

Duluth Public Schools Academy Finance Committee Meeting Minutes

March 18, 2019 North Star Academy Conference Room

Present: Treasurer, Kristin Grill; Vice Treasurer, Lon Hansen; Andrew Richey; Amanda Bruggman, Ex Officio -- Hilary Hodgman

Administration: Bonnie Jorgenson, Tim Golden, Rachel Eastman

Public:

Excused Absence: Val Petersen

Called to order: 5:28 p.m.

Food Service: Bid process required as Taher won't renew current contract, Fund balance spend down plan as required by the State. After consultation with MDE, fixed cost contract is the plan. Bids are being sent out soon so if we have any difficulty identifying vendors we can do a new RFP for a cost reimbursement contract. Currently looking at appropriate equipment for approval with Fund balance.

Health insurance renewal: Cost for renewal info by April board meetings. Target for renewal completion is May 15 and on track. Tim reported. Plan will be shared at next month's meeting for Board approval.

e-rate Funding Work: RFP's, review and award complete, pending Board contract approval. Lease option vs. purchase allowed more work to be covered by e-rate funds. Budget for 2019-2020 not yet in place, therefore need board approval for contracts or services over \$10,000 to be authorized by Head of School Bonnie Jorgenson to sign such contracts.

Benefits Modification Request: A plan to provide personal and sick time to regular part-time employees was presented to the Committee. This allows the school to meet the 1/1/20 City of Duluth Sick and Safe time requirements. Needs Board approval.

FY 19 Budget Review: Rachel reviewed. On track.

Cash Flow & Health Care Review: Rachel reviewed. On track.

5 Year Budget Work: Work continues. On track

Adjourned: 6:08 p.m.

Respectfully submitted,
Kristin Grill, Treasurer