

# SHOREWOOD SCHOOL DISTRICT

2021-2022
Annual Meeting and
Budget Hearing

August 24, 2021

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# **ANNUAL SCHOOL DISTRICT MEETING**

# AGENDA August 24, 2021

- 1. Call to Order
- 2. Election of Annual Meeting Chairperson
- 3. Approval of Agenda
- 4. Introduction of Board of Education
- 5. Approval of 2020 Annual Meeting minutes
- 6. Recess the Annual Meeting to Convene the Budget Hearing
- 7. Superintendent State of the District Report
- 8. Budget Hearing
- 9. Reconvene Annual Meeting
- 10. Consideration of a Capital Expansion Fund 120.10 (10M)
- 11. Consideration of the 2021 Tax Levy (120.10)
- 12. Consideration of School Board Salaries (120.10(3))
- 13. Consideration of School Board Expenses (120.10(4))
- 14. Authorize the School Board to Establish the Date for the 2022 Annual Meeting
- 15. Adjourn

# **Annual Meeting Minutes**

August 24, 2020

Board Members Present: Paru Shah, President

Hilary DeBlois, Vice President Pablo Muirhead, Treasurer

Emily Berry, Clerk

Clarke Warren, Member-at-Large

Call to Order: President Paru Shah called the meeting to order at 7:01 pm

- Election of the Annual Meeting Chair
   Nomination of Abby Fowler by Sarah McEneany
   Moved by Sarah McEneany and Seconded by online participant to Elect Abby
   Fowler as 2020 Annual Meeting Chair; Motion: Passed
- II. Motion to Approve the 2020 Annual Meeting Agenda Moved and Seconded by online participants; Motion: Passed
- III. Introduction of the Board of Education
- IV. Motion to Approve the 2019 Annual Meeting MinutesMoved by online participant and Seconded by Amy Miller; Motion: Passed
- V. Motion to Recess the Annual Meeting to Conduct a Budget Hearing Moved and Seconded by online participants; Motion: Passed
- VI. State of the District Presentation, Bryan Davis, Superintendent
- VII. Budget Hearing, Roger Dickson, Interim Director of Business Services
- VIII. Motion to Reconvene Annual Meeting
  Moved by online participant and Seconded by Hilary DeBlois; Motion: Passed
- IX. Motion to Approve Creation of a Capital Expansion Fund Moved and Seconded by online participants; Motion: Passed
- x. Motion to Approve Property Tax Levy of \$22,840,220, (\$275,000 for the Capital Expansion Fund)

Amendment proposed by Miguel Salas to change the Levy to \$23,272,646 as published and Seconded by Jennifer McIntosh; Restatement of the Motion as amended

Moved and Seconded by online participants; Motion: Passed

- XI. Motion to Approve Salaries of Board Members

  Moved by Amy Miller and Seconded by Miguel Salas; Motion: Passed
- XII. Motion to Approve Reimbursement of Board Member Expenses

  Moved by Miguel Salas and Seconded by Mike Halloran; Motion: Passed
- XIII. Motion to Authorize the School Board to Establish the Date for the 2020 Annual Meeting

Amendment to change the Motion to 2021, not 2020; Restatement of the Motion as amended

Moved by Amy Miller and Seconded by Jennifer McIntosh; Motion: Passed

- XIV. Motion to Authorize the Shorewood School District to Sell or Dispose Of Property Moved by Sarah McEneany and Seconded by Hilary DeBlois; Motion: Passed
- XV. Motion to adjourn without objection by Abby Fowler and Seconded by online participant at 8:20 pm.

Pablo Muirhead, Clerk	 Date
Shorewood School Board	

#### **POWERS OF THE ANNUAL MEETING**

The statute outlining the powers of the annual meeting is Section 120.10. The laws provide that the annual meeting may:

- 1. Set the annual salaries for board members or an amount for each meeting attended.
- 2. Authorize the payment of actual and necessary expenses for board members when traveling in the performance of their duties.
- 3. Designate sites for school buildings.
- 4. Authorize the board to acquire real estate by purchase or condemnation.
- 5. Vote a tax for the operation of the schools, to create a capital expansion fund, and for other purposes, enumerated in s.120.10.
- 6. Authorize the sale of school property.
- 7. Direct and provide for the prosecution or defense of any legal action or proceedings in which the school district is interested.
- 8. Direct the school board to furnish school lunches to district students and appropriate funds for that purpose.
- 9. Authorize the school board to furnish textbooks to students under conditions prescribed by the meeting or school board.
- 10. Authorize the purchase of vehicles or finance contracts for the use and services of transportation vehicles.
- 11. Adjourn the annual meeting from time to time or establish a different date and time for a subsequent annual meeting.

THE BUDGET HEARING, WHICH WILL BE CONDUCTED DURING THE ANNUAL MEETING, PROVIDES AN OPPORTUNITY FOR THE BOARD TO EXPLAIN THE BUDGET AND TO HEAR COMMENTS AND SUGGESTIONS FROM THE CITIZENS. THE ANNUAL MEETING HAS NO AUTHORITY TO CHANGE SPECIFIC BUDGET ITEMS.

# **ANNUAL MEETING Suggested Motions**

- 1. School Board President, Dr. Paru Shah, will call the meeting to order at 7:00 p.m.:
  - a. The meeting is being called pursuant to State Statutes 65.90 and 120.08
  - b. The meeting was duly noticed and publicized in the 11th and 18th of August editions of the North Shore Now.
- 2. **ELECTION OF ANNUAL MEETING CHAIRPERSON:** nomination from the floor will be requested by the School Board President, not less than 3 times.

	Nomination of:		-
	Motion By:		_ Second:
	(Repeat for additional ne	ominations. A vote	is not required for a nomination)
		` •	e nomination, this could be a combined ominee] as Chairperson of the
	Motion By:		_ Second:
	Motion carried:		_
	If more than one nomine of the house is made).	ee, vote by show of	hands (unless a motion for a division
3.	MOTION TO APPROVE	E AGENDA	
	Motion By:		_ Second:
	Motion carried:		-
4.	INTRODUCTION OF B	OARD OF EDUCA	ΓΙΟΝ
	<u>Position</u> President Vice-President	<u>Name</u> Paru Shah Hilary DeBlois	

Emily Berry Pablo Muirhead

Ellen Eckman

Treasurer

Member

Clerk

5.	MOTION TO APPROVE MINU	TES OF THE 2020 ANNUAL MEETING
	Motion By:	Second:
	Motion carried:	
6.	MOTION TO RECESS ANNUA CONVENING THE BUDGET H	AL MEETING FOR THE PURPOSE OF LEARING
	Motion By:	Second:
	Motion carried:	
7.	STATE OF DISTRICT REPORT	Γ
8.	BUDGET PRESENTATION	
9.	MOTION TO RECONVENE TH	IE ANNUAL MEETING
	Motion By:	Second:
	Motion carried:	
10.	FUND	DLUTION TO CREATE A CAPITAL EXPANSION
	F	RESOLUTION
	Expansion Fund is hereby crea Wisconsin Statutes for the purp	ors of the Shorewood School District that a Capital ted pursuant to Section 120.10 (10M) of the cose of financing remodeling, maintenance, repair arious district buildings and sites; and
		that a tax in the amount of \$275,000 be levied for deposited in the Capital Expansion Fund created urposes specified above.
	Motion By:	Second:
	Motion carried:	

# 11. MOTION TO APPROVE PROPERTY TAX LEVY FOR THE 2021-22 SCHOOL YEAR.

### **TAX RESOLUTION**

	BE IT RESOLVED by the 2021 Annual Meeting Milwaukee County, Wisconsin, that there is hereby levisaid School District a tax in the amount of \$23,227,07 Expansion Fund, to provide for operation and mainten	vied upon all the taxable property of 72, including \$275,000 for a Capital
	Motion By:	_ Second:
	Motion carried:	
12.	MOTION TO APPROVE SALARIES OF BOARD salaries of School Board members and authorize membership per School Board member. Present Board members and \$1,300 for the President	one family fitness club
	Motion By: Seco	ond:
	Motion carried:	
13.	MOTION TO APPROVE REIMBURSEMENT OF EXPENSES. Electors may authorize the payment expenses of a School Board member. Presently, of \$3,000 per person, when traveling in the performance of the second se	nt of actual and necessary the approval is for a maximum
	Motion By:	Second:
	Motion Carried:	
14.	MOTION TO AUTHORIZE THE BOARD TO EST 2022 ANNUAL MEETING. This motion will allow Meeting date within the parameters established b Stats. which requires the Annual Meeting to be he October 31.	the Board to set the Annual y section 120.08(1), Wisc.
	Motion By:	Second:
	Motion Carried:	

# 15. **ADJOURN**

Although it is common to have a motion to adjourn, the Chair can adjourn the meeting, without a motion, if all topics on the approved agenda have been considered.

# **BOARD OF EDUCATION**

<u>Position</u>	<u>Name</u>	Term Expires
President	Paru Shah	April 2023
Vice-President	Hilary DeBlois	April 2022
Treasurer	Emily Berry	April 2022
Clerk	Pablo Muirhead	April 2023
Member	Ellen Eckman	April 2024

# **ADMINISTRATION**

Interim Superintendent	Dr. JoAnn Sternke
Director of Curriculum and Instruction	Mr. Samuel Coleman
Director of Business Services	Ms. Heather Heaviland
Director of Special Education and Pupil Services	Ms. Julie Harris
Director of Recreation and Community Services	Mr. Jody Brooks
Principal, High School	Mr. Tim Kenney
Principal, Intermediate School	Mr. Michael Joynt
Principal, Atwater	Ms. Janice Carter
Principal, Lake Bluff	Ms. Tamira Rasco

# 2021-2022 Budget Highlights

#### I. General Operations Fund Balance (Pre-Audit)

The District maintains a reasonable fund balance as a safety net for unexpected events, such as the current pandemic. Credit rating firms recommend a fund balance between 10% and 25% of subsequent year's expenditures. The budgeted fund balance for general operations as of June 30, 2021 is \$2,468,562, which is 9.1% of projected subsequent year expenditures.

The June 30, 2022 General Fund Balance is budgeted to be \$2,911,200, an increase of \$442,638 from the year ended June 30, 2020. This budgeted increase is largely attributed to an expected reimbursement for previously incurred expenses related to the COVID-19 pandemic and is anticipated to help the District return the fund balance to a minimum of a 10% threshold of projected subsequent year expenditures.

Fund balance is not a static amount, it is a single day balance on the last day of the fiscal year. Fund balance includes cash and booked receivables for the District.

## II. Property Tax Levy

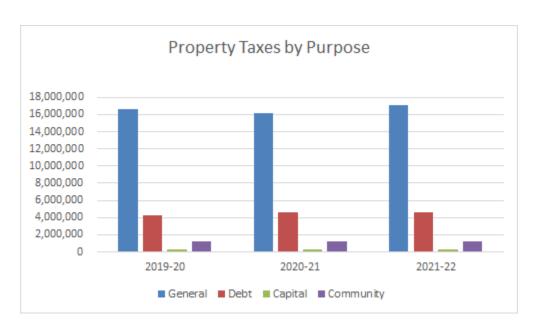
The budget anticipates a property tax increase of \$942,724, or 4.2% over the current year levy. The equalized mill rate will increase \$0.24 to \$14.37 based on an estimated property value increase of under 1%.

10 Year Tax Levy and Mill Rate History

Fiscal Year		Tax Levy	Increase (Decrease)	Change	Equalized Mill Rate
2012-13	Actual	18,013,932			
2013-14	Actual	18,402,018	388,086	2.2%	13.88
2014-15	Actual	19,022,886	620,868	3.4%	13.88
2015-16	Actual	19,679,974	657,088	3.5%	13.88
2016-17	Actual	20,105,480	425,506	2.2%	13.88
2017-18	Actual	20,816,294	710,814	3.5%	13.88
2018-19	Actual	21,659,543	843,249	4.1%	13.88
2019-20	Actual	22,405,811	746,268	3.4%	14.07
2020-21	Actual	22,284,348	(121,463)	-0.5%	14.13
2021-22	Proposed	23,227,072	942,724	4.2%	14.37

The tax levy supports educational and support programs (general), repayment of debt, capital projects and community services. Taxes for other than general are restricted to the specific purpose for which they are levied. As shown in the chart below, the levy is primarily for education and support.

In the three years shown, the proportion of taxes levied for each of the four categories does not change substantially. The capital projects levy was first used in the 2019-20 school year.



#### III. State Aid

The State of Wisconsin has three classifications of revenue designed to share the costs of education between the state and the local district. General Aid is direct property tax relief distributed to school districts in accordance with several aid formulae. Per Pupil Adjustment Aid is classified as a general-purpose aid and is used for operation and maintenance of school programs. Categorical Aid is based on performance of specific tasks or programs and restricted to the specific purpose for which it is intended.

State Aid by Category					
Fis cal Year	General Aid	Per Pupil Aid	Categorical Aid	Total State Aid	Increas e (Decrease)
2011-12	3,633,592	0	808,602	4,442,194	
2012-13	4,870,290	82,800	818,009	5,771,099	1,328,905
2013-14	5,143,964	126,225	815,378	6,085,567	314,468
2014-15	5,039,363	256,200	919,545	6,215,108	129,541
2015-16	5,367,323	268,650	951,145	6,587,118	372,010
2016-17	5,641,758	458,250	963,561	7,063,569	476,451
2017-18	6,131,376	840,150	1,041,050	8,012,576	949,007
2018-19	5,824,659	1,226,250	1,403,679	8,454,588	442,012
2019-20	5,390,317	1,386,056	1,129,249	7,905,622	(548,966)
2020-21	6,397,785	1,378,883	1,104,674	8,881,342	975,720
2021-22	5,434,717	1,228,883	1,435,406	8,099,006	(782,336)

The table above shows the amount of aid received in each of the three classification since the 2011-12 school year. Per pupil and general aid has remained relatively static for the last four years with an overall decrease in state aid

projected for the 2021-2022 school year. Over the same 4-year period, expenses have increased, resulting in higher property taxes.

## IV. Other Budget Information

#### **Revenue Limits**

The State of Wisconsin limits the amount of revenue public schools generate through the combination of state general aid and the District tax levy. This limitation is referred to as "Revenue Limits". The biennial budget signed into law in July 2021 provides for no increase in the revenue limit for Wisconsin Schools. The Shorewood School District budget reflects this \$0 increase.

# Student Membership and Enrollment

Student membership refers to the number of students that the District counts for the purpose of calculating the revenue limit. The District counts all full time, resident students who attend Shorewood schools, as well as Shorewood residents who attend other public-school districts through open enrollment. The District also counts part time students, such as K4 and Summer School, although they do not each count as a full-time student. The membership upon which the District's 2021-2022 revenue is determined is 1,742, based on the rolling average of the previous three years.

Enrollment is the number of students that are educated in a District school, and may include students who reside in other districts. Enrollment is important in determining the resources needed, such as space, instructional materials, and number of staff. Whereas membership determines revenue, enrollment determines costs.

School funding formulas reallocate funds from one district to another for the number of non-resident students in each school district. Therefore, for budget purposes, the District must monitor both membership and enrollment. The table below shows that membership has declined over the past two years after a relatively steady trend over the previous three years. The projected enrollment for 2021-22 is based on the assumption that 50% of students who chose not to enroll during the previous year will return to the District.

10 Year Membership and Enrollment History					
Year	Revenue Limit Members *	Member Change from 2011-12	Enroll	Enroll Change	Enroll Over (Under) Members
2012-13	1,656		1,947		291
2013-14	1,683	27	1,951	4	268
2014-15	1,728	72	2,011	64	283
2015-16	1,771	115	2,026	79	255
2016-17	1,832	176	2,042	95	210
2017-18	1,867	211	2,020	73	153
2018-19	1,878	222	1,930	(17)	52
2019-20	1,868	212	1,942	(5)	74
2020-21	1,818	162	1,889	(58)	71
2021-22	1,742	86	2,062	115	320

<sup>\*</sup> Rolling 3-year average membership

### State Per Pupil Adjustment Aid

The preliminary 2021-2022 budget reflects a per pupil aid adjustment of \$150,000 due to the projected decrease in membership.

# V. Energy Efficiency Exemption

The school district borrowed \$5,515,000 in February 2018 to complete several energy efficiency projects as permitted under Wisconsin Acts 28 and 32. In compliance with the acts the District is required to report to the taxpayers the utility cost savings achieved during the most recent reporting period. The savings for the 2020 reporting period are provided in the table below.

ENERGY EFFICIENCY EXEMPTION	]			
§ 121.91 (4) (o) Revenue Limit Exemption for Energy Efficier	ncies-Evaluation of	the Energy Perforr	nance Indicators	
Name of Qualified Contractor	Honeywell ESG			
Performance Contract Length (years)			15	
Total Project Cost (including financing)			\$6,014,876	
Total Project Payback Period			40	
Years of Debt Payments			15	
Remaining Useful Life of the Facility			50	
Prior Year Resolution Expense Amount	Fiscal Year	2019-20	\$455,349	
Prior Year Related Expense Amount or CY debt levy	Fiscal Year	2019-20	\$159,474	
Utility Savings applied in Prior Year to Debt	Fiscal Year	2019-20	\$295,875	
Sum of reported Utility Savings to be applied to Debt			\$ 222,467	
		Savings Reported for 2019		
	Project Cost			
	Including	Utility Cost	Non-Utility Cost	
Specific Energy Efficiency Measure or Products	Financing	Savings	Savings	
Annual KWh electric savings		\$ 139,311		
Annual MMBtu gas savings		\$ 70,013		
Annual CCF water savings		\$ 13,143		
Entire Energy Efficiency Project Totals	\$ 6,014,879	\$ 222,467	\$ 22,174	

### VI. Budget Publication

The DPI has established standard formatting for the publication of budgets and a recommended format for approval by the Board of Education. The required publication standard was followed in the publication of the budget in the local newspaper. The recommended budget adoption format is displayed below, and provides additional information about the sources and uses of funds.

Projected budgets are estimates based on information available at the time of development and will change as additional facts and circumstances necessitate. This is particularly true for the 2021-22 budget due to changes in District leadership and the impact of costs, at both the local and state level, associated with the COVID 19 virus.

GENERAL FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	2,661,032	2,468,658	2,468,562
Ending Fund Balance	2,468,658	2,468,562	2,911,200
REVENUES & OTHER FINANCING SOURCES			
Transfers-In (Source 100)	0	0	0
Local Sources (Source 200)	17,520,890	17,114,415	18,033,887
Inter-district Payments (Source 300 + 400)	1,118,098	1,050,300	1,544,120
Intermediate Sources (Source 500)	0	0	0
State Sources (Source 600)	6,957,008	7,949,754	6,856,636
Federal Sources (Source 700)	222,737	465,267	963,028
All Other Sources (Source 800 + 900)	125,909	73,902	120,000
TOTAL REVENUES & OTHER FINANCING SOURCES	25,944,642	26,653,638	27,517,671
EXPENDITURES & OTHER FINANCING USES			
Instruction (Function 100 000)	14,272,306	14,616,688	14,961,043
Support Services (Function 200 000)	8,685,407	8,753,021	9,148,978
Non-Program Transactions (Function 400 000)	3,179,302	3,284,025	2,965,013
TOTAL EXPENDITURES & OTHER FINANCING USES	26,137,015	26,653,734	27,075,034
SPECIAL PROJECTS FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	47,018	74,136	60,609
Ending Fund Balance	74,136	60,609	161,419
REVENUES & OTHER FINANCING SOURCES	4,635,673	4,866,746	4,691,194
EXPENDITURES & OTHER FINANCING USES	4,608,554	4,880,273	4,590,384

DEBT SERVICE FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	2,653,197	3,303,544	3,372,154
Ending Fund Balance	3,303,544	3,372,154	3,267,576
REVENUES & OTHER FINANCING SOURCES	6,665,510	4,571,395	8,666,585
EXPENDITURES & OTHER FINANCING USES	6,015,163	4,502,785	8,771,163

CAPITAL PROJECTS FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	0	35,789,409	17,606,722
Ending Fund Balance	35,789,409	17,606,722	29,305,047
REVENUES & OTHER FINANCING SOURCES	40,562,082	597,306	25,597,306
EXPENDITURES & OTHER FINANCING USES	4,772,673	18,779,993	13,898,981

FOOD SERVICE FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	0	77,168	77,168
Ending Fund Balance	77,168	77,168	77,168
REVENUES & OTHER FINANCING SOURCES	465,431	465,515	465,515
EXPENDITURES & OTHER FINANCING USES	388,264	465,515	465,515

COMMUNITY SERVICE FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	481,026	298,303	220,476
Ending Fund Balance	298,303	220,476	143,619
REVENUES & OTHER FINANCING SOURCES	1,982,575	2,268,500	2,268,500
EXPENDITURES & OTHER FINANCING USES	2,165,299	2,346,327	2,345,357

PACKAGE & COOPERATIVE PROGRAM FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
Beginning Fund Balance	0	0	0
Ending Fund Balance	0	0	0
REVENUES & OTHER FINANCING SOURCES	0	0	0
EXPENDITURES & OTHER FINANCING USES	0	0	0

Total Expenditures and Other Financing Uses

ALL FUNDS	Audited 2019-20	Budget 2020-21	Budget 2021-22
GROSS TOTAL EXPENDITURES ALL FUNDS	44,086,968	57,628,627	57,146,434
Interfund Transfers (Source 100) - ALL FUNDS	2,779,667	2,931,145	2,481,583
Refinancing Expenditures (FUND 30)	0	0	3,970,431
NET TOTAL EXPENDITURES ALL FUNDS	41,307,301	54,697,482	50,694,420
PERCENTAGE INCREASE – NET TOTAL FUND			
EXPENDITURE S FROM PRIOR YEAR		32.4%	-7.3%

PROPO SED PROPERTY TAX LEVY			
FUND	Audited 2019-20	Budget 2020-21	Budget 2021-22
General Fund	16,647,526	16,187,953	17,113,917
Referendum Debt Service Fund	3,777,937	3,971,546	3,983,550
Non-Referendum Debt Service Fund	455,348	599,849	604,605
Capital Expansion Fund	275,000	275,000	275,000
Community Service Fund	1,250,000	1,250,000	1,250,000
TOTAL SCHOOL LEVY	22,405,811	22,284,348	23,227,072
PERCENTAGE INCREASE			
TOTAL LEVY FROM PRIOR YEAR		-0.5%	4.2%
Equalized property tax rate	14.07	14.13	14.37