

**SCHOOL DISTRICT OF MANAWA
FINANCE COMMITTEE MEETING
AGENDA**

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Date: January 11, 2021

Time: 6:00 p.m.

Virtual Meeting

Board Committee Members: Scheller(C), J. Johnson, Pethke

In Attendance:

Timer: _____ **Recorder:** _____

1. Monthly Financial Summary - November (Information)
2. Fund 60 to Fund 21 merge per GASB 84 requirements (Information)
3. Kobussen agreement for payment during virtual learning days (Information / Action)
4. Kitchen equipment purchase (Information / Action)
5. Finance Committee Planning Guide (Information / Action)
6. Next Finance Committee Meeting Date: _____
7. Next Finance Committee Items:
 - 1.
 - 2.
7. Adjourn

November 30, 2020

Monthly Financial Summary

	Revenues Month	Expenses Month	Revenues YTD	Expenses YTD	
Fund 10 - General	\$ 97,137.30	\$ 530,270.27	\$ 1,039,724.25	\$ 2,376,880.41	
Fund 27 - Special Education	\$ 29,808.89	\$ 91,630.50	\$ 29,808.89	\$ 279,764.20	
Fund 50 - Food Service	\$ 49,179.34	\$ 32,248.11	\$ 58,888.17	\$ 105,282.09	
Fund 80 - Community Fund	\$ 60.00	\$ 3,993.25	\$ 765.00	\$ 4,647.04	
			Interest Earnings to Date		Project Exp to Date
Fund 39/49 - Referendum (2018)	\$ 2,500.04	\$ 307,457.52	\$ 182,518.39	\$ 2,165,919.79	\$ 11,077,842.88
Demo Referendum Project	\$ -	\$ -	\$ -	\$ 39,654.46	\$ 341,852.08
					\$ 23,147.92

Accounts	Balance	Interest Rate
General Checking	\$ 617,548.38	0.107%
General Money Market	\$ 5,172.72	0.020%
ADM Investment Savings	\$ 150,760.45	0.120%
Student Activity Account	\$ 113,926.62	0.070%
OPEB	\$ 280,734.83	
Fund 46 - Savings	\$ 200,237.00	
		\$ 18,024.72 Change in Value from January

Grants Fund 10	Allocation	Carryover	Total	Claimed to Date	Outstanding Revenue
Carl Perkins (Tech. Ed)	\$ 6,007.00	\$ 1,796.25	\$ 7,803.25		\$ 7,803.25
ESSER Fund	\$ 89,177.00	\$ -	\$ 89,177.00		
GEER Fund	\$ 91,594.00	\$ -	\$ 91,594.00		\$ 91,594.00
Title I - Public (Reading/Math)	\$ 83,392.21	\$ 5,364.06	\$ 88,756.27		\$ 88,756.27
Title I - Private (Reading/Math)	\$ 28,293.79	\$ 26,665.84	\$ 54,959.63		\$ 54,959.63
Title II - Public (Professional Dev.)	\$ 24,689.00	\$ 22,155.38	\$ 46,844.38		\$ 46,844.38
Title IV (Stud. Support & Enrich.)	\$ 10,000.00	\$ 6,180.88	\$ 16,180.88		\$ 16,180.88
Fund 27					
Flow Through (SPED)	\$ 178,320.00	\$ 9,426.72	\$ 187,746.72		\$ 187,746.72
Preschool (Early Childhood)	\$ 8,122.00	\$ 21.10	\$ 8,143.10		\$ 8,143.10

Revenues	Budgeted	Collected to Date	Outstanding	2019-20
Property Taxes	\$ 2,660,335.00	\$ -	\$ 2,660,335.00	\$ 3,000,000.00
Mobile Home Tax	\$ 1,200.00	\$ 892.45	\$ 307.55	\$ 9,016.91
Athletic Event Admission	\$ -	\$ 1,921.50	\$ (1,921.50)	\$ 16,548.60
Open Enrollment In	\$ 121,875.00	\$ -	\$ 121,875.00	\$ 188,855.00
Transportation Aid	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 20,983.20
Equalization Aid	\$ 4,451,438.00	\$ 639,344.00	\$ 3,812,094.00	\$ 4,323,683.00
Sparsity Aid	\$ 272,561.00	\$ 272,553.00	\$ 8.00	\$ 283,894.00
Per Pupil Aid	\$ 509,754.00	\$ -	\$ 509,754.00	\$ 523,852.00
High-Cost Transportation Aid	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 47,830.89

Fund 10 Expenses	2019-20 FY Activity	2020-21 Budget	2020-21 FYTD Activity	Percent Expended to Date	Unexpended Balance
Salaries	\$ 3,468,039.37	\$ 3,366,439.00	\$ 1,064,367.09	31.62%	\$ 2,302,071.91
Benefits	\$ 1,456,267.10	\$ 1,486,084.00	\$ 460,968.73	31.02%	\$ 1,025,115.27
Purchased Services	\$ 2,362,672.87	\$ 2,427,784.00	\$ 468,330.99	19.29%	\$ 1,959,453.01
Non-Capital Objects	\$ 183,772.05	\$ 339,001.00	\$ 140,657.59	41.49%	\$ 198,343.41
Capital Objects	\$ 165,070.36	\$ 131,525.00	\$ 108,416.45	82.43%	\$ 23,108.55
Debt Retirement	\$ -	\$ 1,200.00	\$ -		\$ 1,200.00
Insurance & Judgments	\$ 103,094.51	\$ 124,186.00	\$ 121,606.11	97.92%	\$ 2,579.89
Transfers (i.e. to Fund 27)	\$ 681,640.24	\$ 648,420.00	\$ -	0.00%	\$ 648,420.00
Other (Dues & Fees)	\$ 29,754.72	\$ 120,706.00	\$ 12,533.45	10.38%	\$ 108,172.55
TOTAL	\$ 8,450,311.22	\$ 8,645,345.00	\$ 2,376,880.41	27.49%	\$ 6,268,464.59

Fund 50 - Revenues	Monthly Total	2020-21 FYTD	2019-20 FYTD
MES Sales	\$ 660.70	\$ 2,222.15	\$ 17,016.80
MMS Sales	\$ 1,566.85	\$ 4,035.50	\$ -
LWHS Sales	\$ 2,241.45	\$ 5,712.40	\$ 35,690.85
Catering	\$ -	\$ 321.24	\$ 105.00
Aid	\$ 44,710.34	\$ 46,596.88	\$ 37,369.10
Total	\$ 49,179.34	\$ 58,888.17	\$ 90,181.75
Fund 50- Expenses			
Salaries	\$ 10,090.54	\$ 35,201.79	\$ 43,581.38
Benefits	\$ 3,577.37	\$ 15,641.56	\$ 16,123.37
Purchased Services	\$ -	\$ -	\$ -
Repair/Maintenance	\$ -	\$ 285.87	\$ 1,493.85
Operational Services	\$ -	\$ 385.22	\$ 1,127.68
Employee Travel	\$ -	\$ -	\$ -
Fuel - Vehicle	\$ -	\$ 35.83	\$ 45.00
Commodity Charges	\$ 2,394.14	\$ 3,690.02	\$ 2,975.32
Central Supply	\$ 1,553.13	\$ 4,301.84	\$ 2,086.74
Food	\$ 14,632.93	\$ 35,685.92	\$ 29,240.75
Capital Equipment	\$ -	\$ 10,054.04	\$ -
Other Non-Capital Objects	\$ -	\$ -	\$ -
Total	\$ 32,248.11	\$ 105,282.09	\$ 96,674.09
	End June 2020	Rev-Exp FYTD	
Fund 50 Balance	\$ 70,781.00	\$ (46,393.92)	



School District of Manawa

Students Choosing to Excel, Realizing Their Strengths

To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 1/7/2021
Re: Fund 60 to Fund 21 merge per GASB 84 requirements

All Fund 60 accounts (student activity accounts) will be moved to Fund 21 (currently mingled with Fund 10). This will be done as outlined below:

1. Fund 21 money will be moved out of the General Fund account at First State Bank by writing a check to physically move the money from First State Bank and deposit it into Premier Community Bank.
2. In Skyward, all Fund 21 account numbers will be reclassified from the General Fund (Bank 0) to the Premier Community Bank account (Bank 9).
3. In Skyward, all Fund 60 account numbers will be changed to Fund 21 account numbers. Each organization will retain a separate cash account and a separate project code.
4. Change the name of the account at Premier Community Bank to "Fund 21."

Rationale:

In June 2019, the Governmental Accounting Standards Board issued Statement #84 (GASB 84). This statement no longer permits the use of liability accounts in Fund 60 for student or parent organizations. This change was to take place in the 2019-20 school year. Due to the COVID-19 pandemic, the due date for this change was extended to the end of the 2020-21 school year.

I consulted with Brian Anderson, our auditor from WIPFLI, LTD. We determined that keeping all Fund 21 money in the same account would be best for the long-term accounting for the District, though it requires more up-front work. Currently Fund 21 contains a little over \$32,000.

School District of Manawa

800 Beech Street
Manawa, WI 54949

Phone: (920) 596-2525
Fax: (920) 596-5308

Little Wolf High School Manawa Middle School

515 E. Fourth St
Manawa, WI 54949
Phone: (920) 596-2524
Fax: (920) 596-2655

Manawa Elementary

800 Beech Street
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Phone: (920) 596-2238
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ManawaSchools.org



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School District of Manawa

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To: Board of Education
From: Carmen O'Brien
cc: Dr. Melanie Oppor
Date: 1/7/2021
Re: Kobussen agreement for payment during virtual learning days

I recommend paying Kobussen, LTD at 50% of the daily rate for routes that do not run during virtual learning days for the 2020-21 school year.

Rationale:

The current contract the SDM holds with Kobussen does not have a provision for days missed due to building closures. It is understood, though, that school bus companies have fixed costs and they need to retain their employees. It benefits the District to maintain a partnership with the busing company to ensure service for the future.

Normally, Kobussen runs 9-full routes, both morning and afternoon, one of which services the Amish School. Additionally, 2-mid-day routes are run on Monday, Tuesday, Thursday, and Friday for the 4K classes. The daily rate for a full route is \$286.02 per day and \$71.33 per day for each mid-day route.

The SDM has had 4 closures that affected bussing.

Closure Dates	Total Routes Run	Amount paid for routes run	Total Routes Canceled	Amount lost due to canceled routes
October 12-23 (10 days)	3 full routes	\$8,580.60	6 full routes 2 mid-day routes (8 days)	\$18,302.48
Oct 26-29 closure (4 days)	8 full routes 2 mid-day		1 full route	\$1,144.08
After Thanksgiving (5 days)	2 full routes	\$2,860.20	7 full routes 2 mid-day routes (4 days)	\$10,581.34
After Winter Break (5 days)	2 full routes	\$2,860.20	7 full routes 2 mid-day routes (4 days)	\$10,581.34
			Total	\$40,609.24
			Amount Agreed to Pay	\$20,304.62

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