

**Duluth Public Schools Academy  
Finance Committee Meeting Minutes**

May 20, 2019 North Star Academy Conference Room

**Present:** Treasurer, Kristin Grill; Vice Treasurer, Lon Hanson; Amanda Bruggman, Val Petersen, Ex-Officio, Hilary Hodgman

**Administration:** Bonnie Jorgenson, Tim Golden, Rachel Eastman

Public:

Excused Absence: Andrew Richey

Called to order: 5:29 pm

**MDE School Finance Award:** 2019 Award Recipient

- A. Timely Submission of Financial Data and Compliance with Minnesota Statutes
- B. Presence of Select Indicators of Fiscal Health
- C. Accuracy in Financial Reporting

**Food Service:** Cost increase of 12%, 1 Yr contract. Exploring options for FY21 neighboring schools or staff up and do it ourselves. Taher will meet and listen to ideas on cost for the future. FY20 Meal Prices. No change in breakfast prices. Lunch increase of .10 for students and .25 for adults. Needs Board approval.

**Tischer Creek Lease:** Recommend approval, Decrease of \$~70k to reflect reduced pupil count. Will apply for Lease Aid in June with Lease confirmed. This aligns us closer with building size. Needs Board approval.

**Transportation Contract:** Submitted to Voyageur for their approval. 2.5% increase.

**Technology Upgrade:** Raleigh Phone System RFP has been published. 1 vendor to date, closes 5/31. Copier and Printer upgrade also being investigated. No RFP required because the vendor is approved by the state, July implementation, if successful in lowering costs, increasing efficiency.

**Hourly Staff Pay Modification Request:** Administration communicated differences and budgeting help to staff via email. This coming year it will be optional, mandatory next year so staff can plan for it financially/ cash flow. Discussed with Board chair who agreed with this plan before sending to staff. .

**FY19 Budget Review:** Reviewed revised or trued up Board approved budget. Normal part of our process. Helps with audit. Rachel reviewed. Needs board approval.

**Cash Flow & Health Care Review:** On track. Last data point was 70% utilization which is excellent. Rachel reviewed.

**New Salary Proposal:** Increase base wage of teachers to \$35,000 and true up all teacher salaries based on years teaching experience per proposed chart. Still below market. Breakeven in budget based on changes made to staff positions next year. 1% increase to all non-teaching staff, not already getting a salary adjustment. One year waive of Policy 400-6 Special Education Staff Salaries and implement the ISD 709 Salary Schedule for FY 19 increase in

salary for years of experience only. See handout for complete details. No Board action until final budget from Minnesota Legislature and Governor.

**Health Insurance Enrollment:** Completed. No issues or significant issues. Enrollment numbers came in as estimated. Many staff joyful with new Rx option we implemented. Tim Reviewed.

Adjourned: 6:14 p.m.  
Respectfully submitted,  
Kristin Grill, Treasurer