, John Gawareck, Shannon Froberg, Marsha Bunge, Joyce Lawrence and Mona Hayashi

- 1. Fiscal Caps/Par - Marsha notified Judith that MSA needs to create a form to notify the State of employees that share General Ed time and Sped time. Marsha is in the process of creating this form and she will need to submit the form for September, October and November and then monthly going forward. Ryan is the only employee that this form needs to be filled out for at this time. Judith will check with either Tabitha or Mandy at her firm to see if they have anything available for us to reference. In addition, there is a semi-annual certification form that also needs to be filled out and Judith will check on that form too. Bob had signed these in the past.**
- 2. .375 FTE English Teacher – The finance committee verified we had funds to add a part time English teacher to take over Teresa Ward’s first and third period class. Teresa will be teaching ELL students during the first and third period and all her other classes to remain the same. We previously had not offered services to ELL students but are mandated by law to do so. Committee approved to fund a 0.53 FTE part time English teacher for periods 1 -3.**
- 3. Drain Repair – John noticed there was buckling of the drain near the recycling bins between the two buildings due to the cold weather. John was in contact with a contractor that suggested we wait until spring to repair. The contractor indicated this could be a major repair if the drain wall collapsed with a cost up to \$15,000 due to the cold weather conditions. If repaired in the spring, the cost will be approximately \$1,500.**
- 4. Badminton – Shannon asked for approval to spend approximately \$4,000 to obtain varsity equipment. This equipment is needed to offer this sport per the MHSL. Shannon indicated she has between 40-80 girls interested in participating in the sport in the spring. This amount will come out of the general supplies fund. Once, we have completed a new budget for next year a portion will be allocated for all activities going forward.**

5. Computers for EA's – This was an old piece of business in which we previously approved the purchase of 6 new computers. This was approved in September. Per Justin, new computers would cost a \$1000 each. These computers were approved and qualify to be taken out of sped funds. Marsha doesn't feel that the EA's would need these fancy of computers and would like to suggest that basic laptops or Chromebook be purchased at half the cost or less. Judith indicated that the sped department should not be using the same computers as General Ed. They need to have either a totally different type product or something that is identifiable as sped computers only to use the above mention funds. Marsha will make contact with Justin and discuss this in more detail to determine exactly what should be ordered.

6. Financial Statements – Judith review the financial statements. There are no items of concern and we remain financially stable.

7. Refund from the City of Woodbury – This is a piece of old business in which the city is holding a deposit of \$2,400. Judith forwarded an email to John that indicates what items need to be corrected before we can receive the refund. John indicated these items will need to wait until spring due to weather conditions and he will determine how to proceed to obtain this refund.

Next Meeting

January 4, 2016

4:30 p.m.