

TAMPA SCHOOL DEVELOPMENT CORPORATION
Finance Committee Meeting Minutes

Meeting Date: October 28, 2021

Location: TSFC – Spoto Hall

In attendance:

Ryan Luzod

Katie Tinley

Therese Holmes

Dana Dowsett

Staff present:

Joe Sansonetti

Nicole Cummings

Alyssa Detres

Absent:

Joe Daum

- I. Call Meeting to Order. T. Holmes called the meeting to order at 4:39 p.m.

- II. General Overview
 - a. The Teacher Lead money has been received and distributed – teachers must provide receipts for items purchased and any monies not used must be returned
 - b. Teacher Salary Increase documents have been completed and submitted and we will be receiving money; however, we will not receive this money until every school in Hillsborough County has submitted documents because only distributed at one time

- III. Finance
 - o The (ERC) amended 941 has been received by the IRS
 - o Budget Adjustments
 - Revenues
 - Forecasted FEFP Revenues are predicted to decrease around \$75,000 with student count adjustments
 - o These numbers will be adjusted further as the year progresses
 - Forecasted Early Childhood and Extended Day Care Revenues are predicted to increase \$25,000 and \$52,000 respectively
 - o This is due to (natural) increase in value added services
 - Expenses
 - Salaries
 - o Slight forecasted increases in Early Childhood and Extended Day staffing are driving this increase of about \$8,000
 - Health Services
 - o A decrease of about \$16,000 is primarily due to the (forecasted) lack of prevalence of COVID-19 and needed supplies

- Special Projects
 - o A forecasted increase of about \$9,500 is primarily related to the future purchase of an AC unit for Spoto Hall (as well as other forecasted adjustments)
- Information Technology
 - o A forecasted increase of about \$31,000 has primarily been driven by a significant increase in web-related services such as: GoGuardian, IXL, FLVS and Online typing
- Reserve
 - o A forecasted decrease in reserve is primarily being driven by funding decreases in FEFP
- Unanticipated Savings
 - o An increase in unanticipated savings is the net result of natural payroll and benefits. As the year progresses, this number will vacillate until it reaches zero. All on track.

Motion to approve budget adjustments made by Katie Tinley and 2nd by Dana Dowsett and all approved and there were no nays.

IV. Construction Projects

- a. Completed Projects
 - i. EC Bathroom
 - ii. O’Dea Center Landscaping
 - iii. Phone system
- b. Ongoing Projects
 - i. Administrative Office remodel – DeLotto has submitted plans to the County for approval with a timeframe of approval anywhere from 1 to 3 months
 - After plan approval then will work on scope of work, timeline, expenses
 - Jessica is working on temporary offices and logistics for staff
- c. Future Projects:
 - i. Athletics & Arts Center
 - ii. Open Mind Park

V. Development & Strategy

- a. Fall publication is on schedule and due to come out during holiday season
 - Board Members to assist in handing out publications in carline
- b. Social Media – will synchronize with the publication
- c. HCPS Site review
 - Headed by Nicole Morgado and Alyssa Detres
 - HCPS recognized our files to be of the “gold standard” of what the school binders for each specific area should look like

VI. Other Business – None.

VII. The Finance committee will meet again on **November 18th at 8:00 a.m.**; via zoom and/or in person at the school.

Meeting adjourned at 5:34 p.m.