



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

Meeting Information:

Meeting Name:	Finance Meeting
Date & Time:	1-17-17
Location:	Conference Room
Invitees:	Chuck Herdegen, Brett Fechner, Jamie Goebel, Mandy Sadlo, Rodger Vix, Brian Weappa, Monica Schraut, James Morrighan, Jamie Goebel and Mary Swanson
Attendees:	Chuck Herdegen, Brain Weappa, Rodger Vix, Mary Swanson, Monica Schraut, Jamie Goebel and James Morrighan

Meeting Agenda / Objective(s):

Objective(s)	Upon Debrief: Objective Met?
i. Check Management Reports and Identify Missing VPR information	YES
i. Finance Summary	YES
i. Budget Line Items	YES
v. Delinquent Lunches (added after the meeting)	YES

Meeting Minutes:

- 1) Check Management Reports and Identify Missing VPR information
 - Pg. 3 Chamber of Commerce \$240.00 Business Showcase
 - Pg. 4 Compressor \$3790.86 (Chuck looked up invoice - For circuit #1-H Vac Unit)
 - Pg. 6 Stander Bantum \$4011.20 (Sped- equipment for specific student-3rd party billing?)
 - Pg 8. Foster Grandparent \$285.00 In kind support for volunteers
 - Pg. 14 ASHA American Speech Hearing Association \$250.00 (Sped) For relicensure-3rd party billing
 - NSF check policy-not one in place
- 2) Finance Summary
 - Budget surplus adopted \$255,197, actual surplus is \$207,778 for this year.
 - Enrollement target is adjusted to 680
 - Food service for 2016-17 had a deficit of \$9529.
 - Community Services Fund has a deficit of \$6774 for 2016-17.
 - This year adopted 15.3% fund balance, adjusted budget at 16.1% fund balance.
- 3) Address Additional Concerns or Needs Compared to Budget
 - Aware that we will be having additional cost for legal consultants – may require adjustment within the budget
- 4) Delinquent Lunches
 - Total negative balance is \$2136.50



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- \$0.01-\$20.00 owed - \$815.90 (146 families)
- \$20.01-\$50.00 owed - \$535.30 (17 families)
- \$50.01-\$1000.00 owed - \$785.30 (4 families)
- NSF check for \$50.00 with back fees \$10.00-family has now moved to Oklahoma
- Review 4 families at the Board Meeting
- 4 accounts
 - Family A last year \$402.25 currently \$411.00
 - Family B last year \$278.00 currently \$227.00
 - Family C last year \$196.15 currently \$287.65 (moved to Athlos)
 - Family D last year \$73.30 currently \$72.80

Decisions:

1.	
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Assigned Action Items (What's Next?):

Task	Accountability	Due Date	Date Completed
Research about last year deficit lunch accounts and what is written off.	Brett/Mandy	11/10/16	Not completed as of 12-13-16 No update Jan.
Policy/Personal Committee looking at training cost and consequence to staff cost	Policy Committee Personal Committee Brett-Contacting Amy Mace	Committee work next meeting Brett-11/10/16	Lawyer responded-hard process to have and not very effective No update Jan.
Discussion at the Board meeting regarding class sections per each grade level	Brian/Monica	1/19/17	

What's Been Accomplished?

Task	Who Was Responsible?	Due Date	Date Completed
Explained the process for enhancing reading instruction with purchased services of a consultant and additional readers.	Brett/Margaux	12/15/16	1/17/17

Parking Lot / Issues to be Resolved in Future Agendas:

Date	Issue	Priority	Risk	Notes



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Next Meeting: Tuesday, February 14th, 2017 at 4:00 pm in the Conference Room