

Finance Meeting:
January 10, 2022 5pm
Room 5C

Attendees: Cody, Cecelia, Brittany, Kate, Sandi, Lisa and ~~Dustin~~

1. Budget Updates (DR)

- Current ADM is at 499.39, and the Working Budget has been updated to reflect an estimate of 499 ADM for FY22.
- As a result of the reduced ADM count, we are currently projecting a deficit of \$(35,341).
- Both Title I and Title II applications have been reviewed and approved by MDE.
- The Fiscal Year 2022 Lease Aid Application has been approved by the Minnesota Department of Education.
- The General Education line of the revenues is a bit higher than 50% this month (which is our target percentage for December) as this is where the state paid the Lease Aid From. Future months will be reflected under Charter School Lease – this is driven by the way the State of Minnesota pays the appropriations. I can explain this on Monday as well.
- Overall, budgeted revenues and expenditures are in line with working budget estimates.
- Expansion enrollments have been received, and are in the process of being reviewed and analyzed for further comments. The plan is to add a cohort of 20-25 students to 9th grade, following a conservative growth model.. This plan should be ready to present at the next January BOD meeting.
- Are there any open credit cards still?
 - 2 cards that have JG and KL's name on them
 - One has no balance and the other one has the BOD's Survey Monkey on it.

2. Covid spending (CD)

Summary

- We looked at a summary of all of the Covid money so far and it seems that we have \$338,887.56 available to use over the next year or two. Some of the funds end at different times.
- Line 10: ESSER funds are more flexible and that might be a place where we can offer the teachers a Retention Stipend of \$250.
- There may be an additional \$9053.66 that is available and Bergen is looking in to that.
- Line 14 :What could we build into a summer program?
 - This should fund both years 2022 and 2023 for summer programs.
 - Classes can range from credit completion to enrichment.
 - This should pay for staff and staff planning for summer school
- Line 15 Learning Recovery Money

- We have a lot of money that can be used for Professional Development by Sept 2024
- Line 16: Covid Testing:
 - We have underspent so far, but it has very limited uses and these funds are mostly for Becky's position.
 - There are some coding errors here that need to be fixed to better delineate this account.
 - Tuesday and Thursday we have pool testing although that is paid for by the Fed government. Although it is a pool, you can still get individual results as well.

MSA Working Budget

- Line 3: A Support Teacher for 1 year
 - To help with Tier 1 and Tier 2 interventions
- Line 4: Curriculum writing/PLTW Training
 - Q: How much does PLTW training cost?
 - A: About \$12,000
 - Q: How many more teachers will we need for next year?
 - A: About 3
 - Q: Why do we need PLTW?
 - A: To anchor a block schedule
 - The Administration is trying to get some data from parents to see if they want PLTW.
 - One problem with PLTW is that it doesn't create a market difference from Woodbury. Since this is a charter school, one of the things we need to do to attract and retain students is to do something different and unique. If we are offering the same thing as So. Wash.Co., why would students leave there to come here?
 - Another problem with PLTW is that it may drive students away because they don't want to be forced to take a STEM class. It might be okay if it was optional.
 - This may help the achievement gap, because some students may like the hand on classes
- Line 5: DEI or SEL Training \$9000
 - Shouldn't we use some of this money to help students, such as hiring a psychologist for maybe just a year or two, so students could access more professional help?
 - Shouldn't we use some of this money to help staff, such as hiring a Full time Substitute?

Expanded Summer Money Tab

- Expires 9/30/23
- Line 10 : Intern \$99,700
- Q: The Conversation at the BOD was that this position was a lower level position on a teacher schedule salary.
 - A: Well it is on the teacher's schedule, however this is the year long salary.

- Q: What would it be for just the next 5 months that he will be here?
 - A: Well he will be in charge of summer school too so he will be here longer. And he has lots of experience over 30 years. So probably closer to \$75,000.
- Q: I know this person, and he has not been an administrator for 30 years
 - A: No just an administrator for 5 years. We really need this person to get over the hump of catching up from when Lela was gone.
- Q: Maybe we should change the name to sometime like Dean or Principal to make it look better.
 - A: The name won't really change how much you are paying him.
- Q: So MSA has doubled the cost of its administrative team in less than a year? I get that we needed to pay more money for better administrators, but this is impossible to sell to the staff. The staff is getting \$250 of Covid money.
 - A: The administrative team needs help to be able to do all of this: PBIS, Covid and the Executive Director is really going to have to turn to the expansion work for most of the rest of this semester.. So we have Tier 1 and Tier 2 Interventions and Restorative Justice that all needs to be done. And this is not coming out of the regular budget.
- Other Comments:
 - Many of the changes just don't really seem MSA Driven
 - The schedule changes were rushed through, without enough time to ask questions and really get the answers that they needed.
 - And the data about PLTW has not been clear that it is required. Parents need to know that it will be required. The email that was sent out did not say it would be required.
 - At Woodbury, you apply to get into PLTW and then you can get into it, so parents who know that program would not know that it will be required here. Therefore the results of the survey will be flawed because the survey was not clear, and it was rushed, just like the teachers survey.
 - The Admin plans to have meetings with parents.
- Lines 12/13: Summer Year One and Year Two Programming
 - We will leave it as loose as we can - we can probably use some of this money as well to help pay teachers to change their curriculum for next year.

3. Transition update- Business Manager (Brittany)

- Working hard to catch up and transition everything to digital formats.

4. Line of Credit Renewal (DR)

- **Beneficial Ownership form** - With the departure of John Gawarecki, we will note Cecelia Dodge as the Interim Executive Director. To sign we will need to provide their social security number and a copy of their Driver's License (if we do not already have it on file).

- **Resolution Form** - To update the documentation, we will need an email confirmation indicating the full names of the current board officers – President (**Dan Ellingson**), Treasurer (**Cody Schniepp**) and Secretary (**Jennifer Bartle**), as well as the current Executive Director (**Cecelia Dodge - Interim Executive Director**).

- **Advance authority** - Who should we list has authority to advance on the line? Cecelia / Dan / Cody?

- We had a line of credit that we have not touched for a few years. Bergan is asking us to renew it for an emergency. Although we have a lot of cash on hand, would it just be good to have it?
 - Q: How many years does it exist? When do we need to decide?
 - A: It might just be because of the personnel change.
 - Q: Does it make sense to have Cody or Cecelia listed?- because it should be an Executive Director or BOD officer?
 - Q: Listing a title might be preferable, for example, the Executive Director and BOD Treasurer? So there is a segregation of duty.
 - The transition this year will be planned so the name changes might not be a big deal.
 - Q: Could we wait until next February, because there is not enough information to decide
 - A: Yes

5. Next year budgeting

- Dustin usually leads this, and he is not here. We need to propose a meeting with Dustin in February

6. Expansion budgets

- Projections for expansion - and Bergan is working on the conservative growth model

7. Principal Intern

- See the notes above

- Cecelia will put it in the Director's Report

8. Executive Director Ads

- The Finance committee approved \$1800 for the additional advertising if necessary.

Meeting ended at 6:19pm