

Superintendent Goal #2: Become knowledgeable of district budget & financial position, while working to increase cash reserve.

1. *Actions to be Taken:*

- Review the past 5 years' audit.
- Review the past 5 years' budget documents.
- Work with maintenance staff to develop an understanding of future building needs in respect to repairs and improvements.
- Work with transportation staff to develop an understanding of current fleet vehicles and future replacement and repair needs.
- Work with maintenance, kitchen, office, and teaching staff to develop an understanding of future equipment replacement and repair needs.
- Present financial options to the Board of Education for increasing cash reserves during budgeting planning for 2015-16 and beyond.
- Reporting finding from audit to help board understand actual cash reserves.

2. *Timeframe*

- Review past audits prior to adoption of 2015-16 budget on September 14th
- Review past budget documents prior to adoption of 2015-16 budget on September 14th
- Review past budget documents prior to adoption of 2015-16 budget on September 14th.
- Work with transportation, maintenance, kitchen, office, and teaching staff on an ongoing basis throughout the 2015-16 school year.
- Annual review of cash reserves, following each annual audit, for the purpose of helping Board of Education Members understand how the district's cash balance has changed over the previous budget cycle.

3. *Success Criteria*

- A completed 2015-16 budget document that supports the educational needs of the school district.
- A written plan that outlines spending priorities and corresponding schedules for building improvements/modifications, vehicle repairs/acquisitions, and equipment purchases for the next three years.
- An increase in the district's cash balance, as evidenced by the annual school audit, each budget cycle.
- Achieving and maintaining a \$2 million dollar cash reserve.

4. *Resources Required*

Board input on identify desired building improvements/modifications, vehicle repairs/acquisitions, and equipment purchases.

Board input on increasing the necessary cash reserve within the boundaries of an acceptable levy limit.