



**Board of Trustees Work Session Minutes**  
**Monday, June 17, 2019**  
**Lake Wales High School (Media Center)**  
**1:30pm**

**Trustees Present:** Chair Jimmy Nelson, Andy Oguntola, Howard Kay, Danny Gill, Pete Perez, Angela Pulido, Paul Gerrard, Sandra Mercer, Becky Gaston, Dr. Greg Hall

**Staff Present:** Superintendent Dr. Jesse Jackson, Marie Cherrington-Gray, Linda Ray, Donna Dunson, Dr. Damien Moses, Dr. Barbara Jones, Elizabeth Tyler, Shay Hixenbaugh, Jennifer Barrow, Stacie Padgett, Mellissa Ard, Angela Heyward, Julio Acevedo, Alricky Smith, Paula Alford, Anuj Saran, Mellissa Ard, Laura Downes, Anna Barcenas, Rebecca Thomas, Aundrea Croft, Kim Griffiths

**Others Present:** Robin Gibson, Dr. Nelson Marquez, Brian Ackley

**I. CALL TO ORDER Dr. Jesse Jackson, Superintendent**

The meeting was called to order at 1:30pm.

**II. SWEARING IN OF NEW TRUSTEES FOR 2019-2020 – Effective July 1, 2019**

**Seat 1: Sandra Mercer**

**Seat 2: Becky Gaston**

**Seat 6: Paul Gerrard**

**Seat 7: Danny Gill**

Chair Nelson read the oath of office and swore in the new Board of Trustees.

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

**A. Monthly Financials - May 2019**

**Consolidated Balance Sheets** (unaudited) Pg. 3

- Total assets for the system increased by \$10,345 from the month of April. The slight changes are reflected within the General fund, the Capital Projects fund and the Food Services fund with the changes within those accounts a Cash balances offsetting each other with increases and decreases.
- System-wide total liabilities are higher by \$40,682 from the month of April. The change is a result of an increase in the payroll liabilities.
- The system's Consolidated Net Change in Position across funds decreased by \$30,337 for the month of May.

The financial ratios reveal no significant change in the System's ability to meet short-term obligations & long-term debt service...the organizational working capital position remains healthy.

**GF Statement of Operations** (unaudited) Pg. 4, 6 & 7

- The General Fund represents the K-12 student activities only with Pre-K and Afterschool program activities reflected in Fund 110.
- State YTD revenues represent LWCS's Survey 2 student FTE blended count annualized at 4,438.26 (budget @ \$4,204.42)...+19.26. FTE base increase is conditional on Survey 3 counts being duplicated. Revenues from this FTE count are expected to remain constant until the Florida Department of Education (FDOE) 4th FEFP calculation revenue worksheet is completed.
- The FEFP revenues all have been collected for the fiscal year along with a few unexpected allocations. The State revenues Year to Date (YTD) total \$30.6 million

while total local revenues are \$4.7 million.

- Overall the total expenditures are in line with the budget at \$32.6 million (94%). The progress continues to trend towards a projected surplus for the school's fund balances. The excess revenue system-wide increased the Net Change in Position by \$229,475 through May 30, 2019.

**GF Supplemental Programs (Unaudited) Pg. 8**

- All of the Pre-K programs are posting an operating surplus and should add to the respected fund balance.
- BPE and HCE after school programs improved again over last month's cumulative surplus.
- Overall these programs are performing very well and they should end the school year with a surplus to increase the fund balances.

HCE elected to transfer \$111,648 from its programs fund balances to the General fund to Supplemental program activities.

**GF Transportation (Unaudited) Pg. 9**

- Transportation revenues in May are a combination of State FEFP transportation, chargebacks, and field trip activities along with the sale of a bus. Total revenues collected to date is \$1,798,961 or 86% of the budgeted revenues.
- Total transportation expenditures as a percentage of budget are tracking lower compared to the month of April.
- We continue to see lower transportation cost overall from the 2017-18 school year by 4% or \$65,416. At this rate of spending, the transportation cost should come in lower than the budgeted.

**Food Service Fund 410 (NSLP) (Unaudited) Pg. 10**

- The NSLP breakfast, lunch and snack program ended the month of May with a surplus of \$33,553. Revenues and expenditures collected for meals served represent 22 school days.
- The capital outlay spending on kitchen upgrades in the amount of \$23,745 during the month of May.
- The fund balance of the School Lunch fund is restricted for food service use and promotion of nutrition.
- Net surplus recorded through May is 4 times above the budget projection before assessing indirect cost recovery for operations.
- Outstanding student balances will continue to be evaluated for collection.

**Food Service Fund 411 (Unaudited) Pg. 11**

- The summer food service program covers breakfast, lunch and snack activity from July/August 2018-19 FY The program generated a surplus of \$1,364. During the fiscal year LWCS placed an emphasis on the program providing children 18 or younger in the community have access to nutritious meals when school is not in session. Under USDA rules, meals served are at no charge to the children.

**Federal Programs 420 (Unaudited) Pg. 12**

- Following the budget revision adjustments and the late addition of the CSP grant, the overall federal spending rate on grants is 72% of the approved budget. Grant activity represents reimbursable amounts through May...total expenditures of \$2,601,725 which is \$437,084 higher than in of May 2017-18 school year.
- All school non personnel related spending was suspended after on May 1<sup>st</sup>.
- Any unencumbered federal grant funding will be carried-forward into FY 2019-20.

**B. 2019-2020 LWCS Proposed Budget**

Presented for your review and approval at the June 17, 2019 Board Meeting.

**C. Personnel Changes**

Presented for your review and approval at the June 17, 2019 Board Meeting.  
Moving forward the out of field personnel will have a note as to why they are out of field. Dr. Jackson: It will be the Principal’s responsibility to provide updates.

**IV. ATTORNEY’S REPORT**

**Mr. Robin Gibson**

Will provide update in Board Meeting.

**V. SUPERINTENDENT’S REPORT**

**Dr. Jesse Jackson**

**A. MINUTES: May 20, 2019 BOARD OF TRUSTEES WORK SESSION AND MEETING**

Presented for your review and approval at the June 17, 2019 Board of Trustees Meeting.

**MINUTES: June 10, 2019 SPECIAL BOARD OF TRUSTEES MEETING**

Presented for your review and approval at the June 17, 2019 Board of Trustees Meeting.

**B. BOARD OF TRUSTEES SCHOOL ASSIGNMENTS FOR 2019-2020**

Presented for your review and approval at the June 17, 2019 Board of Trustees Meeting.

<b>Board’s School Responsibilities – 2019-2020</b>	
<b>Trustee</b>	<b>July 1, 2019 – June 30, 2020</b>
Dr. Greg Hall	Polk Avenue
Becky Gaston	Hillcrest
Paul Gerrard / Howard Kay	Bok Academy N & S
Danny Gill / David Fisher	Lake Wales High School
Andy Oguntola	Janie Howard Wilson
Sandra Mercer	Dale R. Fair Babson Park

**C. NEXT MEETING DATE**

There will be no July 2019 Board Work Session/Meeting. The August Work Session and Board Meeting will be on **Monday, August 26, 2019 at Polk Avenue Elementary**. The Work Session will begin at 3:00 PM and the Board Meeting will begin at 4:15 PM.

**VI. OTHER BUSINESS FOR THE GOOD OF THE CAUSE**

**VII. ADJOURN**

Meeting adjourned at 2:15pm.

Respectfully Submitted,  
Marie Cherrington-Gray, Corporate Secretary

Board Approved: \_\_\_\_\_