

**Manitowoc Public School District**  
**Minutes of the Finance & Budget Committee Meeting**  
**Wednesday, March 15, 2023 at 5:30 pm**

Committee Members present were Collin Braunel, chair, Tony Vlastelica, and Kathy Willis. Director of Business Services Angela Erdmann was also in attendance.

**I. CALL MEETING TO ORDER**

The Finance & Budget Committee meeting was called to order at 5:33 pm.

**II. REFERENDUM UPDATE - (Information/Discussion)**

Erdmann provided an update of activities relative to providing information to staff and the community about the upcoming referendum vote. The committee requested to have an additional virtual session in addition to the Tuesday, March 28th virtual meeting to increase the visibility and accessibility to learn more about the referendum. Discussion surrounded increasing the presence of social media from now until the vote and to emphasize the importance of the district's ability to meet the strategic goals through the potential referendum funding, the low level of per-pupil funding we receive and the impact of increased costs of operation due to inflation.

**III. SFA CONTRACT - (Information/Discussion/Action)**

Erdmann shared that this is a cost estimate, and a contract will be drafted with a target of bringing it to the full board for the April 11th meeting. New with this cost estimate were more clearly defined counts of students and the addition of 4K materials. There were additional questions related to other potential costs. Travel was shared to be an additional cost above and beyond the contract.

**IV. STUDENT ACCIDENT INSURANCE POLICY 2023-2024 - (Information/Discussion/Action)** An overview was provided regarding the student accident insurance policy. This year's proposed policy offered a lower premium from the previous year. Braunel mentioned we should go out for bid. Willis made a motion to seek additional bids. Motion by Willis, second by Vlastelica to seek bids before moving this forward for a vote at the full board.

**V. UPDATES FROM THE BUSINESS OFFICE - (Information/Discussion)**

**V.A. Blue Edge Energy - Consulting**

An overview was provided regarding the engagement with Blue Edge Energy to serve as a consultant moving forward for the district's supply of natural gas. The program costs very little and allows us to buy our gas for cheaper price compared to getting it directly from Wisconsin Public Service, our provider.

Savings in other areas of the budget were discussed by the committee. Examples include commodities, discounts in purchasing, and E-Rate. Erdmann did share that one area that we need to work on is creating a plan for LED lighting and working with Focus on Energy through a budget neutral approach annually. Angela will contact them and start to develop a plan.

**V.B. 2023-2024 Budget Calendar**

The preliminary budget calendar was shared with the committee. The main focus at hand is preparing the financial system for updating and budgeting for staffing in the next year.

**V.C. Skyward Update**

Erdmann shared a status update regarding the Skyward implementation. Implementation is proceeding as planned with new parts of the system being implemented as training/information to staff is provided.

**V. ADJOURN**

Motion was made by Willis, seconded by Braunel to adjourn the meeting at 6:42 pm, Motion carried 3-0.

Respectfully submitted,

Angela M. Erdmann  
Acting Secretary  
March 26, 2023