



First State Montessori Academy

Citizen Budget Oversight Committee

Meeting Minutes

Meeting Date: September 18, 2014

Commencement: 6:15 p.m.

Adjournment: 8:30 p.m.

Location: First State Montessori Academy

In Attendance: Courtney Fox, Liz Madden, Kelly Veacock, DaWayne Sims, Jill Pyle, Innovative Schools (Eliseo Sierra), Zeke Allinson

Absent: Jodi O’Ferrall

1. Reviewed and adopted CBOC meeting minutes from August 14, 2014
2. Review of DOE discussion points for Innovative Schools and CBOC communication structure
3. Dept. of Education – CBOC training dates circulated for committee member self- registration
4. Karen Thorpe assigned to FSMA, working for Innovative Schools, as direct school liaison
5. General overview of current service level agreement between FSMA and Innovative Schools
6. Reviewed current FSMA Budget Report - (presented by Karen Thorpe and Eliseo Sierra of Innovative Schools)
 - General review of Receipts and Expenditures
 - Innovative Schools to review with CBOC a Budget & Accounting manual that governs DE State audit process as a high level, preliminary preparation, for FSMA’s initial DE State audit
 - Minor reviews/requests regarding summary data for encumbrances and general delivery times