



FINANCE COMMITTEE MEETING MINUTES
November 5, 2020 – 11:00 a.m.
Virtually in the Waupaca High School LMC Distance Learning Lab
Via Google Meet, [Live Stream](#), and By Phone

Welcome and Call to Order:

The meeting was called to order by Committee Chairperson Sandra Robinson at 11:00 a.m.

Roll Call:

Present: All members of the Committee were present (Chairperson Sandra Robinson and Dale Feldt in the WHS Distance Learning Lab and Mark Polebitski virtually via Google Meet). Additionally, Board President Stephen Johnson was present in the WHS Distance Learning Lab; Board members Betty Manion and Steve Hackett were virtually present via Google Meet; and Board member Patrick Phair was present via phone.

Also Present:

Present in the WHS Distance Learning Lab: Ron Saari, Sandy Lucas, Mark Flaten, and Laurie Schmidt. Virtually present via Google Meet: Carl Hayek, Steve Thomaschefskey, Carol Beyer-Makuski, Megan Sanders, Carrie Naparalla, and Karen Stinemates.

Approval of Agenda:

A motion was made by Dale Feldt and seconded by Mark Polebitski to approve the agenda as presented. The motion carried unanimously on a voice vote.

Review of Board Meeting Norms:

The Board reviewed their collective commitments.

Review of 2019-2020 Charter School Authorizer Annual Report:

Committee Chairperson Sandra Robinson reviewed the 2019-2020 Charter School Authorizer Annual Report which is due to the DPI by December 1, 2020. The Board is the authorizer and was assisted by Administration in the completion of the report. She feels the report is a good monitoring tool on the performances of both the Board and the Chain Exploration Center (CEC).

In reviewing the Operating Costs, Mrs. Robinson believes that the costs of the Board's wages for the joint meetings with the CEC Governance Council, the National School for Authorizers, and the CEC audit that the District prepared should be included in the authorizer expenses.

In reviewing the Services and Costs, Ms. Beyer-Makuski advised that some of these costs are fixed and some are ongoing but most should be similar in the future. None of these costs were paid for with grant dollars, all District money. There will be some increases in curriculum costs as the student population increases. The food services costs were for the labor in providing the free lunches.

Mrs. Robinson asked that a narrative summary be included with the report to help explain what all the numbers mean, particularly the significant increases and decreases in certain expenses. Administration was asked to create a supplemental narrative summary to be sent to the Board members for their review prior to the submission of the report but it will not be part of the final report submitted to the DPI.

Mr. Flaten reviewed the Academic Performance Assessments. CEC Principal Carrie Naparalla will create a more formalized process for reporting these assessments. The CEC Governance Council has also formed an Academic Committee which will track and provide data to the Board in the future. It was suggested that this curriculum review should come before the Instructional Committee in the future, rather than the Finance Committee.

Adjournment:

A motion was made by Dale Feldt and seconded by Mark Polebitski to adjourn the meeting at 11:43 a.m. The motion carried unanimously on a voice vote.