

Finance and Personnel Committee Meeting  
June 4, 2013  
4:30 p.m.

The Finance and Personnel Committee meeting of the Board of Education was held at the Central Office Board Room on Tuesday, June 4, 2013.

Vice Chairman Kaul called the meeting to order at 4:32 p.m. and ascertained that the meeting had been properly noticed.

Peter Kaul, Vice Chairman of the Finance and Personnel Committee, and committee members Betsy Ellenberger and Christopher Kunz were present. John Lehman was excused. Board of Education members Scott Thompson and Jean Maurice Boyer were also in attendance. The following administrators and staff were also present: District Administrator-Mary Pfeiffer, Assistant District Administrator-Human Resources and Central Services -Vicky Holt, Director of Business Services-Paul Hauffe, and Director of Revenue Enhancements and Business Services Support-Jon Joch. The following Chartwells employees were in attendance: Food Service Director – Michele Stahmann and Chartwells District Manager – Jerry Plocinski.

Vice Chairman Kaul reviewed the posted agenda items for the evening.

**Open Forum**

As no one present wished to address the Committee, Vice Chairman Kaul declared the open forum closed.

**Neenah Joint School District Actuarial Study**

Mr. Hauffe introduced Ms. Stacey Muller from the benefit consulting firm, Milliman. As required by the Wisconsin Department of Public Instruction, the Neenah Joint School District has updated the actuarial values associated with their OPEB program. Ms. Muller discussed the methodology used in calculating the present values of the OPEB benefits and further identified some of the key variables used in these calculations. On June 30, 2012, the District had an unfunded actuarial accrued liability of \$39.3 million. Ms. Muller reflected upon the differences (financial and otherwise) of this actuarial study versus the study done two years ago. Ms. Muller also explained cash flow requirements that would be needed from the District over the next thirty years. Committee members and other board members in attendance asked many questions.

**Student Fees**

Mr. Hauffe led a discussion of proposed adjustments to various student fees and lunch and breakfast prices for the 2013-14 school year. The Administration has only recommended a series of adjustments to the Activity Participation fees. The significant change would be an increase from \$50 annually to \$750 annually for those students participating in boys' hockey. The Committee members discussed and evaluated all of the student fees, including fees not recommended for adjustment at this time. Committee members made suggestions to the Administration and asked them to bring

forward a final recommendation for student fee adjustments to the full Board at their June 18 meeting.

Mr. Hauffe also discussed a proposed increase in lunch prices and breakfast prices for the 2013-14 year. In general, lunch prices would increase by 10 cents per meal and breakfast prices would increase by 5-10 cents per meal. It was noted that in addition to Neenah, many other school districts are continuing a trend of increasing their meal prices that started last year in order to comply with the requirements of the "Healthy, Hunger-Free Kids Act of 2010". Finally, the Administration recommended that the price for a half pint of milk increase to 40 cents in 2013-14. The food service price adjustments will also be brought forward to the full Board at their June 18 meeting.

### **Food Service Fund Update**

Mr. Hauffe briefly discussed the financial position of the food service program through April 30, 2013. He indicated the current fund balance is in excess of \$200,000 but noted that the month of May traditionally experiences a net outflow of funds. Although it has been 15 years since Neenah's food service program has finished the year with a positive fund balance, the program is on track to end a very successful school year with a fund balance of at least \$200,000.

Michele Stahmann gave a very brief PowerPoint presentation and discussed all of the good things that are occurring in the food service program this year. A copy of the PowerPoint will be distributed to all Board members.

### **Open Forum**

As no one present wished to address the Committee, Vice Chairman Kaul declared the open forum closed.

### **Future Agenda Items**

No future topics were discussed at this time. Committee members briefly discussed the appropriateness of scheduling Committee meetings immediately prior to Board meetings.

**Motion by Ellenberger, second by Kunz to adjourn the meeting. Motion passed unanimously (3-0).** Meeting adjourned at 5:59 p.m.

Respectfully Submitted,  
Paul Hauffe, Director of Business Services