



## CITIZENS' FINANCIAL OVERSIGHT COMMITTEE

### For the School District of Manatee County Committee Notes / Minutes

<b>Meeting Date</b>	April 5, 2023
<b>Meeting Time</b>	2:00 PM
<b>Meeting Location</b>	Walter E. Miller School Support Center
<b>Committee Chairman</b>	Susan Harrigan
<b>Note Taker</b>	Christian Moreno Hernandez
<b>Attendance</b>	<p><b>Committee Members:</b>            Pat Barber            Tom Ehren (TEAMS)            Catherine Ferrer            Susan Harrigan, Chair            Michael Hartman, Vice-Chair            Sandra Holley            Cynthia Howard</p> <p><b>Board Members:</b>            Cindy Spray</p> <p><b>Staff:</b>            Rachel Sellers, Deputy Superintendent of Business Service            Ryan Juengling, Fiscal Specialist            Cathy Miley Hayden, Director of Finance            Stephen Dye, School Board Attorney</p>
<b>Opening</b>	<p><b>Call to Order</b></p> <ul style="list-style-type: none"> <li>Chair Harrigan called the meeting to order at 2:01 PM.</li> </ul> <p><b>Audio Recording</b></p> <ul style="list-style-type: none"> <li>Chair Harrigan announced that the meeting was being recorded.</li> </ul>
<b>Review and Accept Minutes from February 1, 2023</b>	<p><b>Notes:</b> Chair Harrigan asked the Committee Members if they all had time to review the minutes.</p> <p>Following a question from Mr. Hartman, Chair Harrigan noted that Mr. Ehren would discuss the details from his meeting with Human Resource (HR) during the review of the Annual Report.</p> <p><b>Motion:</b> Motion to approve the February 1, 2023 Minutes was made by Ms. Barber and seconded by Ms. Howard.</p> <p>The motion was approved 7-0.</p>
<b>Public Comment</b>	<b>Notes:</b> There were no requests for public comment.
<b>Sunshine Law</b>	<p><b>Notes:</b> Chair Harrigan introduced Mr. Stephen Dye, School Board Attorney.</p> <p>Mr. Dye provided a summary and a brief overview regarding the Sunshine Law.</p>

	<p>The Citizens' Financial Oversight Committee held discussion and asked questions regarding the Sunshine Law.</p>
<p><b>New Business</b></p>	<p><b>a. Review Annual Report</b>  <b>Notes:</b> Chair Harrigan spoke regarding the Annual Report and commend Mr. Ehren for working on the first Draft of the Annual Report.</p> <p>Chair Harrigan asked the Committee Members if they all had time to review the Annual Report.</p> <p>Chair Harrigan suggested reviewing the Annual Report and update any of the old verbiage/numbers.</p> <p>The Citizens' Financial Oversight Committee held discussion and asked questions regarding Annual Report.</p> <p>Ms. Sellers noted that on page 4 of the Annual Report the number needed to be updated to reflect the 2021-2022 fiscal year and suggested formatting the title on page 13. Ms. Harrigan agreed.</p> <p>Ms. Ehren suggested removing the last paragraph on page 4 from the Annual Report.</p> <p>Chair Harrigan noted that on page 5 of the Annual Report, paragraph three needed to be updated.</p> <p>The Committee held discussion and asked questions regarding page 5 of the Annual Report.</p> <p>Ms. Barber suggested changing the adding "until the time of COVID where the District data did not improve at the same rate as previously" to the fist sentence on the third paragraph of page 6 of the Annual Report. The Committee agreed.</p> <p>Chair Harrigan suggested deleting the second sentence from the fourth paragraph on page 6 of the Annual Report. The Committee agreed.</p> <p>Chair Harrigan noted that the last paragraph on page 6 of the Annual Report needed to be updated to reflect the 2021-2022 data.</p> <p>Chair Harrigan suggested updating the link to the Guide to Calculating School Grades and District Grades.</p> <p>The Committee agreed to update the first paragraph on page 8 of the Annual Report.</p> <p>Ms. Ferrer stated that she would work on the second sentence on page 8 of the Annual Report and would follow back when its done.</p> <p>The Committee agreed to change the second sentence on page 9 of the Annual Report to reflect, "in August 2021".</p> <p>The Committee held discussion and asked questions regarding the Year Over Year Retention charts on page 9 of the Annual Report.</p>

	<p>Ms. Ferrer followed back on the second sentence on page 8 of the Annual Report and noted that the sentence could be “Note, manatees 2.75% increase going into 2019-2020, but a widening graduation rate gap compared to the states 8.1% increase”.</p> <p>The Committed held discussion and asked questions regarding the sentence Ms. Ferrer provided.</p> <p>The Committee concluded to add to the sentence “during the time of the COVID impact”.</p> <p>Following from a comment that Mr. Ryan Juengling, Fiscal Specialist provided, the Committee agreed to remove 2017-2018 from the Year over Year Retention charts.</p> <p>Ms. Ferrer suggested deleting the period after high school levels on page 9 of the Annual Report.</p> <p>The Committee held discussion and asked questions regarding the Teacher Population with Advanced Degrees chart. The Committee agreed to delete the 5/20/2021 and 3/1/2023 data from the chart.</p> <p>Ms. Barber stated that she would confirm the Teacher Population with Advanced Degrees data.</p> <p>The Committee spoke regarding the Recognition of Staff and agreed to included Ms. Rachel Sellers and Mr. Richard Bailey.</p> <p>Ms. Barber suggested deleting the second paragraph under Conclusions on page 11 of the Annual Report. The Committee agreed.</p> <p>The Committee held discussion and asked questions regarding the presentation of the Annual Report.</p> <p><b>Motion:</b> Motion to recommend the Annual Report to the School Board was made by Mr. Ehren and seconded by Mr. Hartman.</p> <p>The motion was approved 7-0.</p>
<b>Old Business</b>	<p><b>a. Review Responses of Outstanding Requests</b></p> <p><b>b. Review HR Data</b></p> <p><b>Notes:</b> Chair Harrigan noted that there are no further outstanding requests, and that HR data was reviewed with the Annual Report.</p>
<b>Administrative Matters</b>	<p><b>a. Review Committee Meeting Schedule</b></p> <p><b>Notes:</b> The Committee agreed to have the Annual Report finalize by April 5, 2023 and present it to the School Board on the April 14, 2023 School Board Workshop.</p> <p><b>b. Date of Next Committee Meeting</b></p> <p><b>Notes:</b> Chair Harrigan noted June 7, 2023, as the date for the next Committee Meeting.</p> <p><b>c. Agenda Items for Next Committee Meeting</b></p> <p><b>Notes:</b> The Committee held discussion and asked questions regarding Agenda items for next Committee Meeting.</p>

	<p>Chair Harrigan stated that the Citizens' Financial Oversight Committee has two openings that need to be fill.</p> <p>Board Member Spray spoke regarding the attendance requirement for the CFOC.</p> <p>Chair Harrigan spoke regarding the agenda items for the next Committee Meeting.</p> <ul style="list-style-type: none"> <li>• 2023 Annual Report</li> <li>• Review Quarterly Report</li> <li>• Review Charter Changes</li> </ul>
<b>Comments from Committee Members and Staff</b>	<p><b>Notes:</b> Mr. Hartman made a comment on the comment he made last meeting and noted that he likes the idea of going around the table and asking the members if anyone has a comment.</p> <p>Ms. Ferrer spoke regarding her daughter who attends Johnson K-8 School and noted that her daughter participated in the All-County Choir and Musical Festival.</p>
<b>Adjournment</b>	<p><b>Notes:</b> Chair Harrigan adjourned the meeting at 3:19 PM.</p>

-----  
Chairman, Committee

-----  
Note Taker, Committee