

**Palmyra-Eagle Area School District
Finance Committee Meeting Minutes
Mitzi Roscizewski, Chairperson
Tuesday, June 13, 2023, 6:30 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."

- I. **Call to Order:** The meeting was called to order by committee chair, Mitzi Roscizewski at 6:30 pm.

- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended - Tara LeRoy, Mitzi Roscizewski and Zachary Rutkowski
 - B. Others Present - Kristiana Williams, Business Manager - Brad Warner, Eagle Elementary Principal - Katie Robertson, MS/HS Principal - Kari Timm, Special Education & Pupil Services Director - KayLeigh Sockrider, Assistant Principal - Joel Tortomasi, District Executive Assistant - Traci Plotz

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

- IV. **Agenda**
 - A. **Approve May Meeting Minutes:** The minutes from the May 9, 2023 meeting were reviewed and approved.
 - B. **May Voucher Review:** The May 2023 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 MS/HS Activity Account:** The Year to Date MS/HS Activity Account balances were reviewed.
 - E. **Discussion Regarding Greenhouse Update:** Kari Timm reported that fundraising is at \$61,000. The Donor letter was revised and they are in the process of making another round of requests. Pave the way end date will be December 31, 2023.
 - F. **Discussion Regarding Summer School Update:** Katie Robertson reported that we are at 97 total students, which comes to approximately 7 FTE students for funding.
 - G. **Discussion Regarding Montessori School Budget:** Todd Gray reported that the Montessori School is still interviewing staff, there are repairs to be made at PES, supply costs will depend on overall students.
 - H. **Discussion of Fee Schedule for the 2023-2024 School Year:** The proposed fee schedules were shared with the committee. A question came up regarding the band rental fees. It is a MS/HS rental fee only if a student uses a school instrument. The 5th grade band program is free to the 5th grade students.

V. Next Meeting: July 11, 2023 at 6:30 pm - MS/HS Community Center

VI. Adjourn: The meeting was adjourned at 6:47 pm.

**Respectfully submitted,
Traci Plotz
District Executive Assistan**