



Board of Trustees Work Session Minutes
Monday, September 25, 2017
Edward W. Bok Academy (Cafeteria)
3:30pm

Trustees Present: Chair Jimmy Nelson, Vice Chair Angela Pulido, Andy Oguntola, David Fisher, Howard Kay, Pete Perez, Bill Lockhart

Staff Present: Superintendent Dr. Jesse Jackson, Brian Fisher, Marie Cherrington-Gray, Jennifer Barrow, Linda Ray, Elizabeth Tyler, Barbara Jones, Anuj Saran, Damien Moses, Julio Acevedo, Angela Heyward, Stacie Padgett, Chris Reams, Tim Cain, Richard Columbo, Emilio Fuentes, Dr. Lubertha DePrimo

Others Present: Robin Gibson, Dr. Blue, Jackie Perez

I. CALL TO ORDER **Dr. Jesse Jackson, Superintendent**
The meeting was called to order at 3:39pm.

II. FINANCIAL REPORT **Brian Fisher, CFO**
Nancy DiSalvo, BKHM, P.A.

A. FY2016-17 Audit Presentation

Nancy DiSalvo discussed the 2016-2017 Audit with the Board of Trustees. No new policies for this year. All of our schools are at or above the 3% required by our contracts. Bok Academy did not meet our internal policy but this is not a finding since it is an internal policy and it is not required. Brian thanked Nancy & her team and the Central Office and the schools for all of their assistance with the audit.

B. Monthly Financials

Monthly Financials presented for your review and approval at this afternoon Board Meeting.

Financial Executive Summary 1Q FY2017-18 (August 31, 2017)

Consolidated Balance Sheet (unaudited)

- Total assets YOY of the system are \$2,343K higher for August, and compared to July 2017, total assets are up \$2,268K. Cash activity was the category with the largest impact on total assets.
- The July YOY comparison of the system's total liabilities reflects a \$560K decrease, and compared to July 2017, the system's total liabilities increased by \$224K. The growth in August was A/P activity at month end and the payroll liabilities recorded and not paid out.
- The system's consolidated net change in fund balance is \$2,112K for August. The GFund is the predominate fund contributing with a surplus of \$2,092K, I-Fund surplus of \$52K and early deficit amounts in Food Service and Federal programs. No change in the system's ability to meet short-term obligations & long-term debt service...healthy working capital capacity as an organization.

GF Statement of Operations (unaudited)

- State revenues represent 2/11 of LWCS's preliminary student FTE submission of 4,202 to start the FY. The revenue payments will adjust after validating actual FTE counts in October and February. The monthly capital outlay payment for Bok will continue through June 2018 and reflects the first two months activity following the certification delays in July. Actual enrollment reported reflects student membership near the monthly report date.
- Many of the local revenue items are under budget because the activities are associated with the 180-day academic calendar. With the receipt of the FSU fixed capital payment, GF revenues outpaced expenditures for the reporting period with

a net surplus of \$2,092K.

- The negative variances early in the FY normally represent expenditures occurring in advance of the budget cycle and/or expenditures with funding support from the Foundation. These early expenditures variances are commonly in purchased services, supplies and capital outlay.

GF Supplemental Programs (unaudited)

- Pre-K programs coincide with the academic year and the earlier start date this fiscal year. In August, the financial performance shows a deficit as fixed expenditures exceed the revenue for the reporting period. The financial performance for August 2017 is off to a slightly slower start than reported in August 2016.
- The after school program at HcE mirrors the academic year and BPE's After School program runs year round for students.

GF Transportation (unaudited)

- Transportation revenue activity in August represents estimated chargebacks, field trip activity fifty percent more than reported in August 2016, and 18% of the estimated student transportation revenue in advance of the student count periods in October and February.
- The earlier school start this year has not created a higher level of expenditures when compared to August 2016...transportation expenditure activity has a mix of 10 and 12 month recurring expenditures in the budget cycle. Early repairs with a few vehicles has the fleet maintenance cost running higher YOY. The price per gallon spike after two hurricanes is still less than budgeted unit value used for the fuel budget.

Food Service Fund 410 (NSLP) (unaudited)

- The NSLP total revenue is 8.0% below budget in August with nearly 20% more revenue received compared YOY. The earlier start of school provided three additional meal service days compared to August 2016.
- The expenditures reflect recurring monthly fixed costs along with 16 food service days of the budgeted 180-day school year food program. The budget computed is the pro-rata share of food service days to date of the adopted budget. The capital outlay variance is the planned capital allocation for new food service at PAE and LWHS. New serving lines at BPE and BOK will follow this equipment update.
- Due to the hurricane, the application for the Ag Grant extended and LWCS as the sponsor for Victory Ridge has submitted an application on their behalf. The application will focus on hot & cold service equipment for VRs food service program.
- LWCS was approval both an eligibility & meal pattern waiver as part of hurricane Irma relief programs. The eligibility waiver allows all students to eat free from September 19, 2017 through October 20, 2017, regardless of economic status. After this date, normal meal reimbursement status will resume.

Summer Food Service (411) (unaudited)

- The summer food service breakfast and lunch program is suspended until programming resumes in June of 2018. So far, the program generated a small surplus of \$1,500 during the operating period of July and August.

Federal Programs (420) (unaudited)

- Grant activity represents reimbursable amounts through 8/31/17...the YTD expenditures are on par with last year. As a grant sub-recipient LWCS is still limited to spending 25% of its preliminary grant allocation on compensation during the grant application review and approval phase.
- LWCS received a waiver for exceeding the allowable 15% carry-forward on FY17 Title I funds. Approval of Title I grant application is still pending at the state level.

- No allocation for Title I, Part C Migrant this FY...services will come through Title I Part A grant allocation.
- Uni-SIG grant will commence October 1, 2017 with fiscal support for JHW.

C. Personnel Changes

Personnel Changes presented for your review and approval at this afternoon Board Meeting.

III. ATTORNEY’S UPDATE

Mr. Robin Gibson

It’s great to have the new Trustees to understand the audit and how it affects us. The auditors work for the Board and they are the Board’s best friend.

The hurricane damage at Bok Academy has a 2% deductible for the two buildings, one at \$80,000 and one at \$60,000. We’ll work through the hoops and continue to look at the silver lining, the buildings will be fixed.

We continue to have LEA issues at the state because we are the odd ball at the DOE with a conventional school system.

IV. SUPERINTENDENT’S REPORT

Dr. Jesse Jackson

A. MINUTES: August 28, 2017 BOARD OF TRUSTEES WORK SESSION AND MEETING

Presented for your review and approval at the September 25, 2017 Board of Trustees Meeting.

B. BOK – ONLINE READING INTERVENTION

Dr. Blue / Dr. DePrimo

Dr. DePrimo & Dr. Blue shared the new online reading intervention system they developed which can be used in Elementary, Middle & High School. The Principals were all very excited about this new opportunity.

C. NEXT MEETING DATE

The October Work Session and Board Meeting will be on **Monday, October 23, 2017 at Lake Wales High School**. The Work Session will begin at 3:30 PM and the Board Meeting will begin at 5:00 PM.

V. OTHER BUSINESS FOR THE GOOD OF THE CAUSE

None

VI. ADJOURN

Meeting adjourned at 5:01pm.

Respectfully Submitted,
Marie Cherrington-Gray, Corporate Secretary

Board Approved: October 23, 2017