

Finance  
Sub-committee  
Meeting Minutes  
January 19, 2017

Members Present: Pete Stephens, Maureen Marshall, Sue Koehler

Also in attendance: Justin Nussey, Cindy Landanno

Meeting was called to order at 3:50 PM

Motion was made by Mr. Stephens to accept the December 6, 2016 sub-committee minutes as printed. Seconded by Ms. Koehler passed unanimously.

Mr. Nussey and Ms. Landanno presented a fiscal update with a review of current enrollment, program profit loss, projected budget and three-year comparison.

Mrs. Landanno provided an update on the 401k employee benefit match. She provided a copy of the new language suggested by the legal firm and the investment company. Motion was made by Ms. Marshall and seconded by Mr. Stephens to accept the language as presented. Voted unanimously to bring the new language to the whole board for a full vote at the February 8, 2017 Board meeting.

Mrs. Landanno and Mr. Nussey will review the CAPS Fiscal policy book to identify policy and procedure and report back to the subcommittee at a future meeting.

The group discussed the para professional salary scale and asked for Mrs. Landanno to research para salary scales from other districts in the area.

Subcommittee discussed a time table for the 2018 budget process. A draft budget will be presented to the subcommittee at their next meeting. Mrs. Marshall requested that any changes to the budget be presented in a clear document highlighting the specific changes.

Subcommittee set March 1, 2017 at 3:30 PM as the next meeting date.

Meeting adjourned at 4:50 Pm

Respectfully submitted:

Cindy Landanno, Executive Director