Liberty STEAM Charter

LSC BOARD OF DIRECTORS FINANCE COMMITTEE

NOTIFICATION OF REGULARLY SCHEDULED MONTHLY MEETING

Date and Time

Wednesday January 17, 2024 at 2:00 PM EST

Location

LSC Administrative Offices
117 North Main Street
Sumter, SC 29150

This meeting is held in accordance with the Freedom of Information Act. A copy of the agenda has been made available to the local media & general public.

Mission: Liberty STEAM Charter (LSC) works to provide all students equal access to a world-class K-12 education in an academically rigorous & student-centered learning environment, creating graduates to be thoughtful & engaged citizens prepared to take on the leadership challenges of the 21st century.

Vision: In partnership with our families & the community, Liberty STEAM Charter (LSC) will provide interdisciplinary, real-world, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of leaders, employers, and employees who contribute to the economic well-being of their communities and families.

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**2:00 PM**
A.	Record Attendance		Tiffany Rhodes	1 m
B.	Call the Meeting to Order		Trevor Ivey	1 m
C.	Invocation		Kimberly Rauschenbach	1 m
D.	Pledge of Allegiance		Rodney Thompson	1 m
E.	Reading of the Mission Statement		Rodney Thompson	1 m

Mission: Liberty STEAM Charter (LSC) works to provide all students equal access to a world-class K-12 education in an academically rigorous & student-centered learning environment, creating graduates to be thoughtful & engaged citizens prepared to take on the leadership challenges of the 21st century.

F.	Reading of the Vision Statement		Kimberly Rauschenbach	1 m

Vision: In partnership with our families & the community, Liberty STEAM Charter (LSC) will provide interdisciplinary, real-world, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of leaders, employers, and employees who contribute to the economic well-being of their communities and families.

G.	Approve Today's Meeting Agenda	Vote	Trevor Ivey	1 m
H.	Approve Previous Meeting Minutes	Approve Minutes	Rodney Thompson	1 m

Approve minutes for LSC BOARD OF DIRECTORS FINANCE COMMITTEE on November 30, 2023

II.	**Finance Committee**			**2:08 PM**
A.	New Business	Discuss	Trevor Ivey	25 m

1. Review of December Financial Report
    1. Expenses vs. Revenue
    2. Donations- Individual, Corporate, and Holiday Eagle Giving Tree
2. Update on Internal Control Procedures

		Purpose	Presenter	Time

1. P-Card Tracking
2. Update on Liberty Line of Credit- Extended to 18 months
3. Update on Construction Line of Credit
4. Update on Reserve Fund
5. Analysis of Food Services Cash Flow for December- June
6. NEW- Weekly Invoice Review Revised Manager Roles and Responsibilities

3. Update on Federal Reimbursements
    1. ESSER 3
    2. Title I
    3. Title II
    4. Title III
    5. Title IV
    6. IDEA
4. Update on Cash Flow
    1. Quixote Foundation TAN
    2. January State Revenue Funding- 45-Day Funding to Take Effect
5. Relevant School Updates
    1. 23-24 Enrollment Updates
    2. Fifth Grade Expansion
    3. Hiring Updates for the 24-25 SY
6. 24-25 Staff Salary Proposal (Action Required)
    1. Instructional Staff
    2. Operations/Support Staff
    3. Leaders
7. Calendar Committee Updates (Action Required)

B.	Old Business	FYI	Trevor Ivey	5 m

1. Review of November Financial Report
2. Update on Internal Control Procedures
    1. P-Card Tracking
    2. Update on Liberty Line of Credit- Extended to 18 months
    3. Update on Construction Line of Credit
    4. Update on Reserve Fund
    5. Analysis of Food Services Cash Flow for December- June
    6. NEW- Weekly Invoice Review Revised Manager Roles and Responsibilities
    7. Procurement Procedures Update
3. Update on Federal Reimbursements
    1. ESSER 3

		Purpose	Presenter	Time

2. Title I
3. Title III
4. Title IV
5. IDEA Allocation- $87,000

4. Update on Cash Flow
    1. Quixote Foundation TAN- Payment Scheduled to Begin February
    2. October State Revenue Funding- 45 Day Funding
5. Relevant School Updates
    1. 23-24 Enrollment Updates
    2. Site II Updates
    3. Site II Updates
6. Audit Updates

III.	**Other Business**			**2:38 PM**
A.	Agenda Items from Committee Members	Discuss	Rodney Thompson	10 m
IV.	**Executive Session**			**2:48 PM**

Executive sessions are designed to handle sensitive matters in a matter that will protect the innocent and assure confidentiality about sensitive matters. Please remember that all matters discussed in the executive session are confidential and not to be reported to or discussed with anyone not in attendance at the session. The committee chair or staff designee will brief directors who are unable to attend the executive session. In today's executive session, the items listed below will be discussed with possible action taken afterward.

A.	Discussion of Contractual and Personnel Matters	Discuss	Kimberly Rauschenbach	5 m
V.	**Action Related to Executive Session**			**2:53 PM**
A.	Action Related to Executive Session	Discuss	Kimberly Rauschenbach	1 m
VI.	**Closing Items**			**2:54 PM**
A.	Next Steps	FYI	Trevor Ivey	3 m
B.	Good of the Order	Discuss	Trevor Ivey	2 m

		Purpose	Presenter	Time
C.	Adjourn Meeting	Vote	Rodney Thompson	1 m