

Sept 7, 2017

Finance Committee meeting

Central office

Attending: Mark K, Chris C, Laurie C and Elizabeth A (Business Manager)

Called to order at 4:05 pm

The entire meeting was spent discussing expenditure source documents, available financial reports and discussing payroll review in order to set up a system of strategic review for monthly Bills and Director's orders that will be approved by the school board.

L Childers was tasked with documenting the review system discussed, the information required to determine appropriate administrative review and appropriate budget account recording for the September 2017 expenditures review to take place on 10/5/17. One committee member will be responsible for the review approximately 4 times a year.

The following is the schedule for the review of Bills and Director's orders.

Review date and finance committee member review

October 5, 2017	John S
November 9, 2017	Mark K
December 7, 2017	Chris C
January 4, 2018	Laurie C
February 8, 2018	John S
March 8, 2018	Mark K

The schedule will be updated following the completion of the SD board's March 2018 organizational meeting

Adjourned 5:05 pm