



Spectrum High School Finance Committee Minutes

Date: 5.20.16
Scheduled Time: 9:45 a.m.

Position	Committee Member	Attendance
Paula Bernard	Board Treasurer	Present
Nick Taintor	BKDA/Financial Advisor	Present
Vanessta Spark	Executive Director	Present
Josh Anderson	Principal	Present
Dan DeBruyn	Administrator of Development	Present
Robin Schelske	Parent Member	Present
Dawn Sorenson	Exec. Asst.	Present

1. April Financials

The Finance Committee reviewed the April financials at length. Mr. Taintor stated that the working budget projects revenues exceeding expenditures in all funds by \$262,914. The budgeted state revenues are based on 636 students. Year to date, 81.1% of expenditures have been spent, which is normal for this time of the year. We are 83.3% and 88.9% of the way through the fiscal and school year, respectively.

Mr. Taintor stated the beginning balances shown on the Balance Sheet are based on the audited ending information as of June 30, 2015. Due from the Building Company, in the amount of \$90,581, represents funds that have been paid for by the School on behalf of the Building Company. As funds become available from the Building Company, payments will be made to the school.

State holdback for 2014-2015 fiscal year is estimated to be a receivable of \$26,798 as of the end of the reporting period. The remaining amount will be paid this fiscal year. State holdback for 2015-2016 fiscal year is estimated to be a receivable of \$557,817 at the time of the report. The holdback amount is approximately 10% of total state aids. This amount will be paid back to the School in fiscal year 2017.

Payroll Deductions and Contributions (Asset) represent the employee’s portion of health benefits and taxes prepaid for May. Salaries and Wages Payable represents the proportion amount as of this reporting period owed to staff who receive a paycheck during the summer. This is an estimate as actual will be calculated on or near June 30.

Mr. Taintor went on to note that the Statement of Revenue and Expenditures shows the budget approved for the year, the working budget, and year-to-date activity (revenue and expenditures). Per review of the percent of budget column, one change is noted. Due to an increase in registrations for student field trips, the working budget was increased for both revenues and expenditures by \$13,000. This amount is offset by student fees so there isn’t any effect to the annual surplus due to this change.

Following discussion and answers to clarifying questions, the Committee recommends approval of the April financials by the full Board.

2. FY17 Budget

The Committee discussed at length the proposed FY17 long range budget. Mr. Taintor reported that the salary and budget line of the FY17 budget was approved by the full Board at its regular meeting on March 17, 2016; however, the remainder of the long range budget must be approved. Mr. Taintor took the Committee through a line by line analysis of the proposed budget. Ms. Spark stated that the average daily membership enrollment number may be increased from 650 to 655.

Ms. Spark went on to share that the FY17 budget had an addition 2.5 FTE's included, which will be split between teaching staff and an additional office staff person. The office manager position is being split and the additional FTE has been allocated to this position split.

In addition, Ms. Spark and Mr. Anderson requested additional monies for the support of the band program for the purpose of purchasing instruments. They requested a one-time infusion to purchase instruments so that both buildings have adequate instrumentation, as well as an on-going yearly amount of \$2,000 for the purpose of repair and replacement of instruments.

Following discussion, the Committee requested that Mr. Taintor make the following changes to the proposed FY17 long range budget: Increase ADM by 5 students, i.e., from 650 to 655, notate the FTE's as 1.5 teaching and 1 office staff, and finally, the one-time infusion and on-going yearly \$2,000 allocation for the band program. Mr. Taintor will make the requested changes to the FY17 long range budget. Following these changes, the Committee requested that the proposed budget be submitted to the full Board for their consideration of approval.

The meeting adjourned at 11:20 a.m.

Respectfully submitted,

Dawn Sorenson