



**MINUTES**

**Business Services Committee**

John Benbow, Jr., Chairperson

Christopher Inda, Member

Julie Timm, Member

John A. Krings, President

**July 1, 2024**

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: Christopher Inda, Julie Timm, John Benbow, Jr. and John Krings

ADMINISTRATORS PRESENT: Phil Bickelhaupt, Ed Allision and Aaron Nelson

I. The meeting was called to order at 6:38 p.m. by John Benbow, Jr.

II. Public Comment - None

III. Actionable Items

A. Network Switch Purchase - Howe and THINK

**BS-1 Motion was made by Julie Timm, seconded by Christopher Inda, to approve purchasing 13 Juniper EX4100 Switches and 5 years of support for Howe Elementary and THINK Academy from Bytespeed, totaling \$57,200.00, to be funded from the 2024-25 District Technology Referendum Budget. Motion carried unanimously.**

B. Insurance Premium Summary

**BS-2 Motion was made by Christopher Inda, seconded by Julie Timm, to approve the annual insurance premium payment of \$427,683.00 for the 2024-25 school year, to be funded with the District's insurance budgets. Motion carried unanimously.**

C. District Vehicle Purchase

**BS-3 Motion was made by Julie Timm, seconded by Christopher Inda, to approve the purchase of two minivans and one transit van. The costs of the three vehicles will not exceed \$100,000.00 and will be paid from the 2024-25 transportation budget. Motion carried unanimously.**

IV. Updates and Reports

A. Purchases - Update

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

- BG Innovations - \$184,278.00 - Technology Budget - BenQ Smartboards
- Boland - \$40,639.00 - Fund 49 - WRAMS - Playground Equipment

- Boland - \$223,127.00 - Fund 49 - Grant - Playground Equipment
- Boland - \$531,409.00 - Fund 49 - Mead - Playground Equipment
- CESA 5 - \$134,890.99 - Quarterly Invoice for CESA Services
- Gaggle.net - \$50,000.00 - ESSER & Mental Health Grant - Mental Health Retainer
- POB - \$13,343.00 - Fund 49 - Playground Development
- POB - \$27,528.72 - Fund 49 - WRAMS - Playground Development
- POB - \$58,992.05 - Fund 49 - Grant - Playground Development
- POB - \$71,313.89 - Fund 49 - Mead - Playground Development
- Renaissance - \$30,695.02 - ESSER - EduClimber Software Renewals
- Renaissance - 207,405.08 - ESSER - Software Renewals
- Rhyme - \$17,174.00 - Technology Budget – Poster Printers
- Silver Leaf Equipment - \$28,000.00 - Tech Ed Budgets - Genie Lift

#### B. Science Telescope Donations - Update

Joe Riederer, a retired WRPS science teacher, donated a reflecting telescope estimated to be worth \$500.00. Nancy Oschin donated a refracting telescope estimated to be worth \$3,000.00. Nancy contacted us to see if we were interested in her late husband's telescope. Both telescopes are upgrades over equipment that we currently own. These were two separate, unsolicited donations. A formal thank you letter will be sent to Joe Riederer and Nancy Oschin for their donations.

#### C. Playground Equipment Donation - Update

Wisconsin Rapids Youth Sports Association (WRYSA) donated \$5,000 for playground equipment at Grant Elementary. A formal thank you letter has been sent to WRYSA for this donation.

#### D. Clay Bid - Update

The district received the final quote for the clay bid. Paoli Clay was the only bidder. The total cost of the bid was \$3,320.00. This cost will be applied to the 2024-25 District Supply Budget.

#### E. Lincoln High School Fieldhouse Floor Refinishing - Update

A few items have been added to the Lincoln High School Fieldhouse Floor Refinishing quote with Stalker Flooring. The added items include training ladders, training dots, track accelerating zones, 13' free-through lines on the side courts, and two WIAA logos. The additional cost of these items will be \$10,800 for a total cost of \$76,100. The District's 10-year plan indicates \$80,000 for this project.

#### F. Pitch Early Learning Center Playground - Update

We planned on paying the final MN-WI playground invoice out of the 2023-24 school year fund 10 budget; this cost was part of the initial playground plan. However, we anticipate this project will not be completed by June 30th as originally planned. We intend to include this cost amount in the year-end Fund 46 transfer and then pay this final invoice out of Fund 46 when the project is completed later this summer. With the Fund 46 transfer, the District will receive state aid on this cost in the 2024-25 school year. The amount of the final invoice will be \$111,082.90.

G. Auditor Engagement Letter to the Board of Education - Update

Auditor engagement letter to the Board of Education.

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 Network Switch Purchase - Howe and THINK
- BS-2 Insurance Premium Summary
- BS-3 District Vehicle Purchase

VI. Future Agenda Items

John Benbow, Jr. adjourned the meeting at 6:53 p.m.