



Finance & Operations Committee

April 20, 2023

MINUTES

Meeting called to order by: Member Kehoe 5:03 p.m.

Board of Ed members present: Kehoe, Christenson, Picard

District staff: Merritt, Piesz, Emmadi, Gruszczynski, Jory

Citizen Representatives: Paton, McKee

Community Members present: John Johnston, John Magnusson

Public Comments – none.

Approval of Prior Meeting Minutes – April 6, 2023 - approved.

Student Transportation Services RFP/Update/Bid Results– Ms. Piesz describes the process followed for the recent transportation services RFP. Included in the attachments today is the summary of the bids received, as well as a bid tabulation form, and a copy of the entire RFP document, which includes a sample contract. Although several firms indicated that they intended to bid, we only received two bids, Durham Student Services and First Student. These two firms attended a post-bid interview on April 10. We are presenting a first look at the results today, and we will be coming back in two weeks with our recommendation for the committee. Ms. Piesz describes some of the highlights and differences in the proposals. Based on the bids received, the Durham proposal will save P-CCS \$3,550,781 over the next three school years, compared to the First Student, Inc. proposal. Ms. Piesz will have answers and clarifications when we bring this topic back to the committee.

Canton HS Media Center Lift Replacement – Mr. Gruszczynski is here to discuss the fact that the lift located in the Canton HS media center is inoperable, and has now been deemed unrepairable. We need to purchase a new lift for that area. We have received consortium pricing through Kone, and would like to purchase a Genesis 42 Vertical Platform Lift. Mr. Gruszczynski shares that Kone is our provider for all of the elevators in the district. The current lift is 24 years old.

P-CEP Assistive Door Hardware Purchase – Mr. Gruszczynski tells the committee about the process that was followed in order to determine the scope of this project. They first had to determine how many doors at P-CEP were in need of these upgrades. For instance, on the gender neutral bathrooms they are adding a

switch that will disable the access button while the restroom is occupied. The new hardware will be installed on the doors to the auditorium, the athletic areas, and the media centers. Because there is no consortium pricing available, we would normally go out for bid on this, however this vendor is one of the few companies that offer this equipment. In order to purchase this equipment from IDN now we would need the Board to agree to purchase this without going out for bid. Member Kehoe feels that because there is no real possibility of getting a better price, and that the hardware is available right now, he agrees that this item will go the Board on Tuesday night for first and final reading in order to receive and install this needed assistive equipment as soon as possible.

Going forward we will incorporate the higher standard of accessibility in our design and construction. Member Christenson wants to make sure we are getting feedback from staff and students to ensure we are not missing any existing accessibility issues. Ms. Piesz also shares with the committee that when it comes to accessibility, there must be a collaboration between the architect, construction team, facilities, security, and technology to make sure we are careful to balance accessibility and security.

Monthly Financial Reports as of March 31, 2023 – Ms. Piesz informs the committee that, due to the State of Michigan giving the district approximately \$11M in 147c(2) funding to supplement the MPSERS Retirement system, we have developed two versions of the financial statements, both with and without the 147c(2) payment. These funds are distributed to the district, and will be included in revenue, but we will then get a bill for the funds two days later, so it will also be in the expenditures. This will cause an \$11M anomaly in our reporting for the remainder of the year. In March, we received the first \$6M, so we have shown the reports both with and without the 147c2 funds. Ms. Emmadi presents both reports and clarifies all the significant variances.

Although July through March accounts for 75% of the calendar year, school districts don't receive or expend resources in equal monthly amounts throughout the year. When we provide these monthly financial reports we apply a three-year historical average to the annual budget to determine projected totals for March 31, and then compare that to the actual results to determine variances. Variances between projected budgets and actual results may be due to timing differences, receipt, or expenditure of funds in a period that is different than anticipated, that will resolve over time; or permanent differences, unanticipated receipts or expenditure of resources not planned, which may require a budget amendment.

The overall revenue received as of March 31st is 63.22% of the total budget, which is somewhat higher than the three year historical average. The overall expenditures through March 2023 are 70.82 % of budgeted amounts, which is slightly higher than the three-year historical average for this point in the fiscal year. Overall, the net change in fund balance is tracking more favorably than expected.

Budget Transformation Update: Ms. Piesz gives the committee an update on the budget transformation process and results. We are continuing to work through the budget investment requests, and will be bringing the information back to the committee at the next meeting.

Adjourned: **6:23 p.m.**