

Vermilion Country School  
November 18, 2021  
4 p.m.

Present: Jodi Summit, Karin Schmidt, Sue Beaton, Paula Herbranson, Marit Kringstad  
Absent: Sarah Ramponi

Also present: Mary McGrane, Pam Zahn, Auditors from Abdo via Zoom- Layne Kockelman and Kelsey Larson

Motion to accept agenda by Paula, second by Sue- all yes

Move auditors to beginning of agenda

Layne and Kelsey

High level summary, not line by line

No compliance findings for '21

One financial statement finding to disclose- assisted Pam in preparing statements, making sure general fund aid is reconciled correctly

Accounting standards changing next year for how leases are dealt with

ADM vs Expenditures

ADM has been decreasing, overall expenditures pretty consistent

23,676 per ADM

Causing stress on fund balances

Unassigned fund balance is at 5.9%, lower than other charter schools in our region in last three years

Policy calls for 10% in reserves

General fund budget to actual

Final budget 17,409 decrease in fund balance, due to reduced ADM

Overall expenditures came in pretty close to budget, within \$5,884

PPP loan, 91K, it is forgiven

That helps quite a bit

23K subsidy for food service fund

Lost about 20K in fund balance over the course of the year 60k to 40k

Instruction/support ratio approx.. 50/50

So payroll about 50%

18 to 19 right around average

As ADM decreased, now well over average

Sped expenses over average

Food service- about 23K came from general fund, in line with past years

Spending over 1,200 per ADM

Cash on hand increased year over year to 112,963

Board discussed audit presentation

Motion to approve consent agenda by Karin, second by Paula- all yes

Revise agenda to Appoint Mary McGrane as IOWA as soon as federal grants are approved

Approve Minutes from Oct. 28, 2021

Board resolution to allow Karla Lundstrom and Mary to change contact names on invoices if needed

Second reading and approval of Whistleblower Policy and Access to Public Data Policy

October financials

Deposits- \$22,760.57

Expenses posted to Smart Finance of \$84,948.31

Withdrawals of \$68,478.53

Difference of \$16,469.78 (outstanding checks)

Motion to approve October financials by Karin, second by Paula- all yes

Pam Z- need to track petty cash ins and outs

Need to track gas usage per van

Looking into a "fleet" program to simplify process

Food service program under review this year

Update credit cards

UFARS class available for Karla

Need to do a budget revision- state ADM figure it too high- start in January for adoption in February

Covid plan update

Free rapid covid tests now available at the school (CUE tests)

Getting parental permission to conduct in school tests

Two students in quarantine because family member has covid, neither have covid, families are being responsible

Masks still optional, about 1/3 wearing them

If we get an active case in the school, then what

10 are fully vaxxed

One chose not to say

Rest are not, but half of them want to get vaxxed

All but one staff fully vaxxed, one will get tested weekly

Policy review

Need to update student handbook to reflect policy

Need more current copy of MSBA bullying and harassment policy, and then align our handbook to the new policies

#### Directors Report

Mary has updated the website, will upload policies this weekend

Sending out school newsletter with report cards and MAP testing

Check and Connect students planning Thanksgiving meal on Tuesday- students will be cooking all the side dishes

2 new students enrolled

Motion to adjourn at 6:11 pm- all yes