

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

Monday, April 27, 2020

5:00 PM

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

This meeting shall be conducted as a virtual meeting due to the health emergency caused by the COVID-19 pandemic and in accordance with State of Wisconsin Emergency Order #12 Safer At Home as so declared on March 24th, 2020. Accordingly:

- Board members may be participating in the meeting from remote locations through the use of communications technology.
- Public may access the meeting via live stream video
at: <https://www.waunakee.k12.wi.us/district/Agendas.cfm>
- The physical location of the meeting shall be 905 Bethel Circle, Waunakee, WI
 - Only the Executive Assistant and a member of the IT team will be physically present at that location for the purpose of video production and live-streaming.
 - Public is able to attend at the meeting location, being mindful of social distancing requirements.
- Public comments related to the agenda items are to be sent to Rebecca McDonough at district_administrator@waunakee.k12.wi.us prior to the Board meeting starting time. Those comments will be read by the Board President.

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **APPROVAL OF AGENDA**
- IV. **PUBLIC COMMENTS**
- V. **2019-2020 BUDGET**

A. Projected End of the Year Balance

The purpose of this agenda item is to review the 2019-2020 budget, projected end of the year balance. Please be reminded that the 19-20 budget has a planned deficit of \$433,686, due to the capital projects that are funded through the 2014 operational referendum funds (currently accounted for in the Fund 10 fund balance). This capital projects funding decision is connected to the Fund 41 account, as the 19-20 fiscal year is the third year of a three year plan to build up the fund balance in Fund 41. The contingency budget has been primarily

expended through costs associated with additional educational services at Heritage Elementary School.

Please also refer to the powerpoint that was presented at the last School Board meeting regarding the impact of the school closure.

B. Payment to Village of Waunakee

The purpose of this agenda item is to review the payment owed to the Village of Waunakee for the Ripp Park tennis courts. The agreement between the district and the Village allows the district to pay in installments over 5 years. Some School Board members have expressed an interest in the past to pay off this loan sooner than the 5 years. However, given the uncertainty that exists with school funding, administration is recommending paying the installment amount of \$57,000 to the Village. Administration will be requesting feedback on this topic.

VI. **2020-2021 BUDGET PLANNING**

The purpose of this agenda item is to review the budget planning process for 2020-2021. Attached please find the second draft of the budget planning process that was approved by the School Board on _____. Please note that several pages of this document still need to be updated for a future Budget Committee meeting. These pages are all identified with a red box at the top of the page. Please contact Steve Summers at stevesummers@waunakee.k12.wi.us or 608-849-2000 ext 8412 if you have any questions.

A. Review First Draft of 2020-21 Budget

The purpose of this agenda item is to review the first draft of the budget for the 20-21 school year. I have attached the first draft of the budget for your review. Please note that the first draft of the budget is based on the following:

1. The \$0/student increase in the per pupil categorical aid, with a \$179/student increase in the revenue limit formula
2. An increase in the percentage of State Special Education Categorical Aid to 30%
3. The personnel cost line includes a salary increase of 2.85%, a 0% increase in dental insurance rates, and a 0% increase for health insurance rates
4. The capital maintenance projects are funded from Fund 41
5. The first draft includes an increase of 9.77 FTE, as outlined on page 12 of the document.
6. All of the remaining budget requests have been placed on hold at this time

The second draft of the budget in June will include:

1. Grant allocations
2. Staffing updates based on additional schedule changes or reallocation proposals
3. Updates to the Food Service budget (Fund 50), and other budgets as a result of

School Board approved student fees

4. Updates to the gift fund (Fund 21)

5. Updates to building/department revenue accounts and corresponding expense accounts

As you can see, a number of different components related to the 2020-2021 budget have been broken out as individual discussion points under this agenda item. Some of these discussion points include attachments. Administration will review each of these discussion points at the meeting.

Please let me know if you have any questions on the first draft of the budget. You can contact me via email at stevesummers@waunakee.k12.wi.us or via district cell. Thanks.

1. Review Student Fees
2. Review Facility Use Fees
3. Review Fund 50
4. Review Fund 39
5. Review Fund 41
6. Review Referendum Planning Process
7. Review PaperCut
8. Review Furniture Purchases
9. Review Budget Requests
10. Review Estimated Salary Increases
11. Review Summer School

VII. DISCUSSION/ACTION ON PROPOSALS

There are no proposals to review this month.

VIII. OTHER ITEMS FOR DISCUSSION

There are no other items for discussion this month.

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.”