

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 - August 4, 2021

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, Kendra Osness, Dr. John Sample, Jon Smith, Eddie Then and Brett Woller

Jon Smith called the meeting to order at 4:32 pm.

Present: Kevin Blake, Kendra Osness, Dr. John Sample, Jon Smith, Eddie Then and Brett Woller.

Guests Present: There were no guests present.

- II. Approval of [July 7, 2021 Finance/Human Resources Committee Minutes](#)

MOTION by Kendra Osness to approve the July 7, 2021 Finances/Human Resources Committee Minutes. Second by Brett Woller. Motion carried unanimously.

- III. Human Resources

- A. Follow-up on Additional COVID Compensation from Area Districts

It was presented at the July 7, 2021 Finance/HR Committee Meeting and it was asked that administration present a recommendation after further review. Please see the attached [topic summary sheet](#) from Eddie Then and Dr. John Sample.

Administration recommends taking no compensatory action at this time.

Matter is closed.

B. Personnel Report - Standing Agenda Item

This will be added/updated the day of the Finance/HR Committee to be most current.

Eddie Then Presented the Personnel Report. We are in a good spot with positions being filled. There are only two teacher positions needing to be filled. Orientation date for new teachers is 08/09/2021. There are a good number of candidates for the Associate principal position. Interviews start on 08/06/2021. Eddie Then states that there are positions that are posted for the after school programs.

IV. Finance

A. Review of Annual Meeting Budget Presentation and 2021-2022 Budget Book Draft

Please see the attached *draft* [State of the District and Budget Book](#) for the Annual Meeting presentation. This is still being finalized for the August 18, 2021 Regular Board Meeting.

Eddie Then recommends a motion to forward to the full Board the approval of the 2021-2022 budget presented for presentation at the annual meeting in September.

Eddie Then presented the Draft of the 2021-2022 Budget Book. The discussion was held in regards to the following topics: The Mill rates of nearby school districts. In the budget book draft it shows what has changed with positions. Along with showing enrollment. Eddie Then stated that himself along with Karen Baker and Dr. John Sample have been in touch with Wisconsin Department of Public Instruction in regards to funding coming from the 2019-2020 school year from COVID-19. It was stated from Dr. John Sample that it was difficult to use those funds for the 2019-2020 year because of the ESSER funding. Enrollment for BVA was also discussed and the spending will be addressed once there are numbers from enrollment. Jon Smith asked Eddie Then about the funding for Special Education and the communication from leadership on how to handle the funding each year. The food budget was discussed, for the 2021-2022 school year, breakfast and lunch are at no cost for this year. Kendra Osnes questioned the food budget, could that be used to buy snacks for the classrooms instead of having the parents bring snack. Eddie Then stated that with the food budget we have to take into consideration the cost of kitchen appliances, that is something that Merrill Schools pays for, not Taher. Jon Smith wonders if there would be enough funds for the school to pick up the cost on some school supplies that way the supplies wouldn't be taxed and then the parents don't have to worry about how they are going to pay for supplies if they struggle with that.

The Board decided to wait to approve the finance handbook draft until the September HR/ Finance meeting to move it forward to the full Board of Education.

B. Budget Update

Discussion only, waiting for the legislative outcomes.

Informational only.

Eddie is wondering if there is anything they are wanting for best practices.
Forecast 5.... Annual meeting.

- C. Approval of 2021-2022 List of Service Contracts and Other Expenditures over \$10,000

Please see the attached [2021-2022 List of Service Contracts](#) from Eddie Then.

Eddie Then recommends a motion to forward to the full Board the approval of the 2021-2022 List of Service Contracts and Other Expenditures over \$10,000.

MOTION by Kendra Osness to forward to the full Board of Education the approval of continuing the service contracts with the list of vendors for the 2021-2022 year and to not exceed by \$10,000. Second by Brett Woller. Motion carried unanimously.

- D. Facility and Transportation Updates

Please see the attached [topic summary sheet](#) from John Sample and Dale Bergman.

Informational only.

Dr. John Sample presented the Facility and Transportation Updates and stated he is working with Dale Bergman with transportation to try and bring the walking radius down from 2 miles to 1 mile to be more parent-friendly and to make it safer and easier for the younger kids. Dr. John Sample stated he is working on staggering start and release times for buildings. Kendra Osness stated that there needs to be communication on how busing is going to look to the community. Dr. John Sample acknowledged that and stated that it is being worked on and there will be communication.

Dr. John Sample stated that Jefferson is working out really well for staff meetings and will be used for orientation days for staff, with the first one being on August 9, 2021.

Enrollment numbers are still being worked on and Lori Ugolini will have a more definite number by the end of the week of August 2, 2021. Eddie Then is working on the enrollment numbers as well and will have all the numbers ready for the October meeting. Jon Smith stated his concern about wondering if there would be

enough staff since it is unknown the amount of kids coming in yet. Eddie Then stated that he is not concerned because he has an estimated projection.

V. Technology (Operations)

A. Technology Update

There has been a lot of staff buying back their Macbooks.

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

There is nothing to discuss at this time for the next meeting.

VIII. Adjournment

Kevin Blake left the meeting at 6:05 pm

MOTION by Kendra Osness to adjourn. Second by Brett Woller. Motion carried unanimously. Meeting adjourned at 6:16 pm.