



## Committee Report

Committee Name:	Budget & Finance
Date of Report:	5/18/2022
Written/submitted by:	Jennie Winter
Date of last meeting:	5/18/2022
Date of next meeting:	<p><b>8/24/2022, 5-6:30 pm, unless a meeting becomes necessary during the summer</b></p> <p><b>online:</b> Please join my meeting from your computer, tablet or smartphone. <a href="https://www.gotomeet.me/diecisf/nova-classical-academy---finance-meeting">https://www.gotomeet.me/diecisf/nova-classical-academy---finance-meeting</a></p> <p>You can also dial in using your phone. United States (Toll Free): <b>1 866 899 4679</b> United States: <b>+1 (571) 317-3116</b></p> <p><b>Access Code: 408-910-245</b></p> <p>(<b>Board members:</b> please be aware that with four board members on the Budget &amp; Finance committee, we are close to a six-person Board <b>quorum</b>. Should you visit a Budget and Finance meeting, please be prepared to sign off as needed to avoid breaking open meeting law. All other public are welcome to visit our meetings. Thank you.)</p>

Motions/Action Items for the	3/16/2022	Board Meeting	Goal
1. The Budget and Finance Committee recommends that the board approve the revised budget reviewed at the committee's May 18 committee meeting.			1

2021 - 2022 Committee Goals		
Goal	Brief Update on Progress	Completed

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1. Monitor and recommend 2021-22 budget revisions to Board of Directors for review and approval.	Recommended by committee and approved by board in January, 2022.	Yes
2. Review and recommend 2022-23 budget, which includes five-year pro forma projections, to Board of Directors for review and approval.	Recommended by committee to the board in March. Reviewed five-year pro forma projections at April meeting.	Yes
3. Review and update financial controls.	At May 18, 2022, meeting, Dr. Wedlund reported that monitoring financial controls is an ongoing process, that the committee had reviewed and the board had approved an updated Policy 701 in April 2021, which is central to committee oversight of controls, and Joe Aliperto offered to send the internal controls document used during audits for committee review.	Ongoing
4. Finish the year within three percent of projected revenue and expenses.	To be determined after the audit.	
5. Review contract calendar and forward to the board for its information.	Dr. Wedlund brought a working draft of the contract calendar to the April finance meeting and heard input.	Ongoing
6. Review Covid financial impact summary documentation and forward to the board for its information.	Joe Aliperto and Brett Wedlund have updated the committee throughout the year with information about Covid impacts, and they will share a summary overview again in FY23.	Ongoing

Discussion:

Meeting highlights:

1. **FY22 YTD budget as of April 30:** Nova is forecast to meet all three of its bond and authorizer financial requirements this year.
2. **Budget revision:** The committee is recommending a second budget revision to shore up any budget variances as we close out the year. This process helps the school stay on top of changes in actual revenue and spending, optimize use of multi-year grants, and prepare for a smooth audit process. The revised budget includes a \$205,000 budget surplus versus the \$166,000 surplus originally budgeted.
3. **Spending updates:** Dr. Wedlund shared that in the revised budget, the school newly allocated \$11,000 to shot clocks in the gym to meet new high school basketball regulations and roughly \$10,000 for below-stage storage units that will help the school make better use of its limited storage space. He also indicated that staff members are continuing to look at the timing of purchases to land in either FY22 or FY23 depending on which budget can support necessary

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## NOVA CLASSICAL ACADEMY

spending in each category.

4. **Line of Credit:** Dr. Wedlund informed the committee that we will be reviewing the Line of Credit contract once he gets it from the bank with revisions of how the signers are listed.
5. **Goals and Future Meetings:** The committee has made good progress on goals this year and will take June and July off like the committee traditionally does - unless a summer meeting becomes necessary or appropriate (for example, if the state legislature releases more dollars to school budgets).

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