

LTCS Finance Committee Meeting Minutes
5.19.2021; 11:30am – Noon
Esther, Melissa, Jennifer, Celesta, & Kenny
Zoom link 985 967 2046

Old Action Items:

- Tech update –
 - Chromebooks -replaced 165
 - Cases -purchased to protect Chromebooks for next school year
- Bond – Paid and bond was issued 5/14/2021.

New Business (with no related action items):

- Reviewed Budget vs. Actual –
 - Under:
 - Janitorial Supplies -Less students in building, less products available
 - Print – virtual students so less printing needed
 - Over:
 - Donations – received throughout the year from EMC (\$10k), CFA, & Amazon Smiles
 - Gov't Grant – ESSER Nursing (\$15K), ESSER CARES (\$23), SRSA (\$56k), etc
 - Salary – 1st April payroll included \$1,000 bonuses (paid for by grant)
- PPP – Forgiven, now reported as Other Income
- Noted items on Credit card for Teacher appreciate, 8th Grade Bridging, and class furniture

Ongoing Business and New Business with Action Items:

- Tech update –
 - Cloud environment & backup -ON Hold (per Jen & Celesta)
- Grant of \$56k for 2 years (for assessment software) –have until 12/2021 to draw down
- Grant of \$49k -Celesta received approval, funds to be received July 2021
- Celesta prepared FY22 budget:
 - 1st public hearing was 4/26/2021 (at board meeting)
 - 2nd public hearing 5/24/2021
 - 3rd and Vote to be at June board meeting
 - Showed a change in PE, Instructional, and Ground Maintenance, etc.
- Amended FY21 budget to decrease amount of roll over funds by changing the following:
 - Media -books, broadcasting, potential hire of media specialist.
 - \$15k nursing grant -supplies
 - Bonuses paid to teachers (State funded)
 - FY21 Summer school salaries
 - 1st public hearing was 4/26, 2nd hearing was 5/10, & to be voted on at 5/24 board meeting
- Audit -Celesta expects to receive initial request list by end of school year.
- Instruments -must be paid by wire; Melissa will initiate wire and Jennifer sign off as requested to mimic check writing procedures. All documents, including signed wire confirmation and board approval of purchase, will be retain in the file.
- Next meeting on 6/23/2021 at 11:30am.

11:52 – meeting adjourned.