



**DATE:** August 11, 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 oversees Facility Services, Food & Nutrition Services and Transportation Services.

**Support and resources to ensure a safe and welcoming learning environment**

- Building and Grounds has installed key card access readers around the district to help with securing our buildings during lockdowns and after hours.
- Building and Grounds is working to develop a way to print ID cards for our vendors when they are in our buildings, so staff know who they are.
- Working with the Technology department, we submitted a cybersecurity application for a grant to help offset some of our yearly costs. We should find out in September or October if we were selected.

**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 reimbursement for 3rd party billing and special education.

**Excellence in Resource Management**

- **Finance Department**
  - Benefits has been working with CESO to develop a benefits enrollment guide for staff and will have this guide on our website in the next few weeks.
  - Here is the [financial review](#) for the month of June. We have purchased a new model that we will be using this year that allows us to have more in-depth financials and a robust 5-year projection model. 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**
  - Work started on August 4<sup>th</sup> on the serving lines and kitchen equipment at Banfield and Sumner. They are removing the old lines and equipment with the new lines and equipment being installed during the week of August 11<sup>th</sup>.
  - 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.
  - Food Service recently went through a summer food service audit, and we are waiting for the results.
- **Building and Grounds**
  - Thank you to our amazing custodians and maintenance teams for all their hard work on getting our buildings and grounds ready this summer with all cleaning and outside projects as school will be starting soon.
  - 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
      - Project is finished and we are very thankful for how it turned out
    - AHS 3<sup>rd</sup> floor hallway painting
      - Project is finished and we are very thankful for how it turned out
    - Tennis court
      - The weather has been impacting this project and right now we are behind schedule.
      - Continue to work with the athletic department and contractor to develop plans for fall tennis season.
    - Lightening Project
      - Moving along according to the schedule and hopefully will have most schools done before school starts.
    - Ellis Stage Lightening
      - Bid packet is done and quotes will be going out on August 14<sup>th</sup>
    - Christgau Hall Painting
      - Project is almost complete
    - Moving and setting up weight room at Ellis Middle School
    - AHS tuckpointing
    - Sumner playground