



## CITIZENS' FINANCIAL ADVISORY COMMITTEE

### For the School District of Manatee County

### Committee Notes / Minutes

<b>Meeting Date</b>	October 7, 2020
<b>Meeting Time</b>	2:00 p.m.
<b>Meeting Location</b>	TEAMS Tele-Conference Meeting
<b>Committee Chairman</b>	Brady Chapman
<b>Committee Note Taker</b>	Michele Boyes
<b>Attendance</b>	<p><b>Committee Members:</b> David Ballard Pat Barber Brady Chapman Garin Hoover John Horne Deanna Howell Cindy Spray</p> <p><b>Board Members:</b> Scott Hopes Charlie Kennedy</p> <p><b>Staff:</b> Doug Wagner, Deputy Superintendent of Business Services and Operations Kevin Chapman, Director of Strategic Planning and District Initiatives Tim Bargeron, Associate Superintendent of Finance Jacob Davis, HR Operations Analyst Cathy Miley, Senior Financial Analyst Tammy Taylor, Director of Finance Amanda Means, Administrative Secretary Silvana Janinska, Sr. Data Strategist Michele Boyes, Agency Clerk</p> <p><b>Community Members:</b> Mary Foreman, Audit Committee Member Norm Nelson</p>
<b>Opening</b>	<p><b>Call to Order</b></p> <ul style="list-style-type: none"> <li>Chair Chapman called the meeting to order at 2:03 p.m.</li> </ul> <p><b>Audio Recording</b></p> <ul style="list-style-type: none"> <li>Chair Chapman announced the meeting was being audio recorded.</li> </ul> <p><b>Approval of the Minutes</b></p> <ul style="list-style-type: none"> <li>Chair Chapman asked for approval of the minutes from the August 5, 2020 Meeting.</li> </ul> <p><b>Motion:</b> The motion to approve the minutes from the August 5, 2020 Meeting was made by Ms. Barber and seconded by Mr. Horne.</p> <p><b>Vote:</b> The motion passed 6-0. Ms. Howell was not in attendance when the vote was taken.</p>
<b>Public Comment</b>	<p><b>Notes:</b> Ms. Boyes noted there was one member of the community in attendance but there were no requests for Public Comment. Ms. Boyes announced that she was retiring and introduced Ms. Amanda Means who would be attending the meeting and taking the minutes for all future meetings.</p>
<b>Old Business</b>	<p><b>Committee Reports</b></p> <p><b>Notes:</b> In the absence of committee reports, Chair Chapman suggested moving to the discussion regarding Committee Chairs.</p> <p><b>Stem Funding redeployment due to Covid-19</b></p> <p><b>Notes:</b> Following the discussion of Committee Chairs, Mr. Wagner provided a report of the STEM allocations by schools and the allocations based on 2020/2021 Current Year Gross Taxable Value @ 96%. The Committee asked questions during the</p>

update. Mr. Wagner noted he would provide the information shared during the meeting to the committee. Mr. Wagner was assisted by Ms. Miley.

Mr. Hoover requested a more detailed breakdown of the expenses presented by Mr. Wagner. He also requested a breakdown of the projected expenses for the current year.

The Committee continued with discussion of STEM funding allocations.

Mr. Ballard suggested the Committee look at the ballot language to see how it can be improved.

Ms. Barber noted the percentages were not included in the ballot language and were determined by the District.

### **Income and Deployment**

**Notes:** There was no discussion

### **Committee Chairs**

**Notes:** This item was discussed following the Committee Reports agenda item. The Committee held discussion regarding the need for the sub-committees.

**Motion:** Mr. Hoover made a motion to eliminate the sub-committees. The motion was seconded by Ms. Spray. The Committee held discussion regarding the motion.

**Vote:** The motion failed 2-4. Ms. Howell was not in attendance when the vote was taken.

Following the vote, Chair Chapman reviewed the members of each committee.

- Income and Deployment: Mr. Ballard, Ms. Barber, Ms. Howell, and Ms. Spray.
- Data Analytics: Chair Chapman, Mr. Hoover, Mr. Horne, Mr. Stanell, and Mr. Tokarz.
- Communications: Chair Chapman and Ms. Harrigan.

### **Exit Survey**

**Notes:** Mr. Kevin Chapman provided an update on the District's Exit Survey.

Mr. Hoover requested that documents presented during future meetings be sent prior to the meeting so the members could have a chance to review the information prior to the meeting.

The Committee reviewed the three new questions they had requested be added to the agenda:

1. Was your decision to leave the District related in any way to the COVID-19 pandemic?
2. Was your decision to leave the District related to any symptoms, processes or practices derived from the COVID-19 pandemic?
3. Was your leave: Mandatory by your supervisor, Voluntary retirement, Voluntary resignation, other.

Mr. Hoover suggested amending Question 15 (#2 above) to include the following language, "*the School District's handling of*" in front of "*the COVID-19 pandemic*".

Ms. Spray suggested amending Question 16 (#3 above) to include additional language pertaining to Voluntary resignations.

	<p>The Committee held discussion regarding the suggested language.</p> <p>Mr. Kevin Chapman suggested adding <i>"To take a position in another school district for a higher salary"</i> following <i>"Voluntary resignation"</i>.</p> <p>Mr. Chapman noted he would update the survey to include the amended language and send the final draft to the committee.</p> <p><b>Data Survey Results as Discussed at August 5, 2020 Meeting</b>  <b>Notes:</b> Ms. Ianinska reviewed the report of the terminations in Manatee County from May 2018 to September 2020 for all employees. Following the update, Mr. Hoover requested the information be emailed and asked questions regarding the report.</p>
<p><b>New Business</b></p>	<p><b>Teacher Supplements for 2020-2021 School Year</b>  <b>Notes:</b> Ms. Barber noted the information had been provided to the committee prior to the meeting.</p> <p>Mr. Hoover inquired about how the 3% capital reserves were being addressed. Mr. Wagner responded to Mr. Hoover's comments. The Committee held discussion regarding the capital reserves. Ms. Barber noted the amounts indicated on the report could not be changed.</p> <p><b>Motion:</b> Mr. Horne made a motion requesting that the School District provide clarification as to whether the 3% reserve was coming out of the STEM allocation or equitably out of all the categories. Chair Chapman provided the following revised language: Motion requesting the School District provide to clarification of where the 3% reserve was coming from. Mr. Horne agreed to the amended language. The motion was seconded by Ms. Barber.</p> <p><b>Vote:</b> The motion passed 7-0</p> <p>Mr. Hoover asked for clarification regarding how the amount of 2879.30 was arrived at. Mr. Wagner explained that number represented all of the instructional units that will receive the funding. Mr. Hoover asked how many instructional units were actual teachers teaching in the classroom. Mr. Wagner noted he will work on providing the number of classroom only teachers.</p>
<p><b>Administrative Matters</b></p>	<p><b>Date of Next Committee Meeting – December 2, 2020</b>  <b>Notes:</b> Chair Chapman noted meetings would be held via TEAMS until further notice. The Committee held discussion regarding public attendance at the meetings.</p> <p><b>Agenda Items for Next Committee Meeting</b>  <b>Notes:</b> Ms. Spray requested projections of funds due to development and population.</p> <p>Dr. Hopes suggested the Committee get insight into how the legislature has consistently passed a roll-back rate for ad valorem taxes and how that impacts the District's finances.</p> <p>Mr. Hoover noted the Board had addressed House Bill 641 during the September 29, 2020 Special Board Meeting and suggested the Committee look at how many teachers that affects?</p>

	<p>Ms. Barber noted that information requested by Mr. Hoover is not available yet. Ms. Barber shared she felt the Committee should focus on tracking current millage expenditures.</p> <p>The Committee held discussion regarding the duties of the Committee.</p>
<p><b>Comments from Committee Members, Board Members, and Staff</b></p>	<p><b>Notes:</b> Mr. Ballard noted that the School Board was considering the adoption a new the Equity Policy and inquired if the Committee need to review how <i>Section J - Recruit and make efforts to retain highly qualified administrators and teachers who reflect the racially and linguistically diverse community of Manatee County</i> might impact the referendum funds.</p> <p>Chair Chapman noted that should be taken up in the future.</p> <p>Ms. Spray thanked the Committee for her appointment. Mr. Horne commended Chair Chapman on his work as the chairman.</p>
<p><b>Adjournment</b></p>	<p><b>Motion:</b> Motion to adjourned was made by -- and seconded by --.</p> <p><b>Vote:</b> The motion passed 7-0</p> <p><b>Notes:</b> Chair Chapman adjourned the meeting at 3:54 PM.</p>
<p><b>Dates to Remember</b></p>	<p>a) Board Workshops    October 8, 2020 at 11:00 AM                                        October 22, 2020 at 9:00 AM</p> <p>b) Board Meetings        October 13, 2020 at 5:45                                        October 27, 2020 at 5:45 PM                                        November 10, 2020 at 5:45 PM                                        November 17, 2020 at 5:45 PM – Reorganization Meeting</p>

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 Chairman, Committee

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 Note Taker, Committee