

APPROVED



**PULLMAN PUBLIC
COMMUNITY FREE
MONTESSORI K-9**

Pullman Community Montessori Minutes

Finance Committee (FC)

Date and Time

Tuesday August 17, 2021 at 5:00 PM

Location

Keeping safety as our top priority, until further notice, all committee meeting will be conducted virtually over Zoom.

PCM's Mission: to prepare all students to reach their full potential for future success in high school, college, career, and life, using the rich resources of our community.

PCM's Vision: to serve as an instrument of change, helping to progress our education system to better meet the needs of students, families, and educators. We nurture students to be self-empowered lifelong learners, global citizens, environmental stewards, and compassionate and collaborative leaders, bringing positive changes to their communities and the world!

Committee Members Present

A. Guyton (remote), C. Minogue (remote), L. Sullivan, M. Paolini (remote)

Committee Members Absent

J. Cassleman

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C.

Pleasantries

D. Approve Minutes

II. Finance Committee (FC)

A. Updates about Key Budget Line Items

B. Review & Approve July Financials

Went over Dashboard.

Went over Balance Sheet.

Question about acknowledging WA Charters Implementation Grant revenue.

A. Guyton made a motion to to approve July financials as presented.

C. Minogue seconded the motion.

The committee **VOTED** unanimously to approve the motion.

C. Vote to Recommend Annual Budget (F195)

Review of budget presentation.

A. Guyton made a motion to Approve 1-year budget as presented.

C. Minogue seconded the motion.

The committee **VOTED** unanimously to approve the motion.

D. 4 year budget review

E. 2021 payroll and vendor payments Board approval process

Can we tie expenses approved to expenditures in P&L

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:57 PM.

Respectfully Submitted,

A. Guyton

Documents used during the meeting

- 2. PCM Balance Sheet July 2021.pdf
- 3. PCM P&L July 2021.pdf

- 4. PCM Budget vs Actuals July 2021.pdf
- 5. PCM Statement of Cash Flows July 2021.pdf
- 4a. PCM Forecast vs Actual July 2021.pdf
- 1. PCM Finance Dashboard Jul 2021.docx
- PCM 21-22 Budget Presentation.pdf
- PCM Payroll and AP Certification - Sample Packet.pdf

Grounding Docs: [FC Description & Responsibilities](#) , [Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [Bylaws](#) (read committees section), [PCM Logic Model](#), [Org Charts](#)

School Wide Evaluation Tools (model fidelity): [EEMPS Rubric](#), [School-Wide Reflective Practice Inventory](#)

Resources: [Planning Yr Financials Considerations](#), [Example Dashboard Review](#), [Contract](#), Commission Financial Performance Framework