

Manitowoc Public School District
Minutes of Finance & Budget Committee Meeting
 Tuesday, November 24, 2020

Finance and Budget (F&B) Committee Chairperson Richard Nitsch called the Finance and Budget Committee to order at 11:00 a.m. with F&B committee member David Nickels present. Director of Business Services Shawn M. Alfred, Interim Director of Business Services and Superintendent Holzman were also present.

1. Interim Director of Business Services

Director of Business Services Shawn Alfred introduced Interim Director of Business Services Susan Schnorr to the Finance and Budget Committee. Ms. Schnorr has agreed to be the interim Director while the District recruits a replacement for Director Alfred. Formal introductions were made of all members.

2. 2020-2021 Adopted Budget Memo

Director Alfred presented the 2020-2021 MPSD Adopted Budget Adjustments Memo. Director Alfred mentioned that throughout a fiscal year, the District is required to make some budget adjustments as final allocations are received and new information is gathered. The adjustments are detailed as follows:

- General Fund Expenses and General Fund Revenues each increase by \$1,556,753 due to the DPI finalizing allocations of grant money for combating COVID related expenses; \$834,000 Coronavirus Aid, Relief, and Economic Security (CARES) and \$722,753 for Governor Education Emergency Relief (GEERS).
 - There is no impact on Fund Balance, or Tax Levy due to this adjustment
- Fund 50 expenditures and revenues adjustment due to the increase in the Summer Food Program that allows free meals to all children ages 2 to 18 that live in the Manitowoc School district boundaries. This will cause expenses to increase; however, the reimbursement rate is higher and will increase revenues above expense.
 - Expenses increase \$441,832 and Revenues increase \$486,833
- Increase in Fund 27 Transfer In of \$554,392 to balance the Fund 27 budget. This amount was in the General Fund 10 Expenses; however, inadvertently not represented in the Total Revenues Presented in the Adopted budget. No effect on General Fund Balance.
- With the adjustments above, the Adopted 2020-2021 Budget needing approval is:

Total Expenditures – General Fund	\$67,034,089
Total Expenditures – All Funds	\$82,847,722
Total Tax Levy - All Funds	\$21,055,820
Total Revenues - All Funds	\$82,844,612
General Fund Balance Increase (Decrease)	(1,554,325)

Chairperson Nitsch and Member Nickels asked questions, and further discussion occurred in regards to the presented documents. A motion was made by Member Nickels and seconded by

Chairperson Nitsch to bring to the School Board for approval of the budget adjustments on Tuesday, December 8th. The motion carried.

3. 2021-2022 Budget

Director of Business Services Shawn Alfred discussed the early stages of 2021-2022 Budget preparation that will begin. Superintendent Holzman communicated to the Finance and Budget Committee that the District will be in position to go to Referendum vote in April 2021. The discussion of the appropriate amount of referendum will be required to start soon. Chairperson Nitsch and Member Nickels asked questions, and further discussion occurred. It was determined that the Finance and Budget Committee would meet on December 3rd. The information will then be shared with the School Board at the December 8th meeting.

A motion was made by Member Nickels and seconded by Chairperson Nitsch to adjourn, and the motion carried. The meeting adjourned at 11:28 a.m.

Respectively submitted,

Shawn M. Alfred
Acting Finance & Budget Committee