

HUSTISFORD SCHOOL DISTRICT

Regular Board of Education Meeting Minutes

May 18, 2020

I. Call to order

The meeting was called to order by President John Bohonek at 6:30 p.m.

II. Roll call of members

Board members signed the attendance roster at the start of the meeting. Members present: Jay Behnke, Dave Stryck, Tracy Malterer, John Bohonek, Steve Weinheimer, Lisa Bosse and Barb May was present via phone.

III. Verification of public notice: Heather Cramer, superintendent of schools, verified that the meeting was noticed to the public appropriately as required by S. 19.84 (1), (2), (3), & (4) Wis. Stats.

IV. Public Hearing, Waiver of Instructional Minutes-- Purpose: Per state law, the district is holding a public hearing under s.118.38 (1) (b) to formally seek a waiver from the WI Department of Public Instruction in regards to required minutes of instruction for the 2019-2020 school year. This waiver is being sought to accommodate the variance in instructional minutes due to the Covid-19 closure.

The District sought a waiver for the 2019-2020 school year to waive the required instructional minutes for the year due to the mandated closure. There was no discussion and no comment from public.

V. Public Forum--Citizen input is vital to the improvement of our School District. Most times your remarks may be listened to without comment from the board members or superintendent. This does not mean they are heard with any less intensity or concern. The Board retains the option of limiting public comments to three (3) minutes. Where appropriate district staff will investigate your comments and report back to you and the school board. We thank you for taking the time to address the Board of Education

There was no public forum.

VI. Consent Agenda

The purpose of the Consent Agenda is to provide a mechanism where the Board can dispose of routine matters that must by law come before this body.

- A. Approval of Minutes of the Regular Board Meeting –April 20, 2020
- B. Approval of Minutes of Special Board Meeting—May 11, 2020
- C. Approval of Minutes of May 2020 Committee Meetings
- D. Approval of Financial Business: Approval of Bills (#40989- 41062) Funds 10, 27, 38, 41, 50, 80
- E. Approval of Student Activity Accounts

A motion was made by Lisa Bosse and seconded by Steve Weinheimer to approve the Consent Agenda items as presented. Motion passed 7- 0 by roll call vote.

VII. Regular Agenda

A motion was made by Tracy Malterer and seconded by Steve Weinheimer to approve the Regular Agenda. Motion passed by voice vote.

VII. Reports.

A. Principals' Reports:

Mr. Bushey Reported:

- Senior Project Update
- 22 Seniors needed to complete the project.
- 1 Senior has yet to turn in a proposal.
- 2 Seniors failed to turn in any documentation on the due date of May 11th.
- 3 Seniors failed to meet the requirements to pass the project.
 - 1 Senior replied to my request to talk to him about his score on Friday.
 - 2 Seniors replied today after I sent an additional email request with parents attached to the email.
- 16 Seniors successfully completed all requirements for the Senior Project.
 - I notified 10 students through a Google Meet on Friday.
 - I notified 4 students through a Google Meet on Monday.
 - 1 student failed to attend his scheduled Google Meet, and had to schedule a second meeting to notify him today.
 - 2 students failed to respond to my Google Meet request so they have yet to be notified that they have passed.
- Matt Jones, Bruce Haan and I have set up a Google Meet Tuesday at 12:30 pm with the Juniors to answer any questions they may have regarding the Senior Project for 2021.

Jenny Nettesheim and I will be recording the incoming 6th grade orientation on Wednesday the 20th and posting it on the District

Ms. Bell Reported:

- Teachers have done a wonderful job maintaining connections with their students. Between Bloomz, video meetings as a whole class, or with individual students, they are keeping the relationships going. Students enjoy seeing their teacher and classmates, and parents appreciate the support.
- Custodians have started summer cleaning of JHE. They have about half of the classrooms finished already.
- This is the last week of new material for students. Next week will allow time for students to catch up on any late work, drop off/pick up of materials, and teachers will work on report cards.
- Teachers are completing their Educator Effectiveness. Their final submission, the Professional Goal Setting Review, is due at the end of this month.
- Report cards will be mailed out Friday, June 5.
- Fourth and fifth grade teachers will be delivering yard signs to the outgoing fifth graders. It's our way of helping them feel special as they leave JHE and head over to middle school.

- As we finish the school year I would like to thank you for your support of our teachers and staff during this difficult time. Thank you very much!

Athletic Director's Report:

With the School Buildings remaining closed, nothing new is happening "sports wise" at the school. I'm sure you have heard that the WIAA has granted Schools a 30-day window of unrestricted contact for the Spring Sports Teams. Our Baseball, Soccer, & Track Coaches have all expressed interest in doing this once the School facilities are opened up and the number of groups gets loosened up to more than 10.

I will remain in conversation with Mrs. Cramer once it looks like we are getting close to being able to do this.

As far as a "positive" note on this whole situation, it has been a bit easier scheduling next Spring's games as a lot of the AD's aren't preoccupied with preparing for games/officials and/or having to cancel/postpone games because of weather! So the emails back-n-forth are more consistent!

Financial Director's Report:

Mr. Kiefer reported:

See document at end of board minutes.

Superintendent's Report:

Mrs. Cramer Reported:

- First and foremost, I want to thank each and every one of you for the continued support of the entire administrative team throughout this challenging time.
- I am participating weekly on conference calls with CESA 6 and CESA 5 in regards to updates on COVID and our closures.
- Drop off of materials for students will be May 28 from 3:30-7 pm and on May 29 from 8-Noon. Students will drop off all text books, library books, and technology or other supplies. Drop off will take place in both buildings. All technology drop off will be at the HS.
- Our current meal distribution continues to go well. We are currently serving about 127 students for our meal program. We are looking at continuing through June 30 for sure and potentially throughout the summer. We will be surveying families to see if they want the service. The distribution would probably change.
- We continue to send out weekend backpacks as well. We are serving 17 families with this service.
- I have had three Trailways Conference meetings this month. We are awaiting more guidance on the 30-day contact period over the summer.
- HS Graduation is moved from May 29 to July 24. We hope that we can at that time have a face-to-face ceremony, but if not, we will plan a virtual celebration.
- Summer school will be discussed during board discussion this evening. There has not been much further guidance about what to do. We will discuss the option tonight to move ahead with planning.
- Shout out to the Principals for holding virtual staff meetings. I have been a part of both and they are wonderful.
- Please help in getting the message out that school buildings and grounds remain closed. This is challenging for community members to understand. We are following the guidelines that have been set for us.

- Please help in communicating also that we have to follow the guidance of our insurance carrier as well as our legal counsel on what can and cannot be done for school.
- Cleaning in both buildings is going well. Our custodial guys have stepped up with the assistance of our educational assistants and other employees to really ensure that our buildings are getting a deep clean. The summer cleaning routine is well underway in both buildings. All floors will be shampooed and waxed this summer. We are working on finalizing some numbers to approve summer projects as well for both buildings.
- Mailings for JHE are complete. It went well. While it got a bit hectic at times in the office, it got easier. The preliminary numbers show about \$1700 in postage during the closure. This number is for packets only, not other mailings.
- Today I participated in a WADA zoom in regards to fall sports and where we might be. It was interesting. WIAA indicated that they are not taking anything off of the table. They are thinking of all scenarios. WADA is asking that we get concrete information because they cannot keep planning for the what-ifs. It is challenging for all. They also discussed the 30 contact days for spring sports for summer. Many districts have decided not to participate. At this time, Glen and the coaches would like to have it. I am unsure of the likelihood of this happening. In this meeting today, AD's were even wondering what meetings would look like, etc.
- Senior Awards night will take place Thursday night, May 21. The video will be posted by 7 pm to our social media page as well as emailed out to our junior and senior students and families. Clint, Jenny, and I are videoing the information on Wednesday.
- I have a meeting this week with Ted Neitzke in regards to CESA services and how our district has been handling the closure.
- I have a CESA HR Network meeting on Thursday morning this week. It is a zoom on various issues related to COVID and HR.
- I have a CESA Title 1 update this week. We need to work on finalizing our Title documentation for the year.
- On Friday we have a Trailways Superintendent meeting. We will be having them every other week to keep up to date with what is happening in each of the schools.
- We will be scheduling interviews this week. I need board members to participate. We will be limiting the participants. We currently have 13 applicants for the Art position. I am looking to interview 5. We have 12 applicants for the Finance job. I am hoping to interview 4-5 as well. We currently do not have applicants for the math job that meet our qualifications. That job will remain posted. I do believe as a district we need to start thinking of alternatives in case we struggle to fill that position by fall.
- These past several weeks has showed that with hard work and perseverance, we can do anything. We cannot be afraid of what we are tasked with, instead, we need to take it head on and prove to everyone that we will be successful and stronger as a result. Our teachers are doing amazing things because our principals are leading them through tough times. Our other admin team members Terri, John, Kris, Jason, and Fred, are working to ensure that all of our steps are in place for success. I am so proud of all we have accomplished and what we are doing for our students and community.
- As always....it is a great day to be a Falcon! #HustyProud

VIII. Board Development:

- A. Potential Referendum—The board discussed the fact that our community is struggling with economic pieces since the closures. The board feels that it is best to not have a referendum question on the ballot for capital projects in November. They will still consider a question in April of 2021 or later. The District will look to continue with an operational referendum however and asked Mr. Kiefer to update the Baird model for amounts needed and the impact of that.

- B. Summer School—Mrs. Cramer discussed options for summer school and proposed the potential of a small group option from July 6-31. The board did not support any type of virtual program for the elementary school. The board does want to see Driver's Ed move forward.
- C. COVID-19 Closure Update—Mrs. Cramer updated the board on the various aspects of the closure. She updated on material drop off and final dates for instruction. She also updated on what the district is hearing from other sources in regards to reopening and protocols that will need to be followed.

IX. Committee Reports

Building and Grounds Committee: Mr. Bohonek updated the board on the May 4, 2020 meeting.

Buildings and Grounds Committee Meeting Minutes of Monday, May 4, 2020

The Buildings and Grounds Committee of the Hustisford School District Board of Education met on Monday, May 4, 2020, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, Chair; Heather Cramer, District Administrator; Kris Roeseler, District Maintenance Coordinator; Steve Weinheimer, member and John Kiefer, District Business Manager

New Business:

- Update Kris Roeseler—Maintenance projects and schedule—Mr. Roeseler provided an update on what is being done in the schools currently. Locker cleaning and maintenance at the HS has been completed. The team is working on floors in both buildings. There are some asphalt repairs that need to be made on the grounds. There is work needed to be done on the drains at JHE on the roof. Bleachers have been cleaned at the HS. A new water filling station was installed in the HS gym. The carpeting on the walls in the HS was cleaned. There is a slide that needed to be removed at JHE due to being broken. There are plumbing issues that need to be addressed in the HS. There is cleaning that needs to be done at the HS in the fitness center. There are issues to deal with at both schools in regards to heating and cooling.
- Summer Maintenance Schedule/Projects—There are many identified projects that need to be done at both buildings. Tiling needs to be done at JHE. Tiling needs to be repaired at the HS. Plumbing updates need to be done at the HS. JHE roof drains need to be updated. The art room floor at the HS needs to be refinished. Tuck point work needs to be done on the chimney at JHE. There is painting needed in both buildings.
- HS Gym Mats—Mrs. Cramer updated that there is no update. The rep has stopped communicating and is blaming the Covid crisis.
- Potential building/update projects—see above
- Summer Employees for 2020—Mr. Miller indicated that he can use the summer help again. There are two individuals interested in summer work with maintenance again.
- School Van—Mrs. Cramer updated on the status of the school van. Repairs were done at Holz in Watertown.
- Outdoor Maintenance—Mrs. Cramer indicated that some outdoor maintenance needs to be completed.

- Vendor Contract Renewals—Mrs. Cramer discussed that there are several contracts that are up for renewal.
- Graduation—Mrs. Cramer updated that the survey results stated that students and families preferred waiting until July 24 in hopes for a face-to-face ceremony.
- Summer School—Mrs. Cramer updated that there is no update on summer school at this point.
- Covid-19 Closure—Mrs. Cramer updated on what is being done in regards to the closure and the planning taking place for prolonged closure.

Curriculum and Technology Committee: Mr. Behnke updated the board on the May 5, 2020 meeting.

Curriculum and Technology Committee
Minutes of Tuesday, May 5, 2020

The Curriculum and Technology Committee of the Hustisford School District Board of Education met on Tuesday, May 5, 2020 at 5:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034

Present: Barb May, Chair; Jay Behnke, Member; and Heather Cramer, Superintendent; and Fred Miller, Director of Technology

New Business:

- Update from Fred Miller-Director of Technology –Mr. Miller provided an update of what he is currently working on. He also provided information of a survey being sent out to gauge technology usage in the district.
- Update of desktop computers in Library—Mr. Miller provided information on a technology upgrade for the HS library. The district is looking to replace the computers used by students in the back of the library. The district is looking to replace the desktops with laptops.
- Summer Technology Plan—Mr. Miller indicated that due to the unknowns that are surrounding us, the summer direction is a bit unknown. Mr. Miller is hoping to have his summer help again. He will be working on the return of technology and getting it ready for the new school year.
- Science Update—Mrs. Cramer updated that the science team will be discussing options for curriculum for purchase after June 30.
- Summer School—No update was available for summer school. Mrs. Cramer outlined that HS courses for credit recovery will run and potentially courses for credit for MS and/or HS students. She outlined that the state is allowing for online instruction for elementary, but not sure if that would be the best path for the District to take.
- Graduation—Mrs. Cramer indicated that the survey provided information that students preferred an in-person possibility in July. The District will look to have a face-to-face option on July 24.
- Covid-19 Closure—Mrs. Cramer provided an update on what the District is doing during the closure and the various planning that is occurring.

Business and Finance Committee: Ms. Bosse updated the board on the May 5, 2020 meeting.

Business and Finance Committee Meeting
Minutes of Tuesday, May 5, 2020

The Business and Finance Committee of the Hustisford School District Board of Education met on Tuesday, May 5, 2020, at 4:00 p.m., in the office conference room at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: John Bohonek, member; John Kiefer, District Business Manager (via phone); Heather Cramer, District Administrator; and Lisa Bosse, Chair

New Business:

- Budget Update for 2019-2020—Mr. Kiefer updated us on the status of the current budget. He indicated he is currently working on finalizing numbers for April and will have a clearer picture of current status at the May meeting.
- Budget Planning 2020-2021—Mr. Kiefer updated on the status of current planning for 2020-2021. He reflected on changes and updates he put into the budget document. He has updated insurance information along with salary pieces. He has also updated current cuts that have been made.
- Health Insurance Renewal—Mrs. Cramer updated the committee on the new insurance renewal. The district is part of a consortium and the team is looking at Anthem Blue Cross/Blue Shield for next year. The renewal is 9% over the current price with a freeze of 9.9% next year.
- Health Insurance Premium Shares for all staff—The committee discussed teachers paying a premium share of 5% for the 2020-2021 school year. The committee also discussed balancing out the premium share for other employees to help with the large amounts some individuals are currently paying.
- JHE Summer Projects—The committee discussed various projects that need to be completed. The committee indicated that they want a clearer picture of where the budget is at in order to make decisions. Also, quotes were needed on the projects.
- Desktop Computer Replacement for HS Library—The committee heard about the possibility of replacing the computers in the library at the HS.
- 2020-2021 Staff Compensation Increases—The committee discussed the CPI increase of 1.81% this year. The teachers will remain on the pay scale and have their increases from that. The other staff members will reflect the 1.81% increase. This increase is already figured into the budget for next year.
- WIAA Membership Renewal—The committee suggests that we approve WIAA membership renewal for 2020-2021. There is not a fee for membership.
- Early Loan Payoff—Mr. Kiefer presented information on paying off early on the technology loan that we currently have.
- Summer School—Mrs. Cramer updated that there are no current updates on summer school.
- Graduation—Mrs. Cramer updated that the survey results were overwhelmingly in favor of postponing graduation until July 24.
- Covid-19 Closure—Mrs. Cramer provided updates on the planning taking place in the district and the other items being addressed.
- Bus Contract Bids/Renewal Process—The committee discussed the bus contract up for renewal at the end of June.

Policy and Personnel Committee: Ms. Malterer updated the board on the May 4, 2020 meeting.

Personnel and Policy Committee
Minutes from Monday, May 4, 2020

The Personnel and Policy Committee of the Hustisford School District Board of Education met on Monday, May 4, 2020, at 5:00 p.m., in the conference room within the offices, at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Tracy Malterer, board member (chair); David Strynick, board member; and Heather Cramer, Superintendent of Schools

New Business:

- Current Job Postings—Mrs. Cramer updated on the current job postings for the district.
- Staffing 2020-2021—Mrs. Cramer updated on the staff changes for next year and discussed other possibilities.
- Health Insurance Renewal—Mrs. Cramer updated the committee on the new insurance renewal for the 2020-2021 school year. The district will be going to Anthem Blue Cross/Blue Shield.
- Retirement/Resignations—Mrs. Cramer updated on those individuals retiring and resigning at the end of the school year.
- Neola Policy Updates—Tabled until June meeting
- 2020-2021 Staff Compensation Increases—The committee discussed CPI increases for next year.
- Summer School—Mrs. Cramer discussed summer school and indicated that there are challenges with scheduling due to the closure.
- Graduation—Mrs. Cramer updated that the students indicated that they preferred a July 24th date in hopes of a face-to-face ceremony.
- Covid-19 Closure—Mrs. Cramer updated the committee on what is happening at school during the closure.
- Employee request for leave—Mrs. Cramer presented a request from Renee Donegon on a leave over the summer for a trip. The committee indicated that they would like it forwarded to the board in May.
- Student request for Early Graduation—There is a request for early graduation for a current junior. Her letter will be included. Mrs. Cramer updated the committee on the request.
- Summer Employees—Mr. Miller indicated that he can use summer help again this summer. There are two individuals indicating that they would be interested in returning for summer maintenance help.
- Food Service—Mrs. Cramer updated the committee that the waiver for food service runs through June 30. DPI has also submitted to feed through summer, however we do not have an answer on that yet.
- Bussing Contract Renewal/Bid Process—The committee was given an update that the bus contract will expire at the end of June. The committee discussed the next steps.

XI. Old Business--NA

XII. New Business

A. Personnel and Policy:

1. Resolution #1823: Approval of Request to WI Department of Public Instruction for a waiver

for instructional minutes for 2019-2020 school year.

A motion was made by Jay Behnke and seconded by Lisa Bosse to approve the following resolution:

Approval of Request to WI Department of Public Instruction for a Waiver for Instructional
Minutes for 2019-2020 School Year
School Board Resolution
#1823

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve to seek a waiver for instructional minutes due to the COVID-19 closure for the 2019-2020 school year.

42 hours for HS
107 hours for JHE
44 hours for 4K

Approved 7-0 Roll Call Vote

2. Resolution #1824: Approval of WIAA membership for 2020-2021 school year.
A motion was made by Dave Stryck and seconded by Tracy Malterer to approve the following resolution:

Approval of WIAA Membership for 2020-2021 School Year
School Board Resolution
#1824

BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve membership to the WIAA for the 2019-2020 school year.

Approved 7-0 Roll Call Vote

3. Resolution #1825: Approval of Girls Soccer Cooperative Agreement with Dodgeland for 2020-2021 and 2021-2022 school year.
A motion was made by Lisa Bosse and seconded by John Bohonek to approve the following resolution:

Approval of Girls' Soccer Cooperative Agreement with Dodgeland for 2020-2021 and 2021-2022 School Year
School Board Resolution
#1825

BE IT RESOLVED, BE IT RESOLVED, that the Board of Education of the Hustisford School District does hereby approve the cooperative soccer agreement for girls' soccer with Dodgeland for the 2020-2021 and 2021-2022 school year.

Approved 7-0 Roll Call Vote

4. Resolution #1826: Consideration for approval of Employee Leave Request
A motion was made by Dave Stryck and seconded by John Bohonek to approve the following

resolution:

Consideration for Approval of Employee Leave Request
School Board Resolution
#1826

BE IT RESOLVED that the Board of Education of the Hustisford School District does approve the employee leave request for Renee Donegon for summer 2020.

Approved 7-0 Roll Call Vote

5. Resolution #1827: Consideration for approval of Early Graduation Request
A motion was made by Jay Behnke and seconded by Lisa Bosse to approve the following resolution:

Consideration for Approval of Early Graduation Request
School Board Resolution
#1827

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby deny the early graduation request for Allison Noll.

Approved 7-0 Roll Call Vote

6. Resolution #1828: Approval of 2020-2021 Teacher Contracts
A motion was made by Steve Weinheimer and seconded by Tracy Malterer to approve the following resolution:

Approval of 2020-2021 Teacher Contracts
School Board Resolution
#1828

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the teaching contracts for 2020-2021.

Approved 7-0 Roll Call Vote

B. Curriculum and Technology:

1. Resolution #1829: Approval of 2020-2021 JHE Handbook

A motion was made by Tracy Malterer and seconded by Jay Behnke to approve the following resolution:

Approval of 2020-2021 JHE Handbook
Resolution
#1829

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2020-2021 JHE Handbook.

Approved 7-0 Roll Call Vote

C. Business and Finance:

1. Resolution #1830: Approval of Health Insurance Contract for 2020-2021 with Anthem Blue Cross/Blue Shield

A motion was made by John Bohonek and seconded by Tracy Malterer to approve the following resolution:

Approval of Health Insurance Contract for 2020-2021 with Anthem Blue Cross/Blue Shield
School Board Resolution
#1830

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the 2020-2021 health insurance contract with Anthem Blue Cross/Blue Shield.

Single Plan: \$1,075.76
Family Plan: \$2,431.22

Approved 7-0 Roll Call Vote

2. Resolution #1831: Approval of Purchase of Computers for HS Library

A motion was made by Jay Behnke and seconded by Steve Weinheimer to approve the following resolution:

Approval of Purchase of Computers for HS Library
School Board Resolution
#1831

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve the purchase of laptop computers for the library along with a laptop charging cart station.

Approved 7-0 Roll Call Vote

3. Resolution #1832: Consideration for Approval of early loan payment plan

A motion was made by Lisa Bosse and seconded by Steve Weinheimer to approve the following resolution:

Consideration for Approval for Early Loan Payoff for Technology Loan
School Board Resolution
#1832

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve/deny early loan payment for the technology loan to reduce the principal balance. The payoff amount would be 12,933.00.

Approved 7-0 Roll Call Vote

4. Resolution #1833: Approval of Insurance Premium Share for Teaching Staff

A motion was made by Tracy Malterer and seconded by Dave Stryck to approve the following

resolution:

Approval of Insurance Premium Share for Teaching Staff
School Board Resolution
#1833

BE IT RESOLVED that the Board of Education of the Hustisford School District does hereby approve a premium share of 5% for all teaching staff for insurance premiums for the 2020-2021 school year.

Approved 7-0 Roll Call Vote

5. Resolution #1834: Approval of Insurance Premium Share for Support Staff
Tabled
6. Resolution #1835: Approval of CPI (1.81%) salary increase for support staff and administrative staff
Tabled

D. Buildings and Grounds: NA

XIII. Informational/Discussion Items:

Tentative/Suggested Meetings/Events:

- *Buildings/Grounds – Monday, June 1, 2020, at 4:00 p.m.*
- *Policy/Personnel – Monday, June 1, 2020, at 5:00 p.m.*
- *Business/Finance – Tuesday, June 2, 2020, at 4:00 p.m.*
- *Curriculum/Technology – Tuesday, June 2, 2020, at 5:00 p.m.*
- *June Regular Board Meeting: Monday, June 15, 2020, at 6:00 p.m.*
- *Senior Project Presentations—Wednesday, June 17, 2020 at 6 pm*

XIV. Motion to Adjourn

A motion was made by Steve Weinheimer and seconded by Jay Behnke to adjourn at 8:44 pm.
Passed Voice vote.

Heather J. Cramer, Superintendent of Schools – Recorder

Tracy Malterer - School Board Clerk

Business Office Updates for the May 18, 2020
Board of Education Meeting



1. Budget vs. Actual Review for Fiscal Year 2020

Hustisford School District Budget Totals							
Fiscal Year 2019-2020							
Budget	Fund	Budgeted Revenue	Budgeted Expenses	Surplus / (Deficit)	Beginning Fund Balance 7/1/19	Projected Ending Fund Balance 6/30/20	FB as % of Expenses
	10	\$ 5,956,276	\$ 6,034,240	\$ (77,964)	\$ 1,524,453	\$ 1,446,489	24%
	27	\$ 711,607	\$ 711,607	\$ -	\$ (0)	\$ (0)	
	38	\$ 66,439	\$ 66,438	\$ 0	\$ 3,884	\$ 3,884	
	41	\$ 5	\$ -	\$ 5	\$ 9,273	\$ 9,278	
	49	\$ 104,105	\$ 104,105	\$ -	\$ 2,261	\$ 2,261	
	50	\$ 194,550	\$ 194,550	\$ 0	\$ 9,876	\$ 9,877	5%
	80	\$ 59,359	\$ 59,359	\$ (0)	\$ 122,934	\$ 122,934	207%
Total	\$ 7,092,341	\$ 7,170,299	\$ (77,958)				
Projected Actuals	Fund	Projected Actual Revenue	Projected Actual Expenses	Projected Surplus / (Deficit)	Beginning Fund Balance 7/1/19	Projected Ending Fund Balance 6/30/20	FB as % of Expenses
	10	\$ 5,953,922	\$ 6,000,220	\$ (46,299)	\$ 1,524,453	\$ 1,478,154	25%
	27	\$ 717,324	\$ 717,324	\$ -	\$ -	\$ -	
	38	\$ 66,439	\$ 53,505	\$ 12,933	\$ 3,884	\$ 16,817	
	41	\$ 22	\$ -	\$ 22	\$ 9,273	\$ 9,295	
	49	\$ 104,105	\$ 90,317	\$ 13,788	\$ 2,261	\$ 16,049	
	50	\$ 175,149	\$ 185,025	\$ (9,876)	\$ 9,876	\$ 0	0%
	80	\$ 59,012	\$ 38,033	\$ 20,979	\$ 122,934	\$ 143,913	378%
Total	\$ 7,075,971	\$ 7,084,424	\$ (8,453)	Total w/ F10 only	\$ 31,665		

Fund 10 projected actual deficit is less than the budgeted deficit by \$31,665.

Line items over budget by more than \$5,000:

- Transfer to food service of \$19,700 to cover food service deficit.
- HS North wall mold issue (\$16,026) pushed the Repairs and Maintenance line over budget by \$8,000.
- More salary and fringe was charged to Title I than budgeted due to private school allocation change.
- Referendum survey printing costs of \$5,283 were an un-budgeted item.

Line items under budget by more than \$5,000:

- Pupil transportation under budget by \$44,304.
- Salaries and Health Insurance for teachers at JHE were under budget by \$10K each due to reallocations to Title programs.
- High School electric costs down by \$6,424.
- HS Substitute teacher salaries down by \$5,072.

2. Bank Account Balances

Hustisford School District Bank Accounts	
Hustisford State Bank	
	Balance as of
Checking / Savings Accounts	5/18/20
General Checking	\$ 134,431
Fund 10 - Money Market Account	\$ 1,144,829
Fund 41 - Money Market Account	\$ 9,280
Benefits Design Group Acct-FLEX	\$ 10,958
Investment Accounts	
1-year CD Maturity date 1/29/21	\$ 20,000
1-year CD Maturity date 7/5/20	\$ 5,000
Loan Accounts	
Municipal Loan	\$ 80,497
Municipal Loan	\$ 22,260
Municipal Loan(LOC \$300K)	\$ -
Local Government Investment Pool	
Fund 10 Savings Acct 2	\$ 12,886

Cash flow is strong right now. No large receipts in the past month but Common School Funds (Library Aid) of \$23,156 and Personal Property Aid of \$17,030 was transferred from DPI and the State of Wisconsin.