

**Merrill Area Public Schools
HR/Finance Committee Meeting
December 14, 2022 Meeting Minutes**

The meeting was called to order by Brett Woller at 5:05pm in the Central Office Board Room. Roll Call – Kevin Blake, Kendra Osness, Shannon Murray, Dr. Kelley Strike (virtual), Maria Volpe (phone) and Brett Woller - all present.

Also in attendance - Ryan Martinovici (virtual), Linda Yingling (virtual), Jacqueline Gremler (virtual), Glenda Oginski (virtual), and Terry Fondow.

Public Comments to the Committee / General Subject Matter Discussion - none were presented.

Approval of Minutes

MOTION by Osness, second by Blake to approve the November 9th, 2022 Finance/Human Resources Committee Minutes. Motion carried unanimously.

Finance

A) 2023-2024 Budget Preparation and Planning

Dr. Kelley Strike presented a preliminary budget forecast and discussed strategies and steps being utilized to consider budget reductions. Current policy indicates a balanced budget would be presented for board approval. After discussion, it was determined that the administration would revise current policy to allow for a deficit budget. A more refined list of cuts and associated dollar amounts will be prepared for future meeting(s).

B) Referendum Discussion

A timeline for an April 2023 referendum was presented. Various referendum types and scenarios were discussed. The board will discuss and determine the direction of future referendums at the regular board meeting on December 21, 2022.

C) Budget Monthly Review

Budget calendar was provided with updates for the month of November. Expenses in comparison to budget were reviewed through November 2022. The district is right on track with expenses.

D) Mental Health Grant and Programming

The district has an opportunity to work with UW Extension and a donor to have a mental health navigator work with the district for one year. This will be brought to full board for consideration at the December 21, 2022 board meeting.

E) Facilities Study Discussion

RFQ's for a facility study are out. The full board will hear proposals on January 11th. The last study was conducted in 2010.

Human Resources

A) Personnel Report

The report has been revised. As resignations and retirements come in, it may be noted to hold on any postings of position until budget reductions are determined.

B) Department Update

The listening session for adjusting the pay schedule and approach was held. The HR department is working on a transition plan and supporting documents for a new pay schedule for 23-24 that will be released in January. The HR department will work on collecting feedback for handbook revisions in January. A retirement meeting is scheduled for January 23rd.

Items for Next Meeting

1) Retirement Benefit for Teachers

Adjournment

MOTION by Volpe, second by Osness to adjourn. Carried unanimously at 6:19 PM.

Notes by: Kelley Strike, Director of Business Services