

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

Monday, August 26, 2024

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/UCIgebJT-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

Starting June 24, 2024 - August 30, 2024 the parking lot at 905 Bethel Circle will be under construction.

Visitors may park in the indicated spaces at Benda Welding (900 Bethel Circle), or Humane Restraint Co. (912 Bethel Circle). There will be very limited parking along Bethel Circle for brief visits. Please follow the signage to enter the building along the mulch path to the right of our driveway. If anyone has handicapped accessibility needs, please contact the district office during business hours at (608)849-2000 and we will accommodate you.

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 | 47 |
| III. Budget Summary - Director of Business Services | |
| IV. Review of Minutes of the 2023 Annual Meeting | 49 |
| V. Receive and Accept Treasurer's Report - Jack Heinemann, School District Treasurer | 52 |
| VI. Resolution A - Authorize the School Board to Charge Student Fees | |
| VII. Resolution B - Salaries and Expenses for School Board Officers | |
| VIII. Resolution C - School Lunch Program Authorization | |
| IX. Resolution D – Authorize the School Board to Engage Legal Counsel if Needed | |
| X. Resolution E - Set Date and Hour for 2025 Annual Meeting or Authorize School Board to Set Date and Hour | |
| XI. Resolution F - Transportation | |
| XII. Resolution G - Adoption of Tax Levy | |

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

XIV. 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

2024 Annual Meeting & Budget Hearing³

Date: Monday, August 26, 2024
Time: 7:00 PM
Location: District Administration &
Maintenance Center
Board of Education Room
905 Bethel Circle
Waunakee, WI 53597



Purpose of Annual Meeting

120.10 Powers of annual meeting. The annual meeting of a common or union high school district may:

- (1) **CHAIRPERSON AND CLERK.** Elect a chairperson and, in the absence of the school district clerk, elect a person to act as the clerk of the meeting.
- (2) **ADJOURNMENT.** Adjourn from time to time.
- (3) **SALARIES OF SCHOOL BOARD MEMBERS.** Vote annual salaries for school board members or an amount for each school board meeting the member actually attends.
- (4) **REIMBURSEMENT OF SCHOOL BOARD MEMBERS.** Authorize the payment of actual and necessary expenses of a school board member when traveling in the performance of duties and the reimbursement of a school board member for actual loss of earnings when duties require the school board member to be absent from regular employment.
- (5) **BUILDING SITES.** Designate sites for school district buildings and provide for the erection of suitable buildings or for the lease of suitable buildings for a period not exceeding 20 years with annual rentals fixed by the lease.
- (5m) **REAL ESTATE.** Authorize the school board to acquire, by purchase or condemnation under ch. 32, real estate and structures and facilities appurtenant to such real estate necessary for school district purposes.
- (6) **TAX FOR SITES, BUILDINGS AND MAINTENANCE.** Vote a tax to purchase or lease suitable sites for school buildings, to build, rent, lease or purchase and furnish, equip and maintain school district buildings. The tax may be spread over as many years as are required to pay any obligations approved or authorized at the annual meeting including rental payments due in future years under an authorized lease.
- (7) **TAX FOR TRANSPORTATION VEHICLES.** Vote a tax to purchase, operate and maintain transportation vehicles and to purchase liability insurance for such vehicles, and to finance contracts for the use and services of such vehicles.
- (8) **TAX FOR OPERATION.** Vote a tax for the operation of the schools of the school district.
- (9) **TAX FOR DEBTS.** Vote a tax necessary to discharge any debts or liabilities of the school district.
- (10) **SCHOOL DEBT SERVICE FUND.** Vote a tax to create a fund for the purpose of paying all current bonded indebtedness for capital expenditures. All money raised through taxation or otherwise collected pursuant to this subsection shall be deposited by the school district treasurer in a segregated fund. Such money shall not be used for any other purpose, except as provided by s. 67.11 (1), or be transferred to any other fund except by authorization by a two-thirds majority vote of the total number of electors of the school district.
- (10m) **SCHOOL CAPITAL EXPANSION FUND.** Vote a tax to create a fund for the purpose of financing all current and future capital expenditures related to buildings and sites. All money raised through taxation or otherwise collected pursuant to this subsection shall be deposited by the school district treasurer in a segregated fund. Such money shall not be used for any other purpose or be transferred to any other fund except by authorization by a majority vote of the electors present at a subsequent annual meeting and only if notice that the issue would be on the agenda was included in the notice of the subsequent annual meeting under s. 120.08 (1) (c).
- (11) **TAX FOR RECREATION AUTHORITY.** Vote a tax for the purposes specified in s. 66.0123.
- (14) **LEGAL PROCEEDINGS.** Direct and provide for the prosecution or defense of any action or proceedings in which the school district is interested.
- (15) **TEXTBOOKS.** Authorize the school board to furnish textbooks under conditions prescribed by the annual meeting or by the school board. The authorization shall continue in effect until revoked by a subsequent annual meeting.
- (16) **SCHOOL LUNCHESES.** Direct the school board to furnish school lunches to the pupils of the school district and appropriate funds for that purpose.
- (19) **CONSOLIDATION OF HIGH SCHOOLS.** In a union high school district, vote to consolidate schools or to discontinue a school where more than one high school is operated by the school district.

History: 1975 c. 39, 115, 199; 1977 c. 206; 1979 c. 301; 1981 c. 20; 1983 a. 207, 339; 1985 a. 29, 218; 1993 a. 184; 1999 a. 150 s. 672; 2015 a. 55.

An action may be instituted and maintained by a school district board without specific approval of the district when management, control, and conservation of school district property requires speedy application for process. *Joint School District No. 1 v. City of Chilton*, 78 Wis. 2d 52, 253 N.W.2d 879 (1977).

The power to convert an elementary school to another educational use is not granted by sub. (5) or (12). The school board has this power under s. 120.13 (1). *State ex rel. Waldeck v. Goedken*, 84 Wis. 2d 408, 267 N.W.2d 362 (1978).

Sub. (10) authorizes levying a tax for the purposes of current or future capital expenditures even without corresponding, existing bonded indebtedness. *Barth v. Board of Education*, 108 Wis. 2d 511, 322 N.W.2d 694 (Ct. App. 1982).

Nothing in sub. (6) limits a district from paying a building lease from a general fund raised by the levy of taxes under sub. (8) for school operations. *Dieck v. Unified School District*, 165 Wis. 2d 458, 477 N.W.2d 613 (1991).

Discussing a common school district's authority under sub. (12) to lease surplus property. 67 Atty. Gen. 332.



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.⁷



Budget Timeline

- 3rd draft of the budget approved by school board on July 8th, 2024
 - 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 \$44.5 million, an equalized property value increase of 4.5%, and a tax rate of \$9.16
 - This is the budget version published in the Waunakee Tribune for the budget hearing/annual meeting
- On October 28th, the school board will approve the budget and tax levy utilizing final budget data instead of estimated data.



Budget Timeline

I. 2024-2025 BUDGET TIMELINE

December 7	Review enrollment projection scenarios with the Budget Committee Review budget planning process with the Budget Committee
December 12	Review budget planning process with the Administrative Cabinet
January 2-5	Review expenditure projection scenarios with the Budget Committee
January 9	Review budget planning process with the Administrative Cabinet
January 10	Open budget planning process to Administrative Cabinet
January 26	Budget planning requests due
February 5-9	Present first draft of the budget planning process to the Budget Committee
March 4-8	Present second draft of the budget planning process to the Budget Committee
March 11	Present budget planning process to the School Board for approval
March 12	Distribute approved budget planning process to the administrative cabinet
March 15 – Apr. 15	Building/department level budget development
April 3-22	Preparation of the first draft of the budget Budget meetings with administrators as necessary
April 22-26	Special School Board/Leadership Team meeting to review 2024-25 budget process
May 6-10	First draft of the budget to the Budget Committee
May 13	First draft of the budget to the School Board School Board approves 2024-25 student fees School Board approves 2024-25 insurance benefits
May 14-31	Staff presentations on the budget process
June 3-7	Second draft of the budget to the Budget Committee
June 10	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 2-5	Third draft of the budget to the Budget Committee
July 8	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
August 26	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
September 20	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 15-18	Present budget changes and tax levy changes to the Budget Committee
October 21	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



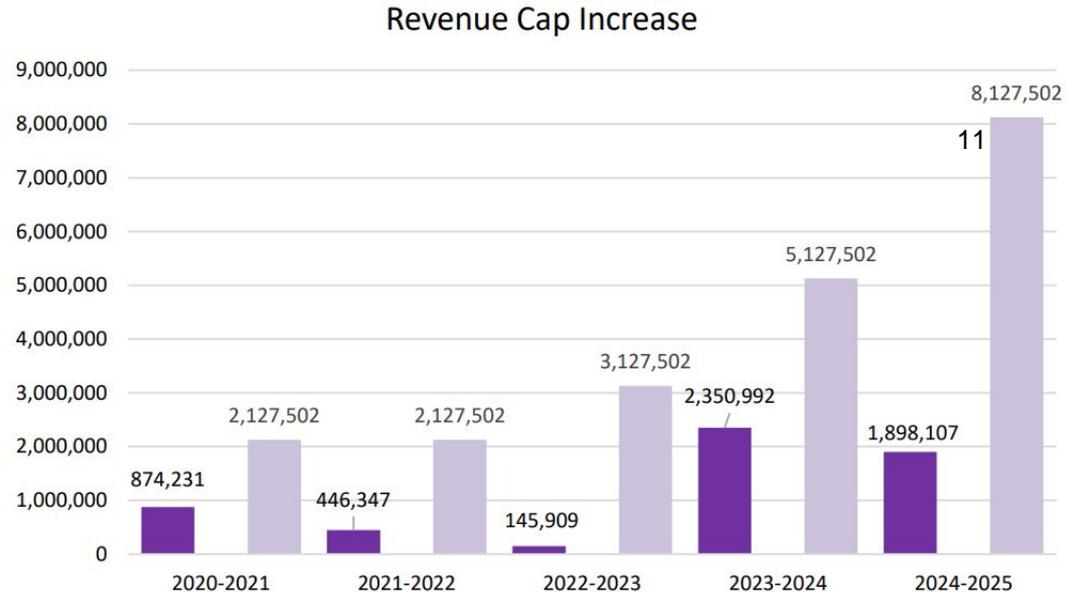
2023-25 State Budget - Revenue Cap

- The state revenue cap formula was increased by \$325/student for 2024-25.
- The student categorical aid remains the same at \$742.
- The November 2022 operational referendum allowed the 2024-25 revenue limit to increase by up to \$6 million.
- Waunakee's Fund 10 initial budget planning for 2024-25 was based on an increase of \$3,738,037.
- The revenue cap is estimated to increase by \$4,898,107 and non-revenue cap revenues are estimated to decrease by \$1,160,070 (primarily ESSER III).



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 shown in light purple.





2023-25 State Budget - State General Aid

- Waunakee is estimated to receive \$129,467 increase in state general aid for 2024-25.
- 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.¹²



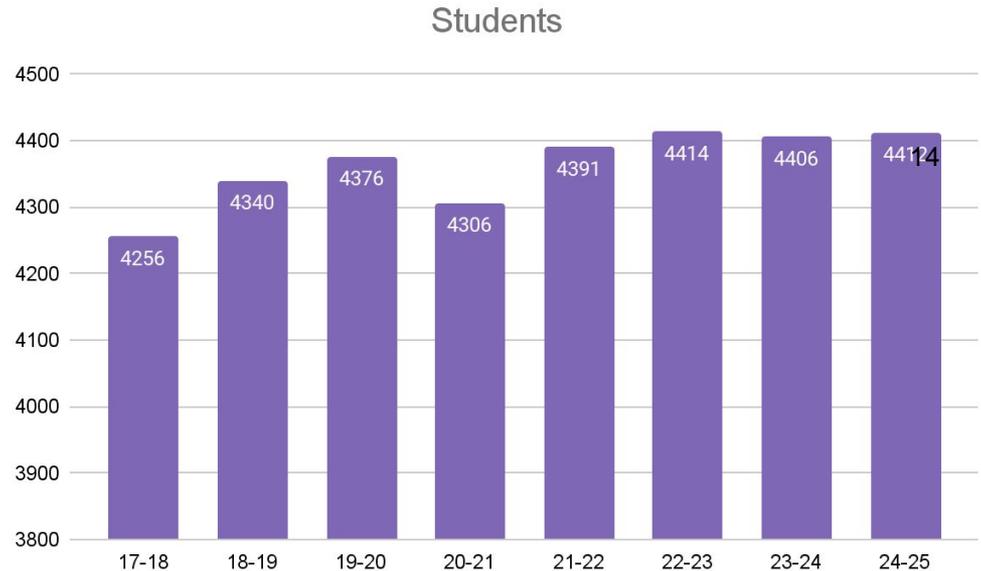
2023-25 State Budget - Special Education Aid

- State special education aid increased to 32.4%.
- Waunakee is estimated to receive a \$566,103 increase in state special education aid for 24-25.
- 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.



Enrollment Increase

- Budget developed with an estimated increase of 6 students (total enrollment estimated at 4,412).
- 4,412 students can be compared to 4,406 students from September 2023





Expenditures (General Fund)

- 6% increase over 23-24 (budgeted).
- 7.0 FTE (full time equivalency) increase in staff.
- The School Board has approved 2024-24 salaries/wages with a 4.12% CPI increase and compensation system increases for teachers and classified staff members.
- The contingency fund of \$100,000 is included in the budget.

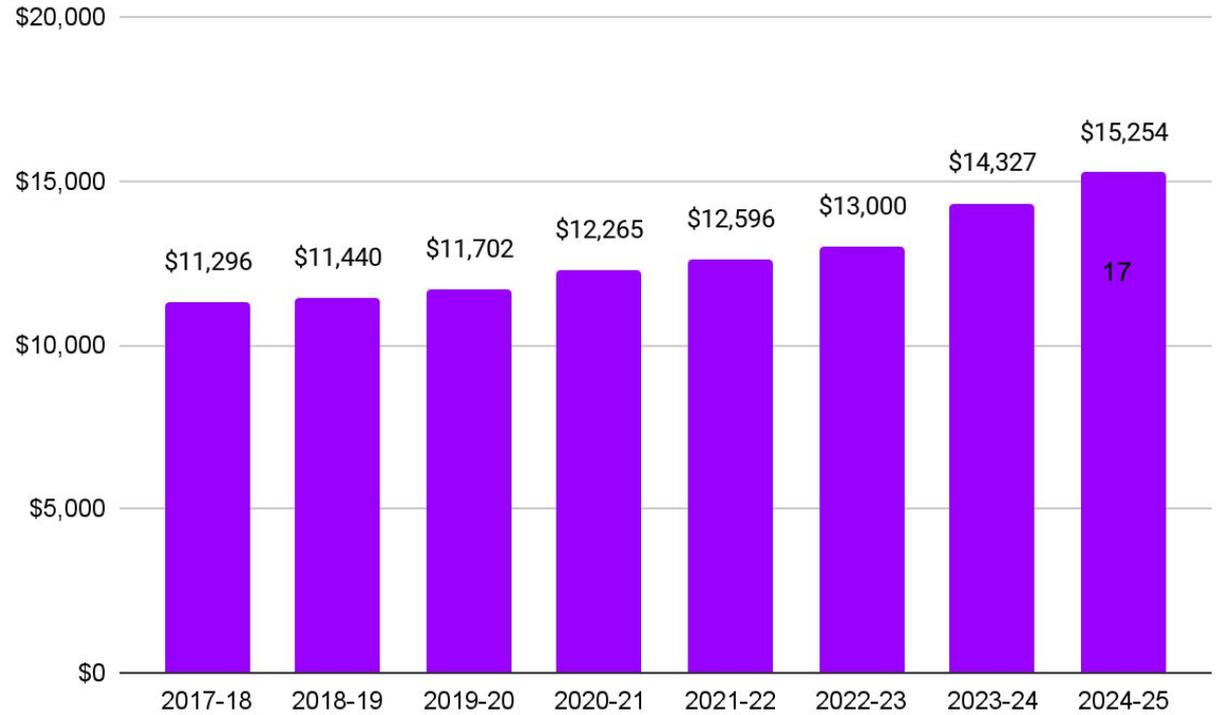


Expenditures (General Fund Actual)

- \$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
- \$67,302,900 in 24-25 (budgeted)



Cost per Pupil



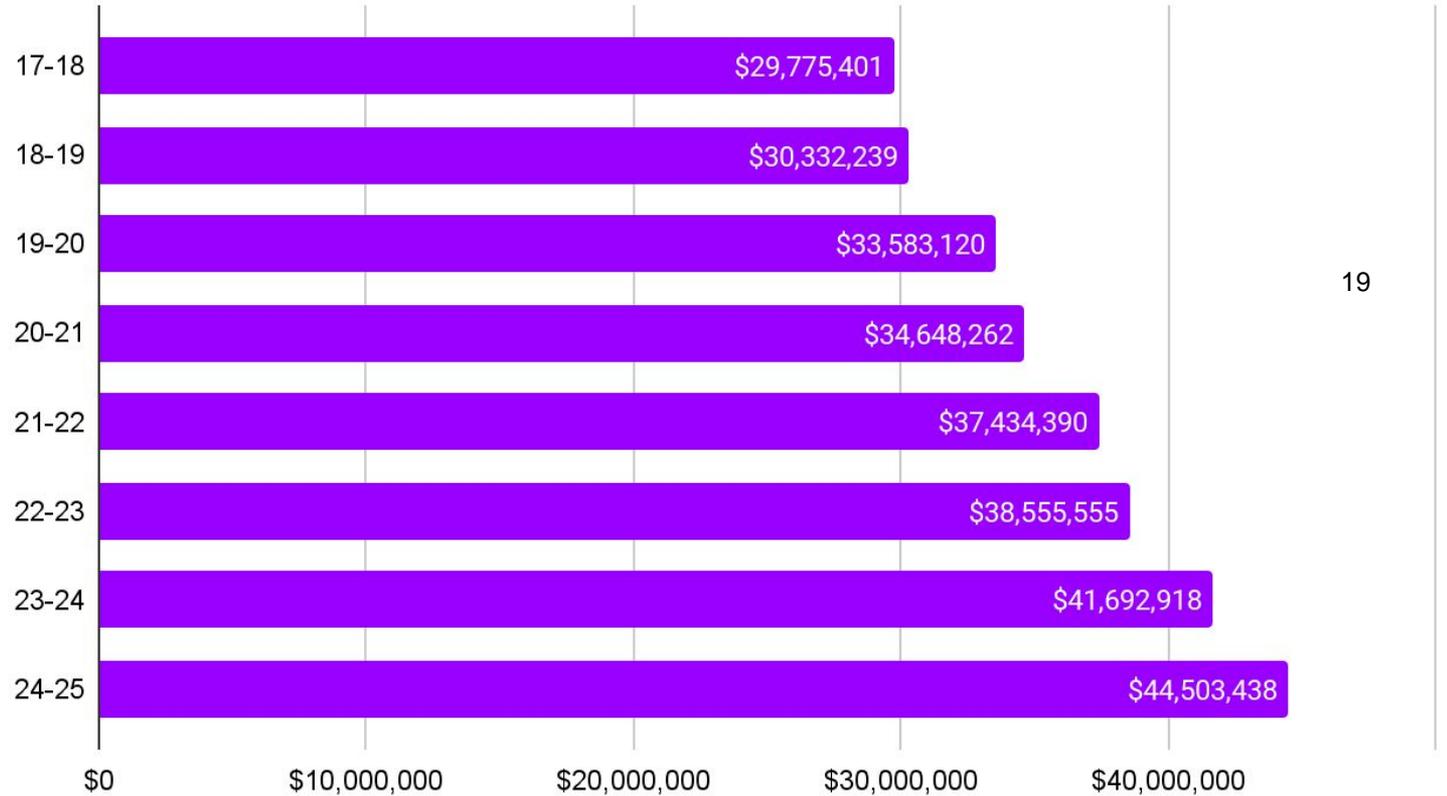


Revenue (General Fund)

- State aid increases \$129,467 or 1%
- Local taxes increase \$4,768,640 or 14%
- Total increase of \$3,738,037 or 5.5% (over budget in 23-24)



Tax Levy





Equalized Tax Rate

- The 2023-24 equalized property values in the district were \$4,649,768,435.
- The 2023-24 tax rate was \$8.97 per \$1,000 of equalized value.
- The 2024-25 equalized property values in the district are estimated at \$4,857,264,578.
- The 2024-25 tax rate is estimated at \$9.16 per \$1,000 of equalized value.



2024-25 Tax Levy

Proposed Property Tax Levy			
FUND	Audited	Unaudited	Proposed
	2022-23	2023-24	2024-25
General Fund	23,818,251.00	28,460,117.00	33,228,757.00
Referendum Debt Service Fund	14,342,804.00	12,838,301.00	10,699,681.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	394,500.00	394,500.00	575,000.00
TOTAL SCHOOL LEVY	38,555,555.00	41,692,918.00	44,503,438.00
PERCENTAGE INCREASE --	8.0%	8.1%	6.7%
TOTAL LEVY FROM PRIOR YR			

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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.



2024-25 Tax Levy

- The debt service tax levy is \$10,699,681. 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)



Equalized Value (in Billions)

17-18 \$2.6 billion

18-19 \$ 2.8 billion

19-20 \$3.1 billion

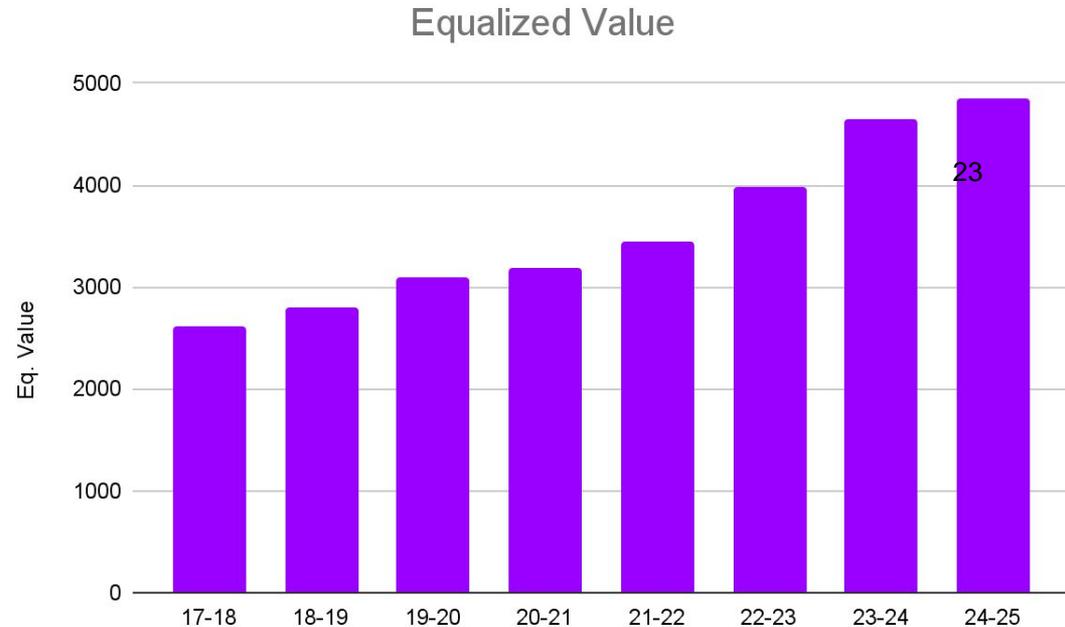
20-21 \$3.2 billion

21-22 \$3.4 billion

22-23 \$3.9 billion

23-24 \$4.6 billion

24-25 \$4.8 billion





Tax Rate - District Average Estimated Increase is \$95 on a \$500,000 home with 0% inflation





Equalized Value - October 1st, 2024

- The 2024-25 tax levy is estimated based on a 4.5% increase in the equalized property value in the District.
- The State of Wisconsin certifies the equalized property value on October 1, 2024.



District Fund 10 Fund Balance (Assets-Liabilities)

Year	Amount	% of Next Year's Budget
17-18	\$7.4 M	15.3% ⁶
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%
23-24	\$6.5 M	9.7%

23-24 fund balance is preliminary



Next Steps with 2024-25 Budget

The School Board must modify the budget based on:

- September enrollment count on September 20, 2024
- Budget changes that have taken place since July 2024 (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
- Final district revenue cap amount



Next Steps with 2024-25 Budget

- Final district state aid/property tax amount
- Final district tax rate
- All of the changes will be completed by November 1, 2024 which is the last date²⁸ possible to approve the budget and tax levy
- A special board meeting is scheduled for October 28th to approve the budget and tax levy for 2024-25.



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 30
- At the same time, we affirmed our 'AA-' long-term rating on the district's GO bonds outstanding.
- The outlook is stable.

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



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
- Below average compensation for hourly staff
- Disconnect between state budget resources and operational costs of a public school
 - \$325/student equates to 2.1% revenue increase
 - Expenditure increases exceed 2.1% 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
- Address declining fund 10 fund balance percentage



What did the School Board Approve for the November 5, 2024 Election?

Funding Initiatives	2025-26	2026-27
Maintaining current programs/services (recurring)	\$8.1 million	\$8.1 million
Increasing hourly employee compensations (recurring)	\$500,000	\$1,000,000
Increasing employee compensation costs (non-recurring)	\$1.05 million	\$2.1 million
Total	\$9.65 million	\$11.2 million



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.



2023 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: _____, 2024.



B. Board Salaries

Present Salaries

- President, Clerk, and Treasurer receive \$6,696 per year for all regular and special meetings, and committee meetings.
- All other Board Members receive \$6,048 per year for all regular and special meetings, and committee meetings.
- Reimbursement for expenses.
- In 2023, the motion for Board salaries increased the amount by the approved CPI increase and provided 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 \$6,696 per year for all regular/special /committee meetings)

All other Board Members _____ (currently \$6,048 per year for all regular/special/committee meetings)

Introduced by: _____

Seconded by: _____

Dated: _____, 2024



C. School Lunch Program

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

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: _____ 2024.



D. Legal Counsel

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

Resolution D / Authorization for Legal Counsel

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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.

Introduced by: _____

Seconded by: _____

Dated: _____ 2024.



E. Annual Meeting Date

- Administrative request to keep the 2025 Annual Meeting at the end of August for cash flow borrowing purposes.

Resolution E / 2025 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 2025 Annual Meeting within the guidelines established by Wisconsin Statutes or Be it resolved that the 2025 Waunakee Community School District Annual Meeting be held on _____, 2025. (Between the fourth Monday in July and the fourth Monday in October).

Introduced by: _____

Seconded by: _____

Dated: _____ 2024.



F. Transportation

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

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: _____ 2024.



G. Tax Levy

- The Board recommends a total levy of \$44,503,438 of which \$33,228,757 is for the general fund, \$10,699,681 is for debt service, and \$575,500 is for community service.

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 \$44,503,438 necessary to operate and maintain the District School System and to finance the recommended budget for the 2024-2025 school year.

Introduced by: _____

Seconded by: _____

Dated: _____ 2024.



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 905 Bethel Circle Waunakee, WI 53597 on the 26 day of August, 2024, 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 6 day of August, 2024.

(Signed)

Judith 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 at 905 Bethel Circle Waunakee, WI 53597, on the 26 day of, August, 2024 at 7 o'clock.

Judith Engebretson, District Clerk

Minutes of Annual Meeting

The Board of Education Waunakee Community School District

An Annual Meeting of the Board of Education of Waunakee Community School District was held Monday, October 16, 2023, 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, Ms. Heinrichs, Mr. Hetzel.

Ms. Ensign asked for nominations for the selection of a chairperson to conduct the budget hearing and annual meeting. A motion was made by Peggy Hill-Breunig, second by Dotzler, to nominate Ensign as chairperson for the meeting. Upon receiving no other nominations Ensign was elected as chairperson of the 2023 Annual Meeting.

II. Reading of the Official Notice of the Budget Hearing and the Annual Meeting. School District Clerk, Engebretson read the official notices and noted the publication dates in the Waunakee Tribune

III. Budget Summary & District Goals Report - District Administrator and Director of Business Services

Allie Dye reviewed the budget summary. Randy Guttenberg reviewed the district goals. Steve Summers reviewed Long Term Financial Planning.

IV. Discussion and Review of Budget

Allie Dye shared information in review of the budget, explained the revenue cap and changes with the state budget.

V. Review of Minutes of the 2022 Annual Meeting

Chairperson Ensign asked for a motion to approve the minutes from the 2022 Annual Meeting. A motion was made by Heinrichs, second by Hetzel, 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 at such costs as shall be set by said school board.

Introduced by: Tim Schell

Second by: Dean Kaminski

Date: October 16, 2023

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 that is stipulated below, this salary reflects the amount of CPI increase staff received for the 2023-2024 school year. Board members may also be reimbursed for expenses incurred on district business when traveling outside the district and may use the wellness clinic as outlined.

Salaries to be:

President, Clerk, Treasurer	\$6696.00 per year for regular/special/committee meetings
All other Board members	\$6048.00 per year for regular/special/committee meetings.

Introduced by: Tim Schell

Second by: Dan Carter

Date: October 16, 2023

Motion Carried - 14 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 costs 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: Peggy Hill-Breunig

Second by: Brian Grabarski

Date: October 16, 2023

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: Dean Kaminski

Second by: Dan Carter

Date: October 16, 2023

Motion Carried.

XI. Resolution E - Set Date and Hour for 2024 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 and hour for the 2024 Annual Meeting within the guidelines established by Wisconsin Statutes (Between the fourth Monday in July and the fourth Monday in October).

Introduced by: Brian Grabarski

Second by: Tim Schell

Date: October 16, 2023

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 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: Dan Carter
Second by: Dean Kaminski
Date: October 16, 2023
Motion Carried

XIII. Resolution G - Adoption of Tax Levy

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 \$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: Peggy Hill-Breunig
Second by: Brian Grabarski
Date: October 16, 2023
Motion Carried.

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

Peggy Hill-Breunig commented on the amazing service Randy Guttenberg has given the WCSD since 2008.

XV. Adjournment

A motion was made by Jack Heinemann, second by Katie Dotzler, to adjourn the meeting at 7:46PM. Motion carried unanimously.
Respectfully Submitted by:

Clerk

Date

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
2024 ANNUAL MEETING, AUGUST 26, 2024
TREASURER'S REPORT**

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BEGINNING FUND BALANCE</u>	<u>2023-2024 REVENUES</u>	<u>2023-2024 EXPENSES</u>	<u>ENDING FUND BALANCE</u>	<u>CHANGE IN FUND BALANCE</u>
10	General Fund*	8,022,096.97	64,037,278.80	65,499,473.12	6,559,902.65	-1,462,194.32
20	Special Projects Funds	1,241,189.01	12,297,730.65	12,289,442.86	1,249,476.80	8,287.79
30	Debt Service Funds	8,531,605.54	13,180,245.94	14,381,689.81	7,330,161.67	-1,201,443.87
40	Capital Projects Funds*	101,681,312.49	3,760,593.79	66,139,935.24	39,301,971.04	-62,379,341.45
50	Food Service Fund	0.00	2,962,497.26	2,962,497.26	0.00	0.00
73	Employee Benefit Trust Fund	8,521,126.04	1,494,757.75	1,080,180.81	8,935,702.98	414,576.94
80	Community Service Fund	324,264.89	596,521.43	841,402.19	79,384.13	-244,880.76
90	Package and Cooperative Programs	0.00	186,860.37	186,860.37	0.00	0.00
	TOTAL ALL FUNDS	128,321,594.94	98,516,485.99	163,381,481.66	63,456,599.27	-64,864,995.67

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The above numbers are being audited by the district's financial auditor, the firm WIPFLI.

The ending fund balance for Fund 10 is equal to 9.7% of the Fund 10 2024-25 expenditure budget.

*** The budget committee/school board will be reviewing the allocation of districtwide maintenance expenses between funds 10 and 49.**

The Fund 73 employee benefit trust fund is managed by American United Life at a 1.65% guaranteed rate of return through December 31st, 2024.