

**Palmyra-Eagle Area School District  
Finance Committee Meeting Minutes  
Justin Thomas, Chairperson  
Tuesday, February 18, 2020, 6:00 PM  
P-E MS/HS - Irving L. Young Community Center - 123 Burr Oak Street, Palmyra**

**All meetings are subject to Wisconsin Statutes - Open Meeting Laws (19.81-19.98)**

**"In compliance with Open Meeting Law, it is hereby posted that the following committees of the School Board of the Palmyra-Eagle Area School District will meet on the following dates and times. It is possible that a quorum may exist at one or more of the Board Committee meetings, as a Board member who is not an official member of a committee may attend. No Board action will be taken at any of the Committee Meetings."**

- I. Call to Order:** The meeting was called to order at 6:00 pm by committee chair, Justin Thomas.
- II. Roll Call - quorum (2) of this committee required to proceed**
  - A. Attendees: Justin Thomas, Michael Eddy, Thomas Novak
  - B. Others: Business Manager - Carol Gebhard Dyer, Superintendent - Steve Bloom, Board Secretary - Traci Plotz, Buildings & Grounds Manager - Rich Wagner
- III. Discussion and approval of agenda:** The agenda was reviewed and approved.
- IV. Agenda**
  - A. Review of Meeting Minutes:** The minutes were reviewed from the January 14, 2020 Meeting.
  - B. Building and District Facilities Update:**
    1. The Committee reviewed a list of maintenance projects that need to be done. Rich Wagner was available to answer questions regarding the list.
    2. Dr. Bloom reported that he checked with Waukesha County Registrar of Deeds to see if he could find out more regarding the Deed for Eagle Elementary. The only additional documents he could find was an easement for School Road.
  - C. Update on Food Service Program Options for 2020-2021:** Dr. Bloom reported two options for the food service program. One is to contract with a Management company. The second option is with Whitewater Unified School District, to cook our food and then we would pick up and transport to our building and serve in our buildings. The third option is to enter into a cooperative commodities purchasing program through CESA 2. The committee directed the Dr. Bloom and Carol Gebhard to move forward with the RFP process for a Management company, as well as looking into how Johnson Creek School District manages their lunch program
  - D. Transportation Update and Planning for 2020-2021:** Dr. Bloom stated that they have met with Lakeland Coach Lines to discuss busing option. The bus company has requested that we hold registration for the school year earlier than in past years to get better numbers earlier. The most efficient way to handle busing would be if all students are bused to one building. The second most efficient way would be to bus to Palmyra Elementary and The Middle School/High School. If Eagle elementary was kept open, busing cost may increase as some routes may need to be added. Multiple options were discussed.

- E. Business Support for the PEASD:** Dr. Bloom reported that when they met with Whitewater Unified School District regarding food service options, they also discussed some of the other options to partner with Whitewater on some of the business services, include payroll, accounts payable, etc.
  - F. Staffing Update for 2020-2021 School Year:** Dr. Bloom gave an update on the discussions that the administrative team have had regarding staffing options.
  - G. Status of 2019-2020 Budget:** Business Manger, Carol Gebhard Dyer gave an update on the 2019-2020 Budget.
  - H. Review of 2020-2021 Budget:** Business Manager, Carol Gebhard Dyer reported that the income for next year will be about \$12m. The expense will be built up form zero.
- V. Adjournment:** The meeting was adjourned at 6:57 pm.