



MINUTES

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Julie Timm, Member
John A. Krings, President

June 5, 2023

LOCATION: Board of Education Office, 510 Peach Street, Wisconsin Rapids, WI 54494
Conference Room C

TIME: Immediately following the Educational Services Committee Meeting, but not before 6:15 p.m.

COMMITTEE MEMBERS PRESENT: Katherine Bielski-Medina, Julie Timm, John Krings and John Benbow, Jr.

ADMINISTRATORS PRESENT: Phil Bickelhaupt, Ron Rasmussen and Aaron Nelson

- I. The meeting was called to order at 7:22 p.m. by John Benbow, Jr.
- II. Public Comment - None
- III. Actionable Items
 - A. Four-Year-Old Kindergarten (4K) Program Agreement Increase
 - BS-1 Motion by Katherine Bielski-Medina, seconded by Julie Timm, to approve an increase to the 4K contract for the 2023-24 school year by \$100.00 for a total of \$2,325.00 per student. Motion carried unanimously.**
 - B. Lincoln High School (LHS) Fieldhouse Scorekeeper's Table Replacement
 - BS-2 Motion by Julie Timm, seconded by Katherine Bielski-Medina, to approve the purchase from Daktronics to replace the scorekeeper's table at a cost of \$59,180.00 with \$40,000.00 of this amount being paid from 2023-24 LHS and LHS Athletic Budgets. The remaining \$19,180.00 will come from Athletic Department fundraising and WIAA activity accounts. Motion carried unanimously.**
 - C. Network Switches – DR Site
 - BS-3 Motion by Katherine Bielski-Medina, seconded by Julie Timm, to approve the purchase of 2 Juniper QFX5120 Switches, related software and licensing from Bytespeed at a cost of \$36,490.00 to be funded from the 2023-2024 Technology Referendum Budget. Motion carried unanimously.**
 - D. Family Communication Software Renewal
 - BS-4 Motion by Julie Timm, seconded by Katherine Bielski-Medina, to approve entering into a 3-year contract with Seesaw to provide communications software and activities for all elementary schools at a total cost of \$40,125.00 to be paid annually**

in three equal amounts of \$13,375.00 each to be funded with a combination of the ESSER III budget the Technology and Curriculum Referendum Budgets. Motion carried unanimously.

E. Interactive Flat Panel Purchase

BS-5 Motion by Katherine Bielski-Medina, seconded by Julie Timm, to approve the purchase of 17– 75” BenQ IFP’s for use in 5th grade classrooms and math classrooms at WRAMS from BG Innovations at a cost of \$50,150.00 to be funded from the 2023–2024 Technology Referendum Budget. Motion carried unanimously.

F. Chromebook Purchase

BS-6 Motion by Julie Timm, seconded by Katherine Bielski-Medina, to approve the purchase of 1,000 HP Chromebooks and management software from PDS at a cost of \$256,500.00 to be funded from the 2023–2024 Technology Referendum Budget. Motion carried unanimously.

G. Door Replacement

BS-7 Motion by Katherine Bielski-Medina, seconded by Julie Timm, to approve the replacement 31 door sets throughout the district at the cost \$202,642.20 from Quality Door & Hardware to be funded from the 2023-2024 Fund 46 and Fund 80 budgets. Motion carried unanimously.

H. LHS Girls Locker Room Flooring Replacement

BS-8 Motion by Julie Timm, seconded by Katherine Bielski-Medina, to approve the replacement of the flooring in the LHS girl’s locker room for a total cost of \$62,460.00 from Macco Flooring to be funded from the 2023-2024 Buildings & Grounds budget. Motion carried unanimously.

I. Supply Bid

BS-9 Motion by Katherine Bielski-Medina, seconded by Julie Timm, to approve accepting the supply bids from multiple vendors for a total cost of \$116,109.16 to be paid out of the 2023-2024 District Supply Budget. Motion carried unanimously.

IV. Updates and Reports

A. Purchases – Update

Copies of the following invoices, bid specs, and purchase orders will be reviewed:

- Canvas Renewal – \$32,520.00 – Year Two of Three Year Contract – ESSER
- Country Sports – \$18,462.00 – Lincoln Agricultural Dept. – Polaris Donation
- Duet - \$14,612.68 - Lincoln - Furniture
- Heat & Power Products Inc. – \$16,925.00 – Pool Hot Water Boiler and Venting
- Miron – \$24,776.28 – River Cities, WRAMS, Grove, Wood, Pitsch – Referendum
- Miron – \$437,164.70 – Lincoln High School – Referendum
- Miron – \$11,972.00 – Grant, Howe, & Washington – Referendum
- POB – \$15,236.22 – Woodside Playground Project

B. Paper Bid – Update

Contract Paper Group was awarded the bid for 840 cases of paper for a total cost of \$30,172.80. This cost was paid for from the 2022–2023 school year district supply account.

C. Fund 80 for Middle School Athletics and Co–Curricular – Update

At a recent School Business Manager meeting, it was brought up that districts are paying for Middle School Athletics and Co–Curricular activities through Fund 80. The District’s Business Manager Aaron Nelson contacted a Dept. of Public Instruction financial team member who confirmed the District can use the funds for these programs as long as the programs are available to home school and private school students which the District already provides. The District auditors also confirmed these programs can be paid for using Fund 80. At this time, the District cannot pay for Lincoln High School Athletics using Fund 80 due to Conference and WIAA rules.

The District plans on applying these program costs to Fund 80 for the 2023–2024 budget.

D. Score Clock Towers Donation to WRAMS – Update

Brian Back donated two score clock towers for use at home wrestling meets at WRAMS. Each clock is valued at \$2,500.00 for a total of \$5,000.00. A formal thank you letter was sent to Mr. Back for this donation.

E. THINK Academy Roof Replacement – Update

The roof replacement at THINK Academy will be on hold until the summer of 2024. If the project starts this summer, then it would continue into the start of the school year this fall. The project interference would not be in the best interest of the students and staff at THINK. The roofing contractor, Maurer Roofing, assured the administration the project will be complete by the end of summer 2024 for the 2023 bid price.

V. Consent Agenda Items

The Committee members agreed upon the following consent agenda items for consideration at the regular Board of Education meeting:

- BS-1 Four–Year–Old Kindergarten (4K) Program Agreement Increase
- BS-2 Lincoln High School (LHS) Fieldhouse Scorekeeper’s Table Replacement
- BS-3 Network Switches – DR Site
- BS-4 Family Communication Software Renewal
- BS-5 Interactive Flat Panel Purchase
- BS-6 Chromebook Purchase
- BS-7 Door Replacement
- BS-8 LHS Girls Locker Room Flooring Replacement
- BS-9 Supply Bid

VI. Future Agenda Items

Annual Budget Hearing will take place on Wednesday, June 28, 2023 at 6:00 pm.

John Benbow, Jr. adjourned the meeting at 7:50 p.m.