



CITIZENS' FINANCIAL OVERSIGHT COMMITTEE

For the School District of Manatee County Committee Notes / Minutes

Meeting Date	October 5, 2022
Meeting Time	2:00 PM
Meeting Location	Walter E. Miller School Support Center
Committee Chairman	Susan Harrigan
Note Taker	Christian Moreno Hernandez
Attendance	<p>Committee Members: David Ballard Pat Barber (Teams) Susan Harrigan, Chair Cynthia Howard Cindy Spray George T. Small Michael Hartman, Vice-Chair</p> <p>Board Members: Mary Foreman Charlie Kennedy</p> <p>Staff: Tim Bargeron, Deputy Superintendent of Business Services Ryan Juengling, Fiscal Specialist Cathy Miley Hayden, Director of Finance Christian Moreno Hernandez, Executive Secretary</p>
Opening	<p>Call to Order</p> <ul style="list-style-type: none"> Chair Harrigan called the meeting to order at 2:04 PM. <p>Audio Recording</p> <ul style="list-style-type: none"> Chair Harrigan announced that the meeting was being recorded.
Review and Accept Minutes from August 3, 2022	<p>Motion: Motion to approve the August 3, 2022 Minutes was made by Mr. Ballard and seconded by Mr. Hartman.</p> <p>The motion was approved 6-0. Ms. Barber was not present for the vote.</p>
Public Comment	Notes: There were no requests for public comment.
New Business	<p>a. Review Report from Mr. Bargeron</p> <p>Notes: Mr. Bargeron spoke regarding the program codes and provided an overview of the Referendum Expense Report. Mr. Bargeron introduced Mr. Ryan Juengling, Fiscal Specialist.</p>

Pat Barber joined the meeting at 2:08 PM Via Teams.

Following a question from Mr. Ballard, Mr. Bargeron noted that the financial information is included with the District Financial Statements that were released and approved by the Board on September 6, 2022 and mentioned that the Referendum Expense Report was requested during the last Committee Meeting.

The Citizens' Financial Oversight Committee (CFOC) held discussion and asked questions regarding the Referendum Expense Report.

Following a question from Mr. Hartman, Mr. Bargeron provided an explanation of the Budget Transfers.

Mr. Ballard requested additional information to be included in the Referendum Expense Report. Mr. Bargeron noted that additional information could be included such as school number, call center, and objects codes.

The Committee held discussion and asked questions regarding the object codes and additional information.

Mr. Bargeron stated that he would send the updated Referendum Expense Report with the Object Codes included to the Executive Secretary for it to be shared with the Citizens' Financial Oversight Committee Members.

b. Create Committee Roles/Update Liaison Roles

Notes: Chair Harrigan spoke regarding the Committee roles and liaison roles.

The Committee held discussion and asked questions regarding the roles. The Committee reached consensus to not assign roles.

Mr. Ballard noted that if a Committee Member wanted to volunteer, the Member could reach out to the Executive Secretary.

The Committee held discussion and asked questions regarding recruitment and retention.

Following a question from Mr. Small, Ms. Barber stated that exit interviews are conducted by Human Resources, but they are voluntary interviews.

Following the discussion regarding exit interviews and termination rates, Ms. Barber suggested that the Committee create a list of questions to send to Human Resources for response.

The Citizens' Financial Oversight Committee listed the questions as follows:

1. What is the turnover rate for all employees?
2. What are the termination reasons and codes if available?
3. What is the average starting pay for employees?
4. As far as teachers hired, what type of experience do they have?
5. What is the average time of service for an employee?
6. How many unfilled positions are open?
7. Have any employees provided reasons for leaving the District?

Old Business	<p>a. Review Responses of Outstanding Requests Notes: Ms. Harrigan asked Board Member Foreman for a response regarding the outstanding Citizens' Financial Oversight Committee requests. Board Member Foreman noted that she would bring up the Outstanding requests during the next Board Workshop.</p>
Administrative Matters	<p>a. Review Committee Meeting Schedule b. Date of Next Committee Meeting Notes: Chair Harrigan noted December 7, 2022, as the date for the next Committee Meeting.</p> <p>c. Agenda Items for Next Committee Meeting Notes: Chair Harrigan spoke regarding the agenda items for the next Committee Meeting. She noted that the Committee would be reviewing the HR data and responses of the outstanding requests.</p> <p>The Citizens' Financial Oversight Committee held discussion and asked questions regarding the HR data.</p> <p>Mr. Ballard reminded Mr. Bargerion to send the updated Referendum Expense Report. Mr. Bargerion noted that he would be sending the updated report with the object information added.</p> <p>Chair Harrigan noted that during the next Committee Meeting the CFOC would review the new updated Referendum Expense Report from Mr. Bargerion.</p> <p>Chair Harrigan asked the CFOC if they wanted to look at the Charter Schools and noted that she would ask Mr. Teitelbaum if the CFOC could ask the Charter Schools for an expense report.</p>
Comments from Committee Members and Staff	<p>Notes: Following a question from Mr. Hartman, the Committee held discussion and asked questions regarding walkthroughs of schools to see technology programs.</p> <p>Mr. Ballard welcomed Mr. Hartman and Mr. Small to the Committee. Mr. Hartman thanked Mr. Ballard and Ms. Spray for all the work they have done in the Citizens' Financial Oversight Committee.</p>
Adjournment	<p>Notes: Chair Harrigan adjourned the meeting at 3:05 PM.</p>

Chairman, Committee

Note Taker, Committee