

Finance Committee Meeting: Dec. 1, 2022

Called to order: 3:30pm

Adjourned: 5:02pm

Members: Joe Aliperto, Kelly Bittner, Annette Klang, Holly Amaya, Emily Stull Richardson, Christina Holmes, Ronda Veit, Abi Swenson, Mara Powers

Norms:

- Show up on time at 3:30pm
- 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

Agenda Items:

1. Recommend monthly financials for Board approval: October

Recommended for BOE approval.

2. Check Register: October

No findings.

3. CCS Financials training for BOE members (discuss dates)

Shoot for February.

4. Bonus Policy

Begin working on this in February. Annette, Holly, Kelly, and Joe will work together to form a policy based on budget allowance.

5. Audit feedback: changes to financials

Will send specific questions to Joe for explanation.

7. Retention Credit: amount, dates received and limitations deadlines (for planning purposes)

The application will be submitted any day. Three to four months wait time to receive awards. An audit may result. \$1,120,000 is the amount applied for.

8. Policies 701, 701.1, 702, 703

Joe will look into these more, specifically 702 regarding our practices with fund transfers for food service. Committee will recommend these for board review and approval once final changes are made.

9. Lease Aid adjustment: meeting with LAKES Foundation

Joe's recommendations for changing the process will provide more security for the school and ensure LAKES foundation receives the highest possible amount annually. Joe will schedule a meeting with foundation.

10. Tech assistant hourly pay (Annette)

Will change amount to match substitute hourly pay.

11. Revised FY23 Budget: present to BOE

Will do so at December board meeting.

12. SEDRA, ACTE-SPED Process (Kelly)

Submission was made by deadline (Nov. 30) but another deadline was missed due to staffing changes. The situation will be reconciled.

13. Next meeting Dec. 8 or 15?

Next meeting will be Dec. 15 at 3:30 pm.