

J. Beausoleil reviewed this policy and noted the changes were to the groups. The Committee talked about the different groups and differences in rates. The Committee agreed, with changes to the lettering, this item could go forward to the Board as well.

The Committee talked briefly about the fees and when they should be set for the year and how it relates to the budget.

IV.B. 3120/3160 - Board Budget Procedures and Line Item Transfers

J. Beausoleil said there was discussion about adjusting the reporting schedule. J. Beausoleil continued saying the current policy says quarterly, but because the reports are provided monthly, the administration is exceeding the policy. M. Kortmann agreed.

M. Kortmann turned the conversation to the transfer portion of the policy and the Committee discussed when transfers need to be done.

The Committee agreed the policy would stay as is and not be revised.

IV.C. 3430 - Periodic Financial Reports

J. Beausoleil reviewed the changes being suggested.

Mr. Petrone talked about the paragraph which notes the Interim Staffing Reconciliation Report. The Committee agreed such a report does not exist and has not been provided in quite some time. They discussed how the information is relayed to the Board in other various ways throughout the year. The Committee talked about what options would be appropriate to state in a policy. Mr. Petrone offered to provide whatever information the Board needs.

J. Beausoleil suggested the sentence read, "The Superintendent and/or the designee shall monitor staff positions, locations and the budgetary impact of all staff." The Committee agreed.

M. Kortmann noted the third to last paragraph and said that could also be eliminated. The Committee agreed.

Mr. Carroll brought up the last sentence of the policy. The Committee agreed it would read, "A summary copy of the ED001 will be given to the Board when completed and audited.

"M. Kortmann noted the second to last paragraph and recommended it read, "The year-end statement shall be generated before the end of July and provided to the Board." The Committee agreed.

The Committee discussed paragraph three. The Committee agreed the first sentence would read, "The encumbrance report shall be generated monthly and will be provided to the Board." The Committee also agreed to adjust item c to read, "The balance remaining in each object code." In addition, the Committee agreed item d. could be removed.

Mr. Petrone said the changes would be made and brought to the full Board.

IV.D. 5140 - Wellness

J. Beausoleil gave great credit to Beth Giller and Beth Pratt for all of their hard work on the Wellness Committee and revising the policy while keeping the legal mandates intact.

J. Beausoleil said the content that is there is what is needed according to state and federal regulations. She reviewed the changes with the Committee. She also noted who serves on the Wellness Committee and how diverse the members are.

The Committee agreed this policy could go forward as well.

V. Adjournment

MOTION: To adjourn the meeting at 7:22 p.m.

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: _____