



DATE: April 14, 2025

TITLE: Finance and Operations

TYPE: Information

PRESENTER(S): 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 also 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 coverage in all areas inside and outside of our facilities.
- Building and Grounds is working with building leadership to review security access to buildings to ensure that we have process and procedures in place.
- APS is excited to partner with Mower County Emergency Management on a grant they received to professionally map our building so 911 dispatch center has it when they receive a call.

Packer Profile for all learners

- The Departments continues 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**
 - We continue to work with CESO to look at ways to streamline our processes in finance
 - We received our first insurance bids on April 9th and NIS is currently reviewing them. The final bids are due on April 23rd.
 - Here is the [financial review](#) for the month of February. If you have any questions, please don't hesitate to reach out.

- MDE recently released that the general education formula allowance will increase for inflation by 2.74% to \$7,481, which is an increase of \$200 per adjusted pupil unit. Our goal is to present the draft adopted budget at May work session with final approval in June.
- 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.
 - Congratulations to the Food and Nutrition Department for their photo of the Breakfast Pizza that won the School Breakfast Honorable Mention award for the MDE Say Yes! to School Meals Photo Contest.
 - We will receive the following:
 - A framed certificate from MDE
 - Recognition on MDE's social media platforms, blog, and School Nutrition Bulletin email
 - Prize box with items donated by generous partners
- **Building and Grounds**
 - As spring is approaching, we have the estimated dates for the dome to be taken done. Right now, we have tentatively scheduled May 17/18 with back-up dates of May 31 and June 1st.
 - Thank you to our custodians and maintenance staff for all their hard work to keep our facilities in great shape during the winter months. Our gymnasiums and schools are always busy, but our staff do an amazing job of staying on top of providing great service.
 - Thank you to Joe Adamson for managing the process on our summer project list.