

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 - November 3, 2021

4:30 PM

BOARD ROOM

MAPS Central Administration Building

(1111 N. Sales Street, Merrill, Wisconsin)

and

Meeting Conducted Remotely

*If a member of the public wants to participate in this meeting virtually, please contact Edward Then at edward.then@mapsedu.org, or use this link to join: <https://meet.google.com/rck-wvbs-zcg?hs=122&authuser=0>

Minutes

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

The meeting was called to order at 4:42 p.m. All members were present; Dr. Sample was virtual.

Others present: Shannon Murray, MHS Principal; and, 2 members of the public were connected virtually.

- II. Approval of October 6, 2021 Finance/Human Resources Committee Minutes

Motion to approve the HR/Finance Committee meeting minutes from October 6, 2021.

1st: Kendra Osness

2nd: Brett Woller

Status: Carried, with Ron Liberty & Eddie Then abstaining from the vote.

- III. Human Resources

- A. Personnel Report - Standing Agenda Item

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

The Board was updated on the latest information. This was information only.

IV. Finance

A. Review Proposed Budget Development Calendar

A topic summary sheet will be provided prior to the Committee Meeting.

A board calendar was reviewed. Discussion was around the liquidity of the document as we move through the budget cycle. As a result, and in the interest of communication, the Director of Business Services will keep the budget calendar as part of the Monthly Board Update as information; completed activities will be highlighted upon completion.

Motion to approve the FY23 budget calendar as presented.

1st: Brett Woller
2nd: Ron Liberty
Status: Unanimous

B. Discussion of Budget Scenario Parameters for FY23

Discussion only.

The members were introduced to the notion of a rating and ranking process of key budget priorities. There was discussion around other potential stakeholders taking the survey, but it was acknowledged that nobody wanted to jeopardize the work of School Perceptions. There was agreement that administration would review and revise the survey prior to the 11/17 meeting and that there would be a short presentation and FAQ sheet to assist the Board in taking the survey. The results of the survey will be brought to the 12/1 HR/Finance Committee.

Motion to bring a revised survey and support document to the regular board meeting and present supporting information to the full Board before participating in the survey.

1st: Ron Liberty
2nd: Brett Woller
Status: Unanimous

C. Discussion of Attorney Fees - Current and Historical Comparison

- a. Multi-year Summary
- b. Detail Report: 7/1/21 - Current (we do not have invoices for September/October)

This is on the agenda at the request of a Board Member.

This information will be shared as part of the Business Services Monthly Report at the 11/17 board meeting.

D. Review & Approve Costing Rate for Pool Use

A topic summary sheet will be provided prior to the Committee Meeting.

DPI has cracked down on larger districts who are charging expenses for fund 80 maintenance activities to Fund 10 in an effort to increase their shared costs and increase their portion of Equalization Aid by making districts pay a portion of fees charged in Fund 80 to Fund 10. The impact to state aid for MAPS as a result of this new requirement is minimal, but it will be required as part of the FY22 audit.

Motion to approve the FY22 pool overhead cost rate of \$25.32 per hour for audit purposes.

1st: Ron Liberty
2nd: Kendra Osness
Status: Unanimous

V. Technology (Operations)

A. Technology Update

The tech department has planned to complete a portion of the E-Rate project prior to Thanksgiving. The team is also working to upload Google docs information into Freshworks to improve Help Desk responses, availability of documentation, and transferability amongst employees within the department. This was information only.

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

The meeting was adjourned at 5:44 p.m.

1st: Brett Woller
2nd: Ron Liberty

Status: Unanimous