



Finance & Facility Committee MINUTES

Wednesday, August 2 @ 5:30pm

Savage Library

Committee Members:

Noah Levie – Board Treasurer, Committee chair

Misty Schutrop – Board Chair, Committee Vice Chair

Tina Houglum, Teacher

Paula Foley, Executive Director

Agenda

Start: 5:32pm / Adjourned 7:05pm

1. Construction Update

Reviewed budget and schedule. Tight schedule but optimistic it will be student and staff ready on Sept 5. Staff prioritizing remaining discretionary items. Committee encouraged the Director to raise non-budgeted, must-have items to the board for consideration and incremental funding approval. The intent is to ensure core facilities needs are addressed now vs. at a later date when costs may be higher.

2. 2017 /2018 budget review

The school is prepared to assess the current year budget in September as soon as student population is confirmed. Indications are positive that population levels are in line with forecast.

3. Long range plan & budget

Discussion focused on the current 5 year plan which was developed to support the expansion. The Committee and staff agreed to revisit the five year plan later this school year and update as needed based on current state and future priorities.

4. General discussion of finance policies

Discussed two policies (Expense reimbursement and PTO) and the need to develop a new policy to support the current credit card use and reporting procedure. Revisions to the Reimbursement and PTO policy's to be made for 1st read review during next finance committee.