

**WAUNAKEE COMMUNITY SCHOOL DISTRICT  
BOARD OF EDUCATION BUDGET COMMITTEE MEETING**

Monday, May 4, 2026

7:30 AM

Waunakee Community School District  
905 Bethel Circle  
Waunakee, WI 53597

Members of the public may attend Board of Education meetings in-person, and will be asked to check in with District personnel when you arrive.

Public comments will be limited to 3 minutes. The Board will allow 30 Minutes for public comments.

Public comments may be sent to Rebecca McDonough at [district\\_administrator@waunakee.k12.wi.us](mailto:district_administrator@waunakee.k12.wi.us) up to one hour before the start of the Board meeting. All comments will be reviewed by the Board members. Emailed comments will be reviewed by the board but not read out loud. Emailed comments sent during any part of the board meeting (Board Development, Closed session, Open session) will be forwarded to the board but may or may not be reviewed by the board until after the board adjourns. Comments must include the commentator's name, address, and must identify their connection to the District (if any) and any group they are representing in order to be considered by the Board.

If you would like to address the Board in-person during the public comments section of the meeting, you will be greeted in the lobby of the building, asked to check in with District personnel when you arrive so that you can be recognized and address the Board when your name is called.

A recording of the meeting will be posted on the District webpage within 24 hours of the meeting time.

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF AGENDA AND ADDITIONS**

A motion will be necessary to approve the agenda as presented (or) with changes as recommended.

**IV. PUBLIC COMMENTS**

Individuals may use this time to comment on any items listed as part of the meeting agenda. A copy of Board Policy 187 —Public Participation at Board Meetings is enclosed for your reference. Past practice has allowed 30 minutes for this section of the agenda.

**V. 2026-2027 PLANNING**

A. Timeline

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Attached please find the budget planning timeline for 2026-27.

B. Approval of First Draft of 2026-27 Budget 6

The purpose of this agenda item is to review the first draft of the budget for the 26-27 school year. I have attached the first draft of the budget for your review. Please note that the first draft of the budget is based on the following:

1. The \$0/student increase in the per pupil categorical aid, with a \$325/student increase in the revenue limit formula
2. The personnel cost line includes an inflationary salary increase of 2.63%, implementation of the teacher and classified staff compensation systems, implementation of the classified staff operational referendum funds pay adjustments, a 13% increase in dental insurance rates, and a 5% increase for health insurance rates, utilities, and transportation.
3. The capital maintenance projects are funded from Fund 49
4. The first draft includes an increase of 6.55 FTE, as outlined on page 12 of the document.
5. The debt service fund includes the most recent financial plan.
6. All other remaining budget requests have been placed on hold at this time.

The second draft of the budget in June will include:

1. Grant allocations, if available
2. Staffing updates based on additional schedule changes, reallocation proposals or new positions
3. Updates to the Food Service budget (Fund 50), and other budgets as a result of School Board approved student fees
4. Updates to the gift fund (Fund 21)
5. Updates to building/department revenue accounts and corresponding expense accounts

Please let me know if you have any questions on the first draft of the budget.

C. Approval of 26-27 Student Fees 28

Attached please find the proposed student fees for the 2026-2027 school year. Administration is recommending approval.

D. Approval of 26-27 Facility Use Fees 32

Attached please find the updated facility use and aquatic center fees for 2026-27. There is also an explanation from Nick Conrad, Athletic Director, on the increases. Administration is recommending approval.

E. Review Fund 10 37

The first draft of the budget includes net FTE increases of 3.05 outlined on page 12 of the budget document. Administration continues to evaluate the need for custodial time between the existing middle school building and the new middle school. The second phase of the operational referendum has been incorporated into fund 10 and 27 for hourly staff pay increases. Utility costs were adjusted to include the new middle school

and the North American Mechanical contract has been funded via fund 10 instead of fund 49. Contingency was increased by \$50,000. The 4K budget has been adjusted to reflect the in-district and community programming. The business office budget includes adding back in student accident insurance including coverage for athletics/co-curriculars. All other budget requests have been placed on hold at this time.

F. Review Fund 27

The first draft of the budget includes an additional 1.0 FTE 1:1 para for a new student in the district. Also included is a 1.0 FTE increase for a teacher in our WaunaGROW program. Both of these requests would be funded through the state transfer of service program. Additional transfer of service requests may follow as students move into the district. The rent for the WaunaGROW program has been increased to reflect the additional square footage needs of the program. Administration is recommending approval.

G. Review Fund 50

Administration met with Taher management on April 29th to review the operation of the food service program and to plan for 2026-27. The student fee agenda item includes the recommended food service fees for the 2026-27 school year. Taher management has preparing a corresponding budget proposal that is included in the packet. Administration is recommending discontinuing contractual relationships with any food service partner sites outside the Waunakee Community School District. This recommendation is designed to focus our fund 50 efforts on Waunakee Schools as we seek to return a positive financial balance in 2026-27. The recommendation includes a \$0.50 meal increase. This is the first increase in 3 years.

H. Review Fund 80

The first draft of the budget includes an FTE increase of 1.5 reflected on page 12 of the budget document.

**VI. DISCUSSION/ACTION ON PROPOSALS**

A. Request for Proposal for Legal Services

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A request for proposal was sent out to the following firms:

- Von Briesen & Roper
- Renning, Lewis & Lacy
- Strang Law
- BoardmanClark
- Attolles

All firms submitted a response. Attached please find the RFP response from our current Attorney and cost breakdown for each firm. Administration is recommending moving forward with Strang Law at this time. Dr. Brown will be present at the meeting and can speak to this recommendation.

**VII. OTHER ITEMS FOR DISCUSSION**

VIII. FUTURE AGENDA ITEMS

IX. ADJOURN

“Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires assistance with access or materials should contact the Waunakee Community School District Office at 849-2000, 905 Bethel Circle Drive Waunakee, WI 53597, at least twenty-four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.”

## I. 2026-2027 BUDGET TIMELINE

December 1	Review enrollment projection scenarios with the Budget Committee Review budget planning process with the Budget Committee
December 16	Review budget planning process with the Administrative Cabinet
January 5	Review expenditure projection scenarios and open enrollment capacity with the Budget Committee
January 12	Present open enrollment capacity to School Board for approval
February 2	Present draft of budget planning process to Budget Committee
February 9	Present FTE request to school board for approval
March 9	Present budget planning process to the School Board for approval
March 10	Distribute approved budget planning process to the administrative cabinet
March 15 – Apr. 15	Building/department level budget development
April 1-30	Preparation of the first draft of the budget Budget meetings with administrators as necessary
May 4-8	First draft of the budget to the Budget Committee
May 11	First draft of the budget to the School Board School Board approves 2026-27 student fees School Board approves 2026-27 insurance benefits
May 12-31	Staff presentations on the budget process
June 1-5	Second draft of the budget to the Budget Committee
June 8	Second draft of the budget to the School Board
July 1	State equalization aid estimates released by DPI
July 6-10	Third draft of the budget to the Budget Committee
July 13	Third draft of the budget to the School Board Public hearing on the budget during School Board meeting School Board approves budget to allow for summer activity
August 24	Presentation of the approved budget at the annual school district Budget Hearing. Request public approval of the tax levy at the Annual Meeting.
September 18	Third Friday in September student count
October 15	State equalization aid certification released by DPI
October 26	School Board makes any changes to the budget and sets the tax levy on or before November 1
Before Nov. 10	Certify tax levy by the School Board Clerk



# **WAUNAKEE**

## **COMMUNITY SCHOOL DISTRICT**

**2026-2027 Budget**

**FIRST DRAFT**

**Prepared by Allie Newton, Director of Business Services**  
**May 4, 2026**

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## Board of Education

<u>Name</u>	<u>Municipality</u>	<u>Term Expires</u>
Joan Ensign (President)	Town of Westport, City of Middleton, City of Madison	Spring 2029
Kevin Thornberg	Village of Waunakee	Spring 2029
Mark Hetzel	Town of Vienna	Spring 2027
Carley Eaton	Village of Waunakee	Spring 2028
Ted Frey	Town of Westport, City of Middleton, City of Madison	Spring 2027
Heather Murray	Village of Waunakee	Spring 2028
Christopher Sonne	Town of Dane/Springfield	Spring 2028

## Budget Committee Members

To be determined at a reorganizational meeting.

## Introduction

A budget is a financial plan designed to achieve the educational objectives of the Waunakee Community School District. The budget needs to be accountable to meet these educational objectives within the financial constraints that exist. The budget needs to be understandable to the Board of Education, administration, staff, parents, and the district taxpayers. The budget was developed with significant staff input regarding needs and priorities. The budget was developed based on principals of long-term fiscal planning.

## Timeline

The budget process for the 2026-2027 fiscal year began in December 2025 when the budget committee reviewed a budget timeline and revenue estimates. The budget committee reviewed expenditure estimates on January 5th. A draft of the budget planning process document was presented at a Budget Committee meeting in February. The school board approved the budget planning process document on March 10th. Building/department level budget planning took place in March. Administrative review of the budget took place in March. The first draft of the budget will be presented to the Budget Committee and the Board of Education in May. The second draft of the budget will be presented in June. The third draft of the budget will be presented in July. The preliminary budget will be presented at the Annual Meeting on August 25th with community approval of the tax levy. The Board of Education will approve the final version of the budget and set the tax levy at a special meeting scheduled for October 27th.

## Executive Summary

A school district's budget is divided into many "funds". These funds are used to account for specific school district programs. The different funds and their descriptions are presented below:

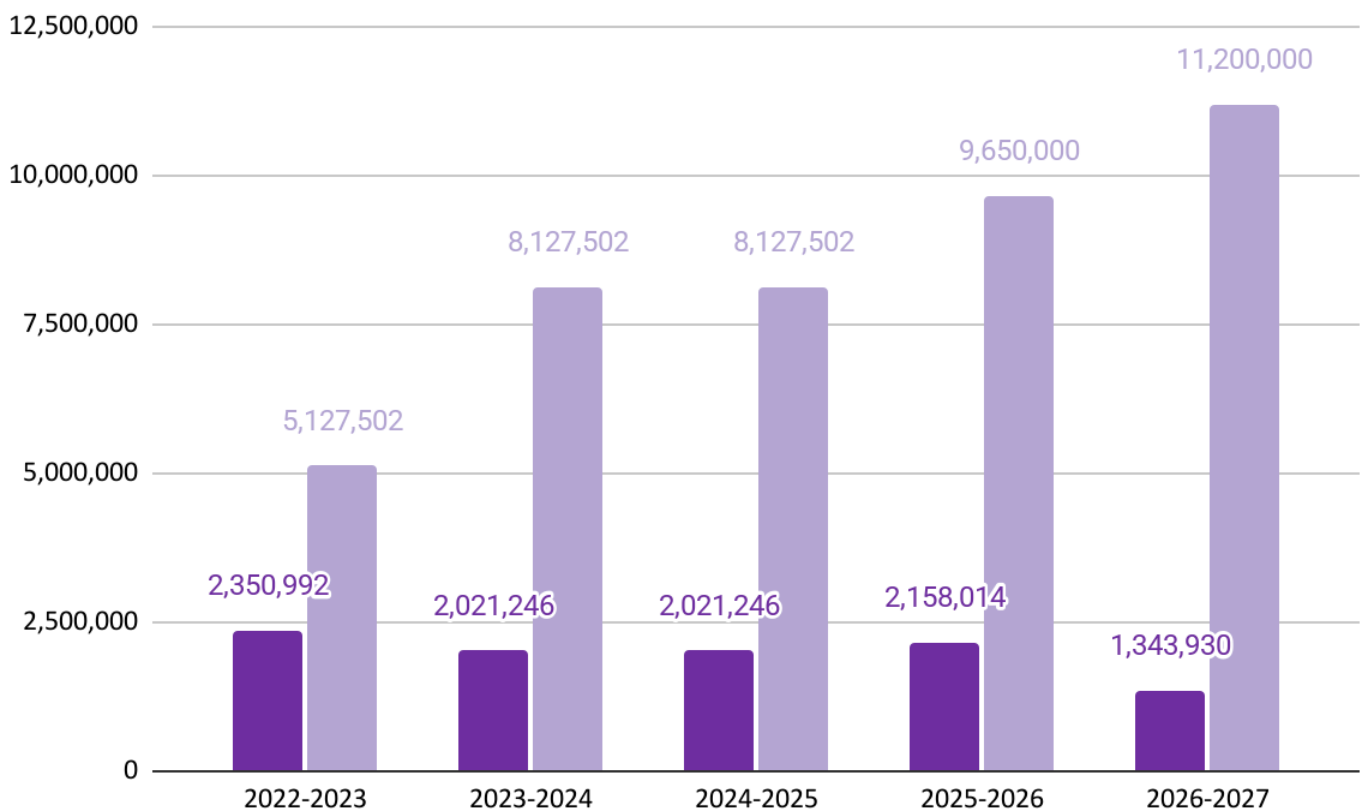
FUND	DESCRIPTION
10	General
21	Special Revenue Trust
27	Special Education
38	Non-Referendum Debt Service*
39	Referendum Debt Service
41	Capital Expansion Fund*
49	Capital Projects
50	Food Service
72	Private Benefit Trust*
73	Employee Benefit Trust
80	Community Service
99	Other Cooperative Funds

\* Currently not being utilized

A state revenue cap formula is a significant factor in the development of the budget. The revenue cap limits the amount of revenue available to school districts from the two main sources- property taxes and state equalization aid. The revenue cap directly affects Funds 10, 38, and 41, and indirectly affects Fund 27. Fund 27 is primarily funded from a transfer from Fund 10.

The 2026-27 Waunakee state budget process increases the revenue cap per student amount by \$325.00. The budget includes a \$0 change in the per pupil categorical aid. The most recent four years of revenue cap changes and the increase for 2026-27 is shown below (dark purple reflects the revenue limit increases from state budgets).

The 2022-23 through 2025-26 revenue caps were increased by \$3,127,502 in 2022-23, \$5,127,502 in 2023-24, and \$8,127,502 in 2024-25 due to a November 2020 and November 2022 non-recurring operational referendum question (light purple reflects the referendum approved revenue limit increases). In November 2024, the community approved an operational referendum for \$9.65 million for 2025-26 and \$11.2 million for 2026-27. The operational referendum included \$1.05 million in 2025-26 and \$2.1 million in 2026-27 in non-recurring referendum funds. The remainder was recurring.



## Enrollment

Student enrollment is a key factor in the revenue cap formula. The most recent four years of historical numbers and the estimated September 2026 student count numbers are shown below:

Grade	2021-22	2022-23	2023-24	2024-25	2025-26	2026-2027
EC	12	15	18	13	15	15
4K	270	249	238	249	221	245
K	295	292	289	258	261	243
1	278	303	299	293	264	266
2	297	285	307	310	296	269
3	304	310	301	314	318	306
4	285	311	312	315	311	323
<b>TOTAL</b>	<b>1741</b>	<b>1765</b>	<b>1764</b>	<b>1752</b>	<b>1686</b>	<b>1667</b>
<b>ELEMENTARY</b>						
5	326	294	320	328	333	325
6	318	342	300	332	334	341
<b>TOTAL</b>	<b>644</b>	<b>636</b>	<b>620</b>	<b>660</b>	<b>667</b>	<b>666</b>
<b>INTERMEDIATE</b>						
7	349	330	346	310	338	341
8	303	354	329	354	308	340
<b>TOTAL</b>	<b>652</b>	<b>684</b>	<b>675</b>	<b>664</b>	<b>646</b>	<b>681</b>
<b>MIDDLE</b>						
9	316	314	374	334	364	318
10	348	318	304	366	334	358
11	341	347	318	303	363	333
12	349	350	351	332	309	372
<b>TOTAL</b>	<b>1354</b>	<b>1329</b>	<b>1347</b>	<b>1335</b>	<b>1370</b>	<b>1381</b>
<b>HIGH</b>						
<b>TOTAL</b>	<b>4391</b>	<b>4414</b>	<b>4406</b>	<b>4411</b>	<b>4369</b>	<b>4395</b>
<b>DISTRICT</b>						

The historical student count shows a stable enrollment. The estimated September 2026 enrollment shows an increase of 26 students. Enrollment increases result in more revenues being available through the revenue cap formula. Enrollment decreases result in a decline in revenues through the revenue cap formula, with the exception of a temporary declining enrollment exception. This budget anticipates a temporary declining enrollment exception for 2026-27.

The 2026-2027 revenue cap limit increases to \$64,745,077 or \$2,893,930 higher than 2025-26. This equates to a 4.7% increase. The \$2,893,930 is a combination of referendum approved funds (\$1,550,000), state budget funds (\$1,193,930) and Transfer of Service (\$150,000). The 2026-2027 state equalization aid estimate decreased to \$22,621,680 or \$712,706 lower than 2025-26. This change equates to a 3.1% decrease. The 2026-2027 tax levy increases to \$51,619,364 or \$4,128,361 higher than 2025-2026. This increase equates to an 8.7% increase. Two years of historical information and the proposed tax levy for this year is shown below.

<b>Proposed Property Tax Levy</b>			
<b>FUND</b>	<b>Audited</b>	<b>Unaudited</b>	<b>Proposed</b>
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
General Fund	33,383,590.00	37,939,991.00	41,546,626.00
Referendum Debt Service Fund	10,699,681.00	8,544,712.00	8,850,867.00
Non-Referendum Debt Service Fund	0.00	0.00	0.00
Capital Expansion Fund	0.00	0.00	0.00
Community Service Fund	740,000.00	1,006,300.00	1,221,871.00
<b>TOTAL SCHOOL LEVY</b>	<b>44,823,271.00</b>	<b>47,491,003.00</b>	<b>51,619,364.00</b>
<b>PERCENTAGE INCREASE --</b>	<b>8.0%</b>	<b>6.0%</b>	<b>8.7%</b>
<b>TOTAL LEVY FROM PRIOR YR</b>			

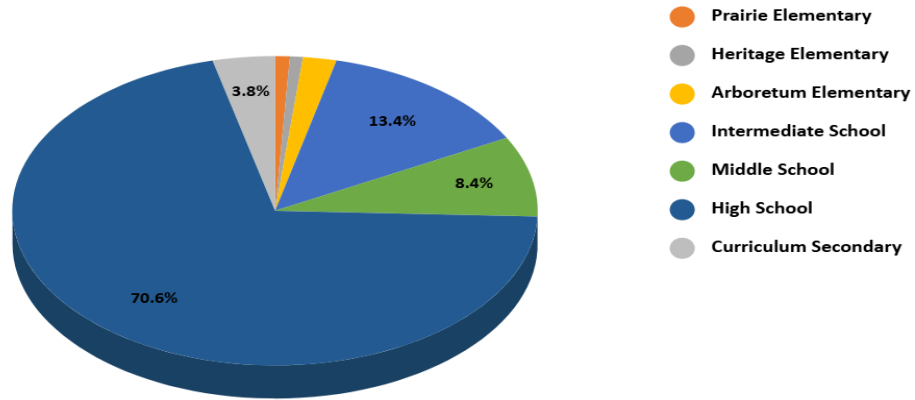
The 2026-2027 tax base is estimated at \$5,852,238,646 or \$331,258,791 higher than 2025-2026. This change equates to a 6.0% increase. The 2026-2027 tax rate (tax levy/tax base) increases to \$8.78. This equates to a 2.0% increase. Please also note the school levy credit has increased for the 2025-26 tax year.

A summary of the expenditures showing two years of historical information and the proposed 2025-2026 budget is shown below. Fund 73 is not included in the summary below.

<b>Total Expenditures and Other Financing Uses</b>			
<b>ALL FUNDS</b>	<b>Audited</b>	<b>Unaudited</b>	<b>Proposed</b>
	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
GROSS TOTAL EXPENDITURES--ALL FUNDS	160,043,043.11	145,434,141.00	116,780,014.07
Interfund Transfers (Source 100) - ALL FUNDS	7,930,542.01	7,594,427.00	6,844,790.00
Refinancing Expenditures (FUND 30)	0.00	0.00	0.00
NET TOTAL EXPENDITURES -- ALL FUNDS	152,112,501.10	137,839,714.00	109,935,224.07
<b>PERCENTAGE INCREASE -- NET TOTAL FUND EXPENDITURES FROM PRIOR YEAR</b>	<b>5.5%</b>	<b>-9.38%</b>	<b>-20.24%</b>

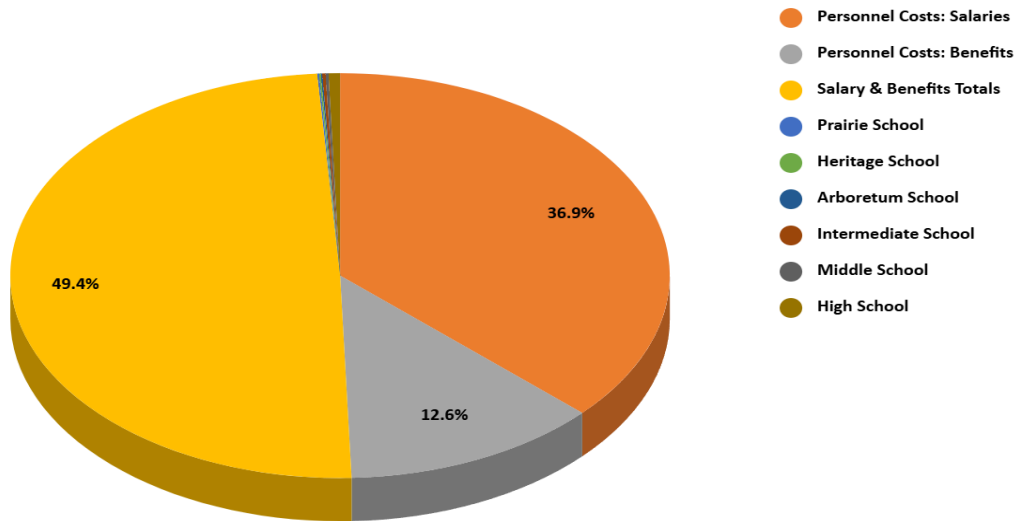
Where do the revenues come from? (Funds 10 and 27)

Total 10/27 Revenues



What are the expenditures spent on? (Funds 10 and 27)

Total 10/27 Expenses



Each fund is presented in more detail on the following pages.

## General Fund 10

**Purpose of Fund:** The purpose of the general fund 10 is to account for the educational programs and operations of the school district, excluding special education programs.

2026-27 grant budgets are not available at this time. The 2026-27 open enrollment budgets will be updated based on actual student attendance in the fall of 2026. The state equalization aid/property tax budgets have been revised based on the aid certification amounts from the Department of Public Instruction from October 15th.

## Fund 10 Revenues

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Prairie Elementary	\$2,550	\$2,550	\$0	0%
Heritage Elementary	\$2,250	\$2,250	\$0	0%
Arboretum Elementary	\$5,820	\$5,820	\$0	0%
Intermediate School	\$37,900	\$37,900	\$0	0%
Middle School	\$23,700	\$23,700	\$0	0%
High School	\$199,215	\$199,215	\$0	0%
Curriculum Elementary	\$0	\$0	\$0	0%
Curriculum Secondary	\$10,815	\$10,815	\$0	0%
Maintenance	\$15,000	\$15,000	\$0	0%
Athletics	\$71,000	\$71,000	\$0	0%
Human Resources	\$0	\$0	\$0	0%
Technology	\$4,200	\$4,200	\$0	0%
E-Rate	\$0	\$0	\$0	0%
Common School Funds	\$296,005	\$296,005	\$0	0%
<b>Department Revenues</b>	<b>\$668,455</b>	<b>\$668,455</b>	<b>\$0</b>	<b>0%</b>
Title 1 Public Grant	\$95,100	\$95,100	\$0	0%
Title 1 Private Grant	\$2,700	\$2,700	\$0	0%
Title 2 Grant (Public)	\$45,255	\$45,255	\$0	0%
Title 2 Grant (Private)	\$6,797	\$6,797	\$0	0%
Title 3 Grant	\$17,204	\$17,204	\$0	0%
Title 4A Grant (Public)	\$8,672	\$8,672	\$0	0%
Title 4A Grant (Private)	\$1,328	\$1,328	\$0	0%
Career/Tech Ed Grant	\$58,704	\$58,704	\$0	0%
CEIS Federal Flow-Through	\$191,600	\$191,600	\$0	0%
Ed. Effectiveness Grant	\$33,442	\$33,442	\$0	0%
Peer Mentor Grant	\$12,121	\$12,121	\$0	0%
Perkins Grant	\$20,049	\$20,049	\$0	0%

School-Based Mental Health	\$130,239	\$130,239	\$0	0%
SAODA	\$25,000	\$25,000	\$0	0%
Youth Apprenticeship Grant	\$88,825	\$88,825	\$0	0%
<b>Grant Revenues</b>	<b>\$737,036</b>	<b>\$737,036</b>	<b>\$0</b>	<b>0%</b>
District Student Fees	\$407,838	\$407,838	\$1	0%
Property Taxes	\$37,939,991	\$41,546,626	\$3,606,635	10%
Interest	\$700,000	\$700,000	\$0	0%
Tuition – OE	\$2,886,626	\$3,446,226	\$559,600	19%
Transportation Aid	\$90,000	\$90,000	\$0	0%
Equalization Aid	\$23,334,386	\$22,621,680	-\$712,706	-3%
Computer Aid	\$67,597	\$67,597	\$0	0%
Misc	\$25,000	\$25,000	\$0	0%
Transportation	\$20,000	\$20,000	\$0	0%
Tuition Payments	\$28,000	\$28,000	\$0	0%
Property/Non-Capital Sales	\$10,000	\$10,000	\$0	0%
Rentals	\$60,000	\$60,000	\$0	0%
Aid for School Mental Health	\$150,000	\$150,000	\$0	0%
Payment Lieu Taxes	\$40,000	\$40,000	\$0	0%
Personal Property Aid	\$509,173	\$509,173	\$0	0%
State Categorical Aid	\$3,095,624	\$3,085,236	-\$10,388	0%
Act 12 - Personal Property Aid	\$0	\$0	\$0	0%
Medicaid	\$300,000	\$300,000	\$0	0%
Premium	\$32,975	\$32,975	\$0	0%
Aidable Refund	\$90,000	\$90,000	\$0	0%
<b>District Revenues</b>	<b>\$69,787,210</b>	<b>\$73,230,351</b>	<b>\$3,443,141</b>	<b>5%</b>
<b>Total Revenues</b>	<b>71,192,701</b>	<b>74,635,842</b>	<b>3,443,141</b>	<b>0.04836367987</b>

## Fund 10 Expenditures

	2025-2026	2026-2027	\$ Change	% Change
<b>Expenditures:</b>				
Personnel Costs: Salaries	\$38,243,560	\$40,903,149	\$2,659,589	7%
Personnel Costs: Benefits	\$13,039,606	\$13,759,275	\$719,669	6%
<b>Salary &amp; Benefits Totals</b>	<b>51,283,166</b>	<b>54,662,424</b>	<b>3,379,258</b>	<b>7%</b>
Prairie School	\$87,510	\$87,510	\$0	0%
Heritage School	\$88,170	\$88,170	\$0	0%
Arboretum School	\$75,420	\$75,420	\$0	0%
Intermediate School	\$160,000	\$160,000	\$0	0%
Middle School	\$153,340	\$153,340	\$0	0%
High School	\$586,365	\$586,365	\$0	0%
Athletics	\$447,602	\$456,508	\$8,906	2%
Prairie School Common School Funds	\$41,522	\$41,522	\$0	0%
Heritage School Common School Funds	\$41,359	\$41,359	\$0	0%
Arboretum School Common School Funds	\$37,697	\$37,697	\$0	0%
Intermediate School Common School Funds	\$46,973	\$46,973	\$0	0%
Middle School Common School Funds	\$47,055	\$47,055	\$0	0%
High School Common School Funds	\$74,069	\$74,069	\$0	0%
Common School Fund-District	\$7,069	\$7,069	\$0	0%
<b>Building Totals</b>	<b>1,894,151</b>	<b>1,903,057</b>	<b>8,906</b>	<b>0%</b>
Utilities	\$1,083,269	\$1,337,432	\$254,163	23%
Maintenance	\$731,990	\$1,031,990	\$300,000	41%
Contingency Fund	\$200,000	\$250,000	\$50,000	25%
Transportation	\$1,724,075	\$1,819,184	\$95,109	6%
Technology	\$718,729	\$718,729	\$0	0%
Technology-Erate	\$0	\$0	\$0	0%
Curriculum-Elementary Operations	\$455,382	\$455,382	\$0	0%
Curriculum-Elementary Fees	\$576,861	\$576,861	\$0	0%
Curriculum-4K Program	\$809,900	\$637,900	(\$172,000)	-21%
Human Resources	\$54,550	\$54,550	\$0	0%
Superintendent	\$142,208	\$142,208	\$0	0%
Student Services-Operations	\$93,500	\$93,500	\$0	0%
Student Services-District	\$110,000	\$110,000	\$0	0%
Business Office	\$566,433	\$566,433	\$0	0%
District Wide	\$2,137,748	\$2,416,997	\$279,249	13%
Summer School	\$109,515	\$109,515	\$0	0%
Special Projects	\$0	\$0	\$0	0%
<b>Department Totals</b>	<b>9,514,160</b>	<b>10,320,681</b>	<b>806,521</b>	<b>8%</b>

Title 1 Public Grant	\$95,100	\$95,100	\$0	0%
Title 1 Private Grant	\$2,700	\$2,700	\$0	0%
Title 2 Grant (Public)	\$45,255	\$45,255	\$0	0%
Title 2 Grant (Private)	\$6,797	\$6,797	\$0	0%
Title 3 Grant	\$17,204	\$17,204	\$0	0%
Title 4A Grant (Public)	\$8,672	\$8,672	\$0	0%
Title 4A Grant (Private)	\$1,328	\$1,328	\$0	0%
Career/Tech Ed Grant	\$58,704	\$58,704	\$0	0%
CEIS Federal Flow-Through	\$191,600	\$191,600	\$0	0%
Ed. Effectiveness Grant	\$33,442	\$33,442	\$0	0%
Peer Mentor Grant	\$12,121	\$12,121	\$0	0%
Perkins Grant	\$20,049	\$20,049	\$0	0%
School-Based Mental Health	\$0	\$0	\$0	0%
SAODA	\$25,000	\$25,000	\$0	0%
Youth Apprenticeship Grant	\$88,825	\$88,825	\$0	0%
<b>Grant Totals</b>	<b>\$606,797</b>	<b>\$606,797</b>	<b>-</b>	<b>0%</b>
<b>Transfer to Fund 27</b>	<b>\$7,594,427</b>	<b>\$6,844,790</b>	<b>(\$749,637)</b>	<b>-10%</b>
Wellness Clinic	\$300,000	\$300,000	\$0	0%
<b>Other Program Totals</b>	<b>\$7,894,427</b>	<b>\$7,144,790</b>	<b>(749,637)</b>	<b>-9%</b>
<b>Total Expenditures</b>	<b>\$71,192,701</b>	<b>\$74,637,749</b>	<b>\$3,445,048</b>	<b>5%</b>
<b>Rev-Exp</b>	<b>\$0</b>	<b>(\$1,907)</b>	<b>(\$1,907)</b>	<b>0%</b>
<b>Beg Fund Balance</b>	<b>\$7,481,181</b>	<b>\$0</b>	<b>(\$7,481,181)</b>	<b>-100%</b>
<b>End Fund Balance</b>	<b>\$7,481,181</b>	<b>\$0</b>	<b>(\$7,481,181)</b>	<b>-100%</b>

Overall considerations for Fund 10:

- The budget is balanced for 2026-2027.
- The budget will continue to reserve \$11,875 for parking lot/band uniform fees and \$60,000 for Warrior Stadium and the Soccer Stadium turf replacement.
- The revenue cap increase is based on an actual September 2024 student count and a \$325/student increase.
- The per pupil aid increase of \$0/student.
- The state equalization aid certification estimate will be provided by the DPI on July 1.
- A general contingency of \$200,000 is included in the budget.
- The personnel budget includes an inflationary salary increase of 2.63%, advancement on the district compensations systems, a 13% increase in dental rates, a 5% increase in health insurance rates, and FTE changes as presented on the next page. Final decisions on salary increases will be approved at the May board meeting.
- The 4K program budget will be adjusted based on actual enrollment from the fall of 2026.

## Additional Positions

<b>Building</b>	<b>Position</b>	<b>FTE</b>
Prairie	4K Teacher	0.50
	Teacher	(1.00)
Heritage	4K Teacher	0.50
	Teacher	(2.00)
Arboretum	4K Teacher	0.50
Intermediate		
Middle School	Custodians	2.00
	Interventionist	1.00
High School	ELA Teacher	0.00
	Security Personnel (South Campus)	1.00
	FACE Teacher	1.00
	Tech Ed Teacher	(0.25)
Special Ed	Special Education Paraeducator (TOS)	1.00
	WaunaGROW Teacher	1.00
Student Services	Nursing	0.30
	Social Worker	0.50
	Bilingual Para	(1.00)
Athletics		
District	Warrior Media Director (Fund 80)	0.50
	PAC Director (Fund 80)	0.50
	Community Safety & Security Coordinator	0.50
Other Budget Requests	To Be Determined	
<b>Total Additional Staffing</b>		<b>6.550</b>
(Fund 10)		3.05
(Fund 27)		2.00
(Fund 80)		1.50

## Fund 21

**Purpose of Fund:** The purpose of the Special Revenue Trust Fund 21 is to account for gifts specified by donors to be used for operating purposes.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Arboretum School	\$22,950	\$22,950	\$0	0%
Heritage School	\$26,500	\$26,500	\$0	0%
Prairie School	\$30,700	\$30,700	\$0	0%
Intermediate School	\$8,600	\$8,600	\$0	0%
Middle School	\$36,000	\$36,000	\$0	0%
High School-Scholarships	\$7,650	\$7,650	\$0	0%
High School	\$225,574	\$225,574	\$0	0%
Athletics	\$383,000	\$383,000	\$0	0%
Superintendent	\$0	\$0	\$0	0%
Business Office	\$58,000	\$58,000	\$0	0%
Maintenance	\$0	\$0	\$0	0%
Mentor	\$0	\$0	\$0	0%
Student Services	\$800	\$800	\$0	0%
Special Education	\$41,000	\$41,000	\$0	0%
<b>Total Revenues</b>	<b>\$840,774</b>	<b>\$840,774</b>	<b>\$0</b>	<b>0%</b>
<b>Expenditures:</b>				
Arboretum School	\$100,700	\$100,700	\$0	0%
Heritage School	\$22,000	\$22,000	\$0	0%
Prairie School	\$50,100	\$50,100	\$0	0%
Intermediate School	\$7,840	\$7,840	\$0	0%
Middle School	\$36,000	\$36,000	\$0	0%
High School - Scholarships	\$29,750	\$29,750	\$0	0%
High School	\$194,040	\$194,040	\$0	0%
Athletics	\$418,445	\$418,445	\$0	0%
Superintendent	\$0	\$0	\$0	0%
Business Office	\$52,000	\$52,000	\$0	0%
Maintenance	\$0	\$0	\$0	0%
Mentor	\$0	\$0	\$0	0%
Student Services	\$0	\$0	\$0	0%
Special Education	\$33,550	\$33,550	\$0	0%
<b>Total Expenditures</b>	<b>\$944,425</b>	<b>\$944,425</b>	<b>\$0</b>	<b>0%</b>
<b>Rev – Exp:</b>	<b>(\$103,651)</b>	<b>(\$103,651)</b>	<b>(\$99,476)</b>	<b>--</b>
<b>Beg Fund Balance</b>	<b>\$1,241,189</b>	<b>\$1,249,476</b>	<b>\$8,287</b>	<b>1%</b>
<b>End Fund Balance</b>	<b>\$1,249,476</b>	<b>\$1,145,825</b>	<b>(\$103,651)</b>	<b>-8%</b>

## Special Education Fund 27

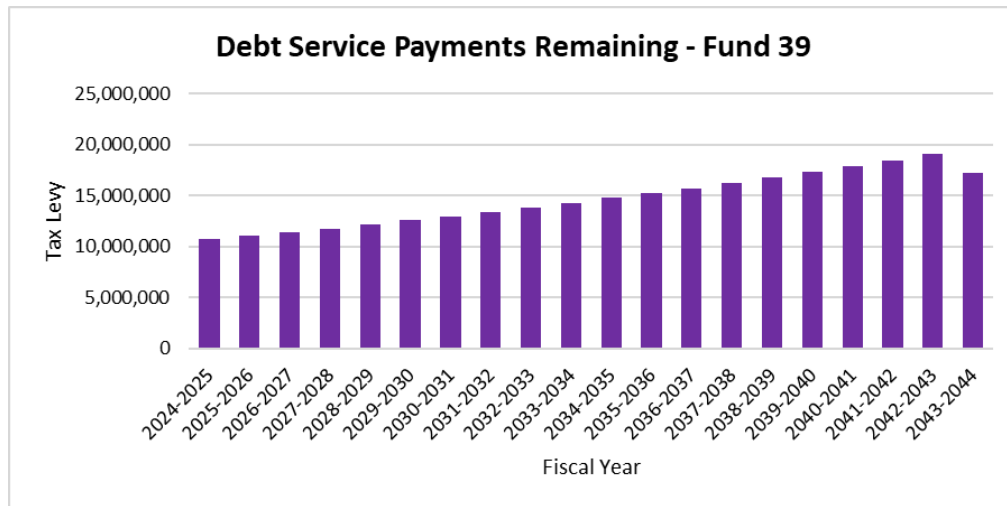
**Purpose of Fund:** The purpose of the special education Fund 27 is to account for all of the special education programs and operations in the school district. The personnel budget includes an inflationary salary increase of 4.12%, advancement on the district compensations systems, a 0% increase in dental rates, a 5% increase in health insurance rates, and FTE changes as presented on page 13.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Federal Grant PS	\$58,500	\$58,500	\$0	0%
Federal Grant FT	\$975,048	\$975,048	\$0	0%
<b>Grand Totals</b>	<b>\$1,033,548</b>	<b>\$1,033,548</b>	<b>\$0</b>	<b>0%</b>
State Aid	\$4,225,000	\$5,274,383	\$1,049,383	25%
Transfer In Fund 10	\$7,594,427	\$6,844,790	(\$749,637)	-9.9%
High Cost Aid	\$775,000	\$1,395,000	\$620,000	80.0%
Medicaid	\$200,000	\$200,000	\$0	0%
Transit of State Aid	\$10,000	\$10,000	\$0	0%
Open Enrollment Tuition	\$40,000	\$40,000	\$0	0%
State Transition Grant	\$15,000	\$15,000	\$0	0%
<b>Other Revenue</b>	<b>\$12,859,427</b>	<b>\$13,779,173</b>	<b>\$919,746</b>	<b>7%</b>
<b>Total Revenues</b>	<b>\$13,892,975</b>	<b>\$14,812,721</b>	<b>\$919,746</b>	<b>7%</b>
<b>Expenditures:</b>				
Federal Grant PS	\$58,500	\$58,500	\$0	0%
Federal Grant FT	\$975,048	\$975,048	\$0	0%
<b>Grant Totals</b>	<b>\$1,033,548</b>	<b>\$1,033,548</b>	<b>\$0</b>	<b>0%</b>
Personnel Costs: Salaries	\$9,193,371	\$9,716,567	\$523,196	6%
Personnel Costs: Benefits	\$3,198,010	\$3,514,560	\$316,550	10%
<b>Salary &amp; Benefits Totals</b>	<b>\$12,391,381</b>	<b>\$13,231,127</b>	<b>\$839,746</b>	<b>7%</b>
Special Ed-Operations	\$63,546	\$63,546	\$0	0%
Special Ed-District	\$237,000	\$317,000	\$80,000	34%
Transportation	\$157,500	\$157,500	\$0	0%
Medicaid	\$10,000	\$10,000	\$0	0%
<b>Program Totals</b>	<b>\$468,046</b>	<b>\$548,046</b>	<b>\$80,000</b>	<b>17%</b>
<b>Total Expenditures</b>	<b>\$13,892,975</b>	<b>\$14,812,721</b>	<b>\$919,746</b>	<b>7%</b>
<b>Rev – Exp:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>---</b>
<b>Beg Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>
<b>End Fund Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0%</b>

## Debt Service Fund 39

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Premium	\$0	\$0	\$0	0%
Refinancing	\$0	\$0	\$0	0%
Interest Earned	\$50,000	\$50,000	\$0	0%
Property Taxes	\$8,554,712	\$8,850,867	\$296,155	3%
Interest Rebate	\$0	\$0	\$0	0%
Transfer from Fund 49	\$0	\$0	\$0	0%
Total Revenues:	\$8,604,712	\$8,900,867	\$296,155	3%
<b>Expenditures:</b>				
Refinancing	\$0	\$0	\$0	0%
Interest Owed	\$7,173,119	\$6,814,719	(\$358,400)	-5%
Principal Owed	\$6,165,000	\$6,530,000	\$365,000	6%
Other Debts	\$6,000	\$0	(\$6,000)	-100%
Total Expenditures	\$13,344,119	\$13,344,719	\$600	0%
<b>Rev – Exp:</b>	(\$4,739,407)	(\$4,443,852)	\$295,555	-6%
<b>Beg Fund Balance</b>	\$7,330,161	\$7,107,230	(\$222,931)	-3%
<b>End Fund Balance</b>	\$7,107,230	\$2,663,378	(\$4,443,852)	-63%

The following graph and table reflects the future tax levies (7 borrowings) in this fund. The school board has approved four bond issues related to the November 2022 referendum. Interest earnings and interest rebate have been updated for the fourth draft of the budget.



FISCAL YEAR	AMOUNT DUE
2026-2027	8,850,867
2027-2028	9,163,573
2028-2029	9,678,987
2029-2030	10,224,188
2030-2031	10,795,025
2031-2032	11,402,925
2032-2033	12,041,556
2033-2034	12,719,394
2034-2035	13,433,338
2035-2036	14,188,175
2036-2037	14,987,175
2037-2038	15,829,175
2038-2039	16,720,375
2039-2040	17,656,775
2040-2041	18,649,075
2041-2042	19,697,575
2042-2043	20,788,576
2043-2044	20,079,722
2044-2045	8,945,000
2045-2046	8,942,000
2046-2047	8,942,100
2047-2048	8,944,700
2048-2049	8,944,300
2049-2050	8,945,400
<b>TOTAL DUE</b>	<b>\$310,569,976</b>

The amount due includes estimates based on the most recent financial plan. Only a portion of the November 2022 capital referendum has been borrowed long-term.

## Capital Projects Fund 49

**Purpose of Fund:** The purpose of the capital projects fund 49 is to account for referendum approved capital expenditures related to buildings and sites. The November 2022 capital referendum question of \$175 million is accounted for in this fund.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Bond Proceeds	\$0	\$0	\$0	0%
Interest	\$1,500,000	\$25,000	(\$1,475,000)	-98%
Total Revenues	\$1,500,000	\$25,000	(\$1,475,000)	-98%
<b>Expenditures:</b>				
Heritage Elementary	\$0	\$0	\$0	0%
Middle School	\$40,000,000	\$5,000,000	(\$35,000,000)	-88%
HS/TLC/District	\$0	\$2,800,000	\$2,800,000	0%
Districtwide Maintenance	\$2,000,000	\$1,000,000	(\$1,000,000)	-50%
Transfer to Fund 39	\$0	\$0	\$0	0%
Total Expenditures	\$42,000,000	\$8,800,000	(\$33,200,000)	-79%
<b>Rev – Exp:</b>	(40,500,000.00)	(8,775,000)	31,725,000	-78%
<b>Beg Fund Balance</b>	101,487,266	43,641,427	(57,845,839)	-57%
<b>End Fund Balance</b>	\$43,641,427	\$34,866,427	(\$8,775,000)	-20%

The first draft of the budget has been updated to reflect the anticipated expenditures for the new Middle School and other districtwide projects. The district will likely have a small remaining balance as of June 30<sup>th</sup>, 2026.

## Food Service Fund 50

**Purpose of Fund:** The purpose of the food service fund 50 is to account for the food service program.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Milk Sales	\$88,315	\$88,315	\$0	0%
Ala-Carte Sales	\$978,109	\$978,109	\$0	0%
Lunch Sales-Students	\$1,155,320	\$1,155,320	\$0	0%
Lunch Sales-Adults	\$17,850	\$17,850	\$0	0%
Lunch-Dane County	\$119,868	\$119,868	\$0	0%
Catering	\$55,250	\$55,250	\$0	0%
Breakfast Sales	\$32,937	\$32,937	\$0	0%
Madison Country Day	\$180,540	\$180,540	\$0	0%
High Point Christian	\$77,430	\$77,430	\$0	0%
Westside Christian	\$86,078	\$86,078	\$0	0%
Total Revenues	\$2,791,696	\$2,791,696	\$0	0%
<b>Expenditures:</b>				
Contracted Services	\$1,243,714	\$1,243,714	\$0	0%
Food Purchase	\$1,328,368	\$1,328,368	\$0	0%
Other Supplies	\$88,247	\$88,247	\$0	0%
Equipment Purchase	\$25,000	\$25,000	\$0	0%
Software/Tech Costs	\$60,000	\$60,000	\$0	0%
Personnel Costs	\$40,000	\$40,000	\$0	0%
Total Expenditures	\$2,785,330	\$2,785,330	\$0	0%
<b>Rev-Exp:</b>	\$6,367	\$6,367	\$0	--
<b>Beg Fund Balance</b>	\$0	\$0	\$0	0%
<b>End Fund Balance</b>	\$0	\$6,367	\$6,367	0%

The food service program is contracted out to Taher, Inc. The Dane County lunch program provides meals to community members and the revenue is received from the Dane County Department of Health and Human Services. The Madison Country Day/Westside Christian School/High Point Christian programs provide meals to private schools.

## Employee Benefit Trust Fund 73

**Purpose of Fund:** The purpose of the employee benefit trust fund 73 is to account for formally established benefit pension plans, defined contribution plans, or employee benefit plans.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Interest – AUL Trust	\$10,000	\$10,000	\$0	0%
Interest – HRA Trust	\$400,000	\$400,000	\$0	0%
Employer Contributions - AUL	\$0	\$0	\$0	0%
Employee Contributions – AUL	\$0	\$0	\$0	0%
Employer Contributions – HRA	\$582,000	\$582,000	\$0	0%
Employee Contributions – HRA	\$0	\$0	\$0	0%
Total Revenues	\$992,000	\$992,000	\$0	0%
<b>Expenditures:</b>				
Disbursements – AUL	\$600,000	\$600,000	\$0	0%
Disbursements – HRA	\$600,000	\$600,000	\$0	0%
Disbursements - Implicit Rate	\$33,000	\$33,000	\$0	0%
Total Expenditures	\$1,233,000	\$1,233,000	\$0	0%
<b>Rev – Exp:</b>	<b>(\$241,000)</b>	<b>(\$241,000)</b>	\$0	0%
<b>Beg Fund</b>	<b>\$8,935,703</b>	<b>\$9,331,888</b>	<b>\$396,185</b>	<b>4%</b>
<b>End Fund</b>	<b>\$9,331,888</b>	<b>\$9,090,888</b>	<b>(\$241,000)</b>	<b>-3%</b>

This budget has been updated in the final draft of the budget based on the final retirement benefits for the 2024-2025 retirees.

## Community Service Fund 80

**Purpose of Fund:** The purpose of the community service fund 80 is to account for community activities such as adult education, recreation, athletic camps, and other related community programs.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
Property Taxes	\$1,006,300	\$1,221,871	\$215,571	21%
Athletic Camps	\$0	\$0	\$0	0%
Community Ed	\$17,000	\$17,000	\$0	0%
Summer School Camps	\$1,200	\$1,200	\$0	0%
Middle School Athletics	\$15,500	\$25,000	\$9,500	61%
Community Ed/Swim	\$45,000	\$45,000	\$0	0%
WCCC Grant	\$125,000	\$125,000	\$0	0%
Warrior Media	\$15,000	\$20,000	\$5,000	33%
<b>Total Revenues</b>	<b>\$1,225,000</b>	<b>\$1,455,071</b>	<b>\$230,071</b>	<b>19%</b>
<b>Expenditures:</b>				
Community Education	\$60,000	\$60,000	\$0	0%
Communications	\$55,000	\$60,000	\$5,000	9%
Athletic Camps	\$0	\$0	\$0	0%
Middle School Activities	\$333,071	\$333,071	\$0	0%
Community Ed/Swim	\$170,000	\$220,000	\$50,000	29%
Maintenance	\$50,000	\$50,000	\$0	0%
Public Safety	\$125,000	\$180,000	\$55,000	44%
Police Liaison Officer	\$60,000	\$82,000	\$22,000	37%
Summer School Camps	\$1,200	\$1,200	\$0	0%
Workers Compensation	\$2,000	\$2,000	\$0	0%
WCCC Grant	\$125,000	\$125,000	\$0	0%
Warrior Media	\$150,000	\$225,000	\$75,000	50%
Utilities	\$100,000	\$100,000	\$0	0%
DataWrangler	\$16,800	\$16,800	\$0	0%
<b>Total Expenditures</b>	<b>\$1,248,071</b>	<b>\$1,455,071</b>	<b>\$207,000</b>	<b>17%</b>
<b>Rev – Exp:</b>	<b>(\$23,071)</b>	<b>\$0</b>	<b>\$23,071</b>	<b>--</b>
<b>Beg Fund Balance</b>	<b>\$79,384</b>	<b>\$85,567</b>	<b>\$6,183</b>	<b>8%</b>
<b>End Fund Balance</b>	<b>\$85,567</b>	<b>\$85,567</b>	<b>\$0</b>	<b>0%</b>

A community service fund tax levy covers the administrative costs of the community education program and other costs such as custodial, maintenance, public safety, middle school athletics/clubs/organizations, Waunakee Community Cares Coalition Grant, and personnel costs not charged to the community through user fees. **New for 2026-27: 0.5 FTE Community Safety & Security Coordinator, 0.5 FTE PAC Director, 0.5 FTE Warrior Media Director.**

## Other Cooperative Fund 99

**Purpose of Fund:** The purpose of the other cooperative fund 99 is to account for cooperative fiscal agreements made between school districts.

	2025-2026	2026-2027	\$ Change	% Change
<b>Revenues:</b>				
DCNTP	\$6,500	\$0	(\$6,500)	-100%
Mentor Grants	\$0	\$0	\$0	0%
Total Revenues	\$6,500	\$0	(\$6,500)	-100%
<b>Expenditures:</b>				
DCNTP	\$6,500	\$0	(\$6,500)	-100%
Mentor Grants	\$0	\$0	\$0	0%
Total Expenditures	\$6,500	\$0	(\$6,500)	-100%
<b>Rev – Exp:</b>	\$0	\$0	\$0	---
<b>Beg Fund Balance</b>	\$0	\$0	\$0	0%
<b>End Fund Balance</b>	\$0	\$0	\$0	0%

The Dane County New Teacher was previously accounted for in this fund. At the end of the 2024-25 school year this program moved to CESA 2. We no longer have any financial transactions in fund 99.

**Waunakee Community School District - Distrito Escolar de la Comunidad de Waunakee  
2026-2027 School Year Student Fees - Tarifas Estudiantiles para el Año Escolar 2026-2027**

<b>Elementary Schools / Escuelas Primarias</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase / Aumento</b>
Kindergarten-4th / Kíndergarten a 4°	\$70.00	\$70.00	
Milk / Leche	\$0.50	\$0.50	
Lunch / Almuerzo	\$4.00	\$4.50	12.5%
Breakfast / Desayuno	\$1.50	\$2.00	25%
Recorders / Flautas dulces	\$7.00	\$7.00	
Kindergarten Rest Mat / Colchoneta de descanso para kíndergarten	\$14.00 (if reusing one from past, not needed / Si se reutiliza una anterior, no es necesario)	\$14.00 (if reusing one from past, not needed / Si se reutiliza una anterior, no es necesario)	
<b>Intermediate School / Escuela Intermedia</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase / Aumento</b>
5th-6th / 5° a 6°	\$70.00	\$70.00	
Percussion / Percusión	\$50.00	\$50.00	
Small Instrument / Instrumento pequeño	\$100.00	\$100.00	
Large Instrument /Instrumento grande	\$150.00 - \$200.00	\$150.00 - \$200.00	
Milk / Leche	\$0.50	\$0.50	
Lunch / Almuerzo	\$4.00	\$4.50	12.5%
Breakfast / Desayuno	\$1.50	\$2.00	25%
<b>Middle School / Escuela Media</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase / Aumento</b>
7th-8th / 7° a 8°	\$70.00	\$70.00	
Art 7th-8th / Arte 7° a 8°	\$5.00	\$5.00	
Tech. Ed-8th / Ed. Tec 8°	\$15.00	\$15.00	
Ag-8th / Ag. 8°	\$5.00	\$5.00	

Gateway/Tech. – 8th / Portal/Tec 8°	\$5.00	\$5.00	
F/CE – 8th / F/CE 8°	\$25.00	\$25.00	
Sports Co-Curricular Fee / Tarifa Co-curricular para Deportes	\$40.00/season / temporada	\$40.00/season / temporada	
Football Equip. Fee / Tarifa Equipo de Fútbol Americano	\$50.00	\$50.00	
Locks / Candados	\$9.00	\$9.00	
Solo & Ensemble / Solista y Conjunto	\$0.00	\$35.00	
Percussion / Percusión	\$50.00	\$50.00	
Small Instrument / Instrumento Pequeño	\$100.00	\$100.00	
Large Instrument / Instrumento Grande	\$150.00 - \$200.00	\$150.00 - \$200.00	
Milk / Leche	\$0.50	\$0.50	
Breakfast / Desayuno	\$1.75	\$2.25	28.5%
Lunch Meal Deal / Oferta del Almuerzo	\$5.00	\$5.50	10%
<b>High School / Bachillerato-Preparatoria</b>	<b>2025-26</b>	<b>2026-27</b>	<b>% Increase / Aumento</b>
9th-12th / 9° a 12°	\$70.00	\$70.00	
2D & 3D Art Foundations / Fundamentos del Arte 2D y 3D	\$10.00	\$10.00	
Advanced 2D & 3D Art / Arte Avanzado 2D y 3D	\$10.00	\$10.00	
Band Uniform / Uniforme de Banda	\$10.00	\$10.00	
Ceramics / Cerámica	\$10.00	\$10.00	
Art Metals / Arte con Metales	\$10.00	\$10.00	
Drawing/Printmaking - Dibujo/Grabado	\$10.00	\$10.00	

Advanced Art Workshop / Arte Avanzado	\$10.00	\$10.00	
Painting / Pintura	\$10.00	\$10.00	
Photography / Fotografía	\$10.00	\$10.00	
Textiles / Tejidos	\$10.00	\$10.00	
Tech. Ed. Metals / Ed. Tec. Metales	\$20.00	\$20.00	
Tech. Ed. Home/Auto / Ed. Tec. Hogar/Auto	\$10.00	\$10.00	
Woods I & Woods II / Maderas I y Maderas II	\$40.00	\$40.00	
Construction I & Construction II / Construcción I y Construcción II	\$25.00	\$25.00	
F/CE Foods Courses / Cursos de comida F/CE: Culinary I, II, & III, and Baking & Pastry	\$50.00	\$50.00	
AP US History / Historia de los EEUU AP	\$21.95	\$21.95	
Tech Ed IDEA & BIG IDEA / Ed. Tec. IDEA y BIG IDEA	\$25.00	\$25.00	
Lunch Meal Deal / Oferta del Almuerzo	\$5.00	\$5.50	10%
Milk / Leche	\$0.50	\$0.50	
<b>Tech. Ed. Woods and F/CE individual project supplies provided by students</b> Los suministros para proyectos individuales de Ed. Tec. Maderas y F/CE son proporcionados por los estudiantes			
Co-Curricular / Co-curricular	\$85.00/season / temporada	\$85.00/season / temporada	
Football Equipment Fee / Tarifa Equipo de Fútbol Americano	\$50.00	\$50.00	
Golf Course Rental Fee / Tarifa por el Alquiler del Campo de Golf	\$20.00	\$20.00	
Driver's Education / Educación del Conductor	(Fees set by CESA 2) / (Tarifas establecidas)	(Fees set by CESA 2) / (Tarifas establecidas por	

	por CESA 2)	CESA 2)	
Parking Fee / Tarifa por Estacionamiento	\$50.00	\$50.00	
Locks / Candados	\$8.00	\$8.00	
Percussion / Percusión	\$50.00	\$50.00	
Solo & Ensemble / Solista y Conjunto	\$35.00	\$35.00	
Large Instruments / Instrumentos Grandes	\$150.00 - \$200.00	\$150.00 - \$200.00	
Small Instrument / Instrumento Pequeño	\$100.00	\$100.00	

Note: Students eligible for free/reduced meals are not charged any school district fees if the DPI waiver form is signed.

Nota: No se le cobra ninguna tarifa del distrito escolar a los estudiantes que califican para recibir comidas gratuitas/a precio reducido si el formulario de exención del DPI está firmado.



## **Agenda Item: 2026-27 Facility Use Fees**

**Background Information:** Each year, the athletic department reviews the facility use fees schedule to determine if changes are needed to the rates for our building rentals. We examine local districts and others in Wisconsin with similar sizes to Waunakee to make sure we are staying competitive. Proposed changes are shown in green on the 2026-27 Facilities Use Fees Schedule/Expectations document.

The following changes have been:

- Group 5 had a 10% increase in all gymnasium, fieldhouse, Warrior Stadium, and Warrior Pitch rental fees. This year, we have seen more outside groups desire our facilities over other area district facilities which is the reason for the increase.
- Group 5 had a 20% increase for the WCHS commons and WIS commons.
- The indoor batting cage rental fees were added, following discussion at the February 2026 Facility Committee meeting. Per the Board's request, a fee was only assigned to Group 5 (non-Waunakee district users).
- POOL

**Administrative Recommendation:** To approve the recommendation of 2026-27 facility use fee schedule as presented.

**Board Action Requested:** The following motion would be in order: "Move to approve the 2026-27 facility use fee schedule as presented."

**Fiscal Note:** These increases help us remain competitive for the rental of our facilities in comparison to other districts.

# Waunakee Community School District Facilities Use Fees Schedule

Group 1 - Fees Waived	Group 2*	Group 3*	Group 4	Group 5
<b>Facility Use Application Fee:</b> A facility use application will cover no more than a six month period of time July 1 to December 31 or January 1 to June 30.				
	\$0.00	\$0.00	\$0.00	\$40.00
<b>Aquatic Center</b>				
<a href="#">See Attached Rental Fee Schedule</a>				
<b>Performing Arts Center</b>				
<a href="#">See Attached Rental Fee Schedule</a>				
<b>Gymnasiums &amp; Athletic Fields (ALL RATES ARE PER DAY UNLESS OTHERWISE NOTED)</b>				
Fieldhouse & Int. School Lax Fields	\$200.00	\$300.00	\$400.00	<del>\$550.00</del> \$500.00
Warrior Stadium & Warrior Pitch (Hourly)	\$100.00	\$125.00	\$150.00	<del>\$200.00</del> \$175.00
Gymnasium	\$70.00	\$90.00	\$150.00	<del>\$220.00</del> \$200.00
Baseball & Softball Diamonds	\$70.00	\$90.00	\$150.00	\$200.00
Grass Practice Fields	\$70.00	\$90.00	\$150.00	\$200.00
Batting Cages (indoor) (Hourly)	\$0.00	\$0.00	\$0.00	\$55.00
Wrestling Rooms	\$50.00	\$60.00	\$90.00	\$160.00
<b>School Facilities</b>				
WIS Cafeteria & WCHS Commons	\$70.00	\$90.00	\$150.00	<del>\$220.00</del> \$200.00
General Classroom & Conference Room	\$25.00	\$30.00	\$35.00	\$50.00
Specialized Classroom	\$70.00	\$90.00	\$150.00	\$200.00
<b>Additional Labor Charges (per hour and if needed)</b>				
Set-up & Take-down (outside normal hours)	\$45.00/hour			
Field Prep & Lining	\$45.00/hour			
Custodial Supply Charge	\$40.00	\$40.00	\$40.00	\$50.00
<b>Additional Equipment Charges</b>				
Field Lights	\$50.00/hour			
Microphone, Scoreboard, Sound Equipment	\$10.00/flat fee			

\*FEES ARE CHARGED WHEN ADMISSION FEE IS CHARGED TO SPECTATORS/AUDIENCES

# WCSD Group Classifications

<p><b>Group 1</b></p>	<p><b>WCSD SCHOOL SPONSORED ACTIVITIES:</b> All school sponsored activities approved by the building principal shall have precedence over other requests for the use of facilities. Significant consideration, however, should be given to the scheduling of school sponsored events, activities or practices during times when the school's custodial staff is normally on duty. A school employee must be present for all school sponsored events. If a custodian(s) is needed outside of his/her regularly scheduled time, approval must be obtained from the Athletic Director.</p>
<p><b>Group 2</b></p>	<p><b>WCSD SCHOOL AFFILIATED GROUPS:</b> School affiliated groups include: Parent Teacher Organizations (PTO's), Booster Organizations, Village Recreation Department, Friends of Waunakee Performing Arts, Local Educational Foundations.</p>
<p><b>Group 3</b></p>	<p><b>DESIGNATED RESIDENT NONPROFIT GROUPS/ORGANIZATION FEDERAL, STATE OR LOCAL GOVERNMENTAL (NON-EDUCATIONAL) AGENCIES:</b> Designated resident nonprofit groups/organizations include:</p> <ul style="list-style-type: none"> <li>A. Recognized civic youth groups which include a majority (80%) of District students (examples: Boy Scouts, Girl Scouts, Cub Scouts, 4H, etc.). The District may request a copy of the roster to verify status.</li> <li>B. Recognized resident youth athletic groups/organizations which include a majority (80%) of District students (examples: Waunakee Area Soccer Club, Tri-County/BDL Basketball, Traveling Softball Program, Legion Baseball Program, Waunakee Youth Wrestling, Waunakee Youth Lacrosse Club, Waunakee Youth Football, Waunakee Youth Hockey, Waunakee Wave Swim Club). The District may request a copy of the roster to verify status.</li> <li>C. Local community service organizations (examples: Rotary, Lions/Leos, Jaycees, Optimists, etc.)</li> <li>D. Waunakee Chamber of Commerce</li> <li>E. Waunakee Public Library</li> <li>F. Resident Neighborhood/Condominium Associations</li> <li>G. Resident Home Talent League Baseball Teams</li> <li>H. Waunakee Community Band</li> <li>I. Waunakee Public Post-Secondary Educational Institutions (i.e. University of Wisconsin System, Madison College)</li> </ul>
<p><b>Group 4</b></p>	<p><b>WCSD RESIDENT INDIVIDUALS, SCHOOLS, OR OTHER NON-PROFIT GROUPS/ORGANIZATIONS LOCATED IN DANE COUNTY</b> Non-profit groups/organizations are defined as those having 501(c)(3) or equivalent status from the Internal Revenue Services (IRS). The District may request a copy of the appropriate documentation to verify nonprofit status.</p>
<p><b>Group 5</b></p>	<p><b>NON-WCSD RESIDENT, FOR PROFIT ENTITIES, OR NON-PROFIT GROUPS/ORGANIZATIONS OR SCHOOLS LOCATED OUTSIDE OF DANE COUNTY</b></p>

# WCSD Facilities

## User Group Expectations

- ★ Reserve the facilities at least 48 hours in advance through the WCSD Athletic Office (849-2103) or at <https://shorturl.at/jmnu0>.
  - Be as specific as possible on needs you may have in terms of set-up so that things such as tables, chairs, garbage cans, etc. can be made available prior to the event.
- ★ Complete/Submit necessary paperwork that will include a Waiver Damage Form and a Certificate of Insurance which is required.
- ★ For events/activities where children are involved, there will be a custodian on duty. They are there to assist during the events, but will also have other work responsibilities to attend to.
- ★ District Gymnasiums can be rented for half days at a rate of 50% of the daily fee.
- ★ During an event and at the completion of the event, please assist in cleaning up the areas that are being used.
- ★ Immediately report any damage that may take place.
- ★ WCSD provides supervision for school sponsored events only. There is no supervision of children done by school staff for non-school sponsored events/activities. All participants and spectators should remain in the areas designated for the event.
- ★ Small children must be supervised and not allowed to roam around school facilities unsupervised. If children are left unsupervised around the school

**PROPOSED UPDATE TO AQUATIC CENTER RENTAL FEE SCHEDULE**  
**Policy 830 Exhibit 2**

Pool Rental

Pool rentals will be invoiced based on the total number of attendees. Renters will also be invoiced for lifeguard wages and a custodial supply fee will be assessed for events. Resident and Non-Resident determinations will be made by the Athletic Director per Board Policy 830-Rule.

Total Attendees (includes participants, spectators, officials, etc...)	Resident Rental Fee*#	Non-Resident Rental Fee*#
1-25 Attendees	\$75.00/hr	\$95.00/hr
26-50 Attendees	\$90.00/hr	\$115.00/hr
51-75 Attendees	\$110.00/hr	\$135.00/hr
76-100 Attendees	\$115.00/hr	\$140.00/hr
100+ Attendees	\$130.00/hr	\$155.00/hr
<b>Timing System Rental Fee</b>	<b>\$200/event - User group must provide trained individual(s) to run the equipment and ensure equipment is properly cleaned up and stored in provided bins at the conclusion of the event.</b>	

\*Plus Lifeguard wages

#Custodial Supply Fee, will be assessed based on number of attendees: \$25/base, 100-199 (\$40), 200-299 (\$45), 300-399 (\$50), 400-499 (\$55), 500-750 (\$60), 750+ (\$75)

<i>Membership Type</i>	<i>Resident</i>	<i>Non-Resident</i>
Individual Membership	\$60.00	72.00
Family Membership	\$120.00	144.00
Senior Membership <i>NEW</i> *	\$54	\$65

\* **55 years of age and above**

# STUDENT & ATHLETIC ACCIDENT INSURANCE PROPOSAL



5071 West H Avenue, Suite A  
Kalamazoo, Michigan 49009-8501  
Phone: 630-715-5654  
Fax: 269-492-0084  
E-mail: [Kyle\\_McWeeney@AJG.com](mailto:Kyle_McWeeney@AJG.com)

March 31, 2026

## Waunakee Community School District

Coverage would be in force for all participants in **SCHOOL-SPONSORED AND SUPERVISED STUDENT** activities including interscholastic athletics and sponsored group travel.

An accident is defined as an unexpected, sudden and definable event, which is the direct cause of a bodily injury, independent of any illness, prior injury, or congenital predisposition.

The coverage would be for those medical/dental expenses **INCURRED WITHIN 52 WEEKS** from the date of the original accident. Treatment must begin within **60 DAYS** from the date of the accident by a legally licensed medical or dental practitioner (not a member of the insured's immediate family).

**Scope of Responsibility:** Gallagher Special Risk is responsible for the placement of the following lines of coverage:  
Student/Athletic Accident Coverage

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher Special Risk. If you need help in placing other lines of coverage or covering other types of exposures, please contact our office.

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## **MEDICAL BENEFITS:**

Benefits are determined on the basis of **REASONABLE AND CUSTOMARY** for the geographic location where services are performed and are payable on the 100% basis

Payment of all medical/dental expenses incurred from accidents is made **ONLY IN EXCESS** over any family or employer group coverage or plan that must contribute its maximum before this coverage has any liability. This is a program of supplemental coverage designed to pick up eligible balances left by the family or employer group insurance or plan and, if no other coverage or plan is available, to pay the medical/dental expenses incurred to the limits stated in the policy.

For the parents to have payable coverage on their son or daughter, when a member of an HMO (health maintenance organization) or PPO (preferred provider organization), they must use the authorized medical vendors from the list provided them. Your coverage through our office is **EXCESS** coverage and does contain an exclusion for those bills incurred that were "payable" by other insurance or plan. If the parents or students choose not to use authorized medical vendors of their plan, they should be aware that your coverage will not be able to pay the bills incurred that would have been honored had they used the proper medical vendors.

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## **REASONS WHY SCHOOL DISTRICTS PROVIDE BLANKET ACCIDENT COVERAGE**

- ◆ Positive public relations for the schools
- ◆ When school coverage pays the medical/dental expenses, parents are less likely to pursue "borderline" negligence cases
- ◆ Administrators have peace of mind knowing they have all students/athletes covered with the broadest benefits on the market today
- ◆ Reduction of benefits in parents' group or individual medical coverage, (i.e. larger deductibles, higher co-pays and fewer overall benefits). In some cases, coverage for dependent children may be excluded entirely
- ◆ The number of people with high-deductible health plans has increased, meaning higher out-of-pocket expenses

## 2026/2027 PROPOSAL OPTIONS

### STUDENT COVERAGE ONLY (NO SPORTS) \$0 - \$25,000, 1 year benefit period

Carrier	Premium
Mutual of Omaha	\$7,498
Guarantee Trust Life Insurance Company	\$8,330
Berkley Accident and Health	\$9,524
Hartford Fire Insurance Company	\$11,460

### STUDENT AND SPORTS COVERAGE \$0 - \$25,000, 1 year benefit period

Carrier	Premium
Guarantee Trust Life Insurance Company	\$14,300
Hartford Fire Insurance Company	\$15,917
Mutual of Omaha	\$20,995
Berkley Accident and Health	Declined Due to No Previous Sports History

### STUDENT CATASTROPHIC COVERAGE \$25,000 - \$1,000,000, 10-year benefit period

Carrier	Rate	Premium
Guarantee Trust Life Insurance Company	\$0.75 per student	\$3,276.75

**RECOMMENDED COVERAGE OPTIONS  
FOR WAUNAKEE**

**STUDENT AND SPORTS COVERAGE  
\$0 - \$25,000, 1 year benefit period**

Carrier	Premium
Guarantee Trust Life	\$14,300

**STUDENT CATASTROPHIC COVERAGE  
\$25,000 - \$1,000,000, 10-year benefit period**

Carrier	Rate	Premium
Guarantee Trust Life Insurance Company	\$0.75 per student	\$3,276.75





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We appreciate the opportunity to submit this proposal. Before answering the questions that appear in the Request For Proposals (RFP), we wish to take a moment to address the variety of services identified on Page 1 and 2 of the RFP.

We are highly capable and provide daily counsel in almost all of the areas identified in this portion of the RFP. We would, however, highlight a select few for the Board's information:

- Collective bargaining has been greatly restricted since the passage of Wisconsin Act 10. However, prior to Act 10, Attorney Strang negotiated almost 200 collective bargaining agreements.

Mr. Strang is experienced with all substantive hearings held before the Wisconsin Employment Relations Commission. Mr. Strang authored the chapter concerning prohibited practices for the State Bar of Wisconsin's Public Sector Labor Law publication.

Mr. Strang distinguished himself as a successful negotiator of collective bargaining agreements for school district clients who valued his clients' relationships with their employees and who was well received by labor organization representatives.

- Mr. Strang is a former President of the Wisconsin School Attorneys Association (2001-2002) and served on the Association's Board of Directors.
- Mr. Strang and Ms. Stigler have developed systems for negotiating school district property acquisitions, architectural contracts, and subcontractor agreements.

Again, we have extensive experience in each and every area outlined at the beginning of the RFP but wanted to make special mention of these areas as well.

## **I. ORGANIZATION/CONTACTS**

1. What is your ownership format and how does it impact your organizational decisions and client service?

We are a boutique law firm organized as a LLC practicing exclusively in school and higher education law. We contract our administrative functions and focus on our professional work for clients; consequently, our organizational decisions do not interfere with our professional work and are largely confined to limited executive decisions (compensation for support personnel, purchasing technology and technology services, purchasing legal resources, and health insurance for firm personnel).

1. At what point must you defer to your managing partner and executive leadership team on particular issues? What are those issues/guidelines?

Kirk Strang is the managing partner for the firm. The decisions of the firm are predicated on the Rules of Professional Conduct for Attorneys: the code of ethics for attorneys. Our services for clients must remain undiluted by business considerations at all times, and our ethical responsibilities represent the primary (and respected) guardrails for management issues.

2. The District is pursuing a quote in the areas as outlined above. In each area, please indicate who would be our point of contact for each area (or is one person a relationship manager and we would funnel all concerns/issues through him/her)?

We have served as the Waunakee Community School District's General Counsel for 23 years; since 2003. Attorney Kirk Strang has been the District's point of contact among our attorneys and our Executive Paralegal, Rebecca Stigler, has served as the District's primary contact for scheduling and triage purposes.

Subject to your approval, we propose that Attorney Kirk Strang and Executive Paralegal Rebecca Stigler continue to have primary responsibility for your account in the areas outlined in the District's RFP. Our clients generally contact our Executive Paralegal, Rebecca Stigler, so we can schedule conferences and meetings as the need arises.

Emergency contact procedures are and have always been in place to provide client access 24/7, and our cell phone, text, and email availability together with our dedication to clients ensure our responsiveness.

Additional biographical information concerning Mr. Strang and Ms. Stigler, as well as Attorney Erin Kastberg follows.

1. Please provide each individual person's biography/qualifications.

**A. Attorney Kirk Strang**

**Education**

- B.A., University of Wisconsin Madison (Political Science and History, With Distinction in Major and All University Honors).
- J.D., University of Wisconsin Madison (Law School).

## **Experience**

Attorney Kirk Strang is one of Wisconsin's leading school and higher education attorneys, representing school districts, technical colleges, and other higher education institutions in all aspects of their operations. He advises school and higher education clients on all of the issues related to their status as governmental bodies, including open meetings, public records, search and seizure, and public contracting and bidding. He also advises schools and higher education institutions on the range of issues that are unique to educators and educational institutions, including pupil rights and discipline, pupil services, employment relations, administrator and teacher contracting, pupil transportation, regulation of co-curricular activities, open enrollment and residency, and other matters that are central to educational institutions' day to day operations.

Attorney Strang has been recognized by Best Lawyers in America for his work in education law and labor law, and as a Wisconsin Super Lawyer. Our firm has also been recognized as among the "Best Law Firms" by Best Lawyers in America and, in one year, Mr. Strang was recognized as a Lawyer of the Year by Best Lawyers. He maintains an active labor and employment practice, advising employers on the full range of labor and employment relations issues.

Mr. Strang also has extensive pre-Act 10 experience and has been involved in all aspects of contract negotiations and collective bargaining. Consequently, his practice has included (and perhaps will) include collective bargaining and contract negotiations, meet and confer support, prohibited labor practices complaints, family and medical leave, grievance and interest arbitration, employment policies and handbooks, unemployment and worker compensation, employment agreements, disability claims and accommodation, and other substantive areas that are central to human resources management and employment relations.

In addition to his transactional work, Attorney Strang continues to practice at the agency, circuit court and appellate court levels, and has made multiple appearances before our Wisconsin Supreme Court.

Attorney Strang regularly presents legal programming to groups around the state on education and labor and employment law issues. Kirk provides regular programming and training for the Wisconsin Association of School District Administrators (WASDA), the Association of Wisconsin School Administrators (AWSA), the Wisconsin Association of School Business Officials (WASBO), the Wisconsin Association of School Superintendents Assistants (WASSA), the Wisconsin School Attorneys Association (WSAA), and the Wisconsin Technical

College District Boards Association (WTCDBA). Kirk has been a close friend and supporter of WASDA and, in that capacity, has provided legal guidance to the Association, participated in and helped develop the WASDA summer legal program, and has been a primary legal resource to the group's New Superintendents Academy.

Attorney Strang also provides programming and training for clients at their request. Certain programming for clients who retain our firm as their general counsel is provided on a complimentary basis to help educate and train board members and administrators.

Attorney Strang is a contributing author of the State Bar of Wisconsin's treatise on "Public Sector Labor Law Relations in Wisconsin." He has advised the School Administrators' Alliance on legislation and legislative issues affecting our public schools. Kirk also chaired the State Bar of Wisconsin's annual employment law program for 13 consecutive years.

## **B. Rebecca Stigler, Executive Paralegal**

### **Education**

- B.A., Wheaton College (International Relations).
- Technical Diploma, Madison College (Post-Baccalaureate Paralegal), Perfect Honors.

### **Experience**

After graduating from Wheaton College, Rebecca went on to earn her post-baccalaureate paralegal diploma from Madison College. As part of the team at Strang Law LLC, Rebecca provides support to Attorneys Strang and Kastberg in all areas of the practice.

Prior to joining our firm, Ms. Stigler served as an intern in the Wisconsin Department of Children and Families, Office of Legal Counsel. Ms. Stigler assisted the Office of Legal Counsel's attorneys and paralegals in its representation of the Department in matters before the Wisconsin Department of Hearings and Appeals.

Rebecca Stigler joined Strang Law LLC as a Paralegal/Executive Assistant in February 2022. Ms. Stigler works closely with Attorney Strang on a variety of

client matters and provides support in several areas of our practice, including but not limited to employment law, pupil discipline, special education law, and contracts.

Ms. Stigler has also provided support in litigation before Wisconsin courts and administrative agencies such as the Department of Public Instruction (DPI), the Department of Workforce Development-Equal Rights Division and Bureau of Labor Standards (DWD-ERD), and the Equal Employment Opportunities Commission (EEOC).

### **C. Attorney Erin Kastberg**

#### **Education**

- J.D., University of Iowa College of Law
- MBA, Bradley University
- B.S., Iowa State University (Psychology and Sociology) with Honors and Distinction

#### **Experience**

Attorney Erin Kastberg has over twenty years of experience in legal affairs, risk management, human resources, and communications and governance. Erin rejoined Attorney Strang after he founded the firm in September of 2021. Kirk and Erin practiced together at Davis and Kuelthau, s.c. several years earlier, when Kirk Chaired that firm's School Law Team. Erin had since become the Vice President for Legal Affairs and General Counsel to Bradley University, but still jumped at the chance to work with Kirk again.

Attorney Erin Kastberg is of counsel to the firm. In this role, she advises school districts, technical colleges, and other higher education institutions on a variety of issues such as state and federal compliance including Title IV, Title IX and other Department of Education initiatives, risk management, labor and employment, collective bargaining, administrator contracts, public records, communications, privacy, discrimination claims, family and medical leave, disabilities and accommodations, employment policies and handbooks, employment agreements, investigations, grievance administration and employee discipline and termination.

Erin is also experienced in managing complex Title IX and harassment investigations and is a certified Title IX Coordinator through the National Association of College and University Attorneys.

i. Why do you operate in the manner outlined above?

Our experience with school district clients has been that they prefer direct access to the professionals providing services to the district and, in addition, that clients value being able to count on having their conferences and contacts with our personnel scheduled and/or addressed immediately.

ii. If it is a team, how do you ensure that all team members are advised of all current activities and communication with regard to the District without incurring additional costs?

The individuals providing services to the District are in direct touch with District personnel. The District is not charged for internal communications concerning scheduling of conferences and meetings.

3. If individuals in the organization besides attorneys (i.e., paralegals, etc.) are to perform services for the District, please outline their credentials and their billing rate or are they included in the retainer outlined below?

Billing rates for Attorney Strang and Ms. Stigler are specified in Section II, below.

4. How many other school districts do you have as clients?

We maintain an ongoing, regular practice for 15 school district clients.

1. Please provide three (3) school district references in each of the practice areas that are outlined above (assuming that multiple attorneys will be servicing our District)?

A. Chippewa Falls Area Unified School District.

Jeff Holmes  
Superintendent  
(715) 726-2417  
1130 Miles Street  
Chippewa Falls, WI 54729  
holmesje@chipfalls.org

B. School District of Mauston.

Joel Heesch

Superintendent  
(608) 847-5451  
510 Grayside Ave  
Mauston, WI 53948  
jheesch@maustonschools.org

C. Richland School District.

Steve Board  
Superintendent  
(608) 647-6106  
1996 US-14 W, PO Box 649  
Richland Center, WI 53581  
boas@richland.k12.wi.us

D. School District of Altoona.

Heidi Eliopoulos  
Superintendent  
(715) 839-6032  
1903 Bartlett Ave  
Altoona, WI 54720  
heliopoulos@altoona.k12.wi.us

2. Please provide one (1) school district reference in each of the practice areas that are no longer a client and why.

Appleton Area School District  
Kay Eggert  
Board President  
(920) 422-0051  
KaysEggert@aasd.k12.wi.us

Board President Eggert has indicated that she would be happy to serve as a reference for Attorney Kirk Strang in any circumstance. President Eggert would be able to provide information concerning the District's legal services; however, we understand this was simply related to a new superintendent's previous working relationship with legal counsel (we welcome the opportunity to provide further information available on request).

5. Please clarify the primary contacts client management perspective. Do we call when we need services or is the approach more proactive?

Generally, our clients do call when they need services, and this is the primary means by which delivery of our services in specific matters begins. We would note that attorneys are expected to serve as fiduciaries and as custodians of their clients' legal welfare, and our profession is supposed to observe defined limits on soliciting client relationships and opportunities and, to some degree, even project or work opportunities.

Nevertheless, our fiduciary responsibilities, familiarity with our clients' policies, procedures, and education management philosophies, and our dedication to current scholarship do drive a more proactive or counsel-initiated delivery of services in certain circumstances.

6. How would you know if you are not meeting our needs (both you and as an organization)?

We have been the District's General Counsel for almost 25 years, so we have known many of the District's personnel for a long time and have a comfortable, honest professional working relationship. We know that our contacts within the District would feel comfortable sharing any concerns with us, whether related to my own work with them or that of our firm, and we have always felt comfortable asking them for feedback and assessment.

Our clients know that we expect them to be honest about their concerns and needs. We actively seek out their feedback, criticism, likes, and dislikes. Our service relationships are supported by an ongoing interactive dialogue and by our industry and commitment: this is our life's work and we will make the efforts and sacrifices necessary to make sure our clients succeed and feel supported by our firm.

7. Please disclose any investigations by any regulatory body or court, or pertinent litigation regarding conduct of your firm, its management, and particularly your firm's corporate and public finance/municipal bond departments.

None. We have never been investigated or been the subject of any inquiry regarding our professional conduct or business practices.

## II. COMPENSATION

1. Please clarify your rate for services. If the hourly rate differs by the particular areas/attorney as outlined above, please outline the cost per service area.

Our fees are based upon the amount of time expended by attorneys and paralegals on your behalf. The firm will charge reasonable fees under the standards identified in SCR 20:1.5 of

the Wisconsin Rules of Professional Conduct. These standards are reflected in our hourly rates, which account for the following factors:

- The time and labor required, the novelty, complexity, and difficulty of the questions involved, and the skill requisite to perform the legal service properly;
- The fee, or rate of fee, customarily charged in the locality, industry, and region for legal services of a comparable or similar nature;
- The significance of, or amount involved in, the subject matter of the representation, and the responsibility involved in the representation;
- The time limitations imposed by the client or by the circumstances and, as between attorney and client, any additional or special time demands or requests of the attorney by the client; and
- The experience, reputation, diligence, and ability of the lawyer or lawyers performing the service and the skill, expertise, or efficiency of effort reflected in the actual providing of such services.

Hourly fees are adjusted from time to time to reflect increased experience and special expertise of the attorneys and paralegals involved, and cost increases affecting our practice. General fee increases may also occur as part of rate adjustments that are made at the beginning of the firm's fiscal year. In addition to our fees, we charge for disbursements and other out of pocket charges as described in our standard engagement letter.

Each month we generally furnish a statement describing our services rendered and separately showing disbursements and other charges. Statements are payable for services rendered for that month at the end of a one-month period, consistent with governing state statutes. There can be a delay in reporting disbursements and other charges, and therefore not all disbursements and charges may be billed at the same time as related legal services.

Hourly rates do not differ based on the service areas identified in the District's RFP. Please see below for individual hourly rates.

2. Your proposal should clearly identify the job title or classification and hourly rate of all individuals (including paralegals, etc.) to be utilized in the engagement based upon his/her area of legal expertise.

Billing rates of the individuals utilized in the engagement are as follows:

- Kirk Strang, Attorney: \$350 per hour.
  - Rebecca Stigler, Executive Paralegal: \$240 per hour.
3. Please outline specific fees for the following if different than the hourly rate referenced above:
1. Fees for phone calls
  2. Fees for e-mail and text messages
  3. Fees for Board of Education or staff training

Generally, our fees for legal services are uniform and based on our hourly rates. We charge for our professional services, although we have provided training and programming in certain circumstances as a courtesy to our clients.

We have provided complimentary training and inservicing for the District's summer administrative team meeting/outing when this program was planned by now-retired administrators (Chuck Pursell and Connie Beth).

We continue to encourage the District to commission one of our complimentary Board training meetings as the Board may wish. We welcome the opportunity to present to the Board in a variety of areas, including open meetings, public records, and school board governance. Our clients have been extremely pleased with these additional courtesy services, and they also provide us with an opportunity to build our working relationship with the Board and demonstrate our capabilities.

4. The initial services will be for one (1) year with the option of the District to continue services on a yearly basis thereafter. The Waunakee Community School District reserves the right to terminate the agreement at any time upon written notice to the law firm. Please explain how your rates change on an annual basis after the first year.

We do review our rates at the conclusion of our fiscal year, but this does not always result in a change in our hourly rates.

We recognize the District's authority to implement the service and service review schedule identified in this provision, and these terms are consistent with the Rules of Professional Conduct for attorneys. A client cannot be required by an agreement to continue a professional relationship with an attorney or law firm for any period of time and, accordingly, an attorney-client agreement's limited utility is to establish the agreed-upon fee and cost structure.

5. Unless otherwise stated, the Waunakee Community School District is not obligated, during the period stipulated, to purchase any or all of its legal services specified therein from the law

firm, and the law firm is obligated to supply the services that the Waunakee Community School District requires for its operation. The successful law firm will be required to coordinate its services with the superintendent and/or his/her designee.

We recognize that this arrangement is consistent with the Rules of Professional Conduct for attorneys. We welcome the opportunity to propose continuing our work with the Superintendent and/or her designee.

We currently coordinate our services with the Superintendent, Dr. Monica Kelsey-Brown, and have worked actively with several District officials, including her Executive Assistant, Rebecca McDonough, Executive Director of Operations, Steve Summers, Human Resources Director, Brian Grabarski, Director of Student Services, Lisa Jondle, Director of Special Education, Tiffany Loken, High School Principal, Brian Borowski, and Activities Director, Nick Conrad.

We encourage District officials considering proposals submitted in response to this RFP to contact any of these officials to obtain feedback on our work, expertise, and services.

### **III. CLIENT ADVOCACY/RELATIONSHIP**

1. What do you typically analyze immediately upon starting a relationship with a client? What is your transition plan (i.e., take over existing issues or new ones as they arise)?

We do not have a “transition plan” *per se* as the current legal counsel to the District. However, we are happy to share what we generally analyze immediately with the client’s approval upon starting a new relationship with a client.

We generally will consider the trinity of school employment relationships: teacher and administrator contracts, board policy, and the employee handbook. We also will generally inquire about individual instruments concerning non-contracted personnel, including notices of renewal for school year personnel. We have periodically encouraged discussion with the District about reviewing these areas.

We generally will inquire about problematic policy concerns and offer information on services we can provide or guides to how District personnel can conduct preliminary inquiries into addressing these concerns.

We are interested in the District’s primary vendor agreements and the District’s experiences, goals, and expectations for those agreements. This is an area of underutilization in most school districts.

We will be interested in the District’s media and public relations strategies and goals. We have an extensive background and expertise in journalism and media relations, and are sensitive to school districts’ need to combine effective legal strategies with community, media, and constituent relations.

2. The Board of Education is requesting a review of our current practices regarding employee investigations, including when an outside resource should be utilized and when a conflict of interest is present. The Board of Education is requesting the selected law firm to complete this review as part of the transition plan at no cost to the district.

We are prepared to provide a review of your current practices concerning employee investigations as a courtesy to the District. We believe we are uniquely qualified to provide a review that is comprehensive and informative for the Board of Education because of our knowledge of and experience with the District’s personnel and exposure to its employment investigation activities.

Attorney Kirk Strang Chaired the State Bar of Wisconsin’s Annual Employment Law Conference for thirteen consecutive years and was a member of the Bar’s Labor and Employment Board of Directors. Attorney Strang’s developed resources and professional contacts with the Equal Employment Opportunities Commission’s prosecuting attorneys and administrators with the Department of Workforce Development-Equal Rights Division provide up-to-date legal resources and information of value to our employment practice on behalf of the District that can be brought to bear in reviewing employee investigation practices.

3. What value does the law firm bring to a partnership with the Waunakee Community School District?

We have almost 25 years’ experience representing the District as its General Counsel. Our relationship is as vibrant and fresh as it has ever been, and we have never taken it for granted.

We bring a number of values to a partnership with the District, including certain, critical values that cannot be replicated by our competitors.

We have an accumulated body of knowledge and have developed systems for delivering the District’s legal services. These include:

- Together with the Administration, we developed the current system for pupil expulsion cases and the system’s legal mechanisms that allow students and their parents to avoid a hearing and the hardship to interrupting their education. We believe this was the first of its kind in Wisconsin and was developed with painstaking attention to student welfare

and legal defensibility. This system has allowed the District to apply its code of conduct for students in a manner that provides for continuing their education and collaboration with parents and guardians on addressing behavioral concerns while continuing and completing their diploma.

- We have addressed student and parent complaints to the Board under the Board’s internal procedure for responding to direct citizen complaints. As part of working with these cases over the years, we have also developed procedures for addressing these concerns and for assisting the Board with adjudicating them. These most recently involved a parent and, the following year, a student concerned about the student’s experiences in the boys’ basketball program.
- Professional development: during our years of service as the District’s general counsel, we have seen members of the District’s administration take on new responsibilities and administrative positions. Our Superintendents have encouraged us to provide additional support, resources, and mentoring to members of the administrative team over the years and we have been proud to be trusted with these responsibilities (provided on a courtesy basis).
- We have assisted the District with developing procedures and standard inquiries (including questionnaires) for ensuring ethical accounting and management in co-curricular activities.
- We have assisted District management and developed a body of knowledge concerning District booster clubs, their operations, and their interactions with the District.
- We have developed working, uniform procedures for managing and being responsive to the frequent requests for public records directed to the District’s administration. In this regard, we have established uniform, successful procedures for evaluating and clarifying public records requests, identifying reimbursable costs and fees for the District to recover, and systems for maximizing the District’s capacity to require reimbursement to the District by more frequent public records requesters.
- We have developed District-specific protocols for managing Constitutional rights issues for employees, students, and community members that are compatible with the District’s culture and community expectations.
- We maintain outstanding personal and professional relationships with the Department of Public Instruction’s highest-ranking officials and the Wisconsin Association of School district Administrators, and appropriately bring our contacts to bear in a variety of settings.

4. What sets the law firm apart from its competitors, and why is the law firm the right partner for the Waunakee Community School District?

Proactive Legal Management

We provide unsurpassed depth and breadth in knowledge and experience in all relevant areas of the law.

The school district legal counsel can be a vital member of a superintendent's administrative cabinet and a critical advisor to a board of education. Clients often reveal their greatest needs when they are discussing and planning, not when they are responding to present-day challenges.

Some clients choose to include us in aspects of their day-to-day operations to make certain that more routine legal issues are flagged and addressed, and that more complex legal problems are identified, controlled, and/or isolated, so that more careful consideration can be given to the issues presented. A general counsel can prevent missteps, violations of law, or worse by being dialed into the school district's affairs and by bringing a truly well-rounded, highly experienced legal profile to the table.

School districts need to prevent legal problems. Our clients need us to put out fires, but they want us to keep them from happening to avoid an unintended commitment to crisis management as their primary mode of operation in handling legal affairs.

Understanding School Boards' and Districts' Realities

School district legal issues are often intertwined with policy matters, questions concerning the powers and authority of the government, media relations issues, and politics. Public school districts do not work in a legal vacuum, as though the law is the only thing they have to account for in making decisions that have legal import. We don't make the mistake of advising them as though they do.

We are vigilant about considering public relations and opinion issues, and study all related avenues of possible success for our clients. We must help school districts successfully manage multiple theaters of potential conflict simultaneously. For example, in situations where an adversary is conducting a public campaign against the school district, the board, or the superintendent, there are capable strategies for engaging and winning in the court of public opinion without making legal mistakes or waiving legal rights.

We are extremely proud of our media and public relations work in the context of handling school district legal disputes/issues. We make sure clients are right on the law but still win cases where their constituents are the real judges of their decisions.

### The Current Climate in Education Law

Our attorneys have worked for their entire careers on matters involving the Department of Education (DOE), including its Office of Civil Rights (OCR).

We have assisted clients with compliance with the DOE's administrative rules under Title IX (both for the 2020 and the invalidated 2024 Title IX regulations) through training, compliance processes and corrections, and policymaking. We have also represented clients before the OCR with regularity and take pride in OCR's favorable acknowledgements of our firm's work to facilitate OCR investigations (in formal dispositions of cases).

Our firm provides counsel on a weekly basis on the Family Educational Rights and Privacy Act (FERPA) and the pupil records statute governing K-12 education (Wis. Stat. 118.125). In this respect, we assist clients with, e.g., determining "education record" status to respond to student record requests, preparing records procedures to provide for uniformity in processing requests, determining how the interaction of FERPA and Wisconsin's Public Records Law can affect time limits for responding to requests and students' rights to have copies of records provided, and record retention policies, procedures, and obligations. We have developed protocols on pupil records (as well as certain other areas of school law) that put our clients far ahead of where they were in dealing with pupils' and parents' requests or demands.

More recently, we have consulted with clients concerning the Department of Education's current activities, initiatives, and actions, including DOE-OCR prioritization of disability cases, Department claims of noncompliance with Title IX, the impact on technical colleges of actions referred to the U.S. Department of Justice to prosecute alleged Title IX violations by state education agencies and departments (e.g., the State of Maine), postsecondary financial aid, and positioning the client to address claims by the current Presidential Administration's DOE Joint Task Force to Combat Anti-Semitism. Our commitment to hard work and our resource network have produced great results and reviews from our clients.

We provide well-informed scholarship, oral and written advocacy, and a keen understanding and experience with the public policy and political environments that our clients call home. Our service model is and always will be informed by the latter imperative: our clients know that our counsel apprehends that they are public agencies who have ongoing, long-term relationships (internal and external), have constituencies who have rights, demands, and expectations, and do their work in full public view.

### The Importance of Human Resources

Our firm has unsurpassed experience with human resources management issues. We work collaboratively with our clients' human resource professionals to position the client favorably, resolve HR issues, and address disputes. We coordinate with our leadership teams to ensure HR solutions are aligned with the clients' overall objectives and needs.

We present a battery of protocols and working documents for our clients. Our clients' contracts, handbooks, and policies are dramatically improved by applying our models to our clients' needs and situations. Much of what our clients need is already prepared.

One of our primary strengths—and a clear value of our experience—is our capacity to translate the law into successful strategy. Our emphasis on study and scholarship, evaluation, walk-throughs, and testing of our advice provide our clients with clear, certain legal answers that support our corresponding counsel on strategic/tactical considerations. Our work produces lasting results and, candidly, reduces future legal service needs.

## **IV. COMPLIANCE**

### 1. How do you make sure that the District is up to date on all legislation?

We recognize that professional public education organizations that we work closely with value their role as informational resources concerning legislation, including the Wisconsin Association of School District Administrators, the Association of Wisconsin School Administrators, and the School Administrators Alliance, and we prepare legislative materials for these organizations and their members.

This being said, we regularly provide bulletins for clients related to legislative developments and provide direct counsel concerning legislative and legal developments based on initiatives of our current Administration. For example, we worked with the Superintendent and Board President concerning the Administration's direct mailings to Local Education Agencies (LEA) concerning Title VI.

Our materials for programming for Wisconsin professional school organizations is regularly posted at our website.

### 2. Please clarify other valued added services that are provided in each of the areas outlined above (i.e., seminars, etc.)

As noted above, we do from time to time offer complimentary training and inservicing for our clients' administrative cabinets and school boards. Past trainings that we have offered to



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clients include topics such as the Open Meetings Law, Public Records Law, Robert’s Rules of Order, the Code of Ethics for Local Public Officials, School Board Government, and teacher and administrator renewal/nonrenewal procedures.

	Attorney	Paralegal	
Von Briesen & Roper			\$365/hr
Renning, Lewis & Lacy	\$310-\$335/hr	\$175-\$225/hr	
Boardman & Clark	\$350/hr	\$245-\$260/hr	
Strang Law	\$350/hr	\$240/hr	
Attolles	\$290-385		