

**Palmyra-Eagle Area School District
Finance Committee Meeting Agenda
Mitzi Roscizewski, Chairperson
Tuesday, October 12, 2021, 6:00 PM
P-E MS/HS - 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."

Please be advised that this meeting is being held in public and individuals choosing to attend and participate will be expected to practice "social distancing" in light of the current COVID-19 pandemic.

- I. Call to Order - called at 6:05 p.m.
- II. Roll Call - quorum (2) of this committee required to proceed - Mitzi Rosciewski, Zachary Rutkowski and Michael Eddy all in attendance. Also here: Kristiana Williams, Doris Parsons, Jean Reith and Tara LeRoy.
- III. Discussion and approval of agenda
- IV. Agenda
 1. Review of Minutes from September - Approved.
 2. Treasurer Reports - will be gone through in following numbers.
 3. Budget - Numbers are finalized and sent to the papers to be posted. The board packet has the revised budget. \$261,000 coming in Esser 2 Funds. Should know more on the 15th about Esser 3. All can be rolled into next year. Todd advises against spending too much of it now, and falling short in the future. Nothing will be approved until the Annual Meeting on the 28th.
 4. School facility safety - to be combined with 5.
 5. Security upgrades - RAPTOR system - when a volunteer/parent comes into the schools, drivers licenses are scanned to provide safety from child predators. For \$10.95 per person, we are additionally doing background checks on volunteers and new employees. Waiting to hear from Ryan about information from the RAPTOR providers on how much more it would include to a background check. Will leave it to be discussed further next month.
 6. Review of Vouchers - Mitzi asked about reimbursements to our staff, Brad has been working with the administrators about cutting back on that. Will also work on teachers not making purchases on their credit cards, and having us purchase it as we are tax exempt. One was a teacher who was trying to pay for everything herself, and was reimbursed all at once. Should be much less as teachers understand how it works and the year continues.
 7. Update on Activity Accounts - Kari sent an update of the accounts. Verified that everything was computing correctly. Emailed all teachers to update accounts as well. Plan to email advisors in the next month, and then in the future as changes occur. Brad, Kevin, Gigi and Kari all have access. Yearbooks and class accounts still need to be worked on to be completely updated due to registration fees and class dues. AP testing shouldn't have had money in account, and should be moved along with Band Boosters. Working on a checking account for the band boosters and transferring the balance. Class of 2023 will also be working on to bring back to zero. Kari will continue to update monthly.
- V. Adjournment - called at 6:36 p.m.

Mitzi Roscizewski, Committee Chairperson: _____

Michael Eddy, Member: _____

Zachary Rutkowski, Member: _____

Other School Board members present: _____
