Winona Area Public Schools
Finance Committee
1/8/2024 Minutes
1:00 p.m. in person
District Office Conference Room

Members Present: *Nancy Denzer, Karl Sonneman, Pete Watkins, Brad Berzinski, Sarah Slaby*

Members Absent: *none*

Others Present: *Casey Indra, Emily Solheid, Mike McArdle, Alexandra Retter (Winona Post)*

Call to Order/Welcome
Welcome & Attendance (called to order at 1:01 pm)

LaCrosse Photo Booth Company Contract
● Agreement for a prom photo booth was considered and recommended for approval by the board.

Gundersen Occupational Health Service Agreement
● A renewal agreement with Gundersen related to providing safety eyewear for employees was considered and recommended for approval by the school board.

Jefferson Soft Tile Project
●Quotes for the soft tile project at Jefferson Elementary playground budgeted for the 2024 fiscal year is coming in significantly higher than the budgeted amount of $124,000. Given the higher than expected costs and the current conversations by the facility task force regarding the best configuration of district facilities, it was recommended to put a pause on the project for the time being. The project will be removed from the budget for the 2024 budget update being developed.

2025 Budget Development
● Several documents were shared and discussed related to the development of the 2025 budget. All documents will be shared with the full school board at the 1/18/2024 school board meeting:
- ➔ 2025 Preliminary Classroom FTE Calculations
- ➔ 2025 General Fund Revenue - 1st Draft
- ➔ 2025 General Fund Revenue Generated By Site
- ➔ 2025 General Fund Expenditure Target
- ➔ 2025 General Fund Adjustments Needed - 1st Draft

2025 Budget Adjustment Process
● A discussion was had regarding the expectation of the process to be followed regarding determining adjustments to be made to the 2025 budget to meet the fund balance goal of 8.50% as approved by the School Board on 12/21/2023. Superintendent Berzinski was tasked with bringing forward his thoughts to the 1/18/2024 School Board meeting.

2024 T.E.A.C.H. Contract
● A contract extending this agreement for an additional year was considered and recommended for approval by the board.

Tech Levy

● A school board member raised a question regarding the Tech Levy at the 12/7/2023 school board meeting. Director Watkins raised the question whether the district was fully levying the amount it could relate to the technology levy. It was explained that when the technology levy was marketed to the community it was marketed as a flat levy of $1,000,000. Although the district has levy authority to levy for 3.383% of NTC (Net Tax Capacity) which would have allowed the district to levy closer to $1,400,000 in the most recent levy cycle, the district has consistently levied the $1,000,000 as messaged to the community before the passing this referendum.

Review Meeting Minutes

● Meeting minutes for the 12/14/2023 meeting were reviewed and recommended for board approval.

Review of the Consent Agenda Items

● The consent agenda for the next board meeting was brought to the Committee for review.

- ➔ Payment Register (summary and detail)
  - ◆ Document reflects December 2023, recommended to move on to the consent agenda
- ➔ Consent Agenda
  - ◆ Document reflects December 2023, recommended to move on to the board consent agenda
- ➔ 2024 Budget Analysis recommended to move on to consent agenda
  - ◆ 2024 General Fund revenues as of 12/31/2023 are at 31.06% of budget
  - ◆ 2024 General Fund expenditures as of 12/31/2023 are at 41.54% of budget

COVID-19 Grants

● An updated snapshot of the COVID-19 related grants as of 12/31/2023 was provided and passed along to the consent agenda

● An updated 2024 summary of Finance code 160, 161, and 155 by spending initiative was provided and passed along to the consent agenda

Cash Flow Data

● Cash balance data as of 12/31/2023 was provided for committee members and was forwarded on with the monthly consent agenda to the board.

Adjournment

● Meeting adjourned at 3:03 p.m.