

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

Monday, July 1, 2019

4:30 PM

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. **THIRD DRAFT OF BUDGET**

The purpose of this agenda item is to review the third draft of the budget for the 19-20 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 building/department fee revenues and the corresponding change to expense budgets
2. An update to Fund 99 based on the activity that took place during the 18-19 school year
3. Safety grant allocations
4. State common school fund and personal computing grant revenues and expenses
5. A reduction in the Summer School expense budget and a corresponding increase to the Business Office expense budget

In addition, I have attached a document that provides information on the Joint Finance Committee motion on public education. This document identifies the additional revenues available to the District, budget requests that could be funded from these additional revenues, and the remaining unknowns in the 19-20 budget planning process.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 849-2000 ext 8012 if you have any questions. Thanks.

- VI. **SOCCER STADIUM FUNDRAISING FINANCIAL PLAN**

The purpose of this agenda item is to continue the discussion on the financial plan for the Soccer Stadium fundraising project. The Facility Committee will meet again on July 1st to discuss the Soccer Stadium field assessment and master planning process. The master planning process involves Rettler working closely with the community fundraising group. This includes the identification of fundraising opportunities. You are welcome to view the soccer stadium field assessment information in the agenda for the Facility Committee.

As background information, the Warrior Stadium fundraising financial plan included the use of pledges over time. The Warrior Stadium community fundraising group met with the Budget Committee (towards the end of the fundraising campaign), to discuss options for financing the project. The basic options were a private loan or a public loan through the school district. Private loans carry an above market interest rate due to the risks involved. A loan through the school district required an increase in the cash flow borrowing process that was completed in the fall. The loan through the school district was significantly less expensive overall compared to a private loan. The Budget Committee recommended providing a school district loan to the Warrior Stadium community fundraising group instead of a private loan. Attached please find the details on the amount calculated for this loan at the end of the 17-18 fiscal year. This information was shared with the District's audit firm during the audit process. The District has received a payment of \$208,548 for pledges received so far during the 18-19 school year.

The Soccer Stadium community fundraising group would like to discuss this topic on the front end of the fundraising campaign. Administration is not seeking a decision or recommendation at this point. Administration is requesting Budget Committee feedback on this topic.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 608-849-2000 ext 8012 if you have any questions.

VII. **RHYME PAPER CUT PROPOSAL**

The purpose of this agenda item is to continue the discussions on a proposal from Rhyme. Rhyme is the vendor that has been selected by the District to provide copy equipment and service throughout the District. The District owns all copy equipment, with the exception of leases in the copy center. All equipment is purchased or leased through State/National purchasing agreements. The District typically purchases between \$50-60,000 worth of new equipment annually, in addition to the copy center leases. The total budget for copying equipment and service is \$150,000.

Rhyme is proposing that the District purchase a print management system called Papercut in lieu of only purchasing equipment. Attached please find information on the cost of Papercut, the estimated return on investment, and the equipment that would be replaced in the summer of 2019. In addition, Rhyme has provided the information requested by the Budget Committee. Print management systems are designed to reduce the quantity of copies and designed to direct copies to the lowest cost copier available. These systems also increase confidentiality by requiring staff to scan employee badges at the copy equipment in order to receive their copy work and track usage which provides data for future cost savings opportunities.

I have reviewed the Papercut system with the Administrative team and have their support to move forward with a print management system. I am seeking feedback from the Budget Committee on this topic.

Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 608-849-2000 ext 8012 if you have any questions.

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.”