

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION BUDGET COMMITTEE MEETING**

Monday, July 11, 2016

5:30 PM

District Administration & Maintenance Center
905 Bethel Circle
Waunakee, Wisconsin 53597

AGENDA

- I. **ROLL CALL**
- II. **APPROVAL OF AGENDA**
- III. **PUBLIC COMMENTS**
- IV. **2016-2017 BUDGET PROCESS**

A. Review Timeline

The purpose of this agenda item is to review the budget timeline. I have attached the budget timeline for your review. The budget timeline for July includes a Budget Committee and School Board review of the third draft of the budget. The administration will request approval of the budget at the July School Board meeting following a Budget Hearing. Please let me know if you have any questions on the budget timeline. You can contact me via email at ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

B. Review Third Draft of the Budget

The purpose of this agenda item is to review the third draft of the budget for the 16-17 school year. I have attached the third draft of the budget for your review.

The changes between the second and third draft of the budget include:

1. An update to Funds 21/80 based on the activity that took place during the 15-16 school year
2. Federal grant allocations
3. State common school fund grant revenues and expenses
4. An update to state equalization aid/property taxes based on the July 1st DPI state aid estimate
5. The summer school classroom budgets have been updated based on the 2016 summer school class offerings
6. Additional staffing has been added to the administrative assistants in the high school guidance department (+.30) and for para-educator time at the Intermediate School (+.25)

Please let me know if you have any questions on the third draft of the budget. You

can contact me via email at ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

C. Review Employee Handbooks

The purpose of this agenda item is to review the employee handbooks that are included for first review at the July School Board meeting. The handbooks were attached to the June 22nd, 2016 Human Resources committee meeting agenda.

There are two areas of discussion for the Budget Committee. These two areas are the increase in the co-curricular base/selected positions and the payment for teacher points at retirement. The handbook language includes changing the pay level for four (4) positions to 7%, which would cost \$5,184. There also is a recommendation to increase the co-curricular base. The amount is not specified. I recommend increasing the base at an annual rate of \$1,000 until the co-curricular base matches the starting teacher base. The annual cost would be approximately \$19,000.

The language for the payment of points at retirement for teachers is a significant commitment on both the end of the School Board and the teaching staff. If this language was in place at the end of the last two fiscal years, the cost impact to the district would have been \$20,400 in 15-16 and \$21,667 in 14-15. These funds would have been provided at retirement through the HRA retirement benefit program, and these costs would be covered by HRA funds that are returned to the district from teaching staff who resign. I have attached a document that will be discussed in detail with the committee. This document provides information that was requested by the HR Committee to assist in the discussion of this language. Please let me know if you have any questions on the employee handbooks. You can contact me via email at ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

V. DISCUSSION/ACTION ON PROPOSALS

A. Review Classmunity Software Product

The purpose of this agenda item is to review the Classmunity software product. You can visit

<https://classmunity.com/> to learn more about this product. The administration is planning to implement this product on a trial basis in 16-17 for the fundraising efforts for Warrior Stadium and the Innovation Center, as well as other possible fits like scholarship donations. This product complements other technology being used by the district, and will be funded through the Fund 21 gift fund.

Classmunity is offering a two month free trial to our district at a value of \$1,000. Please let me know if you have any questions on the Classmunity product. You can contact me via email at

ssummers@waunakee.k12.wi.us or via phone at 849-2491. Thanks.

VI. **ADJOURN**

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”