



Finance Committee

Administration Building – Hillcrest Room

February 6, 2018

3:30 p.m. – 4:30 p.m.

District Strategic Priorities:

- Highest levels of student achievement
- Buildings, infrastructure, and technology to support our mission
- Quality staff for quality learning
- High level of engagement with our broader community
- Proactive communication within the District and with our stakeholders
- Long-term financial stability

Co-chair: Tracy Greer

Co-chair: Casey Kyser

Note taker: Jaylee Swanson

Timekeeper:

Group Norms (yet to be set, examples below)

Student Focused

We will come prepared to do important work

Active listening

We will begin and end on time

Safety to share different perspectives with trust

Humor

Meeting began at 3:30 pm

Members present:

Casey Kyser, Tracy Greer, Faith Adams, Alex Mayszak, Jaylee Swanson

1) Welcome – Group members introduced themselves and what building they worked at.

2) Norms – Norms were presented from District Leadership Team suggested. Official norms will be consistent with all committees and are yet to be set.

3) Focus – Tracy and Casey presented that the group focus will be on how to get information to community and stakeholders regarding district finances, how members can serve as a resource to stakeholders, and having conversations / making recommendations on future budgets / spending. The committee brainstormed ideas about how we can effectively get information out to the community and staff regarding district finances. Monthly focus will be to discuss where we are, what to expect at future meetings. We will be linking with other committees to provide recommendations, specifically with the 21<sup>st</sup> century learning committee.

4) Introduction to district financial reports / funding – Tracy presented members with a list of funds and explanations of each fund. (Document attached) Key points included that the educational fund is the

*Mission: We will prepare all students to become life-long learners who are productive, responsible members of a global society.*

most used fund, transfers can only happen between ED fund, O&M, and transportation and requires board resolution, working cash must be transferred to another fund, again requires board action and resolution.

Casey presented committee members with revenue and expense report from the month of December. She explained how to work through it and analyze each report.

5) Future meeting dates – Tracy had each committee member ranked meeting dates for future months to get a calendar set. She will look over this and present a schedule at the next meeting.

6) Reflection of meeting – Committee members asked to share input for how meeting went and plus/delta to co-chairs to led further meetings and discussions.

Meeting adjourned at 4:30 p.m.