



**BOARD OF DIRECTORS
WORKING GROUP /
TASK FORCE REPORT**

Meeting Information:

Meeting Name:	Finance Meeting
Date & Time:	12/14/2017 3:30 PM
Location:	Conference/Board Room
Invitees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Jason Fleege, Sara Fromm, Monica Schraut, Doug Millaway
Attendees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Jason Fleege, Sara Fromm, Monica Schraut

Meeting Agenda / Objective(s):

Objective(s)	Upon Debrief: Objective Met?
1) Current Enrollment Numbers – Eric Williams	
2) Check Management Reports and Identify Missing VPR information	
3) Finance Summary	
4) Budget Line Items	
5) ABC update – Monica Schraut	
6) Important Dates	
7) Staples Business – Mandy Sadlo	
8) Conflict of Interest – Doug Millaway	
9) School Class Sizes/Budget – Eric Williams	
10) Annual Designation – Kara Schneeberger	
11) EL Para – Eric Williams	
12) IPADs – Sara Fromm	
13) Land – Eric Williams	

Meeting Minutes:

1. 37 – K, 51 – 1st, 56 – 2nd, 46 – 3rd, 46 – 4th, 41 – 5th, 28 – 6th, 305 total
2. None found
3. No items found
4. None found
5. ABC met on 12/13/17, Brian Weappa president, Rogger Vix vice president and Monica Schraut Secretary/Treasurer. Committee looked over bylaws and policies as well as looked at next years payment schedule. Capital improvement fund has \$83,000 in it. Kara and Craig

Kepler met with bond holders on 12/13/17 about the forbearance. Timeline was discussed over Pillsbury and our enrollment process; as well as budget assumptions.

6. January 25, 2018 – Pillsbury board votes on to take on STRIDE as the Authorizer.
7. Recommendation to not go with Staples Business.
8. Was approved by the board and signed by Eric, Doug and Sara and sent in.
9. Reviewed Academic and Excellence suggestion for class sizes and enrollment next year and agreed to their suggestion and recommendation.
 - Recommended class sizes and sections for next year are:
 - i. Kindergarten - 4 sections, 20 students per section
 - ii. 1st grade - 2 sections, 20 per section
 - iii. 2nd grade - 3 sections, 22 per section
 - iv. 3rd grade - 3 sections, 24 per section
 - v. 4th, 5th, and 6th grade - 2 sections, 24 per section
 - vi. Total school capacity: 396 students
10. Board will need to approve the Annual Designation and who has access.
11. Eric discussed the addition of a EL Para, EL teacher was and is posted and no applicants were received. EL Para position to be approved by Board.
12. Looking into the budget for the possibility of adding IPADS for the Dyslexia program. Steve and Eric will work on to see how many we have available and how many are currently being used.
13. Eric and Kara will be meeting with the land owner to the North to go discuss the possibility of buying the land.

Adjourn: 4:15

Decisions:

1. See notes above

Assigned Action Items (What’s Next?):

Task	Accountability	Due Date	Date Completed
IPAD usage	Eric Williams and Steve Swenson	1/11/18	
Land	Eric Williams and Kara Schneeberger	1/11/18	



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What's Been Accomplished?

Task	Who Was Responsible?	Due Date	Date Completed

Parking Lot / Issues to be Resolved in Future Agendas:

Date	Issue	Priority	Risk	Notes

Next Meeting: Thursday, January 11, 2018 room 118 at 3:30PM