



Legacy of Dr. Josie R. Johnson Montessori Finance Committee Work Session Minutes

Friday, February 19th & 26th; March 3rd, 2021

Meeting Date: 2/19/2021

Start time: 3:00p

Adjourned: 4:00p

Location: Google Meet Conference Call

Submitted by: Kheph Rakhu,

Board Members Present: Kheph Rakhu, Sherri Green

Board Members NOT Present:

Staff Members Present:

Guests Present: Dawn Jenkins

Some errors on MARRS Report.

Were errors, but Kyle was able to help Laura reconcile.

The Current ADM is 96.

35,651 negative Cash Balance

15k added from ESSER Funds

*****Need to find \$21k to breakeven**

Legal funds \$35k (~\$7500/month) - Investigations are costly and producing very little ROI. \$5k in retainer

*****Board needs to determine how to balance our budget with legal fees constantly incurring.**

Auditing/Authorizer Fees (Esser Funds added for legal fees)

Legal fees no retainer; dispute on transportation costs. Was dismissed but cost a lot of money to settle.

Grant writer budget took up the bulk of the marketing budget. School wanted to pay the GW for the VPK program (Grant to MDE; no word yet). If we get it, we increase ADM and receive lease aid and State revenue. Historically, we only generate 9 students but only get a fraction of ADM headcount).

Business consulting for helping Laura with MARRS reporting and covering while Laura on Maternity leaves.

Tech will be subsidized by ESSER II funds.

Loan interest was able to be decreased.

All admin costs are necessary and essential.

The curriculum needs to be reassessed with Staff. Was curriculum needed for Covid related? If so can be reallocated to ESSER II?



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Consulting Service for MN Alliance with Youth \$10k.

Title 2: Professional Development on track with Budget

Data plans are variable costs. More GEER Funds coming (we don't know the allotment amount, nor the release date).

SPED teacher candidate did not pan out; buyout money has been reallocated.

Student transportation: 2/22 how many students are SPED or homeless. We need to know headcount to determine direct costs.

Start Date for next School Year???

Transportation costs are fixed.

Are we overstaffed for our ADM of 96? Comparatively, we are overstaffed?

The student to teacher ratio? Look at class sizes? What are our policies to class size? Can we combine classes in E1/E2? Are there any adjustments that can be made? How many students are coming back? How can we optimize staff to accommodate?

1:10 Student Ratio.

28 Classroom sizes.

***Paraprofessionals being utilized 100%? Do we need all of them?

Holdback is a reserve that is paid out the first 3 months of the next school year. If we are overreport ADM; Reduce the holdback.

Do we need both HoS and Principal???

Head of School: Need J/D

Principal: Need J/D

Operations Manager Jennifer (\$40k part-time/full-time \$80k)

Office Admin: Laura

3rd head of school in 3 years. Turnover with the Admin team hurts fundraising efforts. Turnover happens in enrollment ADM. We need exit surveys from families to know why families.

Fundraising Efforts can help the budget!

Ms. T needs to be present next meeting.



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Transportation: always ask the local district to assist with transportation. Use transportation portion to pay district.

Compensatory Money: difficult to obtain, is a school year in arrears. Free and reduced forms submitted at the start of the school year. Affects title and federal SPED money negatively.

Gifted and talented money is unrestricted.

General Ed money is unrestricted.

Federal/State SPED is restricted to SPED expenses.

Lease Aid is restricted to lease expenses.

CRF/ESSER = Covid Funds

Title 1: Math & Literacy, and Social Work Services

Title 2: Teacher and Principal training.

Lease aid is determined by lease cost. Either 90% or multiple of 13-14X of student's headcount. Utilities are negotiable. The church is open to attend board meetings to discuss.

Salaries make up 50+% of the budget. Can make or break the performance of a school. Need to create a long term budget for

Benefits are a great line item to optimize for cost-effectiveness.

The benefits plan switches when new School Contracts come ours in August.

Purchased Services: typically is detailed and granular.



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Tech might determine if we need to switch to an updated curriculum.

What does the school look like next year? What do we do with our technology?

Student IEP determines curriculum dollars.

SPED Director is important to ensure compliance. Indigo is the current director (Jen). Jen oversees staffing, training, and compliance.

Not enough students to cover the revenue to staff SPED programming.

SPED Transportation is audited if there are changes by \$15k by MDE. Homeless transportation is reimbursable by MDE. Meals school supplies or anything related.

10% of SPED program dollars. Funds are 95% reimbursable by the district.

Salary and benefits are reimbursed.

Start working on next year's budget is the best safeguard from this school year's changes. Dawn advised Zero-based budgeting.

Class size ratios... Teacher to Student.



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Board Members Present: Kheph Rakhu, Sherri Green, Jackie Williams

Board Members NOT Present:

Staff Members Present:

Guests Present:

Reviewed the line items presented to us by Dawn.

We need to get Ms. T's take on the proposed budget generated by The Anton Group

Colin - call to get his prior fundraising strategy.

Deadline: 3/12 to finalize the budget.