

WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
Budget Committee
Thursday, December 11, 2008
4:00 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 4:00 p.m. by Committee Chair Kruschek.

II. Roll Call

Committee members Kruschek, Statz and Esser were present. Administrators Summers and Guttenberg were present.

III. Approval of Agenda

Motion by Statz seconded by Esser to approve the agenda. Motion passed 3-0.

IV. Public Comments

There were no public comments.

V. 2009-2010 Budget Process

- A. Review Draft Timeline
- B. Review Draft Forecast
- C. Review Draft Guidelines
- D. Review Planning Alternatives

The committee reviewed the 2009-10 budget planning process. The draft timeline, forecast, and guidelines were discussed. The committee recommended revising the budget timeline by including a second Special School Board meeting on the budget in late April. The committee also discussed including budget reallocations/reductions as a component of the budget planning process. Summers reviewed budget forecasts with estimated student enrollment increases of 2.8%, 2.0%, and 1%.

Summers also reviewed budget guidelines based on the 1% student enrollment increase. The budget guidelines no longer include automatic formula based budget increases for staffing or building/department budgets. The budget committee supported moving ahead with budget planning based on the 1% student enrollment increase. Summers reviewed a budget planning model available from a vendor that is more detailed and expensive than the current budget planning model. There are no plans to consider this model at this time.

Summers also reviewed the plans to react to any state legislative activity. The administration is planning to react to actual proposals, and not estimate what may be proposed at this time.

VI. 2008-2009 Budget Update

- A. Contingency Status
- B. Projected Balance

Summers reviewed the 2008-09 budget. The contingency budget has a balance of \$92,200 after the December board meeting. The estimated budget balance at the end of the fiscal year is a positive \$100,000. Revenues and expenses are both as expected for this time of the fiscal year.

Summers also reviewed a document with information on the Lamers fuel clause adjustment through November 2008. The business office will continue to update this document throughout the year.

VII. Discussion/Action on Proposals

There were no proposals to review.

VIII. Other Items for Discussion

- A. Bidding/Proposals Timeline
- B. Follow up from December 2nd Special Board Meeting

Summers reviewed a draft bidding/proposals timeline. The budget committee supported using this format to continue identifying a district bidding/proposals timeline. This document will be reviewed again at a future budget committee meeting.

Item B. was not necessary as a decision was made at the Special Board meeting to approve consulting costs not to exceed \$8,000.

IX. Adjourn

Motion by Statz seconded by Esser to adjourn at 6:10. Motion passed 3-0.

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