

Name of Committee: Finance Committee

Committee Chair (Board Treasurer) and contact information:

Randy Clay

rbclay@gmail.com

Description of what committee does:

- Develops budgets and makes recommendations to the board
- Reviews monthly income and expense reports
- Compares year-to-date spending and any changes in current year budget outlook
- Reviews list of checks written for the month
- Reviews funds received monthly
- Reviews any claims or unusual entries or events
- Review the annual financial audit report and identifies any action items
- Reviews changes in personnel as it pertains to budget and payroll expense
- Reviews benefit packages, investigates options, get quotes, and makes recommendations to the board
- Reviews current events and any policy discussions occurring at MDE and/or the state legislature
- Develops and reviews the 5-year budget once or twice a year
- Monitors the need for a line of credit and makes recommendations to the Board when necessary

Finance Committee Members: Board Treasurer, Board Chair, Chief Financial Officer, Director, faculty member, school business manager.

When and where committee meets:

Once a month (more if necessary) at PCCS, the Thursday before the board meeting @ 6:00pm