

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

**CALL IN NUMBER**

**515-604-9330**

**PIN: 649885**

The Call line opened at 5:30pm cst

The call had one (1) caller. Andrew Richey DPSA Board and Finance Committee member.  
There were no public callers

The Call ended at 6:38pm

Call Administrator was Tim Golden, DECS Director of Business Services

Call Service: Free Conference Call.com

March 16, 2020      North Star Academy Conference Room

Present: Lon Hanson, Dave Spoelhof, Andrew Richey (by phone), and Hilary Hodgman  
ex-officio

Administration: Bonnie Jorgenson, Tim Golden, Serina Modec-Halverson

Public:

Excused Absence: Amanda Bruggman

Called to order: 5:33 pm

**School Closing Update**

- Funding continues while schools are in the planning session and closed
- If chronic health issues staff stay home, if sick stay home -- given the unprecedented nature of this situation from March 16-27 recommend not ask staff to utilize sick days, see if further guidance from MDE. The Finance Committee agreed and will bring this motion to the board.
- Emergency responders and school staff childcare will be available Wednesday and going forward. .
- Meals - May not be ready until Thursday. Voyageur is working with the school to set up a plan.
- COVID-19 Testing for staff - should the school absorb the cost? Estimated impact if all tested \$135,000. The Finance Committee discussed and will wait for the state and federal plans to evolve.

**Food Service:** Taher has raised the concern regarding the cost for food service with our declining enrollment in 2020-21. Will be doing a cost analysis and brainstorming ideas to reduce overhead.

**Health Insurance Renewal:** Renewal info by April meeting. Target for renewal completion is May 15th and is on track. Review of diabetic supply program and cost of \$1,250. Health EZ estimates up to \$2,100 savings for the plan for each member who

elects to join the program. Committee requested further information on how \$2,100 figure was arrived at by Health EZ. No decision needed until April.

**Lines of Credit:** No changes from last year. Request motion for approval to renew

**Q Comp Performance Pay Approval:** Same plan as last year. Request motion for approval.

**FY 20 Budget Review:** All continue as anticipated. Nothing out of the norm.

- Cash Flow Review:
- Health Care:
- Treasurer's Report:
- Full Budget Review:

**FY 21 Budget:**

- Enrollment: Projected for 2020-21 school year 1190
- Personnel Impacts: There will most likely be some positions eliminated for the 2020-21 school year. We will know more when the 2021 budget is finalized over the next few weeks.
- Special Education Salary recommendation: It was proposed to adjust our special ed salaries to be a regional school district average instead of based on only one school. Those changes are reflected in the proposed changes to 400-8 policy.

**Proposed Policy Changes 400-8**

Committee will bring these forward for Board approval.

**5 Year Budget Work:** Starting this month, review & feedback of format. Tim presented the framework for the 5 year budget. Detailed numbers to come.

**HSA Payments during FMLA:** Should DPSA make deposits in staff HSA accounts during periods when they are on protected leave (FMLA) and not receiving a paycheck? It was recommended to continue the payments this year as staff would not be notified in a timely fashion and then to adjust the procedure for next year. The procedure would be no HSA payments while on FMLA but that they would be funded when the employee returns to work.

**TCDBC:** North Star boiler install complete. The re-commissioning is 80% completed and estimated to be completed this month.

Adjourned: 6:38 p.m.  
Respectfully submitted,  
Lon Hanson, Treasurer