



CITIZENS' FINANCIAL OVERSIGHT COMMITTEE

For the School District of Manatee County

Committee Notes / Minutes

Meeting Date	February 2, 2022
Meeting Time	2:00 PM
Meeting Location	Wakeland Support Center
Committee Chairman	David Ballard
Attendance	<p>Committee Members: Cindy Spray, Sandra Holley, Cynthia Howard, Donna Fredricksen, David Ballard, Susan Harrigan, W. Russell Andersen, Tom Ehren, Bruce Stamm, Pat Barber, Deanna Howell</p> <p>Board Members: Charlie Kennedy</p> <p>Staff: Tim Barger, Associate Superintendent of Finance; Amanda Means, Agency Clerk; Cathy Miley, Senior Financial Analyst; Ryan Juengling, Fiscal Specialist</p>
Opening	<p>Call to Order</p> <ul style="list-style-type: none"> Vice-Chair Spray called the meeting to order at 2:02 p.m. <p>Audio Recording</p> <ul style="list-style-type: none"> Vice-Chair Spray announced that the meeting was being recorded.
Review and Accept Minutes	<p>Motion: Motion to approve the January 6, 2022 Minutes was made by Ms. Holley and seconded by Mr. Andersen.</p> <p>The motion was approved 7-0. Ms. Barber, Ms. Howell and Chair Ballard were not present for the vote. Mr. Stamm abstained from the vote.</p>
Public Comment	<p>Notes: There were no requests for public comment.</p>
Old Business	<p>a. Annual Report Review</p> <p>Notes: Vice-Chair Spray spoke regarding the CFO's Annual Report from the previous year. She expressed interest in incorporating letter grades per school in the Committee's Annual Report.</p> <p>The Committee held discussion and asked questions.</p> <p>Mr. Kennedy provided information regarding test scores and school grades from the Department of Education (DOE).</p> <p>Following a question from Ms. Fredricksen, the Committee discussed instructional staff retention data.</p>

Chair Ballard joined the meeting virtually at 2:15 PM.

Vice-Chair Spray suggested adding instructional staff retention data to the next agenda. Ms. Barber agreed to follow up on the information.

Mr. Bargeron stated that during the last couple weeks he had met with the two liaisons, Ms. Fredricksen for Data Analytics and Vice Chair Spray for Income and Deployment. He spoke regarding the work the internal teams had done and asked which data the Committee wants tracked. He spoke in support of consistency.

Vice-Chair Spray further discussed the Report and noted topics that she would like expanded.

Ms. Barber stated that it is important for the community to see the same template of the Report so they can see consistent information. Ms. Harrigan agreed. The Committee held discussion and asked questions regarding the consistency of the Annual Report template and measurable data. Ms. Holley suggested the Committee select a template.

The Committee held discussion regarding whether or not keep the same consistent template or add more measurable data.

Ms. Howell joined the meeting virtually at 2:52 PM.

Mr. Bargeron stated that he would share the DOE publication 2021 Guide to Calculating School Grades and District Grades.

Chair Ballard left the meeting at 3:15 PM.

Motion: Vice-Chair Spray made a motion to table the discussion of the template. The motion failed for lack of a second.

Ms. Holley informed Vice-Chair Spray that she had a motion in regard to the template.

Motion: Ms. Holley made a motion to retain the template as presented on page 7: number of schools by letter grades and presented with a brief explanatory note that anyone reading the report can go to the School District Website or DOE Website to ascertain detailed information about each school in the District. The motion was seconded by Ms. Barber.

Motion: Mr. Stamm motioned to table the motion. The motion failed for lack of a second.

Ms. Fredricksen expressed concern with the timing of Ms. Holley's motion.

Ms. Barber spoke regarding her second to Ms. Holley's motion.

Motion: Ms. Holley restated her motion: Motion to retain the template shown on page 7 with an explanatory note that anyone wishing further details on school grades can refer to the DOE website or the School District website.

The Motion was approved 8-2. Mr. Stamm and Vice-Chair Spray did not approve the motion. Chair Ballard were not present for the vote.

	<p>b. Discussion of FY 2022 Anticipated Commitments Notes: Vice-Chair Spray noted that she is planning to bring back the template topic in the future to possibly add measurable data by school, letter grades, or Income and Deployment.</p> <p>Vice-Chair Spray asked the Committee Members if they had any suggestions for commitments.</p> <p>Ms. Fredricksen provided a brief overview of the first meeting she attended as the liaison regarding Data Analytics and reiterated the importance of communicating clearly what the Committee would like or need regarding Data Analytics.</p>
New Business	<p>a. Red Book Coding Notes: Vice-Chair Spray stated that the Committee received the Red Book Coding and noted that she was confused looking at the data.</p> <p>Ms. Barber clarified that she provided the Red Book Cliff Notes and that the list of abbreviations was provided by Ms. Harrigan. Ms. Barber noted that the Red Book Coding Cliff Notes document was provided to the Committee by a former Committee Member in the first year the Committee was established.</p> <p>The Committee held discussion and asked questions regarding the Red Book Coding and the list of abbreviations.</p> <p>Mr. Bargeron provided information regarding the Red Book.</p> <p>b. Referendum Revenue & Expense History Notes: No discussion was held regarding this agenda topic.</p>
Administrative Matters	<p>a. Date of Next Committee Meeting – April 6, 2022 Notes: April 6, 2022, was noted as the date for the next Committee Meeting.</p> <p>b. Agenda Items for Next Committee Meeting Notes: Following a request from Ms. Barber, Vice-Chair Spray asked the Agency Clerk to remind Chair Ballard to add the following Liaison Reports, Data Analytics and Income and Deployment on the agenda as a standing item.</p> <p>Vice-Chair Spray stated that there would be three topics included on the next agenda including a Data Analytics Report by Ms. Fredricksen, Income and Deployment Report by Vice-Chair Spray and a report how the Committee will move forward with updating the Committee's Annual Report.</p>
Comments from Committee Members and Staff	<p>Notes: There were no comments.</p>
Adjournment	<p>Notes: Vice-Chair Spray adjourned the meeting at 3:51 PM.</p>

Chairman, Committee

Note Taker, Committee