

Finance Committee Meeting: November 13, 2023, 3:30pm

Called to order:

Adjourned:

Members: Joe Aliperto, Kelly Bittner, Annette Klang, Holly Amaya, Emily Stull Richardson, Ronda Veit, Abi Swenson, Mara Powers, Chris Rhinehart, Molly Papillon, Gena Jacobson, Paige Jahnke

Norms:

- Show up on time
- Show up prepared as possible
- Stay on topic
- Assume positive intent

Mission Statement: To ensure sustainability and responsible fiscal management aligned with the CCS strategic plan.

Goals:

- To create and maintain a balanced budget
- Monitor monthly financial statements
- Recommend revisions to the budget when necessary

Priority Agenda Items

Monthly Financials:

1. ADM Report: (5 minutes)

Current Enrollment: 450 total ADM for all school

Nov 2: 447, 3.6 difference between MAARS and JMC reports

SB Enrollment: 152 students

Online Enrollment: 316 students,

Total: 468 students - 11 PSEO= 457 total students

Joe and Molly will connect prior to finance meetings to prepare the data for ADM reports.

2. Recommend monthly financials for Board approval: October (15 minutes)

Committee recommends the financials for BOE approval.

3. Check Register: October (5 minutes)

No findings.

Other Business:

4. Fly 5 Curriculum Purchase (5 minutes)

\$2,477 credit to apply to curriculum

\$8,300 estimate total for each grade

ESSER funds

5. Budget Revision: small group meeting on Nov. 20 @10:00 AM See notes (pg. 2) for meeting prep details. (15 minutes)

Annette, Holly, Joe, Ronda, and Kelly will meet and present the proposed revisions to the full committee in at the December meeting.

6. BOE Meetings: January and February will be 2nd Monday. Make plans for financials. (5 minutes)

The committee will meet on the 2nd Monday. If the financials are recommended for BOE approval, they will be a late addition to the board packet that evening. Joe will let us know if he needs to revise that plan.

7. Computer Repair Costs - (5 minutes)
Charge students (online) for broken
Holly and Annette are working on a process for these costs.

Additional Agenda Items:

1. Finance Team:
Building Company -

Next meeting: December 11 @3:30

Notes:

Joe needs the following by Thursday (Nov. 16)

- *Updates on staffing - Joe will pull the year to date payroll information, but we'll need to know how many open positions there are and if any more needed - Annette and Holly*
- *Updated committee payout amounts - Ronda*
- *Insurance increases and any potential changes - Kelly*
- *Current enrollment and ADM reports - Molly*
- *Updated free/reduced report as of October 1st and how many students still need to get their forms in - Annette, Holly, Molly/Kathy*
- *Allocations of ESSER funding*
- *A list of any curriculum, supply, equipment purchases that were already made or will be made that are outside of the original budget - Annette, Holly, Emily, Mara/Abi*
- *Any other updates that would have a budget impact*