

LTCS Finance Committee Meeting Minutes

3.18.2020; 11:30am - noon

Esther, Todd, Melissa, and Celesta (conference call between all parties)

(605) 313-5634; Access code: 257939#

Old Action items:

- Melissa and Celesta are starting to work on next FY's budget.
 - Awaiting offer letters
- Pay rate was discussed. To provide estimate to increase per State pay schedule.
 - State schedule come out in May 2020 but estimated 2% increase.
 - Certified teachers paid by FCBOE scale (using 2020 scale as guide)
- Celesta did confirm payroll taxes and penalties have been reimbursed from QB.
- Budget
 - Budget to actual variance explanations provided (with will continue monthly).
 - Budget is being created based on historical monthly expenditures and created as a static budget (pending board approval)

New Business:

- Continue working on estimated pay schedule.
- Continue working on budget & provide budget to actual monthly
- Grants may be affected because building closed. Certain grants for driers, water fountain filtration, and wheelchair ramp. Prior ordered sanitation stations may not arrive until May.
- Establish a potential virtual classroom platform.
- New credit card limit -needs more recent board approval

New Action Items:

- Ongoing item - All attendees are asked to develop financials goals (measurable, attainable, and for the betterment of the educational environment of the school).
- Melissa to look into virtual classroom platforms with Scott.
- Esther to schedule next meeting for April. The committee will agree on a set day each month going forward.
- Melissa working with Eric and Andrea on getting governance committee on board requirements for credit card limit increase
- Discuss board approval on a static budget at next board meeting
- Jennifer to contact FCBOE on quotes; potentially get select grant work complete while building is not student-occupied.

12:02 – meeting adjourned