

Finance Committee Meeting

Monday, November 15, 2021 7:30 AM

Faribault Public Schools District Office, 710 17th Street SW, Faribault, MN 55021

I. Business Items

- A. Approve Meeting Minutes - October 18, 2021

II. Contracts, Agreements, Bids and Grants for Review

- A. Request to add a Dean of Students position at Jefferson Elementary School.
- B. Request to add a Somali FACES position at Roosevelt Elementary School

III. Financial Performance

- A. October 2021 Student Counts
- B. October 2021 Investment Summary
- C. October 2021 Comparative Financial Summary
- D. October 2021 Financial Summary

IV. Financial Strategies

- A. Determine the January 2022 Finance Committee Date - January 17th??

V. Next Meeting - December 6, 2021

VI. Adjourn - ACTION

FINANCE COMMITTEE MINUTES

The meeting was held remotely via Google Meet
October 18, 2021
7:30 a.m.

Members in Attendance:

Robert Dehnert, Scott Gerdes, Courtney Cavellier, John Bellingham, Jason Engbrecht, Jamie Bente, Chad Wolff, Meghan Knutson, and Joseph Sage

Others in Attendance:

Tracy Corcoran, Katherine Schultz, Christine Bothun, Nancy Schulzetenberg (BerganKDV)

Members Absent:

Michael Dietch, Andrew Adams, and Todd Sesker

Meeting was called to order at 7:34 am

1. Business Items

- a. Motion by Wolff to approve the minutes from the September 20, 2021 Finance Committee Meeting, second by Dehnert. Motion passed.
- b. Nancy Schulzetenberg with BerganKDV, presented on the FY 2020-2021 annual audit. Ms. Schulzetenberg shared that Faribault schools are roughly in the top 10% of all the schools they audit in terms of compliance, material representation, and internal controls.

2. Contracts, Agreements, Bids and Grants for Review

- a. Motion by Engbrecht to approve a Middle School Dean of Students, second by Wolff. Motion passed with Mr. Bellingham abstaining.
- b. Motion by Bente to approve an OP I clerical position for the Falcon Online Academy, second by Sage. Motion passed.
- c. Motion by Bellingham to approve the Ellevation software platform for EL students, second by Cavellier. Motion passed.

3. Financial Performance

- a. Mr. Gerdes shared that the September ADM was 3335. This is a positive 104 ADM compared to the budget of 3231.
- b. Mr. Gerdes reviewed the September Investment report. He noted that the MSDLAF accounts were being closed and the MN Trust account were growing. He also shared that interest rates have not changed, but that the District had invested in laddered CD's.
- c. Mr. Gerdes shared some brief August comparative financial information, noting not much has changed year over year. He also noted September comparative utilities expenses had not significantly changed year over year. Gerdes also noted that the internal service health insurance fund finished in the positive for fiscal year 2021.

4. Financial Strategies

None

5. The next meeting date is **November 15, 2021**.

6. Motion by Wolff to adjourn the meeting, second by Sage. Meeting Adjourned at 8:51 am

Respectfully submitted by Scott Gerdes



TO: Faribault Public Schools
FROM: Yesica Louis, Jefferson Elementary Principal
RE: Approval for a Dean of Students
DATE: November 15, 2021

Jefferson Elementary School is seeking board approval to hire a full-time Dean of Students for the 2021-2022 school year. Since March of 2019, our students and staff have endured multiple disruptions and modes of learning and instruction. With the return of full-time in-person instruction and learning this September, we have noticed a significant increase in both student behaviors and mental health needs.

Our building's Crisis Team (Social Workers, Behavior Interventionist, Support Staff) is consistently being pulled away from their work to assist administration in management of student behaviors. The addition of a Dean of Students would address student behaviors while providing time for the Jefferson Crisis Team to focus on proactive ways to promote positive mental health and continue providing ongoing individual student support.

The addition of the Dean of Students would positively impact the mental health of our staff. Across the country, a growing number of teachers are leaving the profession due to the amount of stress the pandemic has caused and strain on their overall well-being. Teachers are needing more support than ever, both in managing student behaviors as they occur, as well as getting support and professional development in proactive classroom management strategies.

This proposal was created and supported by the Jefferson administration, Crisis Team members, PBIS Behavior Committee members, and SITE Council. We recognize the need for expanded time to focus on the systems and culture of the building, create restorative practices to help improve relationships among staff and students, and dedicate outreach to parents and families. The total package of this addition would be approximately \$73,846.00 for fiscal year 2022

Thank you for your consideration.

Yesica Louis
Principal, Jefferson Elementary School



TO: ISD 656 Finance Committee
FROM: Shawn Peck, Roosevelt Elementary School Principal
RE: Full-Time Somali Family and Community Engagement Specialist at Roosevelt
DATE: November 6, 2021

Roosevelt Elementary School is seeking board approval to hire a full-time Somali FACES position for the 2021-2022 school year. This position would significantly enhance our ability to meet the district goals around Family and Community Engagement, Equity, School Climate, and Mental Health. The importance of clear communication, strong relationships, and sustainable partnerships has intensified over the past two years. Roosevelt is in need of additional support to help us meet these responsibilities with all families that we serve. Roughly 28% of the Roosevelt student body is Somali and we need focused help with communication and support for Somali students and families. This support will provide intentional strategies to rebound socially, emotionally, and academically from the global pandemic.

ISD 656 remains committed to ensuring academic excellence and college/career readiness for all students. We continue to see significant gaps in achievement between our black and white students as well as those who receive free/reduced meal benefits and those who do not. Research shows that the COVID-19 pandemic has negatively impacted our families of color and those living in poverty the most. The significant level of hardship and trauma these students have experienced are leading to an increase in inappropriate behaviors which is making it more challenging for our existing teachers and staff to adequately meet student needs. Failure to respond strategically will cause gaps in learning to grow and could cause damage to the strong culture of our school.

Our FACES professionals currently add tremendous value to our schools. Our teachers have been stretched thin and are requesting additional support. The Roosevelt Site Team recently voted unanimously that a Somali FACE Specialist was a "significant need". The RISE program at FHS and FMS has served as a model for how the hiring of multilingual and multicultural non-licensed professionals can lead to amazing positive outcomes for all learners. Roosevelt is requesting approximately \$37,574.00 to staff this position for the remainder of the 2021-2022 school year.

On behalf of our staff, students, and families, thank you for your consideration.

Shawn Peck
Principal - Roosevelt Elementary School

**Faribault Public Schools
Enrollment Report by Month**

School Year 2021 - 2022

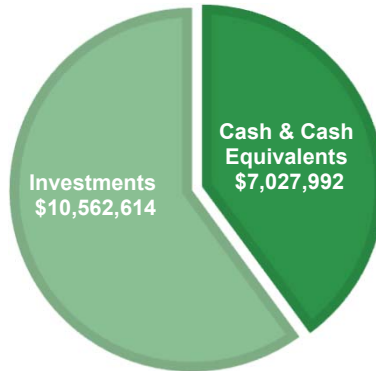
	September	October	November	December	January	February	March	April	May	YTD Average	Plus:		Enrollment Used for FY22 Adopted Budget		
											Projected Tuition	Projected Total ADM	Served @ FPS	Projected Tuition	Total
Early Childhood	64	69	-	-	-	-	-	-	-	67	-	67	59	5	64
VPK	45	46	-	-	-	-	-	-	-	46	-	46	46	-	46
Kindergarten	217	226	-	-	-	-	-	-	-	221	4	225	183	4	186
1	177	180	-	-	-	-	-	-	-	178	4	183	177	4	181
2	209	214	-	-	-	-	-	-	-	211	4	216	204	4	208
3	222	222	-	-	-	-	-	-	-	222	5	227	213	5	218
4	200	200	-	-	-	-	-	-	-	200	3	203	195	3	198
5	209	217	-	-	-	-	-	-	-	213	4	217	207	4	211
6	226	234	-	-	-	-	-	-	-	230	5	236	230	5	235
7	270	279	-	-	-	-	-	-	-	275	7	282	256	7	264
8	249	259	-	-	-	-	-	-	-	254	8	262	249	8	257
9	280	283	-	-	-	-	-	-	-	282	6	288	283	6	289
10	279	289	-	-	-	-	-	-	-	284	5	288	279	5	283
11	279	286	-	-	-	-	-	-	-	282	6	288	267	6	272
12	332	342	-	-	-	-	-	-	-	337	17	353	301	17	317
Total	3,257	3,346	-	-	-	-	-	-	-	3,301	78	3,379	3,148	83	3,231
		89	(3,346)	-	-	-	-	-	-						
EC-12 Average October - June		3,346	1,673	1,115	837	669	558	478	418				Over (Under) Budget		148

FARIBAULT PUBLIC SCHOOLS

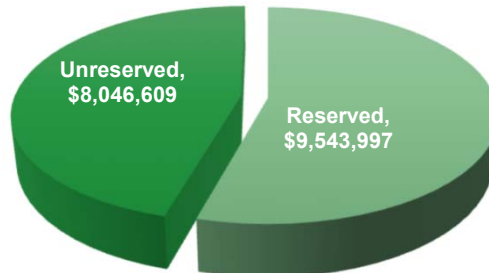
Investment Balances as of October 31, 2021

	Ending Balance 9/30/2021	Ending Balance 10/31/2021	Interest/Div Earned
CCF - MAIN CHECKING	749,908.54	2,796,626.81	
CCF -SAVINGS	3,007,935.05	2,258,011.00	75.95
Ameritrade 2019A - CIF F6	452,703.67	598,966.41	4.57
MSDLAF+LIQUID MONEY MARKET	11,786.62	1,964,541.10	3.98
MSDLAF+ MAX MONEY MARKET	6,002.93	6,003.06	0.13
MN TRUST	5,702,603.30	1,834,705.63	34.09
US BANK - IRREVOCABLE TRUST	2,893,758.03	2,981,274.05	2,100.19
US BANK - ROOSEVELT ADDITION	3,799,780.19	3,799,970.80	130.19
MN TRUST INVESTMENT CD	0.00	249,200.00	
MN TRUST INVESTMENT CD	0.00	249,248.90	1,234.77
MN TRUST INVESTMENT CD	0.00	249,248.41	
FIRST UNITED BANK CD	150,000.00	150,000.00	
PREMIER BANK CD	150,000.00	150,000.00	
RELIANCE BANK CD	150,000.00	150,000.00	
STATE BANK OF FARIBAULT CD	150,000.00	150,000.00	
PETTY CASH	2,810.00	2,810.00	
TOTAL CASH AND INVESTMENTS	\$ 17,227,288.33	\$ 17,590,606.17	\$ 3,583.87

LIQUIDITY



ASSET RESERVATIONS



Faribault Public Schools
Comparative Financial Report - Select General Fund Expenditure Accounts
As of October 31, 2021

	FY21 For the Month of October 2020	FY22 For the Month of October 2021	FY21 Year to Date through October 2020	FY22 Year to Date through October 2021	FY21 FIN Budget	FY22 REV Budget	FY21 % of Budget through October 2020	FY22 % of Budget through October 2021
EXPENDITURES:								
HVAC	10,261	5,256	23,948	22,957	213,000	186,000	11.24%	12.34%
Water	6,505	5,355	16,692	14,506	60,225	60,400	27.72%	24.02%
Electric	60,325	98,860	214,071	230,669	668,000	668,000	32.05%	34.53%
Snow Removal	-	-	-	-	90,400	90,400	0.00%	0.00%
Total Expenditures	77,091	109,471	254,711	268,132	1,031,625	1,004,800	24.69%	26.69%

Faribault Public Schools
Comparative Financial Report - Self Insurance Fund
As of October 31, 2021

	FY21 For the Month of October 2020	FY22 For the Month of October 2021	FY21 Year to Date through October 2020	FY22 Year to Date through October 2021	FY21 FIN Budget	FY22 REV Budget	FY21 % of Budget through October 2020	FY22 % of Budget through October 2021
REVENUES:								
District Contributions	175,858	214,906	527,573	606,488	2,538,325	2,262,910	20.78%	26.80%
Employee Contributions	38,994	30,394	155,975	100,658	375,000	421,004	41.59%	23.91%
Retirees Contributions	7,636	9,234	30,545	31,907	100,000	113,604	30.55%	28.09%
Cobra Contributions	2,003	2,497	8,013	4,993	18,000	19,214	44.52%	25.99%
Total Revenue	224,491	\$257,031	\$722,106	\$744,046	\$3,031,325	\$2,816,732	23.82%	26.42%

EXPENDITURES:								
Medical Claims	186,306	200,464	588,818	576,007	2,470,125	2,340,983	23.84%	24.61%
Administrative Fees	(61,484)	4,219	113,458	47,460	64,389	151,021	176.21%	31.43%
Stop Loss	99,541	39,454	112,451	121,495	370,135	262,857	30.38%	46.22%
Consultant Fees	1,025	1,172	4,254	4,754	15,771	14,278	26.97%	33.30%
Total Expenditures	\$225,388	\$245,309	\$818,981	\$749,716	\$2,920,420	\$2,769,139	28.04%	27.07%

YTD % Received vs. PYTD % Received

State Revenues YTD



Prior YTD State Revenues

22.13%

Federal Revenues YTD



Prior YTD Federal Revenues

2.78%

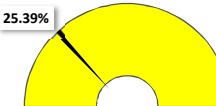
Property Taxes YTD



Prior Year to Date Property Taxes

22.08%

Other Local YTD



Prior Year to Date Local Revenues

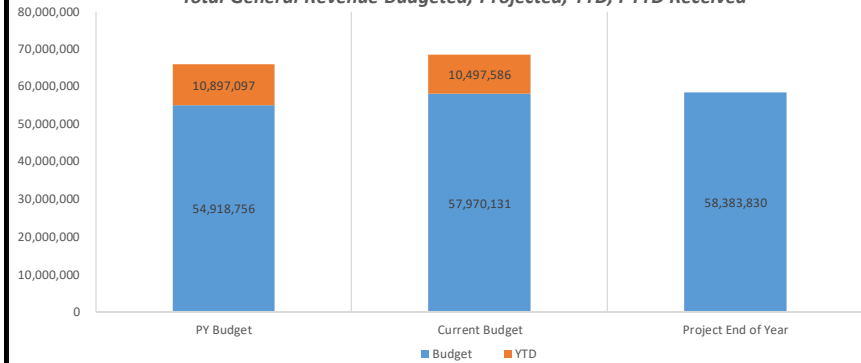
20.67%

Top 5 Revenues Received YTD by Source Code 3

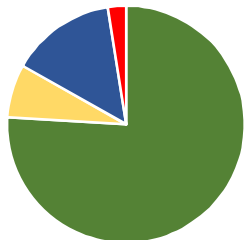
Variance from PYTD Received

	Current YTD	Variance vs. PYTD
1 GENERAL FUND TOTAL	\$10,497,586	-\$399,511
2 Total STATE REVENUES	\$8,472,175	-\$589,478
3 GENERAL EDUCATION AID	\$6,473,832	-\$790,369
4 STATE AID FOR SPECIAL EDU	\$1,885,605	\$167,428
5 Total LOCAL REVENUES	\$1,749,181	\$92,356

Total General Revenue Budgeted, Projected, YTD, PYTD Received

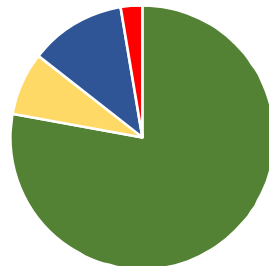


Current Year Revenue Budget



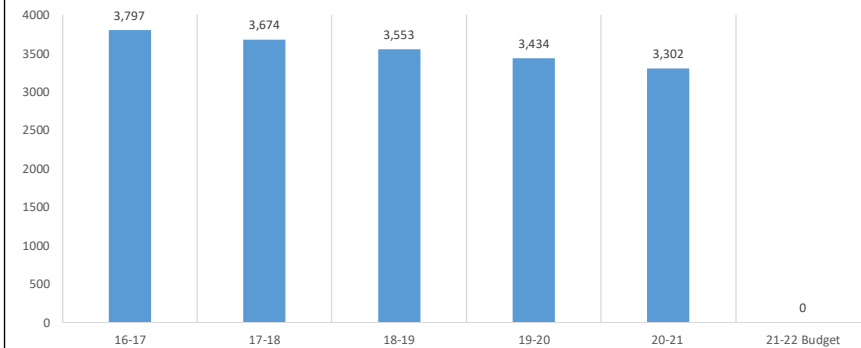
STATE FEDERAL PROPERTY TAXES LOCAL

Prior Year Revenue Budget

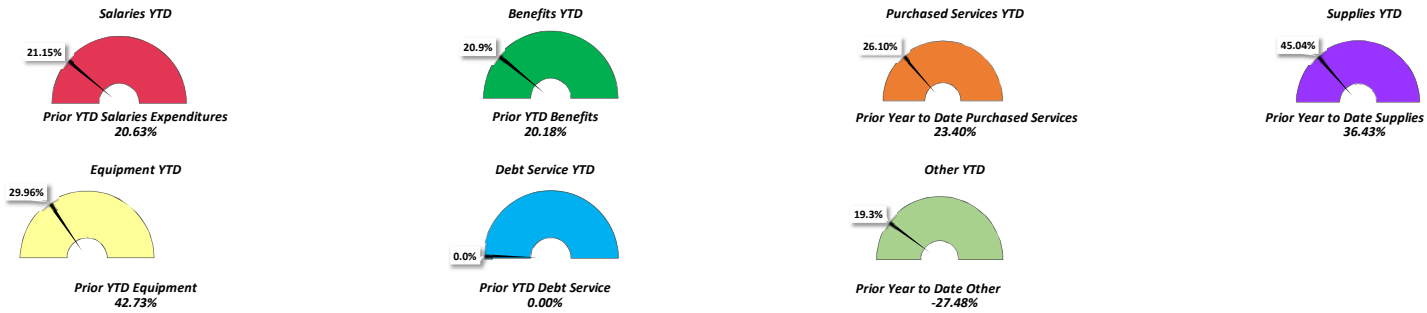


STATE FEDERAL PROPERTY TAXES LOCAL

End of Year ADM History



YTD % Expenditures vs. PYTD % Expenditures



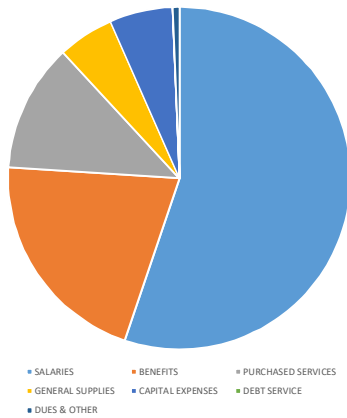
**Top 10 Expenditures YTD by Object Code 3
Variance from PYTD Received**

	Current YTD	Variance vs. PYTD Received
1 TOTAL SALARIES AND WAGES	\$7,111,410	\$802,132
2 LICENSED CLASSROOM TEACHER	\$3,171,493	\$261,856
3 TOTAL EMPLOYEE BENEFITS	\$2,524,516	\$192,780
4 TOTAL PURCHASED SERVICES	\$2,033,520	\$459,994
5 HEALTH INSURANCE	\$1,007,521	\$72,293
6 ADMINISTRATION/SUPERVISION	\$834,011	-\$38,776
7 TRANSPORT CONTR <--\$25,000	\$620,216	\$202,196
8 OTHER LICENSED/CERTIFIED SALARY	\$532,048	\$69,584
9 FICA/MEDICARE	\$522,255	\$60,160
10 TRA	\$401,568	\$47,169

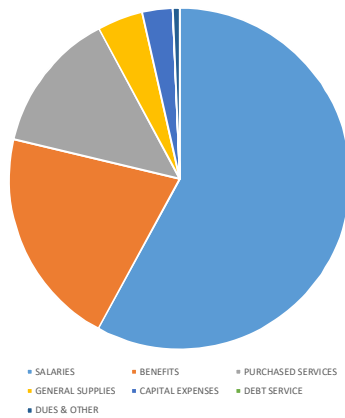
**Total General Expenditures Budgeted, Projected, YTD and ,
PYTD Expended**



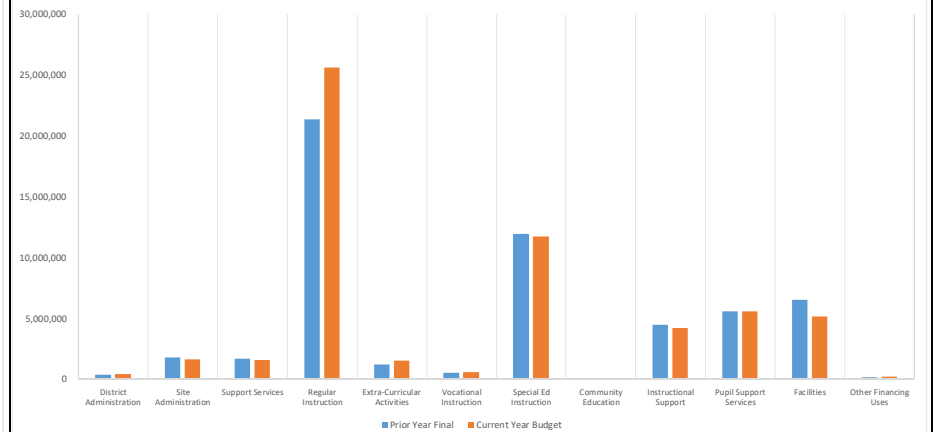
Prior Year Final



Current Year Budget



Prior Year Final and Current Budget by Program



General Fund

For the Period Ending October 31, 2021

