



Board of Trustees Work Session Minutes
Monday, March 28, 2016
Hillcrest Elementary (Media Center)
3:30 PM

Trustees Present: Chair Danny Gill, Vice Chair Terry Fasel, Keith Wadsworth, Christina Updike, Epifania Martinez

Staff Present: Superintendent Jesse Jackson, Brian Fisher, Marie Cherrington-Gray, Elizabeth Tyler, Jennifer Barrow, Barbara Jones, Donna Dunson, Damien Moses, Gail Quam, Richard Columbo, Markus Nobles, Angela Heyward, Stacie Padgett, April Barnhardt, Tammy Atmore, Anuj Saran

Others Present: Bill Rogers, Robin Gibson

I. CALL TO ORDER Dr. Jesse Jackson, Superintendent

The meeting was called to order at 3:37pm.

II. FINANCIAL REPORT Brian Fisher, CFO

A. Monthly Financials

Consolidated Balance Sheet (unaudited)

- Total assets of the system are \$507K higher compared to the January 2016 total... The largest shift occurring with cash in the GF and school lunch fund and the cleared A/R in Federal fund.
- The system-wide total liabilities are \$51K higher compared to the January 2016 reporting period. The February increase was due to month-end timing of payroll liability processing and accounts payable activity.
- The system's consolidated net change in position increased \$457K for the month of February
...GF activity was the largest contributor of the increase, followed by the school lunch fund.
- No change in the system's ability to meet short-term obligations & long-term debt service.

GF Statement of Operations (unaudited)

- State revenue payment still based on LWCS's Survey 2 student FTE blended count annualized at 4,163. Survey 3's projected blended count is 4,158 and anticipating the April FEFP payment to adjust accordingly.
- Some of the local revenue items are under budget because the activities are associated with reimbursement activity from external (agency reimbursements in arrears) funding sources and the budget cycle running ahead of the services days to date. Final revenue for the settlement of the water damage at Bok is pending final reviews of contents claims and the school's punch list.
- GF revenues outpaced expenditures in February with a net operating surplus of \$421K. The current GF net surplus position through February is \$1,362K, compared to \$1,368K recorded in February 2015.
- The negative expenditure variances improved with the inclusion of the budget revision from prior monthly reports. Many of these expenditure variances are the result of technology, textbooks and equipment purchases; and those budget categories were updated with the revision approved last month. The total expenditure categories as a % of budget are trending lower than the percentages of last month.

GF Supplemental Programs

- Individually and as a whole the Pre-K & After school programs remain self-supporting or better as the total surplus increased 62% from last month's position. The YTD totals for Pre-K don't account for outside state agency revenue in arrears. In total the PreK programs are \$46K better than a year ago and after school programs are \$15K above last year's total.

GF Transportation

- Transportation revenue for field trip activity is running 6% above budget through February 2016, with all revenue recorded to date 2.5% higher than reported for the same period in 2015. State revenue represents 72% of the estimated blended student transportation. Survey 2 data has been incorporated into the current payment stream with Survey 3 data possibly settled by April's payment. Reconciliation of the payment data against Survey 2 data is in progress.
- Overall total expenditure activity as a percent of budget is the same as last month at 90% and 15% above January's total activity reported last month. February 2016 YTD expenditures \$15K higher compared to a year ago. No extra-ordinary expenditures or expenditure patterns to note in February activity.

Food Service Fund 410 (NSLP) (unaudited)

- Food service revenue through February is running 2% below budget after budgeting for the AG grant revenue. Many revenue categories continue to meet or exceed the budget with 4 fewer meal service days compared to the same reporting period last year.
- The budget for salary is based on pro-rata meal service days in the reporting period which is at 63% for the year. Compensation expenditures are running higher than budget reflecting those cost commitments occurring before the 180 days meal service budget cycle started in August.
- The capital outlay budget is now showing positive variance after incorporating the capital outlay expenditures associated with the AG grant in the food service budget. Reimbursement for the grant program expenditures will occur once all the grant supported equipment is placed into service.
- Old JHW salad bar moved to HcE. Electrical work on the new JHW serving lines (hot & cold) to be completed by 3/21/16 and moving the old (hot) serving line to Bok. Final electrical work on BPE dishwasher to be completed during spring break.
- Food service YTD net surplus position of \$171K is 1.5 times ahead of budget.
- The current total student balance due amounts (Bok \$406 less than reported last month & LWHS \$463 is slightly higher than last month).

Summer Food Service

- No monthly activity to report until the summer food service program of breakfast and lunch starts up in June of 2016. YTD surplus of \$2,200 during the operating period of July and August.

Federal Programs

- Grant activity represents reimbursable amounts through 2/29/16. Spending rates vary by grant with the overall grant activity at 45% spent YTD. The February grant expenditure total is on par with the February YTD total for last year. Major grants (Title I & IDEA) are 48% spent to date.
- Indirect cost recovery is not factored into the current total and will be computed and recorded at fiscal year-end.
- The FY16 budget incorporates previously unbudgeted grant amounts and official carry-forward amounts on the eligible grants. The official Title I carry-forward confirmation

letter came after the February budget revision, requiring a grant amendment of +\$36K with the state...2.0% of the Title I total award. This change will push the total entitlement & competitive grant portion under management to \$3M for FY2016.

B. FY 2016-2017 Academic/Operations Calendar

This will be presented for your review and approval at the March 28, 2016 Board of Trustees Meeting. CFO Fisher: The teacher calendar drives all of our calendars. We are matching up to 98% of the county calendar this time. Vice Chair Fasel: Does our full-time para-professionals receive a benefits package. CFO Fisher: Yes

C. No Personnel Changes

III. ATTORNEY'S REPORT

Robin Gibson, General Counsel

A. Attorney's Update

Attorney Gibson: We had recent concerns with the PCSB regarding Bok and the High School student information not being provided to LWCS. The IB Program for Lake Wales & Haines City is the sane. However, Haines City is provided student information when requested and LWHS is not. Bok applicants are unable to get information requested. This was resolved in the past but whenever we receive new leadership at PCSB we have to start all over again. The law is clear and there has been no change in the law. Bok Academy selection process is a point system. It appears as if folks who do not want the Charter Schools are not providing the information. We can meet again and discuss. The changing or personnel should not change the conclusion.

IV. DEVELOPMENT OFFICE REPORT

Tammy Atmore, Development Director

A. Development Office Update

Comcast Cares Day is April 30th from 9:00am to 12:00 noon at Bok Academy. Lunch and t-shirts will be provided and they are also going to be doing more PSA's for LWCS. Each school will receive their share of the funds based on the volunteers.

V. SUPERINTENDENT'S REPORT

Dr. Jesse Jackson, Superintendent

A. MINUTES: February 22, 2016 BOARD OF TRUSTEES WORK SESSION AND MEETING MINUTES

Presented for review and approval at the March 28, 2016 Board of Trustees Meeting.

B. PRINCIPALS' UPDATES

Polk Avenue Elementary – Principal Gail Quam

Things are going well at PAE. We are gearing up for testing. We had a great Pep rally, thanks to the HS for their assistance. We have our 101 Dalmations performance in May. We are focusing on coding, robotics, stem etc. We are happy with the work of our staff. We also hosted the K-9 unit practice for the Ridge Area Police Departments.

Lake Wales High School – Principal Donna Dunson

Our weight lifting team made it to the District and now they are going to the Regionals. Our tennis team is also going to the Regionals. Our band has been playing at Mountain Lake on Saturdays and the residents have enjoyed them. We are tracking our senior class and they are ahead of where they were last year. Anuj had even been working with students one on one on Saturdays.

Janie Howard Wilson Elementary – Principal Barbara Jones

We had STEM family night which focused on math and technology. We also had our parent survey. Our early release day was our parent conference day and the face to face meeting went well. Our FSA practice is going well. Our students are confident and our teachers are working tirelessly. Mrs. Lowenstein is still working with our students with the etiquette classes. Principal Moses came and spoke with the Boys of Grit. We had a great airboat ride which was sponsored by AP April Barnhardt for the students who earned their blazers for Boys of Grit. Our level 5 and 4 students went to Legoland. We are also incorporating real cash for students who test well and the students are excited about receiving this reward.

Hillcrest Elementary – Principal Jennifer Barrow

We enjoyed Spring Break. We are glad to have our students back. We had a luncheon for our teachers last Friday. Our A-Team made it to the regional competition and took 3rd place. We made All County in our dance competition. Our Archery team placed 6th and 7th at the state competition. We have 4 students going to the Nationals in Kentucky. Coach Leatherland and all 4 families are traveling with the students.

Dale R. Fair Babson Park Elementary – Principal Elizabeth Tyler

Our Spring Celebration was great! An encrypted email was opened and it had a virus which affected my computer and another teacher. We have most but not all on drop box and on our server. We are trying our best to recover files now.

Edward W. Bok Academy – Principal Damien Moses

The computer virus is very deadly and it has even attacked government agencies. We have just finished up our tutoring and interventions and our students have been helping each other. We visited PolyTechnic with a great STEM speaker and our students enjoyed the tour of the campus. Renaissance night at Bok was well attended. We had the wonderful Chunkin Punkin event with amazing catapulting from a parent and student. We also have a Pep Rally coming up that will definitely inspire all of our kids.

C. NEXT MEETING DATES

The April Board of Trustees Work Session and Board Meeting will be Monday, April 25, 2016 at Dale R. Fair Babson Park Elementary. The Work Session will begin at 3:30 PM and the Board Meeting will begin at 5:00 PM.

VI. OTHER BUSINESS FOR THE GOOD OF THE CAUSE

Board of Trustees Seats: Robin Gibson – Board Nominating Committee – It's that time of the year when we have to replace Trustees who's term has ended to include the teacher representative. Please provide names to Marie and she will get them to our committee. The Committee will convene with the selection process and forward the names to the Board in May for Board Approval. The new Trustees will be sworn in at our Annual Board Retreat in June. Chair Gill thanked Robin and the Committee for their assistance.

VII. ADJOURN

Meeting adjourned at 4:58pm.

Respectfully Submitted,
Marie Cherrington-Gray, Corporate Secretary