



**School District of Beloit**

## **BOARD OF EDUCATION PURPLE PACKET – September 7, 2018**

1. 2018 September Funding Report
2. Notice of Meeting
  - (E)Quality Committee Meeting, Monday, September 10, 2018, 4:00 p.m., Merrill Elementary School, 1635 Nelson Avenue, Beloit, WI
  - Fiscal Committee Meeting, Monday, September 10, 2018, 5:00 p.m., Superintendent's Office, Room 106

### **NOTES/UNDER SEPARATE COVER**

- Links to school newsletters can be found on the Board of Education website on the lower right hand side.

### **FUTURE BOARD MEETINGS**

Special Board Meeting, Tuesday, September 25, 2018, TBD, Board Room

Board Business Meeting, Tuesday, September 25, 2018, 7:00 p.m., Board Room

Communication Meeting, Thursday, September 27, 2018, 2:00 p.m., Superintendent's Conference Room 106

# September- 2018 - Committee Report

## Grant Activity 7/1/18 - 6/30/19

Program	Funding Source	Amount Requested	School/ Contact	Date Submitted	Renewal/ New	Status	Purpose	Date Awarded	Award Amount	Date Declined
ABC Grant	Alliance for Strong Families	\$2,000	Aramark	8/23/2018	New	Awarded	The annual Good to Great Community Day will be supported by this grant to purchase veggies and fruits to promote a healthy lifestyle.	8/31/2018	\$2,000	
AT & T Aspire	AT & T	\$5,000	Beloit Memorial Carole Campbell	6/4/2018	New	Awarded	Grants funds will be used to support the Link Crew program where juniors and senior students mentor underserved, incoming freshman to help them to be successful in high school.	6/4/2018	\$5,000	
School Safety Grant	Wis. Dept. of Justice	\$277,231	KEC Sean Winters	6/8/2018	New	Awarded	Funds will be utilized to purchase and install shatter-resistant window film at all school locations, as well as security cameras, doors, door hardware, and access control in all school locations.	8/2/2018	\$274,231	

## Prior Year Pending Applications 2017-18

School Based Mental Health	Wis. Dept. of Public Instruction	\$75,000	KEC Emily Pelz	5/31/2018	New	Awarded	Funds will be used to hire a .40 Mental Health Navigator, subs and extra time for staff training. Efforts on student health needs will be collaborated with six local agencies.	7/23/2018	\$75,000	
<b>Total Submitted Proposals</b>		<b>\$284,231 (2018-19)</b>						<b>Total Awarded</b>	<b>\$356,231</b>	



# NOTICE OF MEETING

## SCHOOL DISTRICT OF BELOIT (E)Quality Committee

**Date:** Monday, September 10, 2018  
**Time:** 4:00 p.m.  
**Location:** Merrill Elementary School  
1635 Nelson Ave  
Beloit, WI 53511  
**\*PLEASE NOTE LOCATION CHANGE\***

### AGENDA

- I. Call to Order
- II. Membership
- III. Reflection/ Highlights
- IV. Diversity, Inclusion and Recruitment Plan
- V. 2018-2019 Goals
  - Diversity Certificate
- VI. Announcements
- VII. Adjournment

Posted: September 7, 2018



# NOTICE OF MEETING

## Fiscal Committee Agenda

Monitor taxpayer investments wisely to protect and provide resources to the schools to deliver a quality education while playing an important role in economic development.

**DATE:** September 10, 2018

**TIME:** 5:00 p.m.

**LOCATION:** KOLAK EDUCATION CENTER  
Superintendent's Conference Room 106  
1633 Keeler Avenue  
Beloit, WI 53511

**COMMITTEE MEMBERS:** Nora Gard, Wendy Sanchez, Torie Champeny, Evan Sepulveda and John Malizio

**ADMINISTRATIVE LIAISON:** Robert Thom, Executive Director of Business Services  
JoAnn Armstrong, Director of Financial Services

## AGENDA

1. Call to Order
2. Approval of the Agenda
3. Approval of August Minutes
4. Appointment of TIF Representative
5. Review of PO's Between \$15,000-\$25,000
6. Technology Support Contract for the Balance of 2018-19
7. Update of the 2018-19 Funds 10 and 27 Expense Budget
8. Health Insurance Rates for 2018-19
9. Fund 80 Community Service for 2019-20
10. Waiver of Rental Fees-Beloit Pride Softball
11. Waiver of Rental Fees-Beloit Junior Woman
12. Future Meeting Dates and Times
13. Future Agenda Items
14. Adjournment

Posted: September 7, 2018

**FISCAL COMMITTEE MINUTES**  
**SCHOOL DISTRICT OF BELOIT**  
**August 15, 2018**

**1. CALL TO ORDER**

The Fiscal Committee was called to order by Nora Gard, Chair at 5:00 p.m. at the Kolak Education Center, Room 106, Superintendent's Conference Room.

Members present: Torie Champeny, Nora Gard, Chair, Wendy Sanchez, Vice Chair, and Evan Sepulveda. Members excused: John Malizio. Others present: JoAnn Armstrong, Liaison, Bob Thom, Liaison, Anthony Bonds, Tracey Caradine, Don Childs, Interim Superintendent, and Darrell Williams.

**2. APPROVAL OF THE AGENDA**

Sanchez moved approval of the agenda. Seconded by Champeny. Motion carried.

**3. APPROVAL OF JUNE MINUTES**

Sanchez moved approval of the June minutes. Seconded by Champeny. Motion carried.

**4. REVIEW OF PO'S BETWEEN \$15,000 - \$25,000**

There were no purchase orders in July ranging from \$15,000 - \$25,000.

**5. REVIEW POLICY 733 RULE 2 - VENDING AND APPLIANCE USE POLICY**

Policy 733 RULE 2 Vending and Appliance Use was reviewed to see if the committee wanted to propose any revisions to the full Board of Education. Armstrong explained that staff have been paying \$25.00 for mini refrigerators or coolers each year. It has gotten time consuming and several staff make it more difficult to collect as they do not want to pay the fee, while others have paid it willingly for years. The real energy cost for running one of the refrigerators is in excess of \$150 per year. Her recommendation is to either enforce the fee for everyone OR to prohibit them completely and eliminate the fee collection. There has been an increase over the years in the number of employees who have the appliances. The committee members felt that at this time, move forward with the policy as is; however inform staff of the cost analysis and let staff know that they are receiving a deal on the \$25.00 price.

**6. 2018-19 BUDGET UPDATE**

Budget topics such as reviewing materials from the board workshops, reviewing 18-19 assumptions, update of continued work on 18-19 base budget, review health insurance funding options, 18-19 initiatives, tax levy with establishing a target. Price began by sharing that the 2017-18 was projected to have a negative \$800,000 balance however, it's only at \$300,000 which is good news based on the audit which is currently happening. Price reviewed a 2018-19 base budget indicating that the goal is a balanced base budget with another update in September and a final budget in October with setting the tax levy.

To date there is no change in the membership projection for fall, actual numbers will not be available until after the third Friday count in September. Thom reviewed the Open Enrollment levels indicating that open enrollments out continues to increase while open enrollments in have not had much fluctuation. Thom will do some further digging in the open enrollment information and did state that many students request to leave to go to Turner and one positive is that Turner puts a cap on their open enrollment numbers so students may not be accepted. Price reviewed revenue limit, equalization aid, tax levy and provided a ball park of \$11.50 for the mill rate. He also reviewed the revenues including federal, per pupil aid, decreases as a result of policy changes, Medicaid revenues of 400,000. He reviewed expenditures including a cost of living adjustment of 2.13%, additional board added positions, health insurance premium increase of 7.3%, no increase in dental positions, and a minimal contingency of \$150,000.

Price reviewed next steps with would be to continue to review Health Insurance funding, adjusting budget to reflect historical variances between budget and actual; i.e. Budgeting family health insurance for vacancies when many vacancies are filled by younger people taking single insurance; a complete review of Fund 27 to better estimate needed transfer from general fund; continue review of individual line items; and continue review of impact of updated assumptions.

Gard asked where fund balance was compared to policy. Armstrong stated at the end of 2016-17 it was at 19%. Once the audit is done, it should be still within policy, but may be slightly under the 19%.

#### **7. WAIVER OF RENTAL FEES - CARITAS**

Sanchez moved approval of the request by Caritas to waive the facility rental fees of BMHS on September 29, 2018. Seconded by Sepulveda. Motion carried unanimously of the members present.

#### **8. FUTURE MEETING DATES AND TIMES**

The next meeting date will be September 12 at 5:00 p.m. The committee will meet on the 2nd Wednesday of each month unless it's necessary to meet at another time.

#### **9. FUTURE AGENDA ITEMS**

Future agenda items include reviewing board and public fiscal reporting, determining guiding principles, reviewing purchasing policy and debt: Fund 38 non-referendum debt schedule and fund 39 referendum debt schedule with refinance options and long-term planning.

#### **10. ADJOURNMENT**

The meeting adjourned at 6:06 p.m.



## School District of Beloit Fiscal Report

September 10, 2018

### ***I. BASIC INFORMATION***

**Topic or Concern:** Review of August PO's between \$15,000-\$25,000

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Robert Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Information

### ***II. TOPICAL INFORMATION***

#### **A. What is the purpose of presenting this to the Fiscal Committee?**

To inform the Board of Education of any purchase orders made in August ranging from \$15,000-\$25,000.

#### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

See the attached list of purchase order in August ranging from \$15,000-\$25,000.

#### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

N/A

#### **D. What are your conclusions?**

N/A

**MOTION:** N/A

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?**

**BUDGET LOCATION:**

**FISCAL IMPACT:**

*Previously the Finance, Transportation & Property Committee would review any District purchase orders between the amounts of \$15,000-\$25,000. No action is needed for these items, they were brought to the committee each month for information only.*

**August PO Report - Purchase Orders Between \$15,000 - \$25,000**

<b><i>PO Date</i></b>	<b><i>Vendor</i></b>	<b><i>Detail</i></b>	<b><i>Location</i></b>	<b><i>Acct</i></b>	<b><i>Amount</i></b>
8/16/2018	Yondr	Locking cell phone cases	BMHS & BLA	10E805-411-120000-000	\$24,675.00
8/17/2018	Cengage Learning	Bid ideas Math Modeling Real Life Common Core	District Wide	10E805-470-120000-000	\$18,524.00





# School District of Beloit Fiscal Report

September 10, 2018

## ***I. BASIC INFORMATION***

**Topic or Concern:** Technology Support Contract for the Balance of 2018-19

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Bob Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Information

## ***II. TOPICAL INFORMATION***

### **A. What is the purpose of presenting this to the Fiscal Committee?**

The contract for technology services expires 12/31/2018 and we would like additional time to prepare a request for proposals and approval of a new three-year agreement.

### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

We are proposing a six-month extension of the existing contract with the clarification that we will have a fully staffed help desk for the balance of the school year.

### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

No Committee action needed, contract would go to the Board business meeting for approval.

### **D. What are your conclusions?**

Given staff turnover and the looming expiration of the contract we would like the extension to allow us to better evaluate the current vendor and to obtain bids for a new agreement.

**MOTION:** N/A

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?**

**BUDGET LOCATION:** Various

**FISCAL IMPACT:** No change in monthly cost.



## School District of Beloit Fiscal Report

September 10, 2018

### ***I. BASIC INFORMATION***

**Topic or Concern:** Update of the 2018-19 Funds 10 and 27 Expense Budget

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Bob Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Information

### ***II. TOPICAL INFORMATION***

#### **A. What is the purpose of presenting this to the Fiscal Committee?**

Update of the 2018-19 Funds 10 and 27 expense budget.

#### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

The proposed budget has been updated with actual employees hired to fill positions, health insurance rates, and special education expenses.

#### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

No Committee action needed, information only.

#### **D. What are your conclusions?**

We have updated the expense budget given everything we know as of September 5, 2018. Still pending are the open enrollment ins and outs and the revenue mix between State Aid and Local Tax Levy.

**MOTION:** N/A

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?**

**BUDGET LOCATION:** Various

**FISCAL IMPACT:** Information Only



# School District of Beloit Fiscal Report

September 10, 2018

## ***I. BASIC INFORMATION***

**Topic or Concern:** Health Insurance Rates for 2018-19

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Bob Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Information

## ***II. TOPICAL INFORMATION***

### **A. What is the purpose of presenting this to the Fiscal Committee?**

Update of the 2018-19 health insurance budget and rates.

### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

The proposed budget has been updated using a 2.1% increase in health insurance rates. Our actuary, Actuarial& Health Care Solutions, LLC, has recommended an increase of 7.3% for the 2018-19 fiscal year. Over the past three years, their rate recommendations have resulted in a surplus for the District. In talking with them, they indicated that they are using a health insurance Trend rate increase of 7.75%. Although they do not recommend it, they indicated that a 5% trend rate would result in a premium increase of 2.1%. Given the surpluses we have realized over the past three years; we have used 2.1% for the 2018-19 health insurance rates.

### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

No Committee action needed, information only.

### **D. What are your conclusions?**

The District has been conservative over the past three years when setting health insurance rates and has been able to build a reserve in case of a negative claim loss year. The self-insurance plan is meant to break even or end with a small surplus. We believe it is reasonable to use a smaller increase for 2018-19 in order to avoid another large surplus in the reserves for health insurance claims.

**MOTION:** N/A

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?**

**BUDGET LOCATION:** Various

**FISCAL IMPACT:** Information Only



# School District of Beloit Fiscal Report

September 10, 2018

## ***I. BASIC INFORMATION***

**Topic or Concern:** Fund 80 Community Service for 2019-20

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Bob Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Information

## ***II. TOPICAL INFORMATION***

### **A. What is the purpose of presenting this to the Fiscal Committee?**

Begin discussion of the possibility of utilizing Fund 80 for community service programming.

### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

The Fund 80 Community Service Fund is intended for programs which serve the entire community and are best served by using school facilities and/or staff.

In 2019-20 the school tax levy will decrease by \$5.8 million as the last project under the energy exemption program will have been completed. The entire levy for the district is about \$15 million. The decrease will cause another large swing in the property tax rate for the district.

Fund 80 allows the district to increase the tax levy outside of the revenue limits and would help to alleviate large swings in the tax rate.

Programs such as opening the pool to the community and after-school enrichment programs may be funded by utilizing Fund 80.

### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

N/A

### **D. What are your conclusions?**

We should begin exploring options to level the tax rate in the future and Fund 80 is one way to do this.

**MOTION:** N/A

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?**

**BUDGET LOCATION:** Various

**FISCAL IMPACT:**



**School District of Beloit  
Fiscal Report**

**September 10, 2018**

***I. BASIC INFORMATION***

**Topic or Concern:** Waiver of Rental Fees – Beloit Pride Softball

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Robert Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Action

***II. TOPICAL INFORMATION***

**A. What is the purpose of presenting this to the Fiscal Committee?**

The Fiscal Committee approves all rental fee waivers.

**B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

Beloit Pride Softball is requesting a waiver of facility rental fees for their use of Fruzen from September through July for their indoor softball practice. Please see the attached letter further describing the request.

**C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

The facility rental fees requesting to be waived is \$25 per hour for gym use.

**D. What are your conclusions?**

**MOTION:** The Fiscal Committee approves/denies the request by Beloit Pride Softball to waive the facility rental fees for their use of Fruzen gym from September, 2018 through July, 2019.

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?** No

**BUDGET LOCATION:**

**FISCAL IMPACT:** \$25 per hour for gym use

# Beloit Softball

## *Request to Waive Fees for Usage*

8/27/2018

Beloit Pride Softball is a non-profit youth sports team established by Fruzen Middle School teacher, Matt Champeny and his wife Torie. Our mission is to offer a competitive, travel softball option for Beloit area girls who want to play at a higher level but for whom long distance travel and weekend hotel stays may have kept them from considering tournament/travel softball. Our hope is that by exposing even more girls to competitive softball and teaching the essential skills that we can lay the ground work for even more future talent to funnel into the BMHS freshman, JV and Varsity softball programs as well.

Pride softball has put in a reservation request to use the Fruzen gymnasium for indoor softball practice, drills and cardio throughout the year (particularly when weather is not conducive to outdoor practice).

We are requesting a fee waiver for the gymnasium use at Fruzen.

**Thank you for your support!**

**Beloit Pride Softball  
EIN: 83-1385126**

Matt and Torie Champeny  
1820 Burton St  
Beloit, WI 53511  
608-213-2147 [toriechampeny@gmail.com](mailto:toriechampeny@gmail.com)

*Go Pride!*



# **School District of Beloit Fiscal Report**

**September 10, 2018**

## ***I. BASIC INFORMATION***

**Topic or Concern:** Waiver of Rental Fees – Beloit Junior Woman

**Which area(s) of the Strategic Plan does this support?** Fiscal

**Your Name and Title:** Robert Thom, Executive Director of Business Services

**Others assisting you in the presentation:**

**My report is for:** Action

## ***II. TOPICAL INFORMATION***

### **A. What is the purpose of presenting this to the Fiscal Committee?**

The Fiscal Committee approves all rental fee waivers.

### **B. What information must the Fiscal Committee have to understand the topic/concern and provide any requested action?**

Beloit Junior Woman is requesting a waiver of facility rental fees for their use of BMHS on November 10-11, 2018 for their Wonderfest event. Please see the attached letter further describing the request.

### **C. If you are seeking Fiscal Committee action, what is the rationale for your recommendation?**

The facility rental fees requesting to be waived is \$75 per hour for field house use.

### **D. What are your conclusions?**

**MOTION:** The Fiscal Committee approves/denies the request by Beloit Junior Woman to waive the facility rental fees for their use of BMHS field house November 10-11, 2018.

**Please indicate if you are using an Existing Budget, requesting Fund Balance Monies or placement on the Budget Priority List:**

**Long Term Committed Funds?** No

**BUDGET LOCATION:**

**FISCAL IMPACT:** \$75 per hour for field house use

On Fri, Aug 31, 2018 at 4:04 PM, Tina Tillery <[Tina.Tillery@bankatfirstnational.com](mailto:Tina.Tillery@bankatfirstnational.com)> wrote:

Hi Jennifer,

Please consider this email my request to waive the facility rental fees. Our organization is not for profit and all the funds raised from this event will go back into the Beloit Community.

Thank you,

**Tina Tillery**  
Residential Loan Originator  
NMLS #1124810

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