

Nature Coast Middle School
Board of Directors Meeting
December 6, 2016
Minutes

Members present: Charles Bowe, Tonya Keels, Daniel Driver, Julie Ward, George Farrow (non-voting consultant) Demita Anderson (non-voting PTO rep.) Robert Donet (non-voting faculty rep.)

Members absent: Jody Woods

Guest Present: Beth Caudill

In the absence of Jody Woods, Charles Bowe called the meeting to order at 4:05 PM.

Secretary's Report – The minutes for the September 16, 2016 meeting were read and approved.

Treasurer's Report – Mr. Farrow shared the November financial statement. He pointed out that the total FTE report for the month of November showed an overage of 17,178.50. Mr. Donet asked if the Levy County School Board was over paying us as they had last year. Mr. Farrow shared a revised budget based on our actual 68 students instead of last year's figure of 74. Plugging in those figures, our actual FTE was in the negative by \$3341. Mr. Farrow mentioned that the good news was that some of these FTE funds (Particularly – salaries for aides) could be switched to Title I funds. Mr. Bowe indicated that he had already submitted the necessary paper work for these funds to be sent.

School Report –Mr. Bowe reported that:

- 1) Enrollment – Mr. Bowe reported that our current enrollment stands at 68 students. He also indicated that there was an actual waiting list on the 6th grade level. Mr. Donet brought up the issue of accepting these extra students even if it meant overcrowding some classes. There was discussion by others about regrouping the students for the 2nd semester in such a way that high performing students might be benefited and no class would be overcrowded. Mr. Bowe indicated that he would explore all possibilities with his staff.
- 2) Behavior – Mr. Bowe indicated that the school year was going much better with fewer referrals from teachers. The staff members who were present agreed.

Auditor's Report – Mr. Bowe presented the auditor's report for the 2015-2016 school year. There were two findings which needed to be addressed:

- 1) **Deteriorating Financial Condition** - The School sustained a decrease in fund balance of \$55,934 for the year ended June 30, 2016. The School's unassigned fund balance as of June 30, 2016 is \$11,395. It is not likely that the School could sustain a similar decrease in the coming year without meeting one or more conditions of a financial emergency as described in Section 218.503(1)

- 2) **Employee Stipends for Individual Health Plan** – The school should consider if this stipend is in violation of the market reform provisions of the Affordable Care Act and revise its policy and practices accordingly.

Mr. Bowe indicated that he realized the seriousness of the financial situation and that everything that could be done was being done to keep all costs down. He also indicated that the wording in the teacher's contracts had been reworked to leave out any reference to a Health Care stipend. This was simply a wording oversight which has been corrected.

Mr. Farrow made challenged the board with the thought that nothing could cause a charter school to be shut down faster than inability to manage a comprehensive balanced budget. He reminded the board that it is the responsibility of the Principal and the Board to insure that a balanced budget was being maintained. He indicated that he would try to watch the monthly reports each month for trends that we were running in the red.

The Board voted to accept the findings of the Financial Audit.

Christmas Bonuses – Mr. Bowe chose to table the idea of a Christmas bonus. It was decided by the Board that should there be more funds available at the end of the fiscal year, they would revisit the idea of staff bonuses.

Potential New Board Members – There was a very short discussion on possible new board members. Everyone was encouraged to be looking for people willing to serve. No names were officially presented.

Next Meeting – The next scheduled quarterly meeting was set for March 7th at 5:00 PM.

Adjournment – The meeting was adjourned at 5:00 PM

Submitted by: George Farrow, Board Secretary.