

Meeting Minutes

Board Finance and Operations Committee Meeting

Thursday, May 2, 2024 at 8:15 a.m.

Tompkins Boardman Administration Center

Conference Room C (2nd Floor)

412 Webster Street, Traverse City, MI 49686



Approved on May 30, 2024

PRESENT: Josey Ballenger, Erica Moon Mohr, Beth Pack, Wini Bell, Tyson Burch, Sandy Low, Evan O'Branovic, Wes Souden, Christine Thomas-Hill, and Dr. John VanWagoner II

ABSENT: Holly Bird, Andrew Raymond, and Paul Thwing

1. The meeting was called to order at 8:15 a.m.

Trustee Ballenger welcomed everyone to the meeting.

2. PUBLIC COMMENT

Trustee Ballenger offered time for public comment and no request was made.

3. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

The Committee was asked if they had any changes to the draft minutes from the April 4, 2024, Board Finance and Operations Committee (BFOC) meeting. No changes were recommended.

Approval for the April 4, 2024 minutes to remain as posted.

b. Bids, Services, and/or Purchases

i. Technology

1. Innovation and Manufacturing Centers - Technology

This purchase provides the installation and training of the technology and security systems to support the Central High School and West Senior High Innovation and Manufacturing Centers.

Recommend purchase from vendors listed in memo for a total amount not to exceed \$608,677; includes a 10% contingency; funded from Capital Bond Funds; place this on the next Board of Education meeting on the Consent Calendar.

ii. Transportation

1. Facility Vehicle

This purchase replaces a facility box truck that was recently in an accident and totaled by the insurance company.

Recommend to purchase from Lunghamer Ford in Owosso, Michigan for a total amount not to exceed \$45,724; includes a 10% contingency; funded from insurance reimbursement and General Fund; place this on the next Board of Education meeting on the Consent Calendar.

4. INFORMATIONAL ITEMS

a. Transportation

i. Michigan State Police Bus Inspection

The TCAPS mechanics and transportation team earned a 100% passing rating on the annual school bus safety inspection from the Michigan State Police.

b. Capital Projects Update

A presentation was shared with the Committee that provided information about the status of construction projects across the district. The full presentation is available on the district's website: www.tcaps.net/about/departments/capital-projects-and-planning.

c. Finance

i. Certificate of Excellence

TCAPS' Annual Comprehensive Financial Report (ACFR) has achieved the Certificate of Excellence in Financial Reporting for the nineteenth consecutive year. The annual report represents the district's continued commitment to high-quality financial reporting and transparency and the award recognizes that work.

d. Food Service

i. Resource Management Review

The Michigan Department of Education conducted a comprehensive review of the district's school nutrition program of both critical and general areas. The modules included Maintenance of the Non-Profit School Food Account, Paid Lunch Equity, Revenue from Nonprogram Foods, and Indirect Costs. The review for 2023-2024 resulted in no findings in any of the review areas.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

The meeting adjourned at 8:49 a.m.

Respectfully Submitted By,

Julie Gorter

Julie Gorter

Committee Recording Secretary

Next Board Finance and Operations Committee Meeting

Thursday, May 30, 2024 at 8:15 a.m.

Administration at Glenn Loomis

1009 South Oak Street, Traverse City, MI 49684

Finance and Operations Committee Members:

Andrew Raymond (Chair), Josey Ballenger, Holly T. Bird,

Dr. John VanWagoner, Christine Thomas-Hill, Wes Souden, Sandy Low, and Paul Thwing