

**Palmyra-Eagle Area School District
Finance Committee Meeting Minutes
Mitzi Roscizewski, Chairperson
Tuesday, February 14, 2023, 6:45 PM
P-E Community Center - 123 Burr Oak Street, Palmyra**

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

- I. **Call to Order:** The meeting was called to order by Committee Chair, Mitzi Roscizewski at 6:52 pm.

- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Mitzi Roscizewski, Michael Eddy, Zachary Rutkowski
 - B. Others Present - Brad Warner - Business Manager, Todd Gray - Interim District Administrator, Traci Plotz - District Executive Assistant, Caitlin Kirchner, Kari Timm - MS/HS Principal, Katie Robertson, EES Principla, KayLeigh Sockrider - Special Ed and Pupil Services Director, Joel Tortomasi - District Assistant Principal

- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.

- IV. **Agenda**
 - A. **Approve January Meeting Minutes:** The minutes from the January 10, 2023 meeting were reviewed and approved.
 - B. **January Voucher Review:** The January Vouchers were reviewed.
 - C. **Review of Budget Variance Reports by Building and Fund:** The Year to Date Budget Variance reports were reviewed.
 - D. **Review of 2021-2022 Financial Audit.:** Brad Warner discussed the results, more discussion will take place again next month.
 - E. **Review 2023-2024 Science Curriculum Quotes:** It was reported that the expense will come out of need years budget.

- V. **Next Meeting:** March 14, 2023 at 6:30 pm - MS/HS Community Center

- VI. **Adjourn:** The meeting was adjourned at 7:01pm.

Respectfully Submitted,
Caitlin Kirchner, Public Relations Specialist
Traci Plotz, District Executive Assistant