

# OPERATIONS COMMITTEE MEETING AGENDA

Friday, May 19, 2023

3:20 p.m. - Business Office

Nicole Green	A	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. Hunt Farm Land
  - Director of Finance & Business Management, Jessica Korte, presented information gathered regarding the Hunt Farm the school district inherited from a donation in 1990. The information was reviewed in consideration of the school district's parameters for rent or sale of the land. The committee recommends doing further research prior to making a determination on how to best manage the land moving forward.
  
2. Nonpublic Joint Agreements for Food Service
  - Director of Finance & Business Management, Jessica Korte, reviewed parameters for the current and upcoming joint powers agreement. Currently, our parochial schools for which FAS provides food service do not incur any costs, or provide the school any reimbursement, related to the provided and adjacent services.
  - This matter will continue to be reviewed and recommended adjustments will be made at a later date. Fairmont Area Schools will prepare a proposal for potential adjustments. Prior to any changes, a meeting will be scheduled with all invested parties to review the parameters of food service.
  
3. Fairmont Christian School Request for Joint Food Service Agreement for 23-24
  - Director of Finance & Business Management, Jessica Korte, presented information related to the request to add Fairmont Christian School to our food service contract. Information was provided related to contacts and information gathered from the MN Department of Education and the Department of Human Services. Additional information was provided related to the capacity of the kitchen in the church which the school is located.
  - The recommendation of the committee is to table this matter until all operational requirements are met by the requesting location.
  
4. Consideration of Adding a Serving Line the K2 Side
  - Jessica Korte presented information specific to the fiscal requirements for adding an additional serving line on the K-2 side of the cafeteria.
  - The committee recommends adding the second line using the Food Service - Fund 02 reserve for additional equipment. This change will also require additional staffing to be accounted for.
  
5. Renewal of Food Service Contract with Chartwells
  - Chartwells has proposed a 3% increase in renewal for the food service contract for the 23-24 school year. The committee is in support of moving forward with this

proposal considering the school district will be completing a full request for proposal in the following fiscal year.

6. Consideration of fees:
  1. Participation fees (revisit fees for hockey)
    - *Participation fees were tabled and will be reviewed at a later date.*
  2. Admission Fees
    - *Admission fees were tabled and will be reviewed at a later date.*
  3. Rental Fees
    - Director of CER, Stephanie Busiahn, was present to share information and research considering rental fees of school district facilities. Stephanie noted differences in fees regarding type of facility, rate per space, and differences in fees considering for-profit and non-profit entities. Consideration of raising fees will be discussed at a later date.
7. Presentation of Drafted Preliminary 23-24 Budget
  - Jessica Korte shared general parameters of the budget for the 23-24 school year. Multiple adjustments still need to be made as a result of the finalization of the current legislative session. A final draft will be shared with the school board prior to the June 13th school board meeting at which the FY '23 Preliminary Budget will be approved.
8. Costs for New Service Window Project at HS - Summer Project
  - Director of Buildings & Grounds, Tyler Garrison, presented a proposal for moving the student service window to the west end of the main office at Fairmont Jr.-Sr. High School. The committee supported moving forward with this project.
9. Track Project Update
  - Tyler Garrison provided information regarding the resurfacing of the track at FJSHS. Tyler reviewed the two proposals that were received and recommended accepting the bid from Midwest Tennis & Track. The committee supported the recommendation to move forward with this project.
10. Cardinal Prime Program
  - Superintendent Traetow provided information related to the school district's plan for providing before and after school enrichment programs. The projected start date of this pilot program is the beginning of the 23-24 school year.
12. SRO Memorandum of Understanding
  - Superintendent Traetow briefly discussed the collaboration between FAS and Fairmont PD. An updated proposal to continue the School Resource Officer position was recently presented by Chief Hunter. This proposal will be reviewed by the school district prior to the extension of the agreement becoming official. This committee is currently in support of continuing this partnership.
13. Insurance Services Broker
  - Superintendent Traetow briefed the committee on ongoing meetings with different providers offering insurance broker services. The school district has met with three different providers and a fourth is scheduled. Once all meetings are complete, a decision will be made regarding future brokerage services.