

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

Monday, July 9, 2018
7:00 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. 2018-2019 BUDGET PLANNING

A. Review Third Draft

The purpose of this agenda item is to review the third draft of the budget for the 18-19 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 21/80/99 based on the activity that took place during the 17-18 school year
2. Federal grant allocations for Title 1, Title 2, IDEA Special Education Flow-Through and Pre-School
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

Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

VI. DISCUSSION/ACTION ON PROPOSALS

There are no proposals to review this month.

VII. OTHER ITEMS FOR DISCUSSION

A. Bidding Requirements

The purpose of this agenda item is to review the bidding requirements School Board policy. I have attached the policy for your review.

The business office is continuing to implement the internal control improvements

identified by our audit firm. As we take the next steps, the members of the administrative team have requested a discussion around the topic of approval levels for purchasing. I would like to discuss the following two changes to the bidding policy:

1. Rename the bidding requirements policy as the Purchasing Approvals policy
2. Start the first sentence with "Purchases made in excess of \$1,000 shall be individually approved by the Building/Department Administrator,"

The addition of this statement will reduce the volume of transactions being approved by the Building/Department Administrator, while keeping them involved above this threshold. I look forward to hearing your thoughts.

Please contact Steve Summers at ssummers@waunakee.k12.wi.us or 849-2000 if you have any questions. Thanks.

VIII. **FUTURE AGENDA ITEMS**

IX. **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.”