

Hustisford School District

District Office

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Heather Cramer

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Jessica Holtz

Director Financial Services

Jr./Sr. High School

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Principal

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Heather Cramer

Principal

Business and Finance Committee Meeting Minutes of Tuesday, December 5, 2023

The **Business and Finance Committee** of the Hustisford School District Board of Education met on Tuesday, December 5, 2023, at 5:00 p.m., in the District Office at Hustisford High School, 845 South Lake Street, Hustisford, WI 53034.

Present: Jamie Kulkee, Member; Heather Cramer, District Administrator; and Jessica Holtz, Director of Finance. Steve Weinheimer, Chair was absent.

New Business:

- **Budget Update**—Current budget usage is 31% in Fund 10, 27% in Fund 27, 28% in Fund 50, and 27% in Fund 80. These numbers are on track. We will be receiving our equalized aid payment of \$325,566 shortly. We will also receive a Special Education payment of \$28,660. Tax payments will come in during mid-January. We are also expecting our check for reimbursement from Focus on Energy. We did need to short-term borrow on 11/29. This is the first time that we have had to do this in the past several years. This is due to the boiler payment that came out. The LOC will be paid off by 12/6. The amount borrowed was \$40,000.
- **Staffing Updates**—Mrs. Cramer updated that the community education position will be filled with Erica Gaetz. This hire will be on the December board meeting. We are still seeking an educational assistant at the HS. There will be a closed session at the December board meeting to discuss administrative contracts and staffing.
- **Building Updates and Planning**—The committee received information from Baird in regards to tax impact. The impact at 5 million is \$1.04. and for 5.3 million it is at \$1.10. The projected interest rate was 5.75%. It is a 20-year bond.
- **Open Enrollment 2024-2025**—The district needs to update open enrollment procedures for 24-25. Mrs. Cramer will bring information to the board on open enrollment information in regards to special education vs. regular education numbers of students into the district. This will continue to be discussed in January during committee meetings as well as at the January board meeting for final approval.
- **Parent Transportation Contracts**—There will be parent transportation contracts at Lebanon Lutheran and St. Matthew's Iron Ridge. These contracts will be on the December board agenda for approval.
- **Insurance Renewal**—Our overall insurance for worker's comp, auto, liability, and cyber went down \$851. This renewal will be on the board agenda for the December meeting.