

ROBBINSDALE AREA SCHOOLS – INDEPENDENT SCHOOL DISTRICT 281
FINANCIAL ADVISORY COUNCIL (FAC)
MINUTES FOR NOVEMBER 15, 2022
APPROVED January 17, 2023

FAC Members			
X	Lennie Kaufman, Chair	X	April Gulley
	Walter Gray	X	Katherine Lankford
X	Greg Kugler, Secretary	X	Nicole Sandback
	O. Barry Rogers		
School Board Member			
X	John Vento, Treasurer		
District 281 Staff			
X	David Engstrom, Superintendent	X	Ukee Dozier, Executive Director of Finance
X	Virginia Verbrugge, Assistant Director of Finance	X	Beth Tomlinson, Controller
X	Karylanne Marchand, Business Office Manager		

Agenda Item 1: Welcome and Introductions

Chair Lennie Kaufman called the meeting to order at 6:33 p.m., with the FAC members and others noted above in attendance. The meeting was held in-person at the Educational Service Center. Mr. Kaufman opened the meeting by welcoming the attendees. The committee members introduced themselves, described their connection with Robbinsdale Area Schools, and discussed something about themselves that will benefit the FAC's work.

Agenda Item 2: Acceptance of Agenda

The agenda had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the distributed agenda as amended. The motion passed unanimously.

Agenda Item 3: Approve May 17, 2022 Meeting Minutes

The minutes had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the minutes. The motion passed unanimously.

Agenda Item 4: Appoint of FAC Chair and FAC Secretary

In accordance with FAC Bylaws (Article IV, Section D), the members of FAC appoint a member of the council to serve as Chair for this fiscal year. Mr. Lennie Kaufman was properly nominated and seconded to serve as the 2022-23 FAC Chair. There were no other nominations. Mr. Lennie Kaufman was unanimously elected.

In addition, the members of FAC have chosen to appoint a member to serve as Secretary. Mr. Greg Kugler was properly nominated and seconded to serve as the 2022-2023 FAC Recording Secretary. There were no other nominations. Mr. Greg Kugler was unanimously elected.

Agenda Item 5: Quick Discussion

Two questions were presented for FAC feedback:

- What are ways that Robbinsdale can build more trust in the community with school finances?
- In doing so, how can Robbinsdale be more equitably impactful in how we allocate resources?

A brief discussion occurred focusing on the importance of transparency of the District's financial information and actions, and the idea of reaching out to (and inviting in for discussion) diverse district stakeholders.

Agenda Item 6: FAC Budget Timeline

Mr. Dozier presented the fiscal year 2023 FAC meeting schedule including a list of topics for each meeting.

Agenda Item 7: Proposed Levy Payable 2023 Update

Mr. Dozier presented the District's FY23 levy amounts, with a line-by-line comparison to FY18 through FY22. He discussed the reasons for some of the larger changes. On December 19, 2022, the District is to adopt the final levy at the ISD 281 scheduled school board meeting. December 28, 2022 is the deadline to submit the final levy to Hennepin County and January 7, 2023 is the deadline to submit the final levy to the Minnesota Department of Education.

Mr. Vento clarified that the state legislature sets the maximum levy, and the Board makes the final decision regarding the levy amount. The preliminary levy for Pay 23 was set at the maximum dollar amount allowed (as has been the case in prior years).

Agenda Item 8: Enrollment Update - Enrollment Variance and ADM Comparison

Mr. Dozier presented the District's enrollment figures as of October 14, 2022. The District's budgeted average daily membership (ADM) for fiscal year 2023 is 10,763 which is 188 less than the actual 10,909 October 14, 2023 seat count. Mr. Dozier noted that the District has taken a more conservative approach in budgeting ADM. The positive variance of actual versus budgeted students was heavily driven by students in grades 4, 9, and 12. The revised budget will reflect the increase in revenue.

Agenda Item 9: Future Meetings/FAC Timeline

The next FAC meeting will be January 17, 2023. Topics to include (subject to change): (1) Preliminary Audit Report, (2) ESSER/Finance Update/Reduction Considerations, (3) Enrollment Projections, and (4) Long term planning.

The currently scheduled meetings for the remainder of the fiscal year are as follows:

- January 17, 2023
- March 28, 2023
- May 16, 2023
- June 5, 2023

Agenda Item 10: Other

No other items were presented for discussion.

Agenda Item 11: Adjourn

After a proper motion was made and seconded to adjourn the meeting, the meeting was adjourned at 8:04 p.m.

Meeting minutes submitted by Greg Kugler