

**SWALLOW SCHOOL DISTRICT
W299 N5614 Highway E
Hartland, Wisconsin 53029**

FINANCE & OPERATIONS COMMITTEE MEETING December 18, 2015 7:30 a.m.

Present: John Stahl, Aaron Dentz, Melissa Thompson, Kyle Moore, Rachel Crockford and Jeff Grunwald

The Finance and Operations Committee Meeting convened at 7:30a.m.

DISCUSSION

A. Operations:

- a. Review of Maintenance Needs for Buildings and Grounds—Superintendent Melissa Thompson and Head Custodian Jeff Grunwald reviewed currently identified maintenance needs for both the interior and exterior of the building, and discussed priorities as well as costs for the repair of these areas. These lists of maintenance needs will be combined with known long term capital maintenance needs and presented to the full board in February. Additionally, board members requested to have a representative from Baird come to a future committee meeting to discuss the district's current debt repayment cycle.

B. Finance:

- a. Initial Review of Three Potential Budget Forecasting Models—Committee members reviewed budget forecasting models from Baird, PMA, and Ehlers and directed administration to have Baird and PMA come and formally present their models in January.

- C. Preparation for the January Board Meeting and Future Work Sessions related to Finance and Operations:** Board members asked administration to ensure that an overview of items from this meeting is provided as information for the full board at the January board meeting, and to try to have Jeff Pertl from the Wisconsin Department of Public Instruction come present about school finance at a future meeting.

ADJOURNMENT

The Finance and Operations Committee meeting was adjourned at 8:28a.m.

Respectfully submitted,

Melissa Thompson
Superintendent

Approved: _____

_____, President

_____, Clerk