

CMES Finance Committee
Minutes - Regular Meeting
8.21.18

Present: Robyn Ingber, Jean Melancon, Chris Bewell, Sandra Schmidt, Alyssa Schwartz

1. Review of financials for July. Our Budgeted ADM for the 18-19 school year is 138. As of July 31, 2018, the school has received 7% of its budgeted revenue and has paid 5% of its budgeted expenditures. The school's current cash balance is \$319,282; cash flow remains healthy. The Balance Sheet for July provides a pre-audit FY18 fund balance. Financials will continue to be updated and eventually finalized as necessary information is received. Audit field work for FY18 is scheduled for September 27-28, 2018.
2. One teacher has requested a \$2,000 salary increase. This has been reviewed by Alyssa Schwarz, HOS, Chris Bewell, Liesl Taylor, and the teacher's direct supervisor. All recommended the salary increase.
3. An assistant met with HOS, Alyssa Schwarz, to ask for a salary increase. Alyssa recommends adjusting the assistant's salary based on the salary scale. Salary differences amongst various positions at MCM should also be reviewed to ensure that positions are being compensated commensurate with the stated roles/responsibilities of each.
4. Review current receptionist posting and proportion of salary and benefits paid by CMES versus MCM. The current CMES budget provides for 25% of salary and benefits (position posted at \$35,000/yr); MCM proposes that the salary and benefits be split 50/50.
5. Review current ADM.

Respectfully submitted Robyn Ingber, CMES Board Treasurer.