

D'Arbonne Woods Charter School
9560 Hwy 33
Farmerville, LA 71241
Finance Committee Meeting Minutes
September 18, 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 October/November to LDOE. The Quarterly Report is due by October 31st as well as the Pupil Progression Plan.

No bank statements were reviewed at this time as they had not been reconciled.

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

Argent (QSCB) Quarterly transfer is not scheduled to be made until December.

Federal grant budgets are approved in EGMS but may change after the Oct 1st count is processed and depending on student count could mean more funds available for budgeting in EGMS (ESSER and IDEA). PER reports are due in EGMS and reimbursements are being made on a monthly basis.

Personnel changes: There are 4 substitutes to be approved at the meeting.

The new Office Support payscale is on the agenda to be approved.

A review of the August General Ledger and Revenue Expense Reports were led by Ms. Coleman. The General Fund had a deficit for the month of September of (\$187,951.80) and the Lunch Fund had a surplus of \$77.09. The Capital Improvement fund currently has a balance of zero, as no improvements have been made around campus.

Respectfully submitted,
Jan Coleman