

D'Arbonne Woods Charter School
9560 Hwy 33
Farmerville, LA 71241
Finance Committee Meeting Minutes
January 23, 2023

Meeting was called to order.

In attendance was Laura Williams - Payroll/Bookkeeper, Jan Coleman - Business Manager and Kim Neese - Board President.

Ms. Coleman reviewed the Charter Newsletter for items due in January/February to LDOE. The Quarterly Report for the 2nd Quarter is due by January 31st. Ms. Coleman stated this would be submitted by the deadline and requested signatures from Ms. Neese for the Affirmation Statement that would accompany the report.

December bank statements were signed and reviewed by Ms. Neese.

Ms. Williams presented those present with a list of checks and payments processed since the last meeting.

Argent (QSCB) Quarterly Interest Statement was reviewed by Ms. Neese. The QSCB loan will mature in 2029 and be paid in full from the proceeds in the Argent account.

The 3rd and final Covid Hazard payment from ESSER funds is set to be paid to all staff who were employed the first half of the school year. This payment will be made to employees on 1/25, pending board approval.

Ms. Coleman discussed federal grants for the 23-24 school year. Federal grants accessed in EGMS through the LDOE such as Title I, IDEA, etc are funded through the Super App. Budgets and Narratives are due by January 27th.

Personnel changes were discussed by Ms. Coleman regarding Transportation and Operations.

A review of the December General Ledger and Revenue Expense Reports were led by Ms. Coleman noting no out of the ordinary expenses for the previous month. There was a surplus for the month of December in the General Fund of \$146,328.18. The Lunch Fund had a surplus of \$3,185.55 for December and in the Capital Improvement fund a deficit of (\$52,109.00).

Respectfully submitted,
Jan Coleman