

D'Arbonne Woods Charter School  
9560 Hwy 33  
Farmerville, LA 71241  
Finance Committee Meeting Minutes  
July 24, 2023

Meeting was called to order by Jan Coleman.

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

Ms.Coleman reviewed the Charter Newsletter for items due in July to LDOE. The Quarterly Report for the 4th Quarter with the 23-24 proposed budget for General Fund is due by August 1st, 2023. .

June (General Fund and Payroll ) bank statements will be reviewed at next month's finance meeting.

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

Argent (QSCB) Quarterly transfer is not due at this time.

Federal grant budgets have been submitted in EGMS for the 23-24 fiscal year and are awaiting approval from LDOE. Final reimbursements have been submitted for the 22-23 school year as well.

Personnel changes: There were two paraprofessional resignations, these will be approved at the next board meeting. Several vacant positions were filled and new hires will be approved at the board meeting. Discussion was held regarding the stipend amount for administration, this amount was approved at the last board meeting for \$7,500 instead of \$7,000. It was decided to keep the amount tha was passed by the board in June.

A review of the June General Ledger and Revenue Expense Reports were led by Ms. Coleman noting June and July payroll posting to June resulted in a deficit of (\$305,822.36). The Lunch Fund had a surplus of \$1,362.25 and in the Capital Improvement fund a deficit of (\$155,542.60) year to date.

Respectfully submitted,  
Jan Coleman