

**Waukee Community School District - Finance Committee Meeting**  
**District Office @ 4:00pm**  
**April 8, 2026**

Attendance: A. Traore Dit Nignan, W. Marsh, M. Trettin, B. Buck, S. Enfield, A. Countryman

**Financial reports - multiple**

- 1) PCARD - February
- 2) ACH - February
- 3) Donations - February
- 4) Cash balances - February
- 5) Financial Reports - February
- 6) Outstanding Fee Report - March
- 7) Health/Dental Self Insurance Solvency - February
- 8) Wellness Scorecard - February

**Consent Agenda Items**

**Contracts & Other**

1. TPRA Credential Bonus Approval
2. 509A MOA
3. NWHS Tennis
4. Waukee Elementary Bounce House
5. Waukee CSD and Junior Achievement
6. Mid-American Energy Utility Project
7. Instructure - Canvas Software
8. Apple professional services change order
9. Jamf Pro Health Check
10. Mosyle
11. Dell Infrastructure
12. Cathy Kearney - WHS
13. Grace Pacheco - TMS
14. Peyton Bellman - TMS
15. Robert Meunier - WHS
16. Todd Woodard - SMS
17. Lynn Lange - NWHS
18. Evan Vandoren - NWHS
19. Silent Disco - Woodland Hills
20. Riproar - Natatorium
21. CE Agreement - Teaching Staff
22. CE Agreement - Contractor
23. NWHS Choir - Gaylord
24. Central Iowa Farm Store - Tractor
25. Learning Ally
26. Softchoice Quote Q-2733003

**Donations and Grants**

- a. NWHS Girls Golf - Legacy Golf Course

**Action Items**

- A. Approve FY25/26 Positions
  - a. 1.0 FTE Seasonal Assistant Diving Coach - Aquatics
  - b. 2.0 FTE Seasonal Assistant Synchro Coaches - Aquatics
  - c. 1.0 FTE Seasonal Waves Club Assistant Coach - Aquatics
  - d. 2.0 FTE Seasonal Swim Lesson Supervisors - Aquatics

- e. 1 - 0.84 FTE Seasonal Nutrition Summer Lead - Nutrition (7 - 2:15)
  - f. 1 - 0.72 FTE Seasonal Nutrition General Worker - Nutrition (8 - 2:15)
  - g. 1 - 0.50 FTE Seasonal Summer Driver - Nutrition (10 - 2)
  - h. 3 - 0.72 FTE Seasonal Nutrition General Worker Sub - Nutrition (fill as needed)
  - i. 3 - 0.50 FTE Seasonal Summer Driver Sub - Nutrition (fill as needed)
- B. Approve FY26/27 Positions
- a. 1.0 FTE Creative Content Coordinator - Communications
  - b. 1.0 FTE Custodian - VMLC
  - c. 1.0 FTE Custodian - WHS
  - d. 1.0 Hornline Instructor (extra duty) - WHS
  - e. 22.0 Wellness Champions (extra duty) - District-wide
- C. **Bond Proceedings**
- a. Approve General Obligation School Bonds, Series 2026A Resolution Appointing Paying Agent, Bond Registrar, and Transfer Agent, Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement, and Authorizing the Execution of Same
  - b. Approval of form of Tax Exemption Certificate for General Obligation School Bonds, Series 2026A
  - c. Approval of form of Continuing Disclosure Certificate for General Obligation School Bonds, Series 2026A
  - d. Approve the Resolution Authorizing the Issuance of Approximately \$29,710,000 General Obligation School Bonds, Series 2026A, and Levying a Tax for the Payment Thereof
- D. **Approve FY27 Proposed Budget Publication and Set Public Hearing for April 27, 2026 at 6:00pm**

### **Discussion Items**

1. Items in Process
  - a. Booster Agreement
  - b. FY26 Budget Amendment
  - c. 7/1/26 Property/Work Comp/Liability Insurance Renewal
2. FY27 Salary Approval - Administration and Classified Staff

**Next meeting** – May 6, 2026 @ 4pm

### **Monthly Tasks**

- Prepare monthly financial reports for the Board of Education
- Food Service reports to DE
- Bank reconciliation with secretary records
- Publish Board agenda, minutes, list of bills within two weeks of meeting
- Payroll tax deposits
- File Iowa Withholding reports
- Submit IPERS payments & reports
- Job Service Monthly report (if applicable)
- 403 B Contributions