

**WAUNAKEE COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION BUDGET COMMITTEE**

Thursday, September 4, 2025

7:30 AM

Waunakee Community School District
905 Bethel Circle
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at district_administrator@waunakee.k12.wi.us up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA AND ADDITIONS

A motion will be necessary to approve the agenda as presented (or) with changes as recommended.

IV. PUBLIC COMMENTS

Individuals may use this time to comment on any items listed as part of the meeting agenda. A copy of Board Policy 187 —Public Participation at Board Meetings is enclosed for your reference. Past practice has allowed 30 minutes for this section of the agenda.

V. 2024-25 BUDGET UPDATE

3

The purpose of this agenda item is to review the 2024-25 Treasurer's Report that was presented at the Annual Meeting in August. Fund 10 ended with a budget balance of \$0 per the committee's motion from January 2025.

VI. 2025-2026 PLANNING

A. Timeline

4

Attached please find the budget planning timeline for 2025-26.

B. 2025-26 Tax Levy Options

The purpose of this agenda item is to review tax levy options for the 2025-26 school year. Erik Kass from PMA will present refinancing strategies available to the Board.

VII. DISCUSSION/ACTION ON PROPOSALS

VIII. OTHER ITEMS FOR DISCUSSION

A. 2026-2027 Budget Planning

6

Dr. Brown requested committee review of the objectives from the Board Workshops that took place in 2024-25.

IX. FUTURE AGENDA ITEMS

X. ADJOURN

“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

2025 ANNUAL MEETING, AUGUST 25, 2025

TREASURER'S REPORT

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BEGINNING FUND BALANCE</u>	<u>2024-2025 REVENUES</u>	<u>2024-2025 EXPENSES</u>	<u>ENDING FUND BALANCE</u>	<u>CHANGE IN FUND BALANCE</u>	
10	General Fund*	7,481,180.57	68,102,084.97	68,102,084.97	7,481,180.57	0.00	
20	Special Projects Funds	1,249,476.80	13,584,617.93	13,473,047.94	1,361,046.79	111,569.99	
30	Debt Service Funds	7,330,161.67	11,425,664.71	11,648,596.33	7,107,230.05	-222,931.62	
40	Capital Projects Funds*	38,303,346.01	68,187,505.59	62,849,423.65	43,641,427.95	5,338,081.94	
50	Food Service Fund	0.00	2,822,232.48	2,822,232.48	0.00	0.00	3
73	Employee Benefit Trust Fund	8,935,702.98	1,665,290.57	1,269,104.85	9,331,888.70	396,185.72	
80	Community Service Fund	79,384.13	941,144.88	934,961.15	85,567.86	6,183.73	
90	Package and Cooperative Programs	0.00	212,696.59	212,696.59	0.00	0.00	
	TOTAL ALL FUNDS	63,379,252.16	166,941,237.72	161,312,147.96	69,008,341.92	5,629,089.76	

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 10.5% of the Fund 10 2025-26 expenditure budget.

The Fund 73 employee benefit trust fund is managed by American United Life at a 1.8% guaranteed rate of return through December 31st, 2025.



WAUNAKEE

COMMUNITY SCHOOL DISTRICT

**Preliminary
Budget Planning
2025-26 School Year**

**Budget Committee Meeting
January 8, 2025**

I. 2025-2026 BUDGET TIMELINE

December 5	Review enrollment projection scenarios with the Budget Committee Review budget planning process with the Budget Committee
January 7	Review expenditure projection scenarios and open enrollment capacity with the Budget Committee
January 7	Review budget planning process with the Administrative Cabinet
January 13	Present open enrollment capacity to School Board for approval
February 3-7	Present first draft of the budget planning process to the Budget Committee
March 3-7	Present second draft of the budget planning process to the Budget Committee
March 10	Present budget planning process to the School Board for approval
March 11	Distribute approved budget planning process to the administrative cabinet
March 15 – Apr. 15	Building/department level budget development
April 1-30	Preparation of the first draft of the budget Budget meetings with administrators as necessary
May 5-9	First draft of the budget to the Budget Committee
May 12	First draft of the budget to the School Board School Board approves 2025-26 student fees School Board approves 2025-26 insurance benefits
May 13-31	Staff presentations on the budget process
June 2-6	Second draft of the budget to the Budget Committee
June 9	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 7-11	Third draft of the budget to the Budget Committee
July 14	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 25	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
September 19	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 27	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

Administration Recommendations

Objective #2 - Establish long-term budgeting practices to address underfunded or unfunded budget priorities.

- Budget Priorities
 - Priority #1-Post Employment Benefits
 - Priority #2-Termination Benefits
 - Priority #3-Contingency
 - Priority #4-Health Insurance Changes
 - Priority #5-Maintenance
- Fund balance percentage aligned board policy

2019-20	2020-21	2021-22	2022-23	2023-24
\$6,428,153	\$7,494,823	\$8,695,515	\$8,022,097	\$7,481,181
11.7%	13.3%	15%	12.6%	11%



Administration Recommendations

Objective #3 - To increase reallocation opportunities to meet district priorities as deemed appropriate by Board of Education.

- Revisit reposting positions after a vacancy based on need while ensuring district policy is followed to maintain class size. Directors and/or principals will provide justification for filling the vacancy based on need including impacting academic achievement.
- Accumulate salary savings through attrition with regular education paraprofessionals starting in the 26-27 school year-1 per building (\$180,000)
- Reducing teacher supplies from \$800-\$500 (\$100,000). Building budgets can still be used when needed.



Administration Recommendations - Continued

- Reducing building budget carryover by 10%, 20% or 25% at the end of the 2024-2025 school year to assist with the goal of a balanced budget.

Year	June 30th Balance	10%	20%	25%
2021-2022	\$1,186,088.40	\$120,439.60	\$240,879.19	\$301,098.99
2022-2023	\$1,182,293.18	\$118,436.84	\$236,873.68	\$296,092.10
2023-2024	\$989,736.08	\$98,973.61	\$197,947.22	\$247,434.02
2024-2025				



Administration Recommendations - Continued

- Establishing revised parameters for approval of building expenditures on a monthly basis.

\$0-\$1,000	No approval needed for one time purchases
\$1,001-\$10,000	Allie
\$10,001-\$15,000	Steve
\$15,001-\$24,999	Monica

