

**Palmyra-Eagle Area School District
Finance Committee Meeting Minutes
Mitzi Roscizewski, Chairperson
Tuesday, August 9, 2022, 6:30 PM
P-E MS/HS - MS Gym - 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 6:30 pm.
- II. **Roll Call** - quorum (2) of this committee required to proceed
 - A. Attended: Mitzi Roscizewski and Zachary Rutkowski
 - B. Absent: Michael Eddy
 - C. Others Present: Tara LeRoy, Kristiana Williams, Mitzi Rosciewski, Doris Parsons, Bill Lean - Building & Grounds, Katie Robertson - Eagle Elementary Principal, Kari Timm - MS/HS Principal, KayLeigh Sockrider - Special Education Director, Jodi Didenko - Curriculum & Instruction, Brad Warner - Business Manager, Traci Plotz - District Administrative Assistant
- III. **Discussion and Approval of Agenda:** The agenda was reviewed and approved.
- IV. **Agenda**
 - A. **Approve July 2022 Meeting Minutes:** The minutes from the July 12, 2022 meeting were reviewed.
 - B. **Voucher Review:** The July 2022 Vouchers were reviewed.
 - C. **Review Budget Status by Building/Area:** The budget status by Building/Area was reviewed.
 - D. **Review Budget Variances:** Question were raised regarding some of the variances in the salary lines. The Committee was reminded that the audit is not yet completed and that some of the variances will change with the final journal entries. They were also reminded that although some lines are over budget, other lines are under budget which offsets the overbudget lines.
 - E. **Review Co-Curricular & Coach Compensation for the 22-23 School Year:** Discussion took place regarding the Co-Curricular & Coach Compensation. The committee agreed with the information regarding the Coaching Compensation and had questions regarding the Co-Curricular compensation. Questions were answered and the information will be going to the full board for approval, that evening.
 - F. **Special Education Van Update:** It was reported that we working on pulling all the information together about the Special Education Van, so that it can be added to an online auction. Due to the need to prep the buildings for school in a few weeks, this task has been moved down on the list.
 - G. **Review 2022-2023 Proposed Food Service Vendor Contracts:** The 2022-2023 Food Service vendor Contract were reviewed for the Milk and the Food & Supply Contracts. The contracts were moved forward to the full board for approval.
 - H. **Review proposal for Bloomz Communication System:** The committee reviewed the Bloomz Communication System proposal and moved it forward to the full board for approval. The new communication system will allow us to
 - I. **Update regrading Bus Terminals:** Brad Warner reported that we have a quote for the installation of the bus heating receptacles and we will be parking buses at PES and EES. The quotes show that the work is being done in the most economical fashion. The quote is on the board agenda for approval tonight.
- V. **Next Meeting:** September 13, 2022 at 6:30 pm - Community Center
- VI. **Adjourn:** The meeting was adjourned at 7:09 pm.

**Respectfully Submitted,
Traci Plotz
District Administrative Assistant**