



MINUTES

Wisconsin Rapids Public School District - Board of Education

510 Peach Street

Wisconsin Rapids, WI 54494

(715) 424-6701

Business Services Committee

John Benbow, Jr., Chairman
Katherine Bielski-Medina, Member
Larry Davis, Member
John A Krings, President

August 4, 2014

LOCATION: Board of Education Conference Room A/B

TIME: 6:00 p.m.

COMMITTEE MEMBERS PRESENT: John Benbow, Jr., Katherine Bielski-Medina, and Larry Davis

ADMINISTRATORS PRESENT: Edwin Allison, Phillip Bickelhaupt, and Daniel Weigand

- I. The meeting was called to order at 6:03 p.m. by Chair John Benbow, Jr.
II. Public Comment
III. Business Services
A. 66.03.01 InterDistrict Agreement – Approval
BS-1 A motion was made by Katherine Bielski-Medina, and seconded by Larry Davis, that the proposal for the 66.03.01 cooperative agreement for students attending the Virtual program from the Stevens Point School District as listed be recommended for approval to the Board of Education. The motion was carried.
B. Custodial Supply Bid– Approval
BS-2 A motion was made by Larry Davis, and seconded by Katherine Bielski-Medina, that the proposal for the purchase of custodial supplies as listed on the Custodial Supply Bid Summary be recommended for approval to the Board of Education. The motion was carried.
IV. Updates and Reports
A. Purchases – Review
The committee reviewed purchases from Saxon Homeschool (Houghton Mifflin) for the annual elementary math consumable workbooks to accompany the Math Expressions program and Building Blocks Learning Center for the 2014-15 rent for housing the Early Childhood program. The Committee requested verification of the monthly charges for phone service charged by Building Blocks Learning Center in addition to the increase for rent.
B. VeriTime Time and Attendance Management System – Update
Board members from the Personnel Services Committee joined the Business Service Committee for a presentation on the VeriTime Time and Attendance Management System by Human Resources Specialist, Candace Blakeslee. The electronic time and attendance system would replace the current paper time sheet system presently in place for all hourly employees. A request was made to place the VeriTime Time and Attendance Management System on the Board agenda for further consideration and possible approval.

V. Consent Agenda Items

The Committee members agreed upon the following consent agenda items:

BS-1 – Approval

BS-2 – Approval

VI. Future Agenda Items

No future agenda items were identified.

The meeting adjourned at 6:36 p.m.