

ANNUAL MEETING

SCHOOL DISTRICT OF WASHINGTON ISLAND
WASHINGTON ISLAND, WISCONSIN

October 10, 2017
7:00 P.M.
School Commons

Submitted by the Board of Education

For the period

July 1, 2016 to June 30, 2017

	<u>Term Expires</u>
Amy Jorgenson, President	April 2019
Tom Jordan, Vice President	April 2018
Kirsten Purinton, Clerk	April 2019
Kevin Krueger, Treasurer	April 2020
Sarah Duggan Goldstein, Member	April 2019

NOTICE FOR ANNUAL DISTRICT MEETING

**(Common and Union High School Districts)
Section 120.08 (01)**

School District of Washington

Notice is hereby given to the qualified electors of the School District of Washington that the annual meeting and budget hearing of said district for the transaction of business will be held in the School Commons of Washington Island School on the second Tuesday, being 10th of October 2017 at 7:00 in the evening.

Dated this 15th day of September 2017.

Kirsten Purinton
Clerk

Annual Meeting Guidelines

These guidelines have been obtained from the Annual School District Meeting handbook published by the Wisconsin School Board Association. At the July School Board meeting there was a request to inform the public on the purpose of the annual meeting and the role of the community in the process. The preliminary Agenda is included in the packet mailed out to the public. Any elector can request an item be added to the Agenda by contacting Mati Palm-Leis or Amy Jorgenson not later than 48 hours prior to the meeting in order to comply with posting requirements.

The school board is charged by statute with the care, control and management of the property and affairs of the school district. However, this charge is subject to the authority vested in the annual school meeting. The powers vested in the annual school meeting are for the most part set forth in statute 120.10 of the statutes. In addition, Section 65.90(4) requires that any resident or taxpayer of the governmental unit shall have an opportunity to be heard on the proposed budget at the budget hearing. However the governing body cannot be compelled to make changes suggested by citizens at the hearing on the proposed budget. The intent of the statute is to provide for an expression of public opinion but to leave the governing body free to act as it determines to be in the public interest. Accordingly, the electors at the budget hearing do not have the power to amend the budget as proposed nor to approve or disapprove such budget. Following is a list of what the electors may do at the annual meeting. Not all items may apply to Washington Island School:

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

Preliminary
Washington Island School
Agenda for the Annual Meeting

October 10, 2017 – 7:00 PM

Washington Island School Commons

1. **Call to Order**, Amy Jorgenson, Board President
2. **Election of Chairperson**, Amy Jorgenson, Board President
(Meeting Chairperson assumes duties of chair)
3. **Reports**
 - A. Operations Reports
4. **Reading and Approval of 2016 Annual Meeting Minutes**, Kirsten Purinton,
Board Clerk
5. **Treasurer's Report** – 2016-2017 Receipts and Expenditures, Kevin Krueger,
Board Treasurer
6. **Proposed Budget for 2017-2018** – Kevin Krueger, Board Treasurer, Tom Jordan,
Board Vice President, Mati Palm-Leis, Superintendent
7. **Resolutions**, Meeting Chairperson
 - A. Set Board of Education salary for 2017-2018 school year.
 - B. Permit the Board to sell and dispose of school property that is no longer
needed or serviceable;
 - C. School District will furnish, free of charge, all books, workbooks and
classroom resources for the 2017-2018 school year;
 - D. School District will furnish free transportation, to and from school, for all
pupils who reside two miles or more from school, with pick up points for
students who reside between one and two miles from school during the
2017-2018 school year.
 - E. Adoption of tax levy for the 2017-2018 school year in order to finance the
proposed school budget;
 - F. The Annual Meeting date and time for the 2017-2018 school year will be
set by the Board of Education before July 31, 2018
8. **Closing Discussions**, Meeting Chairperson
 - Other New Business
9. **Adjournment**, Meeting Chairperson

**WASHINGTON ISLAND SCHOOL DISTRICT
ANNUAL MEETING - 2016
OCTOBER 5, 2016
SCHOOL COMMONS at 7:30 p.m.
UNAPPROVED MINUTES**

1. Call to Order and Pledge of Allegiance: Board President Amy Jorgenson called the meeting to order at 7:32 p.m. Other board members present: Tom Jordan, Sarah Duggan Goldstein, Kirsten Purinton, and Kevin Krueger; Administrator: Mati Palm-Leis; Administrative Assistant: Sue Cornell; Teachers: Alyssa Wagner, Miranda Szcsepanski, and Marleen Ehrlich-Johnson; Community Members: Liz Pratt, Alan Schaffmeyer, Warren and Mary Marik.

2. Election of Chairperson: **MSP (Jorgenson/Duggan Goldstein)** to nominate Liz Pratt to the position of Meeting Chairperson. Approved 14-0.

3. Operations Report: Superintendent Mati Palm-Leis shared a Powerpoint Presentation highlighting the 2015-2016 school year's accomplishments which included:

- The creation of the District Mission Statement
- Experiential Learning with the Rock Island and Makers Voyages
- Communication and connection with the community through the Bucks Bulletin, new school webpage, inviting community members into the school for events and community service by students
- Academic focus on with RTI process, Literacy, and various high school class options like Independent Study, ITV, and online classes.
- Student Extra Curricular Accomplishments like the Washington D.C. trip, Drivers Education classes, and the basketball team's seasons.
- Technology Infrastructure Improvements including updated battery backup, new domain server, new filtering system, upgraded firewall, internet speed increased to 100 MEGs, and new fire alarm system.
- Building and Grounds Improvements: new ramp at the front of the school, handicap parking spot, main parking lot lines, fence around propane tanks, drainage fingers installed under the playground and new mulch laid, new school library, all new windows installed, and wall built in new 1st/2nd grade classroom.

Mr. Palm-Leis then presented this year's initiatives, which include:

- Broaden the options for RTI to reach specific Reading and Math program needs
- Purchase and integrate new K-5 Units of Study Reading program
- The district is still actively looking to hire a High School Math and PE teacher, but in the meantime, the District implement Big Ideas Math and improve testing and data management.
- More planning time was allotted for experiential learning voyages
- Climate and Culture in school with the development of the Buck's Way, Circle of Power and Respect, and the Hype Squad
- Needed facility updates such as new flooring, purchase a new used bus, and phone system
- Presenting the Referendum to the community for the vote in April

4. Reading and Approval of the 2015 Annual Meeting Minutes: Board Clerk, Kirsten Purinton read the minutes aloud. **MSP (Purinton/Jorgenson)** to approve the minutes of the 2015 Annual Meeting with a couple of typographical corrections. Approved 14-0.

5. Treasurer's Report: Board Treasurer, Kevin Krueger, presented the 2015-2016 school year Receipts and Expenditures. Reviewing last year's budget: The **unaudited** 2015-16 Fund 10 total revenue was \$1,320,451.60. The **unaudited** 2015-16 expenditures totaled \$1,193,309.94. This **unaudited** difference will result in an increase of \$127,141.66 in the Fund Balance. This district is still awaiting the completion of the audit from the accountant, which needs to be completed by December 1, 2016.

Looking ahead to this year's budget: The estimated Fund 10 total revenue for the 2016-2017 school year \$1,412,451.60. The estimated expenditures for the 2016-17 school year total \$1,410,653.00 with an estimated increase in Fund Balance of \$1967.00. Dr. Palm-Leis proposed a total school tax levy of \$1,378,357.00 in order to finance the proposed school budget.

6. Proposed Budget for 2016-2016: Board Treasurer, Kevin Krueger, read the budget proposed for this school year. **MSP (Jorgenson/Krueger then amended by Jorgenson/Krueger)** to accept the proposed budget with a total revenue of \$1,412,610 expenditures of \$1,410,653.00 and an increase in Fund Balance of \$1967.00. Approved 14-0.

7. Resolutions:

A. MSP (Schaffmeyer/Jorgenson) to set the Board of Education salaries for \$100 per monthly meeting for 2016-17 school year. Approved 14-0.

B. MSP (Duggan Goldstein/Ehrlich Johnson) to approve permission for the Board to sell and dispose, of school property that is no longer needed or serviceable. Approved 14-0.

C. MSP (Schaffmeyer/Ehrlich Johnson) to approve the School District to furnish, free of charge, all books, workbooks, and classroom resources for the 2016-2017 school year. Approved 14-0.

D. MSP (Jorgenson/Ehrlich Johnson) to approve the School District to furnish free transportation, to and from school, for all pupils who reside two miles or more from school, with pick up points for pupils who reside between one and two miles from school and beyond two miles as needed, during the 2016-2017 school year. Approved 14-0.

E. MSP (Purinton/Jorgenson) to approve, using a student count of 78 students, the adoption the tax levy of \$1,378,3570 for the 2016-2017 school year in order to finance the proposed school budget. Using the estimated equalized land value of \$283,971,700 this tax levy has a projected mill rate of \$4.85/\$1,000 of assessed value. Approved 14-0.

F. MSP (Jorgenson/Schaffmeyer) to approve that the Board of Education will set a date and time for the 2016 Annual Meeting by July 31, 2016. Approved 14-0.

8. Closing Discussions: Meeting Chairperson, Liz Pratt, asked if anyone had anything else or new business to discuss. There was none.

9. Adjournment: **MSP (Duggan Goldstein/Jorgenson)** to adjourn the meeting at 8:36 p.m. Approved 14-0.

Respectfully submitted,

Kirsten Purinton, School Board Clerk
Washington District

**School District of Washington
Financial Information**

Fund 10 – This general fund is used to account for all financial transactions relating to the district’s current operations, except for those required to be accounted for in other funds.

- Savings - \$517,978.01
This money is used to meet our financial obligations, including payroll and payables. This money is needed because property tax money comes in only three times/year: August, January, and February. This is a cash flow account and not a cash balance account.

Checking - \$41,004.42

Fund 41 – This fund is for projects related to buildings and sites, such as remodeling buildings and maintenance or repairs. Balance - \$75,774.85

Fund 60 - The money in this account is used only for student organizations, to record returnable fees, class money, playground fundraising and scholarships. It cannot be used to supplement Fund 10.

- Balance - \$48,655.47

CHART OF ACCOUNTS

- 110000 - Undifferentiated Curriculum
Elementary staff, excluding physical education, art.
- 120000 - Regular Curriculum
High school staff, including art, English, foreign language,
Math, science, social science.
- 130000 - Vocational Curriculum
District Technology
- 140000 - Physical Curriculum
Physical Education
- 160000 - Co-Curricular Activities
Athletics, AODA, Student Assistance Program
- 170000 - Special Needs
Gifted & Talented, Homebound Non-EEN, School-Age Parent
- 210000 - Support Services
Guidance, School Psychologist, OT/PT
- 220000 - Instructional Staff Services
Improvement of Instruction, Curriculum Development, Elementary & High School Library,
Athletic Director.
- 230000 - General Administration
Board of Education, District Administrator and Administrative Assistant
- 240000 - School Building Administration
School Principal
- 250000 - Business Administration
Maintenance Dept., Transportation,
Internal Services
- 260000 - Central Services
Bus Driver and Services provided to district.
- 270000 - Insurance & Judgments
District Insurance
- 290000 - Other Support Services
- 430000 - Tuition

Date: June 2017

BUDGET PUBLICATION, 2017-18
Required Published Budget Summary Format

A budget summary, notice of the place where the budget in detail may be examined, the time and place for a public hearing on the budget must be published or distributed under s. 65.90. The required minimum detail for the published summary is as follows:

GENERAL FUND	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
Beginning Fund Balance	177,675.00	304,816.65	460,386.90
Ending Fund Balance	304,816.65	460,386.90	474,607.90
REVENUES & OTHER FINANCING SOURCES			
Transfers-In (Source 100)	0.00	0.00	0.00
Local Sources (Source 200)	1,223,533.43	1,343,087.00	1,319,121.00
Inter-district Payments (Source 300 + 400)	0.00	0.00	0.00
Intermediate Sources (Source 500)	0.00	0.00	0.00
State Sources (Source 600)	53,123.13	61,106.29	51,455.00
Federal Sources (Source 700)	41,696.67	52,088.33	40,251.00
All Other Sources (Source 800 + 900)	2,098.37	723.00	2,000.00
TOTAL REVENUES & OTHER FINANCING SOURCES	1,320,451.60	1,457,004.62	1,412,827.00
EXPENDITURES & OTHER FINANCING USES			
Instruction (Function 100 000)	571,283.53	579,638.06	652,418.00
Support Services (Function 200 000)	502,871.71	604,844.25	621,032.00
Non-Program Transactions (Function 400 000)	119,154.71	116,952.06	125,156.00
TOTAL EXPENDITURES & OTHER FINANCING USES	1,193,309.95	1,301,434.37	1,398,606.00

SPECIAL PROJECTS FUND	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
Beginning Fund Balance	0.00	0.00	0.00
Ending Fund Balance	0.00	0.00	0.00
REVENUES & OTHER FINANCING SOURCES	139,531.59	152,422.19	152,665.00
EXPENDITURES & OTHER FINANCING USES	139,531.59	152,422.19	152,665.00

DEBT SERVICE FUND	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
Beginning Fund Balance	0.63	1.26	1.26
Ending Fund Balance	1.26	1.26	0.26
REVENUES & OTHER FINANCING SOURCES	74,369.12	73,373.00	74,369.00
EXPENDITURES & OTHER FINANCING USES	74,368.49	73,373.00	74,370.00

CAPITAL PROJECTS FUND	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
Beginning Fund Balance	75,531.40	75,641.16	75,852.44
Ending Fund Balance	75,641.16	75,852.44	76,067.44
REVENUES & OTHER FINANCING SOURCES	109.76	211.28	215.00
EXPENDITURES & OTHER FINANCING USES	0.00	0.00	0.00

Total Expenditures and Other Financing Uses

ALL FUNDS	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
GROSS TOTAL EXPENDITURES -- ALL FUNDS	1,407,210.03	1,527,229.56	1,625,641.00
Interfund Transfers (Source 100) - ALL FUNDS	111,686.71	106,943.19	114,827.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES -- ALL FUNDS	1,295,523.32	1,420,286.37	1,510,814.00
PERCENTAGE INCREASE -- NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR		9.63%	6.37%

PROPOSED PROPERTY TAX LEVY

FUND	Audited 2015-16	Unaudited 2016-17	Budget 2017-18
General Fund	1,120,782.00	1,343,087.00	1,319,121.00
Referendum Debt Service Fund	0.00		
Non-Referendum Debt Service Fund	68,955.00	61,486.00	61,486.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	0.00	0.00	0.00
TOTAL SCHOOL LEVY	1,189,737.00	1,404,573.00	1,380,607.00
PERCENTAGE INCREASE -- TOTAL LEVY FROM PRIOR YEAR		18.06%	-1.71%

ENERGY EFFICIENCY EXEMPTION

§ 121.91 (4) (o) Revenue Limit Exemption for Energy Efficiencies-Evaluation of the Energy Performance Indicators

Name of Qualified Contractor	Johnson Control		
Performance Contract Length (years)	3		
Total Project Cost (including financing)	689,544		
Total Project Payback Period	30		
Years of Debt Payments	10		
Remaining Useful Life of the Facility	50		
Prior Year Resolution Expense Amount	2015-2016	61486	
Prior Year Related Expense Amount or CY debt levy	2015-2016	61486	
Utility Savings applied in Prior Year to Debt		7468	
Sum of reported Utility Savings to be applied to Debt			\$ 7,468
		Savings Reported for 2016-17	
	Project Cost	Utility Cost	Non-Utility Cost
Specific Energy Efficiency Measure or Products	Including Financing	Savings	Savings
Entire Energy Efficiency Project Totals	\$ 689,544	\$ 7,468	
Entire Energy Efficiency Project Totals	\$ 689,544	\$ 7,468	\$ -

Addendum: Revenue Limit Exemption for Energy Conservation s.121.91(4)(0)1.

The School District Washington exercised its taxing authority to exceed the revenue limit on a non-recurring basis by \$69,955 on energy efficiency measures and renewable energy products for the 2016-17 school year. The district has expended \$61,486 of this revenue limit authority. As a result of these expenditures, the district has met the following performance indicators: The School Board has identified the following required performance indicators that will measure the energy savings and/or energy cost avoidance in an amount equal to the exemption request and will include a timeline: The Washington Island School District will complete an energy savings project at its 4K-12th grade school building. The project included mechanical measures, control measures, implementation of DDC Temperature Control System, integration of controls allowing for night and set-back operation, installation of a high efficiency condensing boiler, and other miscellaneous energy saving improvements: • Total Project Cost: \$580,000. • Performance Indicator: Kilowatt-hour savings, KW Demand savings, therm savings • Timeline: will be completed before June 30, 2015 • Projected Annual Cost Savings: \$7,743./ in utility, maintenance and operational savings • Projected Payback Period: 10 Years. An evaluation of the energy performance indicators will be included as an addendum in the required 2016-17 published budget summary document per s.65.90, Wis. Statute, and in the published minutes of the school board meeting.

Washington Island School
888 Main Rd
Washington Island, WI 54246

Bulk Rate
U.S. Postage Paid
Permit #7
Washington Island, WI 54246

BOXHOLDER