

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

Monday, December 4, 2017

8:00 AM

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

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF AGENDA**
- IV. **PUBLIC COMMENTS**
- V. **2017-2018 BUDGET**

The purpose of this agenda item is to review the 2017-2018 budget. At this time, there has been 1 request approved by the School Board to utilize contingency funds. This request was the ELL para-educator at an estimated cost of \$30,000, leaving a balance of \$70,000 in the contingency account.

Please be reminded that the 17-18 budget has a planned deficit of \$973,525 primarily due to the completion of the Warrior Stadium project and the capital projects. The capital projects expenditures are related to the plan to increase the Fund 41 fund balance over the next 3 fiscal years and to decrease the Fund 10 fund balance related to the 2014 operational referendum question. In addition, the Board has agreed to fund the trial Wellness Clinic through June 30th, 2018, which will further increase the deficit by approximately \$240,000, which will also decrease the fund balance.

I have purchased a new product from Forecast 5, called 5 Cast plus, that will provide data analytics and Board reporting on current year budgets. This product is currently in the implementation stage, but I will share more information with the Budget Committee once available.

If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2000. Thanks for your time.

VI. **2018-2019 BUDGET PLANNING**

A. Budget Timeline

The purpose of this agenda item is to review a draft 2018-2019 budget timeline.

Please see the attached draft timeline. Please note that the 2018-19 fiscal year is in

the second year of the 2017-2019 state budget process. As a result, our budget process will not have the uncertainty that existed during the 2017-18 budget development process. The major school finance impact for 2018-19 is the \$204/student categorical aid increase, compared to \$200/student in 2017-18. Please also note the planned Special Board meeting during the month of February 2017. We will talk about the purpose of this Special Board meeting during the Budget Committee meeting.

If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2000. Thanks for your time.

VII. DISCUSSION/ACTION ON PROPOSALS

A. Waunakee Community Bank

The purpose of this agenda item is to provide an introduction to a newer business in our community, the Waunakee Community Bank. The Waunakee Community Bank staff have met with Randy and I multiple times, and they are interested in providing information to the School Board about what they are offering to the community, and what they can offer to the school district. They are interested in forming a banking relationship with the district, so I asked them to provide some information for our review. Attached please find the information from the Waunakee Community Bank that we offered to share with the Budget Committee. Administration is not asking for any action at this time, as we would need further discussion at a future meeting. Staff from the Waunakee Community Bank will be present at the meeting to review the information that is attached.

If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2000. Thanks for your time.

VIII. OTHER ITEMS FOR DISCUSSION

A. 2016-17 Audit

The purpose of this agenda item is to provide an update on the 2016-17 audit report. The audit is due to the WI Department of Public Instruction on Friday, December 1st. There are no Wisconsin Retirement System data reporting issues this year, so the audit will be completed on time. The audit will be presented to the School Board on Monday, December 11th. I will then schedule a follow up discussion on the 2016-17 audit during a January meeting of the Budget Committee.

If you have any questions please feel free to contact me at

ssummers@waunakee.k12.wi.us or 608-849-2000. Thanks for your time.

B. Transportation Contract

The purpose of this agenda item is to request approval of the transportation contract, with the addition of a performance standards/incentive clause. Attached please find the proposed transportation contract document, along with the proposed monthly data reporting process from Lamers. I would like to request approval of the transportation contract at the December 11th School Board meeting.

Please note that the Budget Committee members have already seen the contract document information earlier in 2017 when the transportation bid specifications were approved by the Budget Committee and then the full School Board. The only adjustments to the contract document were not approving the alternate for a bus terminal outside of the district, and approving the alternate for increasing the average age of the busses from 7 to 10 years. I would suggest reviewing the last page of the document, which is the addition of the performance standards/incentives clause, and the proposed reporting process from Lamers. I would like to share with the Budget Committee members that Lamers has embraced this performance standards/incentives discussion, and has shown improvement this fall in areas such as customer service as a result. I will share more information at the meeting. If you have any questions, please feel free to contact me at ssummers@waunakee.k12.wi.us or 608-849-2000. Thanks for your time.

IX. FUTURE AGENDA ITEMS

X. 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.”