

*School District of Gibraltar Area*  
*Fish Creek, Wisconsin*  
**Special Meeting of Gibraltar Board of Education**  
**Minutes of February 29, 2016**  
**Community Room #266**  
**4:00pm**

**Call to Order**

President Mark Weborg called meeting to order at 4:00p.m.

**Roll Call**

Present: Lynn Herman, Wendy Minten, Suzanne Brennan, Mike Peot, Mark Weborg, Lynnea Hickey

Excused: Fred Anderson

Also Present: Tina Van Meer, Superintendent

**2015-16 Budget Update**

Gibraltar School District's funding comes from three sources that are revenue based: Annual tax revenue, recurring referendum, and funds saved to the board's operating reserve. Student enrollment is the primary driver for school costs. Payroll; benefits and salaries for employees, make up 80 to 85% of Gibraltar's budget. Wisconsin ranked 4<sup>th</sup> in the nation for cutting costs to public education.

Revenue limit per pupil: Wisconsin's governor has denied the request to adjust the limit by \$200 per pupil, as a result there will be a zero adjustment and the Wisconsin revenue limits will remain flat for two years.

Categorical aids (outside revenue limit): Sparsity Aid is at \$174,900, around \$30,000 more than last year; Pupil transportation aid is at \$50,000, a little down from last year; High Cost Transportation Aid numbers do not come out until spring, but last year the amount was at \$64,566.

Our current operating reserve is \$5,042,758 which is up \$359,287 from September of last year. Over the last few years, we have added over \$500,000 to the operating reserve. For this year, Gibraltar's expenses will exceed revenue and \$739,233 from the operating reserve will be needed. It is anticipated that this trend will continue.

Right now our budget is \$11,900,000, year to date activity at \$4,689,000, with a balance of \$7,295,000.

**Budget Forecast**

The Baird Budget Forecast Model was shared with the board. This is a projected budget out to 2020-2021. There was a 2.8% decline in valuation and a 2.06% decline in FTE membership in the 15-16 school year. We are maintaining a flat valuation and flat membership, as well as looking at declining enrollment. Increase of 2.7% overall increase in budget over time, projected amount for 2020-21 is at \$12,321,080. In 2018-19, the bond will be paid off for the Energy Efficiency project. Over time the revenue is going down, while salaries and costs of living are going up. Insurance costs may increase anywhere from 9 to 20%. It is concerning to bring the fund balance below 20%, in case of emergencies and short term borrowing.

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**2016-2017 Projected Enrollment**

Van Meer went through the enrollment for the 2016-17 school year and proposed sections:  
Kindergarten, 27 students, either three sections of nine or two sections of 13/14  
First Grade, 38 students, either three sections of 12/13 or two sections of 19  
Second Grade, 33 students, either three sections of 11 or two sections of 16/17  
Third Grade, 38 students, either three sections of 12/13 or two sections of 19  
Fourth Grade, 38 students, either three sections of 12/13 or two sections of 19  
Fifth Grade, 36 students, either three sections of 12 or two sections of 18  
Sixth Grade, 49 students, either three sections of 16/17 or two sections of 24/25  
Because this recommendation involves staffing and personnel, this proposal will be discussed during closed session.  
Van Meer also recommends maintaining a large variety of courses and selections for our secondary students.

**Approve Employee Handbook**

Van Meer explained one addition on page 11 of the words “Paid Time Off” to define the first use of the acronym PTO in the handbook. After discussion of utilizing PTO, working with direct supervisors on special circumstances, and 8:00 a.m. to 4:00 p.m. being hours of operation while kids are in the building, it was agreed to stay with the existing language in the employee handbook.  
Moved Minten/Herman to approve the Employee Handbook with the stipulation that it be reviewed on or before December 2016. Aye – All. Opposed – None. Motion carried.

**Adjourn to Executive Session per §19.85(1)(c), Wis. Stats., to Discuss Employee Personnel Matters – Considering Employment, Promotion, Compensation or Performance Evaluation; §115.415, Wis. Stats., to Discuss Specific Individuals and Negotiating Specific Supports and §19.85(1)(e), Wis. Stats., to Deliberate or negotiate the purchase of public properties, the investing of public funds or conducting other specific public business whenever competitive or bargaining reasons require a closed session.**

Moved Hickey/Minten to adjourn to Executive Session at 4:49 p.m. per §19.85(1)(c), Wis. Stats., to Discuss Employee Personnel Matters – Considering Employment, Promotion, Compensation or Performance Evaluation; §115.415, Wis. Stats., to Discuss Specific Individuals and Negotiating Specific Supports and §19.85(1)(e), Wis. Stats., to Deliberate or negotiate the purchase of public properties, the investing of public funds or conducting other specific public business whenever competitive or bargaining reasons require a closed session. Aye – Herman, Minten, Brennan, Peot, Weborg, Hickey. Opposed – None. Motion carried.

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**Reconvene to Open Session**

Moved Hickey/Herman to reconvene to Open Session at 8:41 p.m. Aye – Herman, Minten, Brennan, Peot, Weborg, Hickey. Opposed – None. Motion carried.

**Adjourn**

Moved Peot/Herman to adjourn at 8:42 p.m. Aye – All. Opposed – None. Motion carried.

Respectfully submitted,

Evelyn Eckhardt  
District Administrative Assistant  
School Board Secretary