

MINUTES: Meeting of the Monona Grove School District, Business Services Committee, held on Wednesday, January 28, 2009, in the Nichols Building, District Office Board Room, Starting at 5:05 P.M.

BOARD MEMBERS PRESENT: Peter Sobol, Susan Manning (arrived 5:10 P.M.), 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 January 8, 2009, Business Services Committee Meeting

Phil McDade moved approval of the minutes of the January 8, 2009, Business Services Committee meeting. Jason McCutchin seconded and the motion carried.

V. Update and Discussion on PMA's 5-Year Budget Model and Preliminary 2009-2010 Budget – Scott Gralla, PMA

Scott Gralla, representing PMA Financial Network, presented the final 5-Year Budget and Preliminary 2009-2010 Budget Model to the Committee. Ms. Van Valin will be using this model as she is preparing the 2009-2010 budget. The projected preliminary budgetary deficit ranges from -\$631,166 to -\$1,418,398 depending on the per pupil amount yet to be determined by the State Legislature.

VI. Update on the Required Universal Service Administrative Companies (USAC) Compliance Attestation Exam for February, 2009 – Bill Herman

Lynn Hammersley, District Data Student Information Contact was present in the absence of Bill Herman, District Technology Director. Ms. Hammersley stated Mr. Herman received notification from Universal Service Administrative Companies (USAC), the federal e-rate corporation, that the district was randomly chosen for this audit/compliance affirmation examination, which is scheduled for the week of February 16, 2009. The Technology Department will report back to the Committee with findings from this audit.

VII. Update on the 2009-2013 District Capital Outlay 5-Year Plan – Mark Scullion

Mark Scullion, Director of Facilities and Safety, reported on his 2009-2014 District Capital Outlay 5-Year Plan. Mark stated he has a budget for 2009-2010 of approximately \$264,608 which is to include a 10% increase of \$26,460. He is waiting to hear if the SAA Stimulus package dollars will be available for next year which will help with many of the projects. The Taylor Prairie roof repairs will be a priority for the next budget cycle. In his report he has also listed pending items if more money becomes available to him. He also stated the capital outlay budget is one of the first budgets to get cut during budget discussions.

VIII. Discussion on the Proposed McKinstry Performance Contracting Agreement

Peter Sobol stated this agenda item is for discussion only of the proposed McKinstry Performance Contract Agreement and he would not be asking for approval from the Committee.

Craig Gerlach stated he, Mary Ellen Van Valin, and Mark Scullion met with Dan Choi and Tom Laufenberg (via telephone) regarding questions still remaining regarding the performance contract.

Rob Everhart, a member of the Energy Sustainability Committee, stated he had also reviewed the performance contracting agreement as written by McKinstry and did not find any major flaws in the document.

Discussion was held regarding Facility Improvement Measures (FIMS) as reported in the handouts prepared by McKinstry. One document was for all projects, one represented only Nichols and Maywood, and the final document showed all schools without Maywood and Nichols figures.

Discussion was also held regarding a memorandum from Bill Fahey, district legal counsel, and revisions he had recommended to the document. McKinstry stated they had agreed with all revisions as presented by Mr. Fahey.

Peter Sobol stated McKinstry will be present at the February 25, 2009, Business Services Committee meeting with the final proposal – one document including the Nichols HVAC amount and one without it. If the contract is approved by Committee it will be forwarded to the Board of Education in March.

IX. Discussion and Possible Approval of the Following Budgets for 2009-2010

- A. Fund 38 – Non-Referenda Debt Service Fund
- B. Fund 39 – Referendum Approved Debt Service Fund

This agenda item will be carried over to the February 25, 2009, meeting of the Committee.

X. Confirm Next Meeting Date – February 25, 2009

XI. Adjournment

Phil McDade moved that the meeting be adjourned. Jason McCutchin seconded and the motion carried. The meeting was adjourned at 6:45 P.M.