

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION**

Budget Committee
Monday, May 7, 2012
6:00 p.m.

District Administrative and Maintenance Center
905 Bethel Circle
Waunakee, WI 53597

Minutes:

I. Call to Order

The meeting was called to order at 6:25 p.m. by Chairperson Gary Epping.

II. Roll Call

Committee members Epping, Waner, and Hill-Breunig were present. Administrators Guttenberg and Summers were present.

III. Approval of Agenda

Motion by Hill-Breunig seconded by Waner to approve the agenda. Motion passed 3-0.

IV. Public Comments

There were no public comments.

V. 2012-2013 Budget Process

A. Review Budget Timeline

Summers reviewed the next steps in the budget process. The first draft of the budget will be presented at the May 14th School Board meeting.

B. Review Student Fees

Summers presented a draft of the student fees. The draft included an increase to supplies and materials fees, high school co-curricular fees, lunch fees and a new middle school and high school football equipment fee. The budget committee revised the supply and materials fees, and reinstated a high school co-curricular fee maximum. Motion by Waner seconded by Hill-Breunig to recommend the revised fees to the School Board. Summers reviewed a proposal for activity passes as requested by Brian Smith. Guttenberg reviewed facility use fees. Facility use fees have been separated from the policy. Motion by Hill-Breunig seconded by Waner to recommend the facility use fees to the School Board. All fees will be forwarded to the School Board at the May 14th meeting.

C. Review Fund 50 Budget

Summers reviewed the proposed food service budget and upcoming changes to the food service program. The Budget Committee supported a \$.15 increase in lunch costs, but revised the fees to include a \$.15 increase to adult lunch fees.

D. Fund 39 Refinancing Options

Summers reviewed Fund 39 refinancing options. Proposals from Robert W. Baird and PMA were discussed. The Budget Committee recommends moving forward with a refinancing from the current financial advisor, Robert W. Baird.

E. Review First Draft of the Budget

Summers reviewed the highlights of the first draft of the budget. The topics reviewed included the new Fund 41, property taxes/state equalization aid, FTE changes, and the Fund 39 refinancing. The first draft of the budget will move forward to the School Board as presented.

VI. 2011-2012 Budget Update

Summers reviewed the status of the end of year spending. The projected end of year balance is \$0.

VII. Discussion/Action on Proposals

A. Review Business Insurance Proposals

Summers reviewed the business insurance proposals. The recommended proposal is from EMC through Murphy Insurance in Waunakee. The EMC policy does have differences from the current liability policy through CIC. The budget committee requested information on options that address the differences. The EMC policy will be forwarded to the School Board for approval.

VIII. Other Items for Discussion

A. Review Membership Audit

Summers reviewed the membership audit report. The audit identifies one error in the September count, and no errors in the January count or summer school count.

IX. Adjourn

Motion by Waner seconded by Hill-Breunig to adjourn the meeting at 7:45 p.m.
Motion passed 3-0.

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