

RIVER VALLEY SCHOOL BOARD – COMMITTEE MEETING

Committee: Budget/ERC **Date:** May 11, 2020 **Meeting Time:** 5:00 pm **Adjourn Time:** 6:25 pm

Present: John Bettinger, Sara Young, Mark Strozinsky, Tom Andres, Brian Krey, Dan Machovec, Jeff Maier

Agenda Item	Motion	2nd	Discussion
N/A	Young	Strozinsky	Motion to accept proofs of notice. Passed unanimously on a voice vote.
1: Approval of Minutes from 03/09/2020 Budget/ERC Meeting	Young	Strozinsky	Motion to approve minutes from March 9, 2020 Budget/Employee Relations Committee Meeting. Passed unanimously on a voice vote.

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<p align="center">2. 2019-2020 Budget Update</p>	<p align="center">Young</p>	<p align="center">Strozinsky</p>	<p>Krey stated our revenues are on target and approaching our budget numbers as expected. Our expenditures at this time of year compared to last year are lower than budgeted/anticipated. The main reason for this is the decrease in transportation expenses this year compared to last year. We are anticipating \$288,000 less in transportation expenses than budgeted. Administration has been in contact with our attorney regarding this situation, and have recommended that the District wait to pay Lamers until we learn more on the entire COVID-19 funding. Bettinger noted that he read today that Lamers does not qualify for CARES act money.</p> <p>Bettinger recommended that the Board be notified that the District will be out of fund balance policy for the next year, per the potential savings in transportation expenses and the uncertainty of 2020-2021 funding/revenues. No action taken.</p> <p>The next item in the 2019-2020 budget Krey referenced is the delivery of meals to students in the District. Currently, the District is serving 504 breakfasts and 504 lunches daily to district students. Our support staff that are currently preparing, packaging, and delivering these meals have contracts through June 4, 2020. Through a waiver, we can continue to prepare & deliver meals, with reimbursement through June 30 if the District is interested in doing so. This would result in 18 additional days (just over 3 weeks) of meals for students. The cost to the District would be staffing for the preparing, packaging, and delivery of meals. The estimated weekly cost of this would be approximately \$2,500; and a total estimated cost of \$9,000.</p> <p>Bettinger & Young stated they are interested in asking for volunteers to package, prepare and deliver meals from June 5 through June 30. Young made motion to continue with meals through June 30, while trying to keep the cost as low as possible. Strozinsky second. Passed unanimously on a voice vote.</p> <p>Krey provided an update that on April 15, 2020, Governor Evers signed into law Act 185, which allows counties and municipalities the ability to pass resolutions allowing the interest and penalty waived from the installment due date of July 31 until October 1. This waiver only applies to taxpayers that still owe the second installment of their property tax bill. Based on the amount we have yet to receive, if a significant percentage of property taxes are not paid until September or</p>
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			<p>October, the District may be in a situation where we will have to short-term borrow in order to pay bills & payroll. No action taken.</p>
<p>3: Spring 2020 Co-Curricular Pay</p>	<p align="center">^Young *Young</p>	<p align="center">^Maier *Strozinsky</p>	<p>Bettinger stated he understands that work is done outside of the season, but believes the bulk of the work is done within the season. Young agrees that there is a portion of work done outside the season, but a majority is done during the season. Machovec stated that he has been head coach for one year, and a bulk of the work is done during the season.</p> <p>Andres was asked about the potential for a 30 day “season” in July. He stated that the July 30 day season is unlikely and that track had one week of practice before the closure.</p> <p>Committee discussed the possibility of 25 percent to 50 percent pay for spring co-curricular coaches and advisors.</p> <p>Bettinger asked for thoughts on paying 50% of head coaches pay and allowing that pay to be spread across all coaches if they desire or go with a lesser number across the board. Young recommended paying a lower rate across the board.</p> <p>Strozinsky asked what items coaches do in the off-season. Machovec stated a number of items that head coaches do in the off-season, and that off-season involvement for head coaches is high. Machovec also discussed what he is planning to do (sending videos to players, creating workouts for players) for football as an assistant coach and for wrestling as a head coach.</p> <p>Strozinsky stated he would pay the head coach an amount and have them distribute any money to paying the head coach.</p> <p align="center">^Young made a motion to pay the Post-Prom & Prom Advisor upon completion of prom. Maier second. Unanimously passed on voice vote.</p> <p align="center">*Young made a motion to pay spring co-curricular head coaches 25% of the 2019-2020 schedule and no pay to assistant coaches. Strozinsky second. Unanimously passed on a voice vote.</p>

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<p>4: Preliminary 2020-2021 Budget</p>			<p>Krey stated that much has changed since our February meeting, and the state is now projecting a two billion dollar budget deficit. That most likely means cuts and/or reductions to the current state budget, and we expect education to be part of these cuts/reductions. Based upon this, a new financial forecast was presented to the committee that is drastically different from the forecast in February. Based on new assumptions, the updated financial projection has surplus/deficits (deficit in parenthesis) of:</p> <p>2020-2021: \$175,476 2021-2022: \$470,184 2022-2023: (\$3,425,605) 2023-2024: (\$4,470,188) 2024-2025: (\$5,446,762)</p> <p>The base financial projections from February 24, 2020 were:</p> <p>2020-2021: \$635,348 2021-2022: \$923,755 2022-2023: (\$2,793,852) 2023-2024: (\$3,640,180) 2024-2025: (\$4,586,173)</p> <p>No action taken.</p>
<p>5: CESA 10 Contract</p>	<p>Strozinsky</p>	<p>Maier</p>	<p>Krey presented a contract from CESA 10 that allows the District to work John Berget on coordinating contractors, requests for proposal, and assisting with prioritizing maintenance needs/repairs.</p> <p>Strozinsky made a motion to approve CESA 10 contract; Maier second. Passed unanimously on a voice vote.</p>

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<p align="center">6: Staff Compensation 2020-2021</p>	<p align="center">Strozinsky</p>	<p align="center">Maier</p>	<p>In March, the Board directed administration to use 0.25% (approximately \$22,500) on market based/value increases for staff. Based on current 2019-2020 salary data from Forecast 5, administration is recommending increases to six employees, while utilizing \$6,000 for PLC Team Leaders in the 2020-2021 school year. The list of employee recommendations include Luke Thatcher, Carla Peterson, Elly Schram, Gwen Gorman, Julie Kuhse, and Paula Wedige. The market based increases also include \$6,000 for 2020-2021 PLC (Professional Learning Community) team leaders. Strozinsky motion to provide market based increases as presented by administration. Maier second. Passed unanimously on a voice vote.</p>
<p align="center">7. Employee Handbook</p>	<p align="center">Strozinsky</p>	<p align="center">Maier</p>	<p>Krey stated that based on a civil rights audit and advice from our attorney, the following language be added to the employee handbook on page 4 as the last paragraph in the "Equal Opportunity Employment" section. <u>Recommended addition is:</u> Reasonable workplace accommodations shall be made, upon request, for qualified individuals with a disability, unless such accommodations would impose an undue hardship to the District. Accordingly, the District will provide reasonable accommodations to qualified individuals with disabilities when such are directly related to performing the essential function of a job. An employee or applicant requiring a modified work environment as the result of a disability may request a reasonable accommodation. To request an accommodation, the employee or applicant may provide a request in verbally or in writing, which includes an option to complete and submit the Disability Accommodation Request Form, which will be available upon request. As part of this request, the employee or applicant may be required to provide medical verification of the need for the accommodation and may be required to sign an Authorization for Release of Medical Records to allow the District to communicate with the employee's health care providers. All information received during this process, whether written or verbal, will be kept confidential and disclosed only to those individuals who are relevant to the decision process. The District Administrator and Business Manager will review requests for accommodation. Approved accommodations will be reevaluated periodically to ensure that they remain necessary, reasonable, and effective. Strozinsky motion to approve additional language to employee handbook. Maier second. Passed unanimously on a voice vote.</p>

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8. Strategic Plan and Correlation to Committee’s Work			<p>Andres commented that the CESA 10 contract relates to section 3 regarding facilities and section 5 related to advancing facility operations. He also stated that the PLC allows for coordination across levels in professional development for our staff which is part of student instruction (section 1) and section 5 by expanding teacher growth, planning, and involvement.</p> <p>Bettinger stated that the continuity of wages and support for staff through this pandemic by the Board relates to section 5 on retaining and attracting quality teachers and other staff. In addition, the delivery of lunches throughout the district not only helps student engagement but is part of section 4 – community communications and engagement.</p> <p>No action taken.</p>
9. Set Next Meeting Date			Monday, June 8, 2020 at 5 pm in MS Library and via Zoom.
10. Set Next Meeting Agenda Items			<p>-2020-2021 Preliminary Budget</p> <p>-CARES Act money update</p>
Adjourn	Maier	Strozinsky	<p>Maier motion to adjourn. Strozinsky second.</p> <p>Passed on a voice vote. 6:25 pm</p>