



Board of Trustees Work Session Minutes
Monday, March 27, 2017
Polk Avenue Elementary (Auditorium)
3:30 PM

Trustees Present: Chair Danny Gill, Vice Chair Terry Fasel, Christina Updike, Aundrea Croft, Angela Pulido, Eugene Fultz, Howard Kay

Staff Present: Superintendent Jesse Jackson, Brian Fisher, Marie Cherrington-Gray, Jennifer Barrow, Elizabeth Tyler, Barbara Jones, Gail Quam, Damien Moses, Chris Reams, Richard Columbo, Julio Acevedo, Shay Hixenbaugh, Candace Howard, Deirdre Mithaug

Others Present: Robin Gibson, James Coulter, recognition recipients.

I. CALL TO ORDER Dr. Jesse Jackson, Superintendent

The meeting was called to order at 3:38pm.

II. FINANCIAL REPORT Brian Fisher, CFO

A. Monthly Financials

LWCS Inc. – Financial Executive Summary 3Q FY 2016-2017 (February 28, 2017)

Consolidated Balance Sheet (Unaudited)

- Total assets of the system are \$64K higher when comparing YOY balances...the February 2017 total assets increased \$169K from January's numbers. The largest factor contributing to the increase is the cash position of all the major funds. A/R balances declined during the month.
- System-wide total liabilities are \$510K lower when comparing YOY balances...the February 2017 total liabilities are \$5K lower than last month. The February adjustment reflects the month-end timing of payroll liabilities and accounts payable activity.
- The system's consolidated net change in position increased \$175K for the month of February...the result of increases across all the active funds: GF \$102K, SLF \$36K, Internal \$37K and Federal fund – no change.
- Following the 2Q financial ratio review, no change in the system's ability to meet short-term obligations & long-term debt service...healthy working capital position as an organization.

GF Statement of Operations (Unaudited)

- YTD state revenues still represent LWCS's Survey 2 student FTE blended count annualized at 4,231 (budget revision 4,222). If Survey 3 duplicates the Survey 2 student count, the funded FTE would be +101.0 FTE above FY15-16. The Actual FTE count reported reflects student enrollment near the financial report date. Confirmation of funded enrollment for FY2017 will occur in April after certifying Survey 3 data.
- The local revenue represents activities associated with reimbursement activity from internal (Foundation accts and/or internal accts) & external (agency reimbursements in arrears) funding sources and chargebacks for administrative services.
- GF revenues outpaced expenditures in February with a net operating surplus of \$102K. The YOY February cumulative net surplus position is \$1,104K compared to \$1,362K.
- Previous negative expenditure variances improved in February with the inclusion of the budget revision. Many of these expenditure variances are the result of technology, contract services and equipment purchases, with those budget categories also updated in revision approved last month. Total expenditures as a percentage of the budget are trending lower than a year ago.

GF Supplemental Programs (Unaudited)

- Individually and as a whole, the Pre-K programs improved over last month's performance. No financial performance challenges have occurred during the 3Q.
- BPE and HcE after school programs improved again over last month's cumulative surplus.
- Since the latest submission of the STEM initiative program documents went unanswered, LWCS requested further assistance to start the flow of the appropriated funds. Recent developments indicate FSU may be on track to release the full \$2 million appropriation to LWCS as a fixed expenditure designation versus the current understanding as operational funds. While the appropriation as fixed capital benefits the system for existing and future capital needs at Bok, the current budgetary structure of the FY16-17 operating budget incorporates the appropriation as operational funds. Anticipating the change in funding designation, this creates an estimated General Fund obligation of \$533K in FY16-17, with limited set aside funds at Bok & LWHS in the budget revision to mitigate the unbudgeted financial load.

GF Transportation (Unaudited)

- Non-FTE transportation revenue is above the YTD budget and the YOY comparison is about equal for the category. State revenue YTD represents 73% of the annual blended student funded transportation from Survey 2. Final certification of Survey 3 data is still pending. Survey 3 could reflect a lower FTE funding count as noted under Survey 2.
- Total transportation expenditures as a percentage of budget are tracking about the same compared to last month and 11% more with a YOY comparison. Like other school operations, transportation activity does not occur on a straight-line basis, and the purchased services variance has increased from last month. Maintenance expenditures embedded in Purchased Services are running 25% to 30% above budget through the reporting period.

Food Service Fund 410 (NSLP) (Unaudited)

- Food service revenue through February is 2% above budget and \$200K ahead of the YOY revenue pattern for the school lunch fund. A la carte and the commodities program revenue again are the major contributors of the positive budget variance. Variety in A la carte selections and food presentation at the schools' increases sales volumes; therefore, driving up the revenue stream for SLA and LWCS.
- The budget column reflects meal service days in the reporting period and equates to 66% of the meal service days recorded through February.
- Net surplus recorded through February is two-times above the budget projection before assessing indirect cost recovery for operations.
- Outstanding student balances has increased at Bok and remain the same at LWHS for the month.

Summer Food Service (411) (Unaudited)

- 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. Jj

Federal Programs (420) (Unaudited)

- Grant activity represents reimbursable amounts through February...total expenditures are just 1.0% higher YOY.
- Overall spending rate on grants is 55% YTD. Indirect Cost recovery is unposted in the expenditure total and will be computed and recorded at the fiscal year-end.
- Once again our Title I office has had to monitor the lunch status reports for Survey 3 given the importance this data has in the allocation of federal entitlement funds. Earlier this year the state's FY17-18 allocation process for IDEA funding raised the issue of significant changes in the LWCS's YOY student Survey 2 data comparison, which in the end needed correcting. Similar to the fall survey miscue, the latest lunch survey data published by the state Title 1 office showed LWCS school lunch deficiencies as compared previously reported survey period data. PCSB is responsible for submitting our student demographic information for Federal entitlement allocations, and this data issue surfaced again when PCSB processed our qualified free/reduced price lunch (FRPL) Survey 3 data to the state. LWCS has resubmitted our FRPL data to PCSB to get our state FRPL data files in proper order and avoid any difficulties with any of the upcoming Federal funding allocations.

B. Personnel Changes

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

Dr. Fasel mentioned two staff at the HS who are not in field – parents need to be notified.

III. ATTORNEY'S REPORT

Robin Gibson, General Counsel

A. Attorney's Update

The District is working on McLaughlin's Proposal. The Jefferson County request has been looked at and we are not going to pursue that opportunity. The PCSB staff is actively responding to questions as they receive them. We will possibly receive an answer before August 2018. We do have support from some of the PCSB Trustees. Dr. Fasel: Some of the feedback received is: Will they remain School of the Arts? Will salaries remain the same? Protection they receive with NEA is a concern.

Trustee Croft: We might have to get other teachers to assist with talking to their staff about LWCS.

Dr. Jackson: Bok North will occupy the entire campus except for the Little Theatre. We will have to work with the City regarding the use of the gym. PCSB has a lot of pressure right now so we have to be aware and understanding.

Attorney Gibson: We had no idea this would happen. We will never be complacent but will keep looking for ways to improve.

IV. SUPERINTENDENT'S REPORT

Dr. Jesse Jackson, Superintendent

A. MINUTES: February 27, 2017 BOARD OF TRUSTEES WORK SESSION AND MEETING MINUTES

Presented for review and approval at the March 27, 2017 Board of Trustees Meeting.

B. PRINCIPALS' UPDATES

Polk Avenue Elementary – Principal Gail Quam

Our teachers are giving up their planning time to assist students. Thanks to the High School for the pep rally to motivate the students before testing. I am very proud of the students and our staff at this time.

Hillcrest Elementary – Principal Jennifer Barrow

We enjoyed Spring Break! Out testing kickoff starts tomorrow. We are pulling all staff and they are providing extra support to our students. Ecotek is also working with some of our students. We are glad to be back!

Dale R. Fair Babson Park Elementary – Principal Elizabeth Tyler

We are celebrating with our entire school! The Believe video was very inspirational to students and staff!

Janie Howard Wilson Elementary – Dr. Barbara Jones, Principal

We are doing a lot of things to reach our students. We have two retired teachers working with our students during their reading blocks. Our teachers have come together and are eagerly working with our student data. We are also working with Ecotek and the students are excited about it!

Lake Wales High School – AP Chris Reams

The McCance Challenge has begun and the students are excited about exploring recreational activities for our Lake Wales community (\$7,500 grand prize). Grad rate is on track and we hope to exceed 85%. We are at full capacity. Our band solo received two superior ratings. Testing kicks off tomorrow!

Edward W. Bok Academy – Principal Damien Moses

Test prep is alive at Bok! We had a great tutoring year working with small groups with Mr. Richards. We have Civics, Science & Math booth camps. We had students participating in the Science Olympiad. We are developing a summer program for 5th graders transitioning into the 6th grade. Our chorus did excellent this year. We performed at Legoland opening ceremony this year. Lita O’Neal & Kristiana Heath went to Women in Stem event!

Dr. Jackson: Most important for testing is student and staff attendance!

Howard Kay – Great accomplishments and praises for all that you do!

C. NEXT MEETING DATES

The April Board of Trustees Work Session and Board Meeting will be Monday, April 24, 2017 at Edward W. Bok Academy. 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

VI. ADJOURN

Meeting adjourned at 4:58pm.

Respectfully Submitted,

Marie Cherrington-Gray, Corporate Secretary

Board Approved: _____