

# Merrill Area Public Schools

**MAPS Mission Statement:** *Merrill Area Public Schools, in partnership with the Merrill Community and our families, will empower students to be lifelong learners, responsible citizens, and productive community members.*

## Finance/Human Resources Committee Meeting

Wednesday - January 5, 2022

4:30 PM

BOARD ROOM

**MAPS Central Administration Building**

(1111 N. Sales Street, Merrill, Wisconsin)

## MINUTES

- I. Call to Order and Roll Call – Kevin Blake, Ron Liberty, Kendra Osness, Dr. John Sample, Eddie Then and Brett Woller

Start Time: 4:30 p.m.

- II. Approval of [December 1, 2021 Finance/Human Resources Committee Minutes](#)

MOTION by Woller, second by Osness to approve the December 1, 2021 Finance/Human Resources Committee minutes. Motion carried with Liberty abstaining.

- III. Human Resources

- A. Teacher Contract Revisions for FY23 (Second Reading)

*Two versions presented. Mike Julka assisted in the revisions. Eddie presented the explanation of other language points in the contract. Liquidated damages approval by the Board versus FMLA approval also discussed.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Liberty, second by Woller to forward to the full Board the approval of the revised teacher contract for the 2022-23 fiscal year as presented. Motion carried unanimously.

- B. Addition of One (1) (28 hours per week) Special Education Teaching Assistant at Pine River School for Young Learners and Two (2) Full-Time Teaching Assistants at Kate Goodrich Elementary School

*Kevin asked Eddie about the funding source(s) for this motion. Flow Through or ESSER grant funding will be utilized based on advantage. Ron asked about the timeline (asap).*

**Please see the attached [topic summary sheet](#) from Karen Baker.**

MOTION by Woller, second by Osness to forward to the full Board the approval of one 28-hour teaching assistant position at Pine River School for Young Learners and 2 full-time teaching assistant positions at Kate Goodrich Elementary School. Motion carried unanimously.

C. Special Substitute Pay Rate Qualified for Student Teachers

*I excited about this as we had six student teachers and it is important to the district to have substitute teachers. This position is an in-between position as it is not long-term but requires a commitment. The district benefits because they have each spent a semester here. They can work full time and not accrue any health benefits.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Osness, second by Liberty to forward to the full Board the creation of full-time sub pay rate of \$175/day for full-time student teachers interested in subbing for MAPS after their fall student teaching placement has ended. Motion carried with Blake abstaining.

D. Addition of Policies to Enable Administration to Process Leave Requests Not Qualifying for FMLA (Family Medical Leave Act) Leave

*Eddie shared the highlights of this policy.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Liberty, second by Woller to forward to the full Board the leave of absence policies as presented for policy numbers 3430, 3161, 4430, and 4161. Motion carried unanimously.

E. Personnel Report - Standing Agenda Item

*Eddie shared one highlight regarding a closed session item for the Special Board Meeting.*

**This will be added/updated the day of the Finance/HR Committee to be most current. Please see the most [current personnel report](#).**

Same as above, no motion.

IV. Finance

A. 2022-2027 Bridges Virtual Academy Contract (FY23, FY24, FY25, FY26, FY27)

*Overview is 37 pages long and has been vetted. Worked closely with John H to revise per definition. Remained somewhat similar but changes made based on what we learned from the Maple Grove experience. John H - Some of the items had to be changed from the original template and based on MG. It was also important to separate the MAPS portion from the BVA portion or services and responsibilities when it requires itemization. This version (of the contract) has been approved by the BVA Governance Board. Kendra had*

*questions about the contract not limiting both parties and waivers. Both questions answered satisfactorily.*

**Please see the attached [topic summary sheet](#) sheet from Edward Then.**

MOTION by Liberty, second by Osness to forward to the full Board the approval of the revised BVA contract as presented for a five year cycle commencing July 1, 2022. Motion carried unanimously.

B. Review of Board Budget Priorities for FY23

*ET shared the results. Discussion ensued as to the reason for forwarding to the full Board and how these priorities will be used by administration in the future.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Liberty, second by Woller to forward to the full Board the approval of the Board budget priorities for planning related to the 2022-23 fiscal year as presented. Motion carried unanimously.

C. Head Start Transportation Waiver

*Trisha introduced the waiver in order to avoid providing monitors for every single bus. The waiver allows for seat restraints for students requiring it.*

**Please see the attached [topic summary sheet](#) from Trisha Detert.**

MOTION by Osness, second by Woller to forward to the full Board the approval of the Head Start Transportation Waiver for 2022-2023. Motion carried unanimously.

D. Approval of 4K Site Contracts for FY23

*Trisha introduced the 4K contract and Eddie added the revisions that were made. Names and addresses were updated or will be updated. Background checks were considered as a revision but will not be reconsidered until later. Trisha added the low turnover rate with her staff and that it can be revisited when the time comes. Kendra's concern is that they are completing the background checks. Trisha clarified that she was referencing background checks for teachers. Eddie offered to make a couple of revisions prior to forwarding to the full Board.*

**Please see the attached [topic summary sheet](#) from Trisha Detert.**

MOTION by Liberty, second by Osness to forward to the full Board the approval of the 4K contracts as presented with any follow up information with background checks for FY23. Motion carried unanimously.

E. Review of Policy #6222 - Budget

*Discussion among Board members as to the history of this format. Eddie added the rationale regarding carry over and Fund Balance and Fund 46. The reasons for the*

*revisions to the policy were explained. Discussion took place assuring caution to not deviate too far from the original intent of the policy as it was written. Concerns focused on building principals understanding this specific revision.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Woller, second by Liberty to table this agenda item (revisions and second reading of Policy 6222 Budget). Motion carried unanimously.

F. Approval of Audit for FY21

*The first two findings of the audit we receive every year. (Making sure no one person has access to all three points of the fraud triangle.) The suspension and debarment is identified as contractors were not verified as non debarred. IDEA allowable costs were also noted. Discussion as to having the auditors present. Approved to have presented at the committee level, inviting the other Board Members to be present if they wish.*

**Please see the attached [topic summary sheet](#) from Edward Then.**

MOTION by Liberty, second by Osness to forward to the full Board the approval of the audited financial statements and supporting documents from CLA as presented for the 2020-2021 fiscal year. Motion carried unanimously.

V. Technology (Operations)

A. Technology Update

VI. Standing Agenda Item For Policy Review by Finance/HR Committee

**Please see the attached [main index](#) for Committee review of policies. At this time, the Finance/HR Committee is up to date with their review.**

VII. Items for Next Meeting

VIII. Adjournment

Time: 6:16 pm  
Motion: Motion to adjourn  
First: Kendra Osness  
Second: Brett Woller  
Votes: Unanimous