



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

Meeting Information:

Meeting Name:	Finance Meeting
Date & Time:	7/17/2017 4:00PM
Location:	Conference/Board Room
Invitees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo
Attendees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Sara Fromm-Poginy

Meeting Agenda / Objective(s):

Objective(s)	Upon Debrief: Objective Met?
1) Check Management Reports and Identify Missing VPR information	Yes
2) Finance Summary	Yes
3) Budget Line Items	Yes
4) Finance Charge	Yes
5) Finance Members	Yes
6) Finance Meeting Calender	Yes
7) ABC	Yes
8) Dates on Friends of Education Contract	Yes

Meeting Minutes:

1. No missing VPR's found
2. Enrollment 289
3. Discussion held on if Community Service fund could be self sufficient, Nathan will work on stream lining this area for the upcoming year. Food Service letters were sent out for collection. Mr. Williams asked for \$10, 000 for Viewpoint, which is a data collection program that teachers will also be able to access on students. The program will upload the last 7 years of information which is the reason for the initial \$10,000. The program will cost \$4000 a year after. This purchase can come out of 405 – Non-Instructional Software and Licensing after board approval. Discussion was held on custodial and building needs with the resignation of the Facilities Manager. Kara reminded the committee that we need to function financially as a school of 300 and not 700 and keep this in mind with our decisions.
4. Finance Goals and Mission statement was reviewed, additions to the charge were given by memebbers which include 5 year facility plan, review of financial policies on an annual basis or as updated, continual work towards 20-25% fund balance for 2017-2018.
5. Discussion was held on members, Nathan will look to add a parent and a teacher to the committee, as well as the new Facilities Manager.
6. Finance Committee will meet the 2nd Thursday of every month at 3:30PM in the Board Room room 118. Nathan will put together a calendar and post.



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7. Discussion was held on the ABC and members. Brian Weppa has expressed interest on being on the ABC as well as the new Facilities Manager will need to be on this committee.

8. Discussion was held on the important dates and items due to Friends of Education based on the contract with them, Mandy is going to be responsible for those dates and to report back to the committee on them with Eric.

Decisions:

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

Task	Accountability	Due Date	Date Completed
Purchase of Viewpoint	Eric/Nathan	8-10-17	
Finance Committee Charge	Nathan	8-10-17	
Teacher and Parent Members	Nathan	8-10-17	
Finance Committee Calender	Nathan	8-10-17	

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, August 10, 2017 3:30PM in Room 118