

DATE: June 9, 2025

TITLE: Finance and Operations

TYPE: Information

PRESENTER: Todd Lechtenberg, Executive Director of Finance and Operations

BACKGROUND:

The Finance Department includes payroll, employee benefits, accounts payable, accounts receivable, accounting, and fixed asset management. The Executive Director of Finance and Operations oversees Facility Services, Food & Nutrition Services and Transportation Services.

Support and resources to ensure a safe and welcoming learning environment

- We are reviewing software to help with renting our facilities for a more streamlined process. Technology, facilities and finance departments are working together to put a process in place for the 2025-2026 school year. Thank you to Heidi Kaercher for all your hard work managing this process currently.
- Building and Grounds is working with building leadership to review security cameras to ensure that we cover all areas inside and outside of our facilities.
- APS is excited to partner with Mower County Emergency Management on a grant they received to professionally map our building, so the 911 dispatch center has it when they receive a call. Director Adamson and Director Lechtenberg have a meeting in June to continue moving this project forward

Packer Profile for all learners

- The Departments continue to collaborate with colleagues across the district to better learn how we can support the work. Examples of improvements that we have provided to Packer Profile
 - Investments into strength finders for all 9th graders
 - Improved the process to track our investments into Packer Profile.

District-wide multi-tiered systems of support for all learners

- The Departments continue to collaborate with Teaching & Learning, Special Services, and building Administration to support and learn about MTSS and the impact it will have on student success.
- Working with Special Services to look at ways to maximize our reimbursement for 3rd party billing and special education.

Excellence in Resource Management

- **Finance Department**
 - I earned the Minnesota Association of School Business Officials (MASBO) Voluntary Certification Program in May.
 - We continue to work with CESO to look at ways to streamline our processes in finance
 - Here is the [financial review](#) for the month of April. If you have any questions, please don't hesitate to reach out.
 - We have added a new section to our website

- **Fiscal Transparency: How are school funds spent?**
 - This [MDE website](#) details how much money is spent per student from state, local, and federal funds. It includes general operating costs directly tied to E-12 education at the school, district, or state level. This ensures a clear comparison of per-student spending across schools and districts.
 - **What's Included:**
 - Funds used for daily educational operations
 - **What's Not Included:**
 - Capital spending, school construction, debt service, food service, and community service
 - **How It's Calculated?**
 - Total eligible spending is divided by the Average Daily Membership (ADM)—the average number of students enrolled throughout the year.
- This ensures a clear comparison of per-student spending across schools and districts.
- **Food and Nutrition Department**
 - Food Service has bought new cafeteria tables for Ellis Middle School for this school year and will be investing in new ones in all four of our elementary schools before school starts next year.
 - We are working on developing our equipment replacement cycle needs over the next 5 years so that we can strategically replace them instead of being reactive.
- **Building and Grounds**
 - Thank you to our amazing building and grounds department for their great work on bringing the dome down in May. This is no small feat, especially with the wind they had that day.
 - Thank you to our amazing custodians and maintenance teams for all their hard work to get our buildings and grounds ready to host graduation ceremonies at the end of May.
 - This summer will be a very busy summer with the following projects starting in May and June with wrap-up happening before school starts in August
 - Hasting gym painting and new floor
 - AHS 3rd floor hallway painting
 - Tennis court
 - Lightening Project
 - Ellis Stage Lightening
 - Christgau Hall Painting
 - Moving and setting up weight room at Ellis Middle School
 - AHS tuckpointing
 - Sumner playground
 - Banfield room 508 projects