

## River Montessori Charter School Board of Directors Finance Committee – Agenda

3880 Cypress Drive, Petaluma, CA 94954 (707) 778-6414

An individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board committee meeting should notify the Board in writing at least 48 hours prior to the meeting. Board committee agendas are available on the school website: [www.rivermontessori.org](http://www.rivermontessori.org).

Committee meetings of the Board are held in public, will be advertised and recorded in accordance with the Brown Act.

### Finance Committee Meeting: February 10, 2012

1. Opening

Time: 8:30 AM

Location: RMCS Conference Room, 3880 Cypress Drive, Petaluma, CA 94954

Roll Call: Tim Lohrentz, Julie Parnow, Beth Laurence

2. Approval of Agenda/Additions

3. Public Comment

4. Old Business

A. Approve Minutes from Sept, Nov., Dec. 2011

B. Long-range fiscal planning: scenarios and next steps

5. New Business

A. 2<sup>nd</sup> Quarter Financial Report

B. River Foundation funding procedures

C. Fundraising policy

D. Lighting

6. Future Agenda Items

7. Adjournment

### **Instructions for Comments or Presentations to the Board Committee by Members of the Community**

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5. Community members may request in writing that a topic related to school business be considered for placement on a future agenda. Requests should be addressed to the Finance Committee Chair. If such an item is placed on the agenda and publicly noticed, the Committee can respond, interact, and act upon the item.

## River Montessori Charter School Board of Directors Finance Committee – Agenda

3880 Cypress Drive, Petaluma, CA 94954 (707)778-6414

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### Finance Committee Meeting: June 13, 2012

#### 1. Opening

Time: 8:30 AM

Location: RMCS Conference Room, 3880 Cypress Drive, Petaluma, CA 94954

Roll Call: Tim Lohrentz, Julie Parnow, Beth Laurence

#### 2. Approval of Agenda/Additions

#### 3. Approval of Minutes, March 7, 2012 Meeting

#### 4. Public Comment

#### 5. New Business

A. Discuss 2012-13 budget adoption

B. Preliminary discussion on fundraising priorities for the Foundation for 2012-13

C. Discuss scenarios and options if tax initiative does not pass on the November ballot. We would lose about 30% of total state revenue and about 7-8% of total budget.

#### 7. Future Agenda Items

#### 8. Adjournment

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## River Montessori Charter School Board of Directors Finance Committee – Agenda

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### Finance Committee Meeting: August 22, 2012

#### 1. Opening

Time: 8:30 AM

Location: RMCS Conference Room, 3880 Cypress Drive, Petaluma, CA 94954

Roll Call: Tim Lohrentz, Julie Parnow, Beth Laurence

#### 2. Approval of Agenda/Additions

#### 3. Approval of Minutes, June 13, 2012 Meeting

#### 4. Public Comment

#### 5. New Business

- A. Discuss 2012-2013 Cash-flow budget, including CDE cash disbursement schedule. Discuss recommendations to take to the full board and administrative actions not requiring board action.
- B. Plan Sept. Community Budget Meeting that will discuss our budget and the November ballot initiative.

#### 6. Future Agenda Items

#### 7. Adjournment

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### Finance Committee Meeting: September 14, 2012

1. Opening
  - Time: 8:30 AM
  - Location: RMCS Conference Room, 3880 Cypress Drive, Petaluma, CA 94954
  - Roll Call: Tim Lohrentz, Julie Parnow, Beth Laurence
2. Approval of Agenda/Additions
3. Approval of Minutes
4. Public Comment
5. Old Business
  - A. Discuss 2012-2013 Cash-flow budget, including CDE cash disbursement schedule. Discuss recommendations to take to the full board and administrative actions not requiring board action.
  - B. Plan Sept. 18 Community Budget Meeting that will discuss our budget and the November ballot initiatives 30 and 38.
6. Future Agenda Items
7. Adjournment

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The regular meeting of the Governing Board, held in public, will be advertised and recorded in accordance with the Brown Act.

## **REGULAR MEETING: Tuesday, December 4, 2012**

### **A. OPENING--Time: 6:00 pm**

Location: RMCS Conference Room, 3880 Cypress Drive, Petaluma, CA 94954

Roll Call: Beth Laurence, Julie Parnow

### **B. APPROVAL- Agenda/Additions, 5 minutes**

### **C. APPROVAL- Minutes of September 14, 2012 Meeting, 5 minutes**

**D. PUBLIC COMMENT** Visitors are allowed to address the Board for up to three (3) minutes on items not on the agenda for a total of 15 minutes per topic. With Board consent, the President may increase or decrease the time allowed for public comment. The Board does not respond or take action on these comments.

### **E. Board Training Costs – Julie, 5 minutes**

1. Discussion of upcoming Board training and associated costs

### **F. Upper EI Field Trips – Wendy, Finance Manager, 10 minutes**

1. Discussion of parent contributions and fundraisers to cover costs associated with Upper Elementary field trips

2. Discussion of proposed upcoming field trip for 5<sup>th</sup> year students

### **G. 2011-12 Annual Financial Audit – Wendy, Finance Manager, 5 minutes**

1. Update on status & completion of FY12 (Fiscal Year 2011-12) Annual Financial Audit report with Boyle & Stoll CPAs

### **H. First Interim Report – Wendy, Finance Manager, 25 minutes**

The First Interim Report is the financial status of the charter for the current year and three

succeeding fiscal years (through 2015-16), and reflects current activity through October 31st and budget projections as of Nov 30, 2012.

1. Discussion of Prop 30 passage and implications of revenues on school finances in current year and succeeding fiscal years, 5 minutes
2. Discussion and review of Cash Flow projections for remainder of 12-13, 10 minutes
3. Discussion and review of 12-13 Budget and MYP (multi-year projections), 10 minutes

**I. FUTURE AGENDA ITEMS**

1. Second Interim Report (actual financial data for the period July 2012 – Jan 2013 and multi-year budget projections through 2015-16).

**J. FUTURE MEETING DATES: March 5, 2013 - 5:00 PM**

**K. ADJOURNMENT**

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