

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION ANNUAL MEETING**

Monday, October 16, 2023

7:00 PM

Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person. Members of the public who choose to access the meeting via live stream video may do so at:

<https://www.youtube.com/channel/UC1gebJT-i0GBAiYqrkpaBmA>

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

ALL DOCUMENTS FOR THE ANNUAL MEETING MAY BE FOUND AT THIS LINK

<https://www.waunakee.k12.wi.us/departments/business-services> This link is also linked to the Extras section of this agenda.

AGENDA

- | | |
|--|----|
| I. Elect Chairperson to Conduct Budget Hearing and the Annual Meeting | 3 |
| Attached please find the annual meeting presentation that will be used to present the budget hearing information followed by the annual meeting resolutions. | |
| II. Reading of the Official Notice of the Budget Hearing and the Annual Meeting -Judith Engebretson - School District Clerk | 66 |
| III. Budget Summary & District Goals Report - District Administrator and Director of Business Services | 68 |
| IV. Discussion and Review of Budget | |
| V. Review of Minutes of the 2022 Annual Meeting | 71 |
| VI. Receive and Accept Treasurer's Report - Jack Heinemann, School District Treasurer | 74 |
| VII. Resolution A - Authorize the School Board to Charge Student Fees | |
| VIII. Resolution B - Salaries and Expenses for School Board Officers | |
| IX. Resolution C - School Lunch Program Authorization | |
| X. Resolution D – Authorize the School Board to Engage Legal Counsel if Needed | |
| XI. Resolution E - Set Date and Hour for 2024 Annual Meeting or Authorize School Board to Set Date and Hour | |
| XII. Resolution F - Transportation | |
| XIII. Resolution G - Adoption of Tax Levy | |
| XIV. Persons Attending Meeting May Request Information on Any Topic Relative to Current Policies and Proceedings of the Schools. | |
| XV. Adjournment | |

“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.”



WAUNAKEE

COMMUNITY SCHOOL DISTRICT

2023 Annual Meeting & Budget Hearing³

Date: Monday, October 16, 2023
Time: 7:00 PM
Location: District Administration &
Maintenance Center
Board of Education Room
905 Bethel Circle
Waunakee, WI 53597



Election of a Chairperson

- The budget hearing and annual meeting are to be chaired by an elector selected from those present.



Official Notice of the Hearing and Meeting

- The Board Clerk, Judith Engebretson, will read the required notices as published in the district's official newspaper.
- Click [here](#) for the required notices under the Annual Meeting Reports tab.



Budget Summary

- Director of Business Services, Allie Dye will review the budget and financial data
- Click [here](#) for the budget publication under the Annual Meeting Reports tab.⁶



Budget Timeline

- 3rd draft of the budget approved by school board on July 10th, 2023
 - This budget draft was based on the Governor's approval of the 2023-25 State Budget
 - This budget draft did include a tax levy of \$39.7 million, an equalized property value increase of 3%, and a tax rate of \$9.69
 - This is the budget version published in the Waunakee Tribune for the budget hearing/annual meeting
- On October 23rd, the school board will approve the budget and tax levy utilizing final budget data instead of estimated data. This final budget data will be shared tonight.



Budget Timeline

January 3-6	Review expenditure projection scenarios with the Budget Committee
January 10	Review budget planning process with the Administrative Cabinet
January 11	Open budget planning process to Administrative Cabinet
January 27	Budget planning requests due
February 6-10	Present first draft of the budget planning process to the Budget Committee
March 6-10	Present second draft of the budget planning process to the Budget Committee
March 13	Present budget planning process to the School Board for approval
March 14	Distribute approved budget planning process to the administrative cabinet
March 15 – Apr. 15	Building/department level budget development
April 3-21	Preparation of the first draft of the budget Budget meetings with administrators as necessary
April 24-28	Special School Board/Leadership Team meeting to review 2023-24 budget process
May 1-5	First draft of the budget to the Budget Committee
May 8	First draft of the budget to the School Board School Board approves 2023-24 student fees School Board approves 2023-24 insurance benefits
May 9-26	Staff presentations on the budget process
June 5-9	Second draft of the budget to the Budget Committee
June 12	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 5-7	Third draft of the budget to the Budget Committee
July 10	Third draft of the budget to the School Board Public hearing on the budget during School Board meeting School Board approves budget to allow for summer activity
September 15	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 16	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
October 17-20	Present budget changes and tax levy changes to the Budget Committee
October 23	School Board makes any changes to the budget and sets the tax levy on or before November 1
Before Nov. 10	Certify tax levy by the School Board Clerk



District Priorities

Priority #1 - Student Learning, Supports, and Experiences

By the spring of 2025, the Waunakee Community School District's state assessment results will be at or above the District's spring 2019 results.

- This goal will be accomplished by strategically directed work in the following areas:
 - Sustained the development of Professional Learning Communities.
 - Continue district work to support student social and mental health needs.
 - Focus targeted curricular plans in the areas of math and reading instruction.
 - Implement Year 1 of the bilingual program.
 - Support for all students through DEI efforts outlined in the Disproportionality Plan and infused through the district priority areas.

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Priority #2 - Staff Learning, Supports, and Experiences

Prioritize efforts to enhance staff recruitment and retention

- This goal will be accomplished by strategically directed work in the following areas:
 - By the fall of 2025, bring all hourly employee groups to at least the average pay level when compared to comparable school districts and like positions.
 - Review, monitor, and develop plans based on data trends from the Annual Employee Climate Survey (first issuance was in 2022-2023), and staff retention data.
 - Expand and refine recruitment and applicant engagement practices.
 - Study viability of a "Grow Your Own" program.

Priority #3 - Budget and Finance

Establish a budget reflective of district priorities and school board budget parameters.

- This goal will be accomplished by strategically directed work in the following areas:
 - Maintain and annually review a 3-year budget prioritization process.
 - Manage referendum funds in line with approved projects, expenditures, and scopes of work.
 - Establish a long-term financial plan related to Operational Referendums.



District Priorities Continued

Priority #4 - Facilities, Growth, and Safety

Maintain facilities and learning environments that are safe and meet the growing needs of the district and community.

- This goal will be accomplished by strategically directed work in the following areas:
 - Manage the 2022 Referendum Projects in line with the approved scopes and timelines.
 - Update future student/community growth projections and maintain the vision for the long-range facility plan.
 - Continue the strategic work of the District/Community Safety Committee.

Priority #5 - Stakeholder Engagement

Continue with the implementation and enhancement of the Communication and Engagement Plan

- This goal will be accomplished by strategically directed work in the following areas:
 - Engage with stakeholders on the desired characteristics for the next superintendent, and keep the stakeholders informed as the process progresses.
 - Continue with student and staff learning sessions.
 - Establish a systemic approach to welcoming new families to the school district/community.
 - Review, monitor, and develop plans based on data trends from a Family Engagement/Satisfaction Survey (to be issued in 2023-2024).

Other

- Complete the review process of district policies with the Policy Committee by June 30, 2024.
- Continue to study future areas of growth – robotics and alternative pathways to graduation.



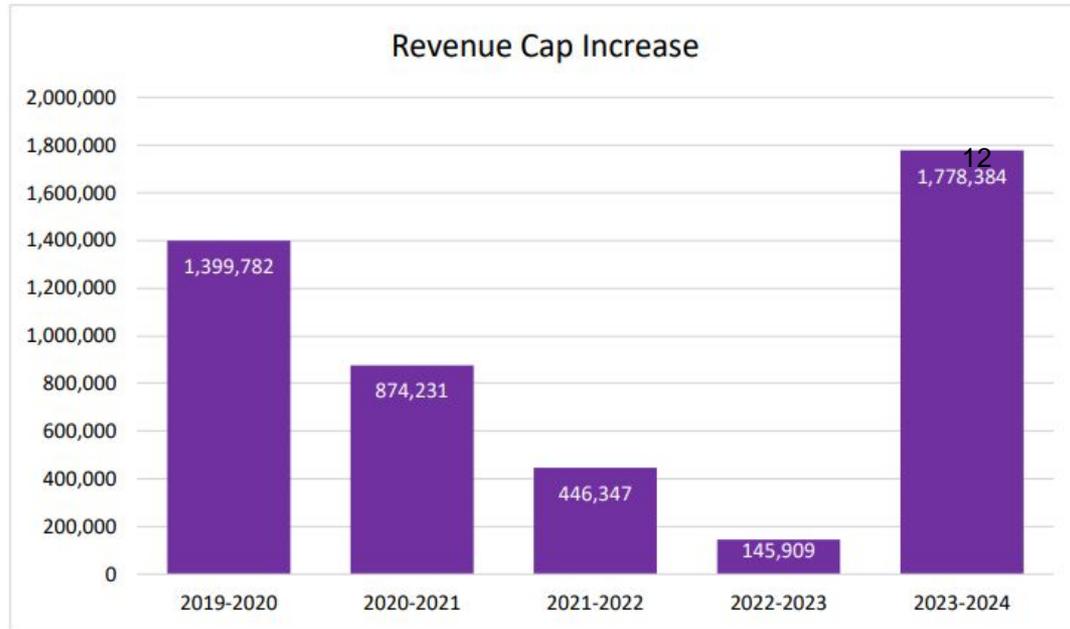
2023-25 State Budget - Revenue Cap

- The state revenue cap formula was increased by \$325/student for 2023-24 and 2024-25.
- The student categorical aid remained the same at \$742 for both years. 11
- The November 2022 operational referendum allowed the 2023-24 revenue limit to increase by up to \$3 million, followed by up to \$6 million in 2024-25.
- Waunakee's Fund 10 initial budget planning for 2023-24 was based on an increase of \$5,741,939
- The revenue cap is estimated to increase by \$5,594,352 and non-revenue cap revenues are estimated to increase by \$147,587.



2023-25 State Budget - Revenue Cap

A non-recurring referendum to exceed the revenue limit was approved at \$2,127,502 per year from 2019-20 through 2024-25 and another one was approved at \$1 million in 22-23, \$3 million in 23-24 and \$6 million in 24-25. These non-recurring amounts are not included in the numbers above.





2023-25 State Budget - State General Aid

- State general aid increased by \$137.9 million in 2023-24
- Waunakee is estimated to receive \$1.18 million increase in state general aid for 2023-24.
- Under the state revenue cap formula, increases or decreases in state general aid are offset by increases or decreases in the fund 10 local property tax levy.



2023-25 State Budget - Special Education Aid

- State special education aid increased to 33% for each year.
- Waunakee is estimated to receive a \$426,068 increase in state special education aid for 23-24.
- Under the school financing system, increases or decreases in state special education aid are offset by increases or decreases in the local transfer from the general fund 10 to the special education fund 27.



2023-25 State Budget - School Levy Credits

- Additional investment in school levy property tax credits in 2023-25 state budget.
- Estimate of increase for WCSD is \$1.9 million in additional levy credits.
- Budget committee is recommending increasing the fund 39 levy by \$1.9 million to keep a consistent school property tax levy

2. School Levy Property Tax Credit

- **Creates secs. 79.10(7m)(a)1.a., and 1.b., Wis. Stats.**
 - FY2024: \$1,195,000,000
 - Payments totaling \$940,000,000 on the 4th Monday in July 2023 for 2022 property tax levies
 - Payments totaling \$255,000,000 on the 1st Monday in May 2024 for 2023 property tax levies
 - FY2025: \$1,275,000,000
 - Payments totaling \$940,000,000 on the 4th Monday in July 2024 for the 2023 property tax levies
 - Payments totaling \$335,000,000 on the 1st Monday in May 2025 for the 2024 property tax levies
 - In each fiscal year thereafter – on the 4th Monday in July, distribute \$940,000,000 for the property tax levies of the calendar year immediately preceding the distribution
 - In each fiscal year thereafter – on the 1st Monday in May, distribute \$335,000,000 for the property tax levies of the calendar year immediately preceding the distribution
- **Amends sec. 79.10(7m), Wis. Stats.**
 - Removes reference to single payment date "on the 4th Monday in July"
- **Amends sec. 79.14, Wis. Stats., and appropriation amounts**
 - FY2024: \$1,195,000,000
 - FY2025: \$1,275,000,000
- **Effective – July 7, 2023**



2023-25 State Budget - Local Property Taxes

- School levy tax credits on property tax bills funded at \$1,195,000,000.
- School districts are not informed of levy credit amounts
- School district tax levies are certified without knowing the net tax rate
- Property wealthy/high spending districts receive more funding through tax credits than general school aids.



2023-24 - ESSER III

- The Waunakee Community school District was allocated \$3.7 million in ESSER III funds. These funds were spread out between the 2022-23 and 2023-24 fiscal years.
- These funds will pay for math and reading interventionists and HVAC system maintenance.



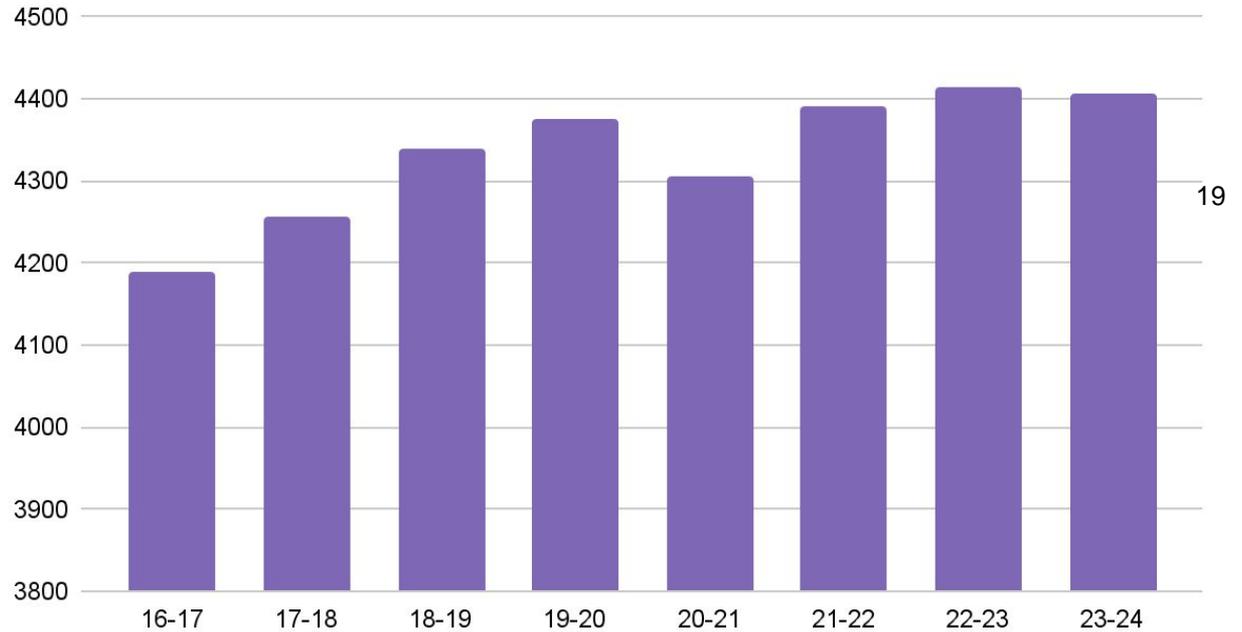
Enrollment Decrease

- Budget developed with an estimated increase of 9 students (total enrollment estimated at 4,423).
- Actual student count on September 15th identified a total enrollment of 4,406¹⁸
- 4,406 students can be compared to 4,414 students from September 2022
- The decrease for 2023-24 is 8 compared to the budget estimate of an increase of 9 students
- Click [here](#) for September 2023 student count data



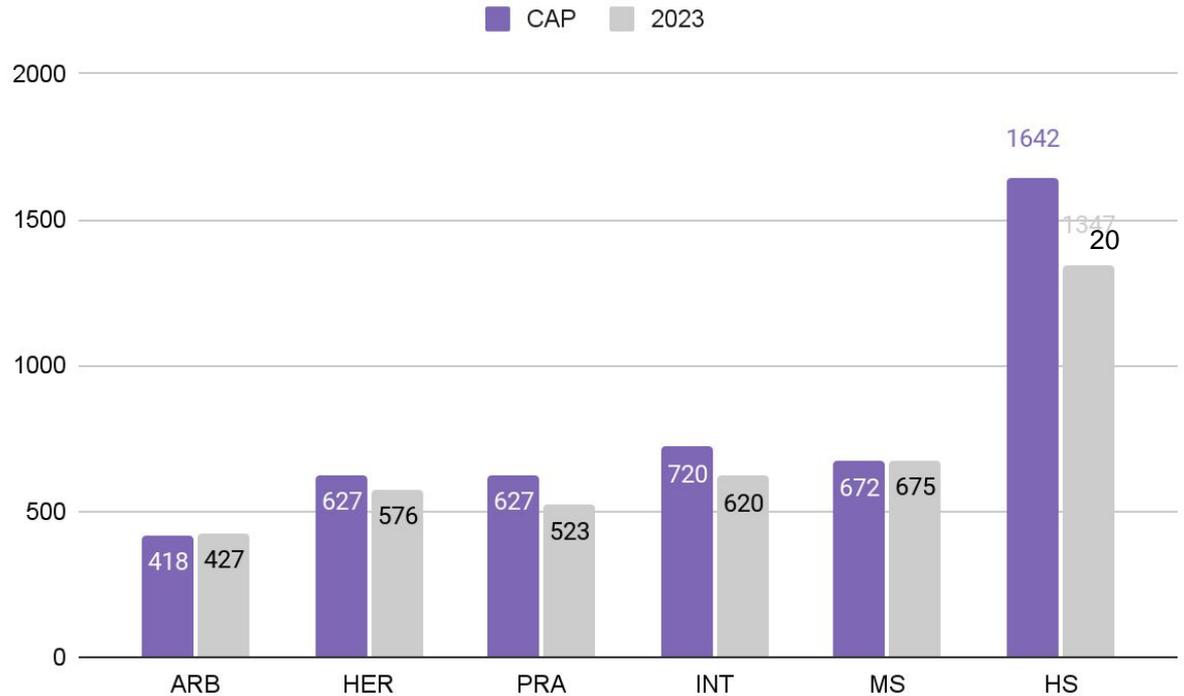
Enrollment Trends

Students





Building Capacity and Enrollment





Building Capacity and Enrollment

- The maximum capacity in 2023 is estimated to be 4,706.
- Current enrollment leaves maximum excess capacity of 300.



Expenditures (General Fund)

- 10% increase over 22-23 (budgeted).
- 10.0 FTE (full time equivalency) increase in staff.
- The School Board has approved 2023-24 salaries/wages with a 8% CPI increase²² and compensation system increases for teachers and classified staff members.
- The contingency fund of \$100,000 is included in the budget.

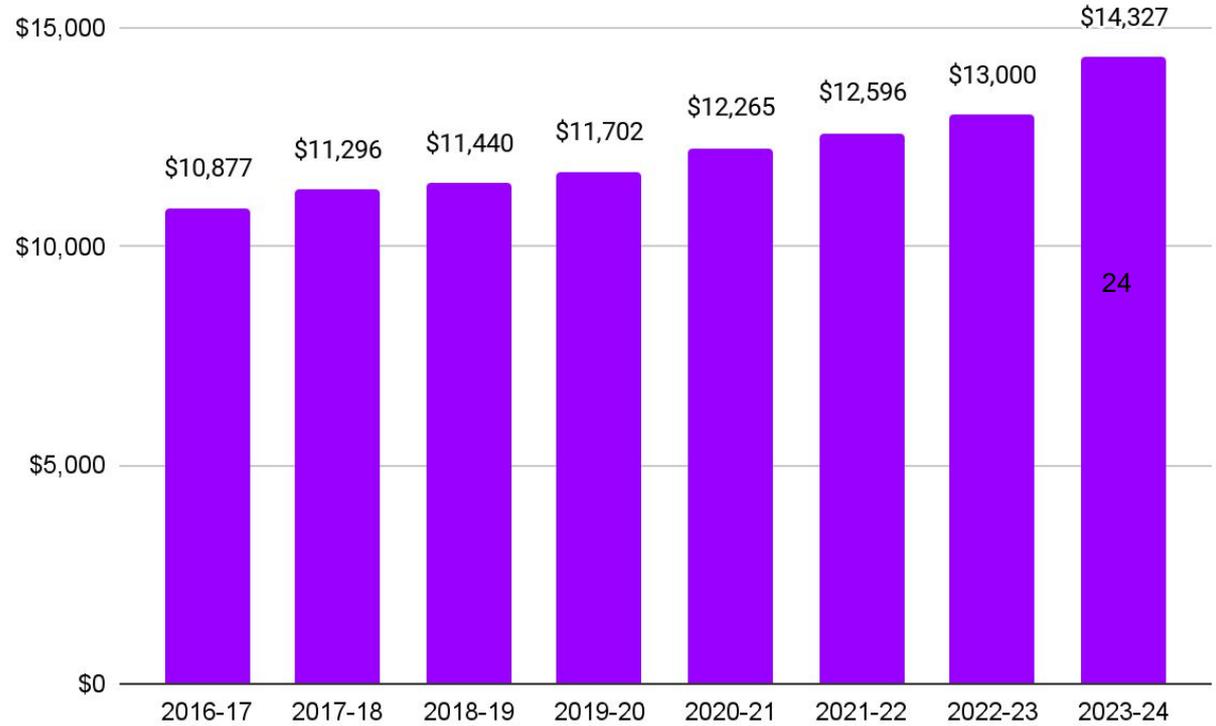


Expenditures (General Fund Actual)

- \$45,552,745 in 16-17
- \$48,074,659 in 17-18
- \$49,647,730 in 18-19
- \$51,207,365 in 19-20
- \$52,814,759 in 20-21
- \$55,312,385 in 21-22
- \$60,298,881 in 22-23
- \$63,124,805 in 23-24 (budgeted)



Cost per Pupil





Revenue (General Fund)

- State aid increases \$1,180,348 or 5%
- Local taxes increase \$4,414,004 or 16%
- Total increase of \$5,741,939 or 9.1% (over budget in 22-23)

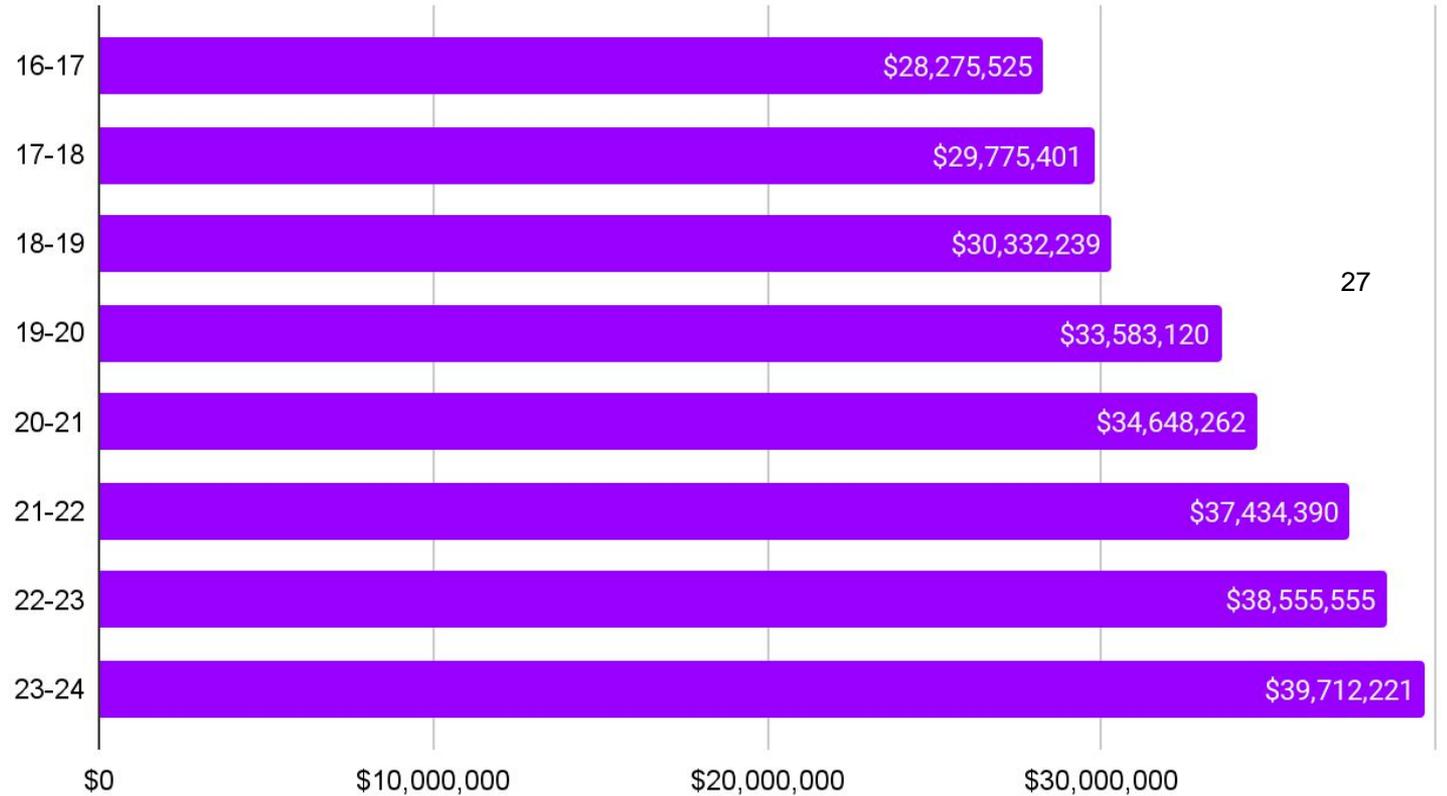


Revenue (General State Aid vs. Property Tax- Fund 10)

Year	% State Aid	% Per Pupil Aid	% Tax
16-17	44.9	2.2	47.1 ₂₆
17-18	43.0	3.9	47.0
18-19	41.4	5.5	45.3
19-20	40.6	6.0	45.4
20-21	37.5	5.8	48.1
21-22	40.3	5.5	44.4
22-23	41.9	5.3	41.6
23-24	39.7	4.9	44.7



Tax Levy





Equalized Tax Rate

- The 2022-23 equalized property values in the district were \$3,980,468,177.
- The 2022-23 tax rate was \$9.69 per \$1,000 of equalized value.
- The 2023-24 equalized property values in the district were estimated at \$4,099,882,222.
- The 2022-23 tax rate is estimated at \$9.69 per \$1,000 of equalized value.
- 2023-24 equalized property values increased to \$4,649,771,435 or 16.8% based on values provided by the state to school district.



2023-24 Tax Levy

Proposed Property Tax Levy			
FUND	Audited	Unaudited	Proposed
	2021-22	2022-23	2023-24
General Fund	24,967,299.00	23,818,251.00	28,232,255.00
Referendum Debt Service Fund	12,017,000.00	14,342,804.00	11,085,466.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	450,091.00	394,500.00	394,500.00
TOTAL SCHOOL LEVY	37,434,390.00	38,555,555.00	39,712,221.00
PERCENTAGE INCREASE --			
TOTAL LEVY FROM PRIOR YR	8.0%	3.0%	3.0%

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Step #5 Setting of the Levy and a Sufficient Tax Amount Requirements

[Wis.Stat.sec.120.12\(3\)\(a\)](#) and [\(c\)](#) require that on or before November 1, a school board must determine if the tax voted at the annual meeting is sufficient to operate and maintain the schools for the school year. If the amount so determined is not sufficient, the school board shall raise the tax. The board may lower the tax if the amount so determined exceeds requirements. The tax levy shall not exceed limits established by [Wis.Stat.sec.121.91](#). The taxes levied must be certified to municipalities on or before November 10.

- The school board clerk must set the levy and adopt an original budget on or before November 1st.
- The school board clerk must certify the levy to the municipalities on or before November 10th.



2023-24 Tax Levy

- The debt service tax levy is \$11,085,466 (the long-term financial plan peaks during 2028-2029 at \$14.1 million). The debt service levy includes \$0 identified as a debt service defeasance (also known as pre-paying existing debt).

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- ▶ ([§120.12\(4\)](#) Wis. Stats.) – amount necessary to meet any irrevocable tax obligations
 - ▶ Tax for Debt Retirement
- ▶ A School District is allowed to annually levy up to and including all outstanding principal & interest
- ▶ Additional Levy is used for reducing future property tax levies
 - ▶ Prepayment of Debt (if a call date has been met)
 - ▶ Defeasance (if we are ahead of the call date)



2023-24 Tax Levy

- The Capital Expansion Fund tax levy is \$0 as these funds have been moved to the General Fund.



Equalized Value (in Billions)

16-17 \$2.4 billion

17-18 \$2.6 billion

18-19 \$ 2.8 billion

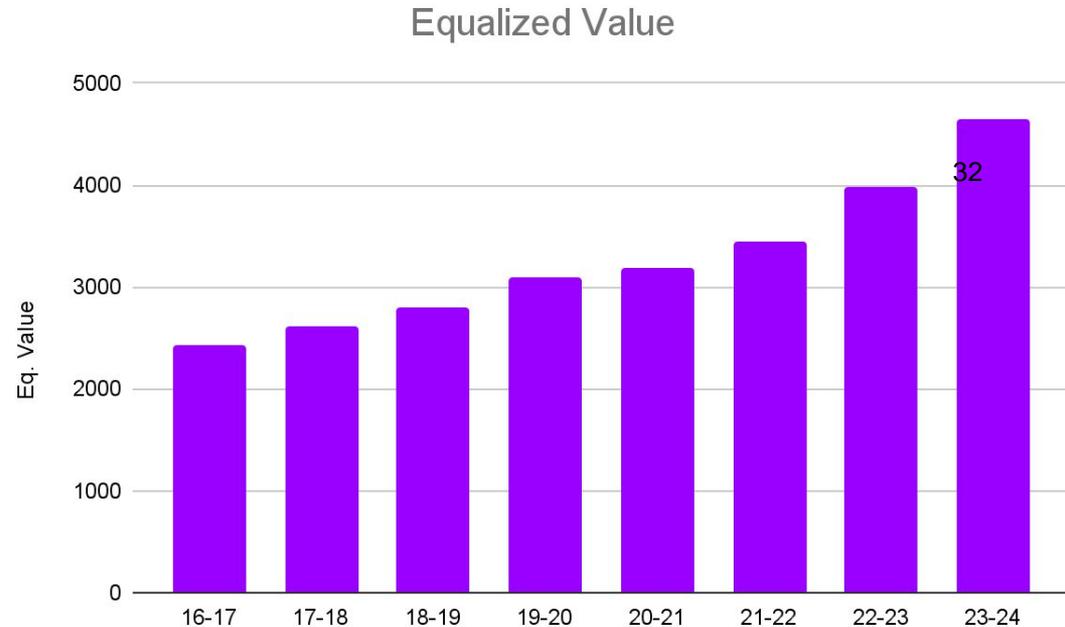
19-20 \$3.1 billion

20-21 \$3.2 billion

21-22 \$3.4 billion

22-23 \$3.9 billion

23-24 \$4.6 billion





Tax Rate - District Average Estimated Increase is \$0 on a \$360,000 home with 0% inflation





Equalized Value - October 1st, 2023

- The 2023-24 tax levy is estimated based on a 3% increase in the equalized property value in the District.
- The State of Wisconsin certifies the equalized property value on October 1, 2023.



Net New Construction Estimate

- Net new construction is estimated at 3.21%
- Increasing the levy from 3% to 3.21% generates an additional \$80,697 for Fund 39.

ESTIMATED 2023 Equalized Value Growth

2022 TID OUT EV	EST. GROWTH %	ESTIMATED 2023 TID OUT EV	EST. NNC %	ESTIMATED 2023 NET NEW CONSTRUCTION
\$3,980,468,177	16.33%	\$4,630,290,031	3.21%	35,127,581,768

2023 Estimated Growth %
3.21% Net New Construction
13.12% Inflationary
16.33% Total Growth

District Name	District Nmbr	County	MuniCode	Municipality	2022 TID OUT EV	EST. GROWTH %	ESTIMATED 2023 TID OUT EV	EST. NNC %	ESTIMATED 2023 NET NEW CONSTRUCTION
Waunakee Community	6181	Dane	13251	C. Madison	100,457,471	10.42%	110,924,382	2.22%	2,226,550
Waunakee Community	6181	Dane	13255	C. Middleton	180,054,687	5.70%	190,319,524	1.14%	2,544,100
Waunakee Community	6181	Dane	13022	T. Dane	30,629,193	11.00%	33,998,703	2.03%	622,628
Waunakee Community	6181	Dane	13056	T. Springfield	148,864,482	14.14%	169,907,147	1.04%	1,543,388
Waunakee Community	6181	Dane	13064	T. Vienna	166,326,640	10.45%	183,707,657	1.31%	2,174,359
Waunakee Community	6181	Dane	13066	T. Westport	930,700,704	18.61%	1,103,918,217	4.64%	55,451,000
Waunakee Community	6181	Dane	13191	V. Waunakee	2,423,435,000	17.09%	2,837,514,400	2.60%	63,019,743

Numbers shown are values provided by these specific municipalities and reflect actual values associated with the Waunakee Community School District

SOURCES FOR THESE ESTIMATES:

Wisconsin Department of Revenue: Fall School District Certification of Equalized Values - Tax Apportionment
 Wisconsin Department of Revenue: Report Used for Apportionment of County Levy
 Wisconsin Department of Revenue: Net New Construction

YEAR:

2022
 2023
 2023



Changes in Property Values Results in Property Tax “Shifts”

- Two types of property tax “shifts” can occur: between municipalities and within municipalities
- Between municipalities occur as equalized values change over time (the Town³⁶ of Westport paid 23.38% of school taxes in 2022-23, 22.98% in 2021-22, 22.7% in 2020-21 and 2019-20, 22.6% in 2018-19, and 23.1% in 2017-18.)
- Within municipalities occur as assessed values change
- Click [here](#) for Tax Levy information



District Fund 10 Fund Balance (Assets-Liabilities)

Year	Amount	% of Next Year's Budget
16-17	\$8.2 M	17.4% ⁷
17-18	\$7.4 M	15.3%
18-19	\$6.8 M	13.2%
19-20	\$6.4 M	11.7%
20-21	\$7.6 M	13.7%
21-22	\$8.7 M	15.1%
22-23	\$8.0 M	12.7%



Next Steps with 2023-24 Budget

The School Board must modify the budget based on:

- September enrollment count (4,406 compared to budget estimate of 4,423, which slightly decreases the revenue limit formula)
- Budget changes that have taken place since July 2023 (Cash flow borrowing expenses, open enrollment revenues and expenses, 4K expenses, transportation expenses, utilities, building budgets, summer school budget, district grants, personnel costs, etc.)
- Final district property values (\$4.6 billion compared to \$4.1 billion budget estimate, which decreases the tax rate.
- Final district revenue cap amount (\$53.4 million compared to budget estimate of \$53.5 million)



Next Steps with 23-24 Budget

- Final district state aid/property tax amount (State aid is \$24,685,494 compared to budget estimate of \$25,068,863 and property tax amount of \$41,692,918 compared to budget estimate of \$39,712,221)
- Final district tax rate \$8.97 (compared to estimated \$9.69)
- All of the changes will be completed by November 1, 2023 which is the last date possible to approve the budget and tax levy
- A special board meeting is scheduled for October 23rd to approve the budget and tax levy for 2023-24.



Budget/Financial Reviews

The budget/financial status of the district is reviewed by multiple internal and external groups including:

- School Board Treasurer - Jack Heinemann
- School Board Budget Committee (3 members)
- School Board (7 members)
- Department of Public Instruction
- External School Board Auditor (Wipfli)
- External Private Businesses (Moody's and Standard & Poor's Rating)
- Any citizen who wishes to review information



Budget/Financial Reviews

As an example:

- In December 2022, the district received an improved rating of AA- from Standard and Poors Global Ratings, which is up from the previous A1 rating.
- Click [here](#) for Bond Rating information under the Financial Transparency tab.

Credit Highlights

- S&P Global Ratings assigned its 'AA-' long-term rating to Waunakee Community School District, Wis.' approximately \$10 million series 2022 general obligation (GO) bonds
- At the same time, we affirmed our 'AA-' long-term rating on the district's GO bonds outstanding.
- The outlook is stable.

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Outlook

The stable outlook reflects S&P Global Ratings' expectation of credit stability, despite significant plans to issue additional debt, given the district's robust and growing economy and history of relatively stable reserves.

Downside scenario

We could take negative rating action if budgetary imbalance caused a material decline in reserves without a plan for timely replenishment.

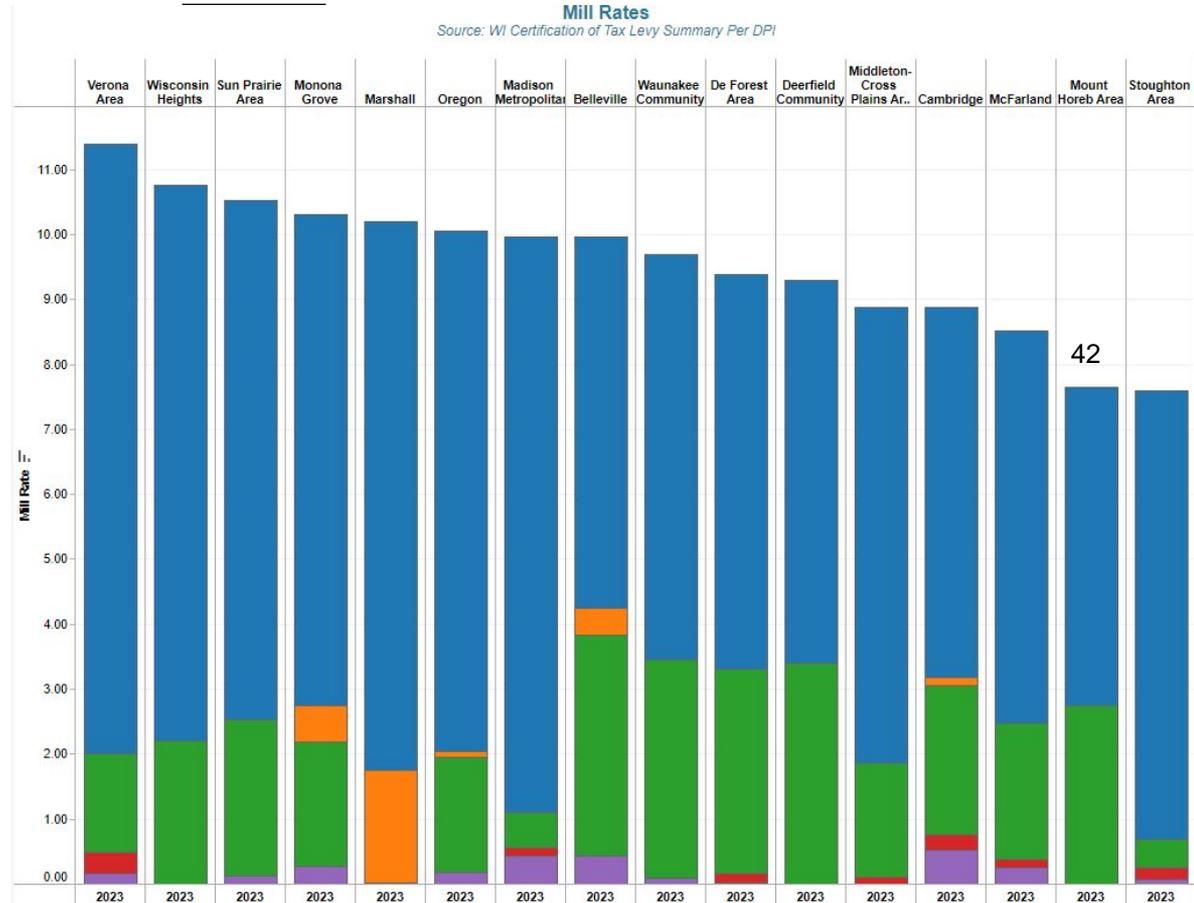
Upside scenario

Although we view such a scenario as unlikely over the outlook horizon, we could take positive rating action with moderation in the district's overall net debt burden and more formalized financial policies and practices, particularly



Dane County Tax Rate - 2022-23

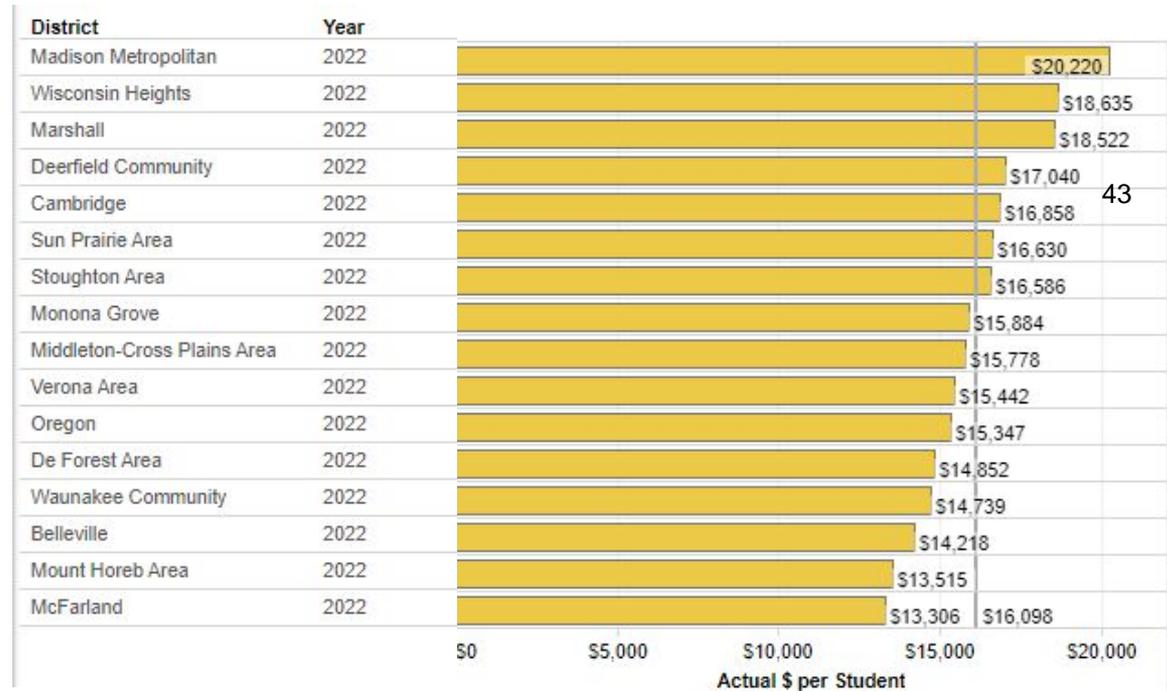
- 2021-22 tax rate was 6th highest in county
- 2022-23 tax rate was 9th in county





Dane County Cost/Student 2021-22

- 2020-21 spending was 5th lowest in county
- 2021-22 spending was 4th lowest in county
- Waunakee spends \$5.9 million below average





Budget Detail and Questions

- We will be happy to answer any questions you may have
- Click [here](#) for detailed budget information under the Budget Planning tab.



Long-term Financial Planning

- Expiration of non-recurring operational referendums
 - \$2.1 million - November 2020 to November 2024
 - \$1/\$3/\$6 million - November 2022 to November 2024
 - Total expiration of \$8.1 million prior to 2025-26 fiscal year
- Disconnect between state budget resources and operational costs of a public school
 - \$325/student equates to 2.9% revenue increase
 - Expenditure increases exceed 2.9% for major expenditures like CPI salary increases, compensation systems, transportation, utilities, benefits, etc.
 - Alignment of revenues and expenses would require either expenditure reductions or operational referendums
 - Below average compensation for hourly staff



Long-term Financial Planning

- Three year financial plan created without any resources available to fund the plan
- Operational referendum in November 2024 to replace expiring funds of \$8.1 million?
 - Backup date of April 2025
- Should next operational referendum question also address state budget resource gap and hourly pay gap?
- A community survey will be developed to address the following:
 - Recurring vs Non-recurring referendums
 - Property tax levy consistency
 - State budget resource gap
 - Hourly pay gap



Long-term Facility Planning

- Future growth and next steps— plan for high school campus, possible land search for future needs
- The new Heritage elementary school in September 2024
- The new middle school opens September 2026 and the high school will expand over to the existing middle school
- Only limited funds will be available for the creation of a high school campus
 - November 2026 referendum for high school campus?
 - 4th Elementary School – TBD



2022 Minutes

- Please review the minutes of last year's meeting
- Click [here](#) for last year's minutes under the Annual Meeting Reports tab.



Treasurer's Report

- Board Treasurer, Jack Heinemann, will review this report
- Action should be taken to accept the report
- Click [here](#) for last year's minutes under the Annual Meeting Reports tab.



Resolutions

- All need a motion and a second
- Please state your name for the minutes of the meeting



A. Student Fees Resolutions

Resolution A / Authorize the School Board to Charge Student Fees

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin is hereby directed to charge student fees, and at such cost as shall be set by said school board.

Introduced

by: _____

Seconded

by: _____

Dated: _____, 2023.



B. Board Salaries

Present Salaries

- President, Clerk, and Treasurer receive \$6,200 per year for all regular and special meetings, and committee meetings.
- All other Board Members receive \$5,600 per year for all regular and special meetings, and committee meetings.
- Reimbursement for expenses.
- Discussion regarding Board Members access to the District Wellness Clinic.



Resolutions

Resolution B / Board Salaries and Expenses

Be it resolved that the Board members of the Waunakee Community School District be paid a salary as stipulated below and be reimbursed for expenses incurred on district business when traveling outside of the district.

Salaries to be:

President, Clerk, Treasurer _____ (currently \$6,200 per year for all regular/special /committee meetings)

All other Board Members _____ (currently \$5,600 per year for all regular/special/committee meetings)

Introduced by: _____

Seconded by: _____

Dated: _____, 2023



C. School Lunch Program

- The Board needs authorization to conduct a food service program.



Resolutions

Resolution C / School Lunch Program

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin is hereby directed to furnish school lunches to any and all students of this district at such places and times, and at such cost as shall be set by said school board, and the school board is hereby authorized to pay any deficiency which may result from said lunch program (Section 120.10 (16)).

Introduced by: _____

Seconded by: _____

Dated: _____ 2023.



D. Legal Counsel

- Periodically it is necessary for the Board to seek legal advice and counsel. Your approval is necessary



Resolutions

Resolution D / Authorization for Legal Counsel

Be it resolved that the Board of Education of the Waunakee Community District be authorized to engage legal council to represent the district and provide legal advice to the district.⁵⁷

Introduced by: _____

Seconded by: _____

Dated: _____ 2023.



E. Annual Meeting Date

- You may set the date and hour for the next meeting or give the Board authority to do so.
- Discussion on changing date of 2024 Annual Meeting to the end of August or⁵⁸ early September, prior to the regular September board meeting.



Resolutions

Resolution E / 2024 Annual Meeting Date

Be it resolved that the Board of Education of the Waunakee Community School District be authorized to set the date and hour for the 2024 Annual Meeting within the guidelines established by Wisconsin Statutes or Be it resolved that the 2024 Waunakee Community School District Annual Meeting be held on _____, 2024. (Between the fourth Monday in July and the fourth Monday in October).

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Introduced by: _____

Seconded by: _____

Dated: _____ 2023.



F. Transportation

- The Board needs your approval to contract for bus service and/or operate its own buses.



Resolutions

Resolution F / Transportation

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin be authorized to purchase, operate and maintain transportation vehicles as well as contract for transportation services to provide transportation to students, including but not limited to students whose residence is located within two miles of the school the student attends, as per Board Policy.

Introduced by: _____

Seconded by: _____

Dated: _____ 2023.



G. Tax Levy

- The Board recommends a total levy of \$39,712,221 of which \$28,232,255 is for the general fund, \$11,085,466 is for debt service, \$0 for non-referendum debt service, \$0 is for the capital expansion fund, and \$394,500 is for community⁶² service.



Resolutions

Resolution G / Adoption of Levy Tax

Motion may be as follows: Mr. or Ms. Chairperson, I move that there be levied a school tax assessed against all taxable property within the Waunakee Community School District in the sum of ⁶³ \$39,712,221 necessary to operate and maintain the District School System and to finance the recommended budget for the 2023-2024 school year.

Introduced by: _____

Seconded by: _____

Dated: _____ 2023.



Questions/Information

- Please feel free to ask for information or answers of any Board member or administrator.



Thank you for coming this evening.

**Notice of Budget Hearing
(Section 65.90(4))**

Notice is hereby given to the qualified electors of the [Waunakee Community School District](#) that the budget hearing will be held at the [905 Bethel Circle Waunakee, WI 53597](#), on the 16 day of October, 2023, at 7 o'clock. The summary of the budget is printed below. Detailed copies of the budget are available for inspection in the District's office at 905 Bethel Circle Waunakee, WI 53597.

Dated this 27 day of September, 2023.

(Signed)

[Jusith Engebretson](#), District Clerk

**Notice for Annual District Meeting
(Section 120.08(1))**

Notice is hereby given to qualified electors of the Waunakee Community School District, that the annual meeting of said district for the transaction of business, will be held in 905 Bethel Circle Waunakee, WI 53597, on the 16 day of [October](#), 2023, at 7 o'clock. (Following the Budget Hearing)

[Judith Engebretson](#), District Clerk

BUDGET PUBLICATION, 2023-24
Required Published Budget Summary Format

A budget summary, notice of the place where the budget in detail may be examined, the time and place for a public hearing on the budget must be published or distributed under s. 65.90. The required minimum detail for the published summary is as follows:

GENERAL FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	7,494,823.14	8,695,445.45	8,022,096.97
Ending Fund Balance	8,695,445.45	8,022,096.97	8,022,096.97
REVENUES & OTHER FINANCING SOURCES			
Transfers-In (Source 100)	0.00	0.00	0.00
Local Sources (Source 200)	25,763,656.08	26,140,422.25	29,632,426.00
Inter-district Payments (Source 300 + 400)	2,065,781.10	2,023,803.43	2,226,756.00
Intermediate Sources (Source 500)	26,184.15	7,236.85	8,511.00
State Sources (Source 600)	26,515,721.04	27,966,510.20	29,153,744.00
Federal Sources (Source 700)	1,649,112.55	3,186,701.97	1,935,465.00
All Other Sources (Source 800 + 900)	489,561.02	300,857.54	167,903.00
TOTAL REVENUES & OTHER FINANCING SOURCES	56,510,015.94	59,625,532.24	63,124,805.00
EXPENDITURES & OTHER FINANCING USES			
Instruction (Function 100 000)	25,888,118.69	28,798,447.85	30,279,929.00
Support Services (Function 200 000)	21,591,892.61	23,553,240.19	24,062,456.00
Non-Program Transactions (Function 400 000)	7,829,382.33	7,947,192.68	8,782,420.00
TOTAL EXPENDITURES & OTHER FINANCING USES	55,309,393.63	60,298,880.72	63,124,805.00

SPECIAL PROJECTS FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	1,029,443.28	1,129,933.21	1,241,189.01
Ending Fund Balance	1,129,933.21	1,241,189.01	1,413,300.01
REVENUES & OTHER FINANCING SOURCES	10,422,516.23	11,121,256.70	12,167,973.00
EXPENDITURES & OTHER FINANCING USES	10,322,026.30	11,010,000.90	11,995,862.00

DEBT SERVICE FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	2,265,023.39	2,339,080.69	8,531,605.54
Ending Fund Balance	2,339,080.69	8,531,605.54	4,911,965.54
REVENUES & OTHER FINANCING SOURCES	12,286,853.45	14,198,435.35	11,090,466.00
EXPENDITURES & OTHER FINANCING USES	12,212,796.15	8,005,910.50	14,710,106.00

CAPITAL PROJECTS FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	1,173,399.37	807,447.02	101,681,312.49
Ending Fund Balance	807,447.02	101,681,312.49	45,681,312.49
REVENUES & OTHER FINANCING SOURCES	85.00	110,237,200.76	3,000,000.00
EXPENDITURES & OTHER FINANCING USES	366,037.35	9,363,335.29	59,000,000.00

FOOD SERVICE FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	0.00	138,416.28	0.00
Ending Fund Balance	138,416.28	0.00	23,065.00
REVENUES & OTHER FINANCING SOURCES	2,815,501.09	2,959,601.98	2,930,500.00
EXPENDITURES & OTHER FINANCING USES	2,677,084.81	3,098,018.26	2,907,435.00

COMMUNITY SERVICE FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	473,121.95	517,594.50	324,264.89
Ending Fund Balance	517,594.50	324,264.89	154,264.89
REVENUES & OTHER FINANCING SOURCES	656,195.02	616,430.10	653,200.00
EXPENDITURES & OTHER FINANCING USES	611,722.47	809,759.71	823,200.00

PACKAGE & COOPERATIVE PROGRAM FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
Beginning Fund Balance	0.00	0.00	0.00
Ending Fund Balance	0.00	(0.00)	0.00
REVENUES & OTHER FINANCING SOURCES	167,612.37	178,819.42	187,416.00
EXPENDITURES & OTHER FINANCING USES	167,612.37	178,819.42	187,416.00

Total Expenditures and Other Financing Uses

ALL FUNDS	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
GROSS TOTAL EXPENDITURES -- ALL FUNDS	81,666,673.08	92,764,724.80	152,748,824.00
Interfund Transfers (Source 100) - ALL FUNDS	6,219,981.98	6,365,644.08	7,147,996.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES -- ALL FUNDS	75,446,691.10	86,399,080.72	145,600,828.00
PERCENTAGE INCREASE – NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR		14.52%	68.52%

PROPOSED PROPERTY TAX LEVY

FUND	Audited 2021-22	Unaudited 2022-23	Budget 2023-24
General Fund	24,967,299.00	24,818,251.00	28,232,255.00
Referendum Debt Service Fund	12,017,000.00	13,342,804.00	11,085,466.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	450,091.00	394,500.00	394,500.00
TOTAL SCHOOL LEVY	37,434,390.00	38,555,555.00	39,712,221.00
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR		3.00%	3.00%

Minutes of Annual Meeting

The Board of Education Waunakee Community School District

A Annual Meeting of the Board of Education of Waunakee Community School District was held Monday, October 17, 2022, beginning at 7:00 PM in the Waunakee Community School District, 905 Bethel Circle, Waunakee, WI 53597.

I. Elect Chairperson to Conduct Budget Hearing and the Annual Meeting

Joan Ensign called the district hearing and annual meeting to order at 7:00PM

Present: Ms. Dotzler, Ms. Engebretson, Ms. Ensign, Mr. Frey, Mr. Heinemann, Mr. Hetzel, Mr. Hoefer

Ms. Ensign asked for nominations for the selection of a chairperson to conduct the budget hearing and annual meeting. A motion was made by Hoefer, second by Greg Gentz, to nominate Heinemann to serve as chairperson for the meeting. A motion was made by Engebretson, second by Hetzel, to nominate Ensign as chairperson for the meeting. Upon a hand vote Heinemann was elected chairperson of the 2022 Annual meeting.

II. Reading of the Official Notice of the Budget Hearing and the Annual Meeting

School District Clerk, Engebretson read the official notice of the budget hearing and annual meeting and noted its publication dates in the Waunakee Tribune

III. Budget Summary & District Goals Report - District Administrator and Executive Director of Operations

Steve Summers reviewed the budget summary. Randy Guttenberg reviewed the District goals of Maintaining Excellence and Foster High Student Achievement; Diversity, Equity and Inclusion; Referendum Planning; and Policy Review. Steve Summers answered questions from the public regarding budgeting and the upcoming referendum questions.

IV. Discussion and Review of Budget

Steve Summers shared information in review of the budget, explained the revenue cap and changes with the State budget and how it is effecting district budget planning.

Greg Gentz - referendum operational question

Erik Pearce – appreciate lowering mill rate concept.

V. Review of Minutes of the 2021 Annual Meeting

Chairperson Heinemann asked for a motion to approve the minutes from the 2021 Annual meeting. A motion was made by Hetzel, second by Hoefer, to approve the minutes as posted. Motion carried.

VI. Receive and Accept Treasurer's Report - Jack Heinemann, School District Treasurer reviewed the report.

VII. **Resolution A** - Authorize the School Board to Charge Student Fees

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin is hereby directed to charge student fees, and as such costs as shall be set by said school board

Introduced by: Brian Grabarski
Second by: Aaron May
Dated October 17, 2022
Motion Carried

VIII. Resolution B - Salaries and Expenses for School Board Officers

Be it resolved that the Board members of the Waunakee Community School District be paid a salary as stipulated below and be reimbursed for expenses incurred on district business when traveling outside of the district.

Salaries to be:

President, Clerk, Treasurer \$6,200 per year for regular/special/committee meetings.

All other Board Members \$5,600 per year for regular/special/committee meetings.

Introduced by: Jen Tasker

Second by: Erik Pearce

Date: October 17, 2022

Motion Carried. -21 yea - 1 nay

IX. Resolution C - School Lunch Program Authorization

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin is hereby directed to furnish school lunches to any and all students of this district at such places and times, and at such cost as shall be set by said school board, and the school board is hereby authorized to pay any deficiency which may result from said lunch program. (Section 120.10 (16)).

Introduced by: Tim Schell

Second by: Katie Dotzler

Date: October 17, 2022

Motion Carried.

X. Resolution D – Authorize the School Board to Engage Legal Counsel if Needed

Be it resolved that the Board of Education of the Waunakee Community School District be authorized to engage legal counsel to represent the district and provide legal advice to the district.

Introduced by: Robert McPherson

Second by: Dean Kaminski

Date: October 17, 2022

XI. Resolution E - Set Date and Hour for 2022 Annual Meeting or Authorize School Board to Set Date and Hour

Be it resolved that the Board of Education of the Waunakee community School District be authorized to set the date an hour for the 2023 Annual Meeting within the guidelines established by Wisconsin Statutes (Between the fourth Monday in July and the fourth Monday in October).

Introduced by: Tim Schell

Second by: Jen Tasker
Date: October 17, 2022
Motion Carried

XII. Resolution F – Transportation

Be it resolved that the Board of Education of the Waunakee Community School District, Dane County, State of Wisconsin be authorized to purchase, operate and maintain transportation vehicles as well as contract for the transportation services to provide transportation to students, including but not limited to students whose residence is located within two miles of the school the student attends, as per Board Policy.

Introduced by: Aaron May
Second by: Greg Gentz
Date: October 17, 2022
Motion Carried.

XIII. Resolution G - Adoption of Tax Levy

Be it resolved that there be levied a school tax assessed against all taxable property within the Waunakee Community School District in the sum of \$38,555,555 necessary to operate and maintain the District School System and to finance the recommended budget for the 2022-2023 school year.

Introduced by: Brian Grabarski
Second by: Joan Ensign
Date: October 17, 2022
Motion Carried.

XIV. Persons Attending Meeting May Request Information on Any Topic Relative to Current Policies and Proceedings of the Schools.

There were no questions or comments at this time.

XV. Adjournment

Motion was made by Katie Dotzler, second by Judy Engebretson to adjourn the meeting at 8:05 PM. Motion carried unanimously.

Respectfully Submitted by

Clerk

Date

WAUNAKEE COMMUNITY SCHOOL DISTRICT

2023 ANNUAL MEETING, OCTOBER 16, 2023

TREASURER'S REPORT

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BEGINNING FUND BALANCE</u>	<u>2022-2023 REVENUES</u>	<u>2022-2023 EXPENSES</u>	<u>ENDING FUND BALANCE</u>	<u>CHANGE IN FUND BALANCE</u>
10	General Fund	8,695,515.45	59,625,532.24	60,298,880.72	8,022,166.97	-673,348.48
20	Special Projects Funds	1,129,933.21	1,219,854.75	1,108,598.95	1,241,189.01	111,255.80
30	Debt Service Funds	2,339,080.69	14,198,435.35	8,005,910.50	8,531,605.54	6,192,524.85
40	Capital Projects Funds	807,447.02	110,237,200.76	9,363,335.29	101,681,312.49	100,873,865.47
50	Food Service Fund	138,416.28	2,959,601.98	3,098,018.26	0.00	-138,416.28
73	Employee Benefit Trust Fund	7,889,765.74	2,087,112.69	1,455,752.39	8,521,126.04	631,360.30
80	Community Service Fund	517,594.50	616,430.10	809,759.71	324,264.89	-193,329.61
90	Package and Cooperative Programs	0.00	178,819.42	178,819.42	0.00	0.00
	TOTAL ALL FUNDS	21,517,752.89	191,122,987.29	84,319,075.24	128,321,664.94	106,803,912.05

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The above numbers have been audited by the district's financial auditor, the firm WIPFLI.

The ending fund balance for Fund 10 is equal to 12.7% of the Fund 10 2023-24 expenditure budget.

The Fund 73 employee benefit trust fund is managed by American United Life at a 1.4% guaranteed rate of return through December 31st, 2023.