

MINUTES: Meeting of the Monona Grove School District, Business Services Committee, held on Wednesday, January 8, 2009, in the Nichols Building, District Office Board Room, Starting at 5:02 P.M.

BOARD MEMBERS PRESENT: Peter Sobol, Susan Manning, Phil McDade

COMMUNITY MEMBERS PRESENT: Jason McCutchin, Judy Runk

ADMINISTRATORS PRESENT: Mary Ellen Van Valin, Craig Gerlach

I. Opening of Meeting – Peter Sobol

II. Declaration of Public Notice - acknowledged

III. Public Appearances - none

IV. Approval of the Minutes of the December 3, 2008, Business Services Committee Meeting

Phil McDade moved approval of the minutes of the December 3, 2008, Business Services Committee meeting as amended. Judy Runk seconded and the motion carried.

V. Update and Discussion on PMA's 5-Year Budget Forecasting Model and Preliminary 2009-2010 Budget

Scott Gralla, representing PMA Financial Network, presented the preliminary budgetary forecasting model Mary Ellen Van Valin will be using the model when planning the upcoming budget. This early projection model shows a deficit general fund budget in excess of \$630,000. Ms. Van Valin will be analyzing the projections and report back to the Business Services Committee, along with Scott Gralla, at their January 28, 2009, meeting with an updated forecast model. Mr. Gralla commented that he used the Applied Population Labs 10 year base line projections in this early forecast.

VI. Update on Request for Proposals for District Transportation Services – John VanderMerwe

John reported bids requests for district transportation services went out before Christmas to 10 vendors. He stated he has heard from 6 of the vendors as of this date. Sealed bids are due at the District Office on January 30, 2009. Information will be reviewed by the Business Services Committee at their February meeting and then presented to the Board of Education in March, 2009.

VII. Discussion and Possible Approval of McKinstry's Performance Contracting Agreement

Tom Laufenberg, Dan Choi, and Paul Gustafson of McKinstry, were available to answer questions from the Committee regarding the proposed Performance Contracting Agreement being reviewed for possible approval. It was noted the statutory posting requirement in the newspaper had been met.

After a lengthy discussion of the proposed contract, including discussion with the district's legal counsel, Bill Fahey of Lathrop and Clark, the Committee will not be approving the contract at this time due to some unresolved items. Craig Gerlach stated he will be meeting with district administration and McKinstry regarding the proposed contract and scope of the work and will report back at the next Business Services Committee meeting. He will also be speaking with other districts in the state who have Performance Contracts

with McKinstry and he will send a copy of the proposed contract and exhibits to Robb Everhart, who served on the Energy Sustainability Committee, for his reactions to the contract and scope of work. Mr. Gerlach stated he will try to have the information ready for the February 28 Business Services Committee meeting but if not he will have a report at the March meeting.

The Committee reviewed the FIMS (Facility Improvement Measures) list. Committee members asked that McKinstry prepare information removing both Nichols and Maywood Schools from the list. McKinstry will present that information at the February meeting of the Business Services Committee. The administration will further discuss the pool cover that is also listed on the FIMS and report back to the Committee.

VIII. Discussion on the Elimination of Issuance of 2009 Budget Flyer

Discussion was held regarding the elimination of issuance of 2009 budget flyer.

Mary Ellen Van Valin shared with the Committee the error made by the Madison Post Office that occurred with the 2008 flyer in which Monona never received the flyer in the timeline they should have in advance of the meeting. She stated the cost of the flyer is approximately \$1500.00 not including her time in preparing the document. It was reiterated that the flyer mailed to all households is not required by state statute.

After discussion it was determined that a post card would be sent notifying residents of the Annual Meeting and Budget Hearing date and it would contain information where they could obtain a copy of the budget; i.e., on the district website or requested from the District Office.

IX. Discussion and Possible Approval of the 2009 Budget Hearing/Annual Meeting Date and Place (Suggested Date and Place: Monday, October 5, 2009, 7:00 P.M., Glacial Drumlin School)

Phil McDade moved to approve and forward to the Board of Education that the date of the 2009 Budget Hearing/Annual Meeting be set for Monday, October 5, 2009, 7:00 P.M. at Glacial Drumlin School. Judy Runk seconded. Discussion was held. Motion carried.

It was noted that the change was made by the Business Service Committee to assist the Business Office that has encountered timing difficulties with cash flow borrowing and preparing of the annual meeting book because final numbers from the Department of Public Instruction, and the Department of Revenue, that are used for levy certification are not provided to District's until mid-October. State law requires final levy certification by November 1st.

X. Discussion and Possible Approval of the 2008-2009 Budget Calendar

Mary Ellen Van Valin presented the 2008-2009 budget calendar for possible approval by the Committee. She stated it is the same format as last year with only the Annual Meeting date changed.

Phil McDade moved to approve and forward to the Board of Education the proposed 2008-2009 Budget Calendar. Jason McCutchin seconded. Discussion was held. Motion carried.

XI. Confirm Next Meeting Date – Wednesday, January 28, 2009

XII. Adjournment

Phil McDade moved that the meeting be adjourned. Judy Runk seconded and the motion carried. The meeting was adjourned at 8:10 P.M.