

OPERATIONS COMMITTEE MEETING MINUTES
Wednesday, April 3, 2024
2:30 p.m. - Business Office

Nicole Green	<u> X </u>	Andy Traetow	<u> X </u>
Dan Brookens	<u> X </u>	Jessica Korte	<u> X </u>
Mike Edman	<u> X </u>	Tyler Garrison	<u> X </u>

1. **Investing of Funds from Sale of Hunt Property**
 - Director of Finance & Business Management, Jessica Korte, presented research and options for investment of proceeds from the sale of the Hunt property. The total sale of the land produced a net revenue of \$1,263,110. Jessica researched six different providers for management of the funds. After review of the parameters for investment, the committee is recommending the school district invest the funds with one management team. Continued research will ensue prior to final determination for investment of funds. While continued research is taking place, Superintendent Traetow will begin drafting parameters for use of the proceeds from the Hunt Fund investments.

2. **Hunt Property Land Management**
 - Superintendent Traetow informed the committee a partnership agreement has been secured with NuWay-K&H Cooperative for the management and custom farming of the Hunt Farm land retained by the school district. As part of this agreement, students will take part and be engaged in all aspects of the farming process. The partnership agreement is for three years and will take effect immediately.

3. **Meal Reimbursement Per Diem for Athletes Attending Tournaments**
 - The school district's current per diem for meals at tournaments outside the school district was reviewed by the committee. The current rate of reimbursement is \$20/student/day. The recommendation from the committee is to increase the per diem to \$30/day. Director of Finance & Business Management, Jessica Korte, will communicate procedural changes with the activities department for future implementation.

4. **Facility Rental Requests**
 - A variety of groups have presented requests for use of school district facilities. The committee has recommended for-profit groups follow the school district's posted rental rates as approved by the school board.

5. **Facility Needs Assessment**
 - Superintendent Traetow, in collaboration with Director of Buildings and Grounds Tyler Garrison, presented information related to initiating a facility needs assessment for the entire school district. This process will begin this spring and will aim to identify district needs, upcoming projects of various degrees, as well as areas for improvement.

6. **Enrollment Projections & Budget Planning**
 - Superintendent Traetow provided the committee with an overview of enrollment projections including budgetary implications.

7. **24-25 School Calendar**
 - The committee reviewed the most current draft of the 2024-2025 school calendar. The committee engaged in discussion and analyzed all components of the drafted calendar. The recommendation from the committee is to add one additional Cardinal Day in October and bring the calendar before the full board for approval with all other calendar components in place.

8. **Student Worker Wages**
 - Director of Buildings and Grounds, Tyler Garrison, brought forth the topic of compensation for seasonal summer workers. The committee reviewed the current hourly rate of pay as compared to similar work with public entities in our area. The committee has recommended raising the hourly rate for seasonal work to \$15/hour.

9. **Summer Project Updates**
 - Director of Buildings and Grounds, Tyler Garrison, provided an update on upcoming projects to be completed over the summer months. The majority of the projects fall under the school district's Long Term Facilities Maintenance (LTFM) plan and are budgeted for according to the funds allocated to the district by the state of Minnesota.

10. **Ash Tree Budget Discussion**
 - Director of Buildings and Grounds, Tyler Garrison, provided an update on the removal of diseased trees on school property. The district will allocate funds for the removal and replacement of all diseased ash trees. This project is projected to take approximately three years and is estimated at a total cost of \$150,000.