



## Finance Committee Agenda

Date: 10/24/19

Time: 10:00 a.m.

Location: Google Hangouts (link below and also in the calendar invite)

### [Join Hangouts Meet](#)

[meet.google.com/fpw-gwtq-xfg](https://meet.google.com/fpw-gwtq-xfg)

### [Join by phone](#)

+1 202-888-4107 PIN: 433 514 874#

Members: Jim Weiberg, Scott Brown, Amy Larsen, Dan Ondich, Renee Parcheta, Chris Peterson, Judy Pekarek, Amy Chicoine, Matt Schoenthaler, Julie Johnson, Darren Sonenstahl, Sara Neu

### Finance Committee Responsibilities:

1. Review and recommend the annual school budget to be approved by the board of directors no later than their June meeting. Monitor the annual budget and recommend adjustments if needed to the board.
2. Review monthly account activities and balances.
3. Review the annual audit, and report findings to the board with any recommendations for board action.
4. Work with the Personnel and Human Resources committee for salaries and benefits.
5. Post meeting notices 72 hours in advance, and keep minutes of proceedings.

### Agenda:

#### I. Financial Updates

##### A. Monthly Financial Statements (Scott Brown)

##### 1. [September Financial Statement](#)

We are 25% through the budget year with revenue at 24% and expenses at 18%. We will receive our last hold back payment from MDE next week. The current year's budget is based on 510 ADM. The detailed expense sheet indicates we are trending high in the area of special education contracted services. However, this is due in part to initial one time payments (to Indigo) so we should be on track to stay within budget in this area. Pekarek inquired about the duplicate Loffler payment for lease of copier. Two months of lease payment is showing up on this check register and Pekarek requested that we indicate which

month's of service are being paid for so the committee can verify it is not a duplicate payment. Sonenstahl inquired about the tuition fee to Farmington school district and wondered how tuition is calculated. Larsen noted that BlueSky currently charges \$525 per semester credit (0.5 credit) which is based on a calculation made using the per pupil funding amount. Other districts can calculate that differently and receive different amounts of per pupil aid based on compensatory aid, lease aid, and additional revenue they might receive. Chicoine noted that it is rare for a counselor to offer courses from another district as an option to BlueSky students and the amount of tuition BlueSky pays out is minimal. Pekarek inquired about staff reimbursement and wanted verification that staff are not purchasing items that are more expensive than what BlueSky could purchase them for. Ondich explained that staff are required to get pre-approval (usually from both Bill and Dan) for tech equipment purchases prior to BlueSky reimbursing them.

## 2. Credit Card Statement

There were no questions related to the credit card.

### B. ADM/Enrollment Update (Amy Larsen)

Larsen reported our current Fall 2019 ADM report shows 512.89 ADM as of the last MARSS upload on 10/15/19.

Ondich provided an enrollment update that includes enrollment factoring in PSEO, potential drops, and future starts. We are currently at 528 student enrollments with 7 potential drops and 9 on our waitlist. We have closed enrollment to 11th and 12th graders and will likely close enrollments for 9-10th grade on Monday next week in an effort to balance out the staff to student ratios. Chicoine inquired if discussions were being had about additional staffing due to many/most being above the staff:student cap. Ondich noted that we shouldn't need to add staffing if we can get the numbers between grade levels balanced and if we enlist a waitlist for all future enrollments. Larsen stated that, yes, discussion's are being had at the administrative level in how best to support staff who are currently over their caps and how to best manage our student enrollment numbers.

Grade	Current (10/24/2019)	EnrollmentCap	EnrollmentCap%	%GdLvCap	PSEO Adj.
7	13	25	52%	52%	
8	32	40	80%	64%	
9	51	50	102%	78%	
10	79.66	85	94%	72%	-0.34
11	125.68	115	109%	84%	-2.32
12	227.51	210	108%	101%	-5.49
<b>SUM</b>	<b>528.85</b>	<b>525</b>	<b>101%</b>	<b>85%</b>	<b>8.15</b>
<div> <div>↑ Adjusted to not count PSEO</div> <div>100.7%</div> </div> <div> <div>↑ This is our target for new enrollments</div> <div></div> </div>					
We are 100.7% of our enrollment capacity of 525 students					
12 PSEO Students					
9 students on waitlist					
2 Completed application enrollments in Active in Progress Future Starts status (have not started yet/not included in count)					
20 In progress applications (4 MS, 4 9/10)					
107 students with IEPs (19.8%)					
36 students with 504s (6.7%)					

## **II. Other Business/Questions**

### **A. February meeting date**

The committee agreed to move the February Finance Committee Meeting date to 9:00 a.m. on February 19th due to the 20th being an onsite staff meeting day and parent teacher conferences.

## **III. Recommendations to the Board**

### **Future Meetings:**

October 24, 2019 10:00

November 14, 2019 10:00

December 12, 2019 10:00

January 23, 2020 10:00

February ?, 2020 (need to schedule since onsite staff meeting is on 20th)

March 12, 2020 10:00

April 23, 2020 10:00

May 21, 2020 10:00

June 18, 2020 10:00