



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

Meeting Information:

Meeting Name:	Finance Meeting
Date & Time:	2/15/18 2:30 PM
Location:	Conference/Board Room
Invitees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Jason Fleege, Sara Fromm, Monica Schraut,
Attendees:	Nathan Schwieters, Eric Williams, Kara Schneeberger, Mandy Sadlo, Jason Fleege

Meeting Agenda / Objective(s):

Objective(s)	Upon Debrief: Objective Met?
1) Current Enrollment Numbers - Eric	
2) Check Management Reports and Identify Missing VPR information	
3) Finance Summary	
4) Budget Line Items	
5) ABC update	
6) Important Dates	
7) Health Insurance Plan	
8) S and P report	
9) Executive Director Contract 2018-2021	
10) March Finance Committee Meeting Date and Time	

Meeting Minutes:

1) Current Enrollment Numbers – 304, Discussion was held on recruitment and boosting of facebook post. Recommendation from the finance committee that only boost things for recruiting (open house, etc) not to boost none recruiting items (teacher pages, etc.)	
2) Check Management Reports and Identify Missing VPR information – Special Education transportation item of \$900 was just submitted to STRIDE from last year. Kara contacting MDE to see if we can still be reimbursed for it.	
3) Finance Summary – Discussion had on food service fund and community service fund. Eric and Jara to look into the food service program for possible savings.	
4) Budget Line Items – None found	
5) ABC update – Will be meeting in March	
6) Important Dates - Enrollment report on March 15, MDE approval of Pillsbury contract prior to April 1, 2018.	

7) Health Insurance Plan – Sent out to Bid
8) S and P report – Reviewed and recognize the S and P report was upgraded from negative to stable.
9) Executive Director Contract 2018-2021 – Reviewed and recommend for approval of the board with the change of June 30 2018 to June 30 2019 on the contract.
10) March Finance Committee Meeting Date and Time – Next meeting will be Monday, March 19, 2018 at 3:15. This is a change from prior meeting date set as March 15, 2018 due to school being on spring break.

Decisions:

1. See notes above

Assigned Action Items (What’s Next?):

Task	Accountability	Due Date	Date Completed
Special Education Transportation Invoice	Kara	3/19/18	
Lunch Program	Eric and Kara	3/19/18	
Executive Director Contract	Nathan	2/22/18	

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: Monday, March 19, 2018 at 3:15PM in board room 118