WINOOSKI SCHOOLS
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Winooski School Board of Trustees

Finance Committee Meeting

Monday, February 16, 2026, 5:30 pm

WSD Library

Google Meet Link: meet.google.com/jbz-ndur-jua

Policy Title 1.0 Ends Statement: All students will graduate from the Winooski School District (WSD) college and career ready at a cost supported by a majority of the Winooski community. WSD students will lead healthy, productive and successful lives and engage with their local and global community.

Attendees: ***Wilmer Chavarria*****,** ***Nicole Mace*****,** ***Sarah Haven*****,** ***Allyssa Ravelin*****,** ***Emily Bowers*****.**

1. **Call to Order**
    a. Nicole calls the meeting to order at **5:32pm.**

2. **Agenda Review and Adjustments:** (1 Minutes)
    a. None Provided.

3. **Public Comments:** This item is reserved for comments and questions on topics that are not included on this agenda. Time for public comment is included by default for each item below.
    a. None Provided.

4. **Executive Limitations (Policy Section II)**: (30 minutes)
    a. Policy Title 2.3 Financial Conditions and Activities
        i. Discussion/Action: Audits
            1. Nicole Mace recaps from the board meeting. Sarah Haven RFP with a deadline of April. Since issuing got feedback, firms were not bidding on school districts because of changing to accounting rules relating to scope of the audit. Our current firm would agree to continue but we had to agree to their terms by Feb. 20th. Statute requirement- local policy purchase of $40K, receive quotes. Operating professional services, not required.
            2. Sarah Haven Try to get three quotes willing to take on the service. Don't think we are going to get a response from the RFP. Lots of chatter back about audits in general. Limited number of firms that do this work and respond. Heard back from half, three have said if you don't get any responses, reach back out. Confident on getting quotes, work hard to get by Friday to be

able to respond to RHR (current firm). Looks like RHR is what people use because they cost much less.

3. Nicole Mace shares it is the voters' external independent control of finances, etc. The board has a role to play in the auditing process. Ensure it is not hand picking because that is what our CFO likes. THe board doesn't need to weigh in on a contract of $40K normally, Wilmer ensures and approves. But since this is the board. Preliminary risk assessment, important cancel RFP before bids come in. Legal challenges can occur if the RFP process wasn't handled according to policy. Struggling with RHR doesn't allow engagement with the board given the timeline. Speak out to RHR, share that we want the board to have the ability to approve, that has always been the practice of the district.
4. Sarah Haven shares that RHR wasn't aware we were getting bids. Unsure why they are requiring a deadline. They are requiring seventy five percent upfront. Three year agreement. The contract now is $39K, able to get an additional year out of them. Under threshold of bid law (23%).
5. Nicole Mace engages with Sarah Haven regarding the contract of the current company and the laws/policies entailed.
6. Nicole Mace clarifies that we have an RFP out there. We have to follow the process. The FRP is going to take too long, not going bare fruit. Cant engage with our current firm while the RFP is out there. We want to authorize Sarah to enter into a letter of RHR Smith for auditing service after obtaining quotes to two other firms if this is the least expensive option.
7. Wilmer Chavarria agrees with the course of action.
8. Nicole Mace asks Sarah to gauge if RHR would have a problem waiting until the second week of March. They need to know that you are following our policy, if they can't wait, we can have a special meeting. Typical process, the board authorizes the bid.
9. Emily Bowers clarifies that this is just a process we go through, there isn't anything wrong with using this company.
10. Nicole Mace shares that it is a lot of work to change firms. Should be intentional and strategic if change is needed. Good relationship, board doesn't have concerns, should be for good reason. The big reason they would need to get quotes is that it exceeds the $40K.
11. Sarah Hae clarifies cancelling RFP, giving context. Reach out to who we have heard from gauge interest without dropping a bid.

Follow up by Wednesday to see if negotiations need to happen with RHR to give more leeway.

12. Wilmer Chavarria do you want to do that via motion?
    a. Nicole Mace- We can still provide an update. Need to come back to the board, whether through the finance committee and get adopted as part of the consent agenda. There doesn't need to be board action, there was no direction. What role does board play in getting bids?
13. Discussion happens regarding what needs to happen to go forward.

5. **Adjourn**
    a. The meeting adjourned at **6:02pm.**