



Board of Trustees Work Session Minutes
Monday, November 18, 2019
Lake Wales High School (Auditorium)
3:00pm

Trustees Present: Chair Danny Gill, Vice Chair Dr. Andy Oguntola, David Fisher, Howard Kay, Sandra Mercer, Paul Gerrard, Becky Gaston, Dr. Greg Hall

Staff Present: Superintendent Dr. Jesse Jackson, Alricky Smith, Marie Cherrington-Gray, Elizabeth Tyler, Dr. Damien Moses, Donna Dunson, Dr. Linda Ray, Jennifer Barrow, Donna Drisdorn, Gail Quam, Angela Heyward, Kim Griffiths, Dr. Julio Acevedo, Marcia Rose, Anna Barcenas, Stacie Padgett, April Barnhardt, Dr. Barbara Jones, Porsha Oguntola

Others Present: Robin Gibson

I. CALL TO ORDER **Dr. Jesse Jackson, Superintendent**
The meeting was called to order at 3:14pm.

II. FINANCIAL REPORT **Alricky Smith, CFO**

A. Monthly Financials – October 31, 2019

Consolidated Balance Sheets (unaudited)

- Total assets increased by \$227,558 to \$30,208,689 through the month of October. (column H)
- General Fund and Food Service Fund cash collections were greater than the fund's disbursements. (columns A and D)
- Total Liabilities increased by \$1,706,222 to \$16,105,473 during the month of October. (column H)
- Personnel cost accruals were recorded in the General Fund to reflect 10/11 month payroll that are due at year-end. (columns A row 11)
- The system's Consolidated Net Change in Position across funds decreased to a deficit (\$276,221.44).

The financial ratios reveal the System's organizational cash flow is strong.

GF Statement of Operations Fund 100 (unaudited)

- The General Fund represents the K-12 student activities only with activity recorded within fund 100.
- State and local revenues are budgeted and are currently being paid on a student FTE blended count of 4,637.
- The State revenues Year to Date (YTD) total \$11.2 million, while total local revenues are \$1.7 million. (page 5 total column)
- The total expenditures YTD are in line with our budgeted expectations at \$12.4 million, 33% of the total budget. (page 5 total column)

The excess revenue system-wide increased the Net Change in Position by \$600,215 through October.

Pre-K and Afterschool Programs Fund 110 (Unaudited)

- Polk Avenue Elementary (PAE), Babson Park Elementary (BPE), Hillcrest Elementary, Janie Howard Wilson (JHW) and Lake Wales High School (LWHS) are operating Pre K programs.
- BPE and LWHS are posted surpluses through the month of October. The other programs ended the month in with a small deficit. JHW reported cost during the month of October that was misclassified during September and not included in September's programs cost. (row 4)
- Hillcrest and BPE are operating afterschool programs.
- Both schools are posting a surplus through the month of October. (row 7)

Overall we anticipate these programs to operate in a profitable state and end the year adding to their fund balances.

Food Service Fund 410 (NSLP) (Unaudited)

- The NSLP breakfast, lunch and snack program ended the month of October with excess revenue of \$60,131. Meals were served for 22 days in during the month generating \$403,464 (row 9) and the expenditures were \$343,333. Capital spending during the month was mostly concentrated at LWHS. (row 14)

- Food Service program is projected to end the year with a \$126,107 surplus.

The Summer Food Program (SFP) is now a part of fund 410. The fund balances for both programs will be accounted for separately and reported in restricted accounts.

Federal Programs (420) (Unaudited)

- The expenditures year to date are \$768,085 or 23% of the budgeted federal awards.
- Bok North's CSP grant the expenditures to date are \$84,165. The spending will need to increase significantly over the next 4 month as the school was notified that the award period is being cut short. The CSP award period will end April 3, 2020.
- IDEA and Title I will continue as the two largest entitlement grants under management in the federal programs fund in FY2019-20.

Notes:

Transportation Services

- Transportation cost for the month of October is \$188,323 and the YTD total is \$669,436 or 31% of the overall transportation budget. Costs charged to the schools are based on the school's student ridership count.

Capital Projects Fund

- Bok South has received a preliminary allocation of \$310,510 from FDOE in Charter School Capital Outlay dollars. (1013.62,F.S.) These funds will mainly pay the debt service on Bok South's Campus.
- Bok North preliminary Capital Outlay allocation is \$104,255, this allocation is based on the FTE of 201 FTE. We expect the allocation to be paid on 400 FTE and estimated to be \$212,500 by yearend.

B. Personnel Changes

Presented for your review and approval at the November 18, 2019 Board of Trustees Meeting.

C. LWCS Operational and Finance Policy and Procedures

Presented for your review and approval at the November 18, 2019 Board of Trustees Meeting.

III. EDWARD W. BOK ACADEMY – SOUTH (Administrative Building Update)

The Bok South Administrative Building is not complete yet. There are several items on the punch list that's of concern and we have notified Rodda Construction and been in touch with them on many occasions and also Parlier Architects. We will not release the balance of the funds until everything is complete. Trustee Sandra Mercer asked about Capital Outlay for Bok North. Bok North and South are the only two schools that's eligible for Capital Outlay because they started from scratch as new schools and not conversion like our other 5 schools.

IV. LWCS MARIJUANA POLICY – DRAFT

Presented for your review and approval at the November 18, 2019 Board of Trustees Meeting. Nurse Marcia Rose, RN shared information regarding the Medical Marijuana Policy. Dr. Jackson – only two schools down South has this policy already. Marcia Rose, RN – This has to be prescribed by the doctor and administered by a licensed professional. Each case will be treated individually. Trustee Dr. Hall: What happens if we don't comply? Marcia Rise, RN: Our funding will be held if we don't comply. Also PCSB does not have a policy yet. Trustee Becky Gaston: Our students are minors, are

we housing the medication? How is it transported? Marcia Rose, RN: The caregiver/parent brings it to the school. Dr. Jackson: We'll provide the space and two of our staff as witnesses. Each school has someone to record the day/time etc. Vice Chair Oguntola: Are the student athletes tested? Principal Dunson: Yes, all athletes are subject to random testing with a cheek swab. Trustee Sandra mercer: What happens if an administrator is not available? Marcia Rose, RN: The Nurse will assist. The draft is due to the state by December 1st and it can be amended at a later date if need be, it is just a draft. Dr. Jackson: We have to follow the law, we might not like it but it is the law.

V. ATTORNEY'S UPDATE

Mr. Robin Gibson

The Medical Marijuana Policy is a State Policy and a Federal Law. Our LWCS Bylaws is not as urgent, we'll keep working on it with Leadership. I'll be meeting with Wes Bridges from PCSB on December 12th from 1:30pm – 3:30pm for a Capital Outlay Solutions Meeting. I'll also ask about the portables for LWGS. Vice Chair Oguntola: What about the Zoning conversations? Robin Gibson: Some of the PCSB Trustees has suggested making the HS zones mandatory but we can't do this due to open enrollment choices. Trustee Becky Gaston: Is there a % that we ask for? Yes.

VI. SUPERINTENDENT'S REPORT

Dr. Jesse Jackson

A. MINUTES: October 21, 2019 BOARD OF TRUSTEES WORK SESSION AND MEETING

Presented for your review and approval at the November 18, 2019 Board of Trustees Meeting.

B. NEXT MEETING DATE

There will not be a December Board Work Session / Meeting. Our Audit/Finance Meeting will be Thursday December 19, 2019 at the Central Office. The January Board of Trustees Work Session / Meeting will be on January 27, 2020 at Janie Howard Wilson Elementary. The Work Session will begin at 3:00PM and the Board Meeting at 4:30PM.

VII. OTHER BUSINESS FOR THE GOOD OF THE CAUSE

VIII. ADJOURN

Meeting adjourned at 4:37pm.

Respectfully Submitted,
Marie Cherrington-Gray, Corporate Secretary

Board Approved: __Not yet – January meeting...__