

Approved on October 10, 2024

PRESENT: Josey Ballenger, Wini Bell, Cindy Farah, Tom Freitas, Sandy Low, Heidi Maltby-Skodack, Patrick McManus, Evan O'Branovic, Beth Pack, Andrew Raymond, Wes Souden, Christine Thomas-Hill, Paul Thwing, Dr. John VanWagoner II, and Steve Wilson

ABSENT: Holly Bird

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

Chairperson Raymond welcomed everyone to the meeting.

2. PUBLIC COMMENT

Chairperson Raymond offered time for public comment and no request was made.

3. AUDIT FIRM - MANER COSTERISAN

Dave Nielsen, CPA - Principal, provided Committee members with an overview of the preliminary fieldwork that was completed in June. He provided details on the specific areas that were tested and evaluated. Mr. Nielsen also expressed appreciation to the staff that helped with that process. Maner Costerisan will attend the November 11, 2024, Board of Education meeting to present a review of the financial report audit.

4. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

The Committee was asked if they had any changes to the draft minutes from the May 30, 2024, Board Finance and Operations Committee (BFOC) meeting. Committee members noted that the June 27, 2024 meeting was canceled after the May 30, 2024 meeting adjourned. No changes were recommended.

Approval for the May 30, 2024 minutes to remain as posted.

b. Bids, Services, and/or Purchases

i. Curriculum

1. AP Psychology

This purchase is for the renewal of the current curriculum resource materials. This includes a previous purchase for the district of \$24,315.48 and a new purchase of \$16,078.32, for St. Francis, a district shared-time school.

Recommend to purchase curriculum materials from Bedford, Freeman, & Worth for the total amount not to exceed \$44,433; includes a 10% contingency; funded from the Curriculum Department budget; place this on the next Board of Education meeting on the Consent Calendar.

ii. Technology

1. Camera Storage

This project is the planned replacement of the current security camera storage system.

Recommend to purchase Synology security camera storage system from Bluum of Minnesota for a total amount not to exceed \$234,657; includes a 10% contingency;

funded from Capital Bond Funds - Technology; place this on the next Board of Education meeting under Consent.

iii. Capital Projects

1. Furniture, Fixtures, and Equipment (FF&E) for Innovation and Manufacturing Centers

This purchase provides the Furniture, Fixtures, and Equipment for the Innovation and Manufacturing Centers at Central High School and West Senior High as well as an increase to the overall project contingency..

Recommend to purchase Furniture, Fixtures, and Equipment (FF&E) from various vendors and increase the overall project contingency for a total amount not to exceed \$431,324.62; includes a 10% contingency funded from Capital Bond Funds. The Committee recommended these two items be separated and placed on the next Board of Education meeting under Consent.

4. INFORMATIONAL ITEMS

- **Food Service**

Tom Freitas, Director of Food and Nutrition Services, and Steve Wilson, Food Service Manager, presented an overview of the district's food service program. Highlights included:

- Use of local farms and producers
- Managing student food allergies
- Online menus
- Community and student involvement

The full presentation is available on [HERE](#) or the meeting can be viewed on the district website: www.tcaps.net/board.

- **Capital Projects Update**

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

- **Finance**

Dr. VanWagoner provided a high-level overview of the budget recently signed by the Governor, specifically the reduction of 31aa and no increase to the per pupil foundation. A funding supplement to the budget is a possibility, but noting that nothing is certain at this point.

- **COMPASS Strategic Plan Update**

Christine Thomas-Hill updated the Committee on the following district goals:

- Goal 1F - Assess current conditions and identify areas of improvement related to safety and security, using the best practices to enhance a healthy and productive school environment and
- Goal 2B - Develop a 3-5 year facilities plan to provide optimal student learning environments.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

The meeting adjourned at 10:14 a.m.

Respectfully Submitted By,

Julie Gorter

Julie Gorter

Committee Recording Secretary

Next Board Finance and Operations Committee Meeting

Thursday, August 29, 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