

APPROVED



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

Pullman Community Montessori

Minutes

Finance Committee Monthly Meeting

Date and Time

Tuesday January 16, 2024 at 5:00 PM

Committee Members Present

A. Guyton (remote), E. Jochim

Committee Members Absent

None

Committee Members who arrived after the meeting opened

E. Jochim

Guests Present

L. Sullivan (remote), Letty Rising (remote), M. Paolini (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

A. Guyton called a meeting of the Finance Committee Committee of Pullman Community Montessori to order on Tuesday Jan 16, 2024 at 5:02 PM.

C. Approve Minutes

II. Finance Committee (FC)

A.

Approve December Financials

E. Jochim arrived at 5:05 PM.

Curiose Minds Want to Know arrived 5:17 PM

Reviewed all December financials and addressed questions.

A. Guyton made a motion to recommend the board of trustees approve the December Financials as presented and recommended by the FC.

E. Jochim seconded the motion.

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

B. Follow up from Nov Financials

Ask to have a clear explanation of when apportionment is trued up between what was budgeted versus realized. Matt shared that the true-up occurs during distribution of January apportionment. This is accounted for in the budget.

C. Discuss Budget Revision if necessary

Discussed current plan for closing gap. Laylah shared that the two primary avenues right now are grant funding, local funding, and discussion with WA Charters about a potential line of credit. We are also examining if a growth adjustment needs to occur and how that will make the budget look. We are also still examining the potential for an early 9th grade cohort next year.

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 5:47 PM.

Respectfully Submitted,

A. Guyton

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