

Finance Committee Agenda

Date: 4/18/23 Time: 2:00 p.m.

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

https://zoom.us/j/8621043160

Passcode: 078719

One tap mobile

+19294362866,,8621043160# US (New York)

+16699006833,,8621043160# US (San Jose)

Dial by your location

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Meeting ID: 862 104 3160

Members: Jim Weiberg, Scott Brown, Amy Larsen, Dan Ondich, Judy Pekarek, Amy Chicoine, Julie Johnson, Leslie Egner, Sarah Miner, Mandy Kasowicz, Chris Peterson

Finance Committee Responsibilities:

- 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

1. March Financial Statement

Brown reported we are 75% of budget year complete with 74% of our revenue received and

73% of our expenses paid. We had a large purchase in the furniture category that brought our line item over 100%. Larsen noted the expense was for new chairs in the staff training room. We had furniture budgeted last fiscal year that we did not spend so it came out of our fund balance this year.

Travel and conferences category is almost at 100% but there are some expenses that may need to be re-coded to grants.

There are no concerns related to budget as we are tracking on budget. There are no cash flow concerns.

Brown predicts that we will end the fiscal year slightly under budget as our revenue will be higher than budget (due to increased enrollment).

The FY24 Lease aid application has been released so we can begin work on submitting this.

2. Credit Card Statement April

Pekarek inquired about the following credit card purchases:

PC Good Guys - Miner noted this was for student laptop repairs

Crazy Crow Trading - Miner noted this was for dream catcher project for students

Board Award - Larsen noted this was a recognition plaque for an exiting board member

B. ADM/Enrollment Update

Ondich reported that our current enrollment is still on track. However, he feels that the ADM report is not reflective of how we will end the year (597.51). He feels that it will be closer to 590 after we clean up our MARSS data. He noted that our full time high school enrollment has decreased slightly as we increase our supplemental student numbers and middle school student numbers. We will continue to maintain supplemental student numbers and compensate by providing more teachers to those supplemental course areas.

Chicoine noted that it would be a good reminder to staff that we always inflate our enrollment numbers slightly in order to maintain an average student enrollment of 570 for our budget to account for the decrease in enrollment at the end of each year (graduations, drops, and transfers).

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|-------|-------------|---|-------------|--|--------------------------|---|----------------|---------------------|--|---|----------------------------------|---------|-----------------|------------|----------|----------------|-------------|---------|-----------------|--|----------|----------------|--|--|
| 6th | 23.0 | 23.0 | 23.0 | 28 | 5.0 | 82.1% | 5.0 | 82.1% | 5 | 82.1% | 6 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | 3 | 19. | |
| 7th | 36.0 | 36.0 | 36.0 | 30 | -6.0 | 120.0% | -6.0 | 120.0% | -6 | 120.0% | 7 | 36 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | 30. | |
| 8th | 58.0 | 58.0 | 58.0 | 60 | 2.0 | 96.7% | 2.0 | 96.7% | 2 | 96.7% | 8 | 59 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | | | 49. | |
| 9th | 85.0 | 86.0 | 88.0 | 70 | -16.0 | 121.4% | -16.0 | 122.9% | -18 | 125.7% | 9 | 85 | 0 | 0 | 1 | 1 | 1 | 0 | 0 | 3 | | | 75. | |
| 10th | 122.3 | 123.3 | 139.3 | 90 | -33.3 | 135.9% | -33.3 | 137.0% | -49 | 154.8% | 10 | 125 | 1 | 0 | 1 | 1 | 15 | -0.3 | 4 | 17 | | | 121. | |
| 11th | 129.3 | 130.3 | 149.3 | 120 | -10.3 | 107.8% | -10.3 | 108.6% | -29 | 124.4% | 11 | 129 | 11 | 0 | 1 | 0 | 19 | 7.7 | 3 | 20 | | | 129. | |
| 12th | 133.7 | 133.7 | 133.7 | 205 | 71.3 | 65.2% | 71.3 | 65.2% | 71 | 65.2% | 12 | 132 | 10 | 0 | 0 | 0 | 0 | 5.3 | 3 | 0 | | 20 | 113. | |
| Total | 587.3 | 590.3 | 627.3 | 603 | 12.7 | 97.4% | 12.7 | 97.9% | -24 | 104.0% | | 590 | 22 | 0 | 3 | 2 | 35 | 12.7 | 12 | 40 | | 88 | 539. | |
| | SUMMARY | | | CAP | COMPLETED | | WAITLIST | | POTENTIAL | | BREAKDOWN | | | | | | | | | | | Summer E | | |

Our budgeted ADM is 570

597.51 as of 4.12.23 MARSS report

599.74 as of 2.24.23 MARSS report

598.02 as of 2.10.23 MARSS report

587.92 As of 1.5.23 MARSS report

591.17 as of 12.14.22 MARSS report

SPED is at 25.24% (24.35% March) (24.4% February) (26.6% January) 504s are 11.49% (11.94% March) (12.2% February) (11% January)

II. Other Business/Questions

A. FY24 Draft Budget

Brown presented the draft budget outlining the following assumptions:

Revenue: \$ 8,240,165

- 580 ADM, equaling 690 Pupil Units
- State Special Ed reimbursed at 92.5%
- 4.0% increase in state aid revenue- \$7,163per pupil unit
- Elimination of Phoenix Academy revenue
- Increased Compensatory Revenue based on prior October 1 numbers
- Supplemental revenue at \$213k, increased from \$80k

Expenditures: \$ 8,530,293

- Salary increases of approximately 2%
- Health insurance contributions rate increases unknown- expecting 7% health increase (\$35k)
- Maintain tech stipend of \$50/mo
- Adjustments to tech-devices for all free/reduced students
- \$50k for furniture expense
- New positions or to be hired include: 1 FTE Elective, 0.5 FTE Math, 0.5 FTE 504 Coordinator,
- 1 FTE SPED, 1 FTE MS Advisor/Counselor, 0.5 FTE 6th Grade, 0.5 FTE Technology

This draft budget would deficit spend -\$290,129 with an ending fund balance of approximately 45%.

The finance committee discussed the potential of providing a cost of living acknowledgement stipend to staff using approximately 10% of the fund balance. The PPP loan that we received in FY22 of \$890,000 was not completely used and is now included in our current fund balance. We discussed using some of those funds (approximately \$390,000) to compensate staff for retention during the COVID years, account for inflation when their increase in salary of 2% did not, and to acknowledge the success of BlueSky is because of our staff providing excellent service to our students and families. Discussion related to this proposal will be had at the Board level and can potentially be built into our revised FY24 budget.

III. Recommendations to the Board

The finance committee recommends that the Board approve the FY24 Budget as presented with the assumption that we will present a revised budget sometime around July with updated ADM numbers, fund balance number, and potentially include the expense for cost of living

acknowledgement payment to staff.

Future Meetings:

May 16, 2023 June 20, 2023 July 18, 2023 August 22, 2023