

FLOYD COUNTY BOARD OF EDUCATION
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Dr. Chandra Varia, Member - District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

DATE: January 18, 2024

CONSENT AGENDA ITEM: Consider/Approve creating a financial analyst II position for the finance department and approve new salary table for the financial analyst II position.

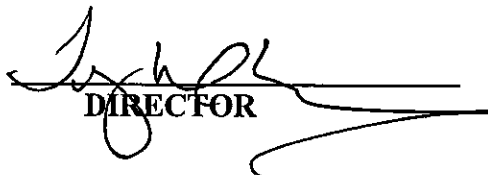
APPLICABLE STATUTE(S), REGULATION(S), BOARD POLICY/PROCEDURE(S):
KRS 162.90 Powers and duties of the local board

FISCAL/BUDGETARY IMPACT: This position will change from a BA or BS Degree in Business Administration or Accounting to 2 years financial experience and experience in a school setting preferred. This position will also change from a KTRS position to a CERS position.

History/Background: Financial Analyst II was a position that was previously available in finance and had been abolished in past years. Hoping to increase the talent pool of applicants with removing the BA or BS degree in Business Administration or Accounting. We have had a vacancy since October 2023.

Recommended Action: Approve creating a financial analyst II position for the finance department and approve new salary table for the position.

CONTACT PERSON: Tiffany Warrix Campbell, Chief Finance Officer


DIRECTOR


SUPERINTENDENT

FLOYD COUNTY SCHOOLS

TITLE: FINANCIAL ANALYST II

QUALIFICATIONS: High school diploma or G.E.D. Certificate. Two (2) years of increasingly responsible financial record-keeping experience preferred and experience in a school business setting preferred.

REPORTS TO: Director of Finance/Treasurer

JOB GOAL: Performs clerical accounting duties related to the preparation of financial statements, district payroll, program budgets, and requisitioning and payment.

TERMS OF EMPLOYMENT: Salary and terms of employment according to approved salary schedules.

EVALUATION: Performance will be evaluated in accordance with provisions of the district evaluation plan.

PERFORMANCE RESPONSIBILITIES:

- Maintains the financial records for assigned programs and activities, making and preparing appropriate journal and general ledger entries and preparing appropriate accounting reports and financial statements for long- and short-term strategic planning.
- Plans, develops and monitors related management information systems.
- Prepares various finance statements for assigned activity such as monthly statements on a comparison of budget allocation to actual expenditures.
- Assists in providing information as requested by the district's audit firm.
- Conducts internal audits/reviews of accounting functions at the district and school level.
- Prepares financial analysis of revenues and expenditures and compares to other school districts in state and out of the state as assigned.
- Creates, maintains, and reviews automated accounting records in payroll, purchasing, accounts payable, accounts receivable, fixed assets, and special revenue funds at district and local school levels.
- Performs other duties as assigned.

DESCRIPTION	HOURS PER DAY	DAYS PER YEAR	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
FIN. ANALYST II	7.50	240.00				
0 FIN. ANALYST II			\$ 19.58	\$ 146.85	\$ 1,468.46	\$ 35,242.98
1 FIN. ANALYST II			\$ 19.66	\$ 147.46	\$ 1,474.57	\$ 35,389.67
2 FIN. ANALYST II			\$ 19.76	\$ 148.18	\$ 1,481.81	\$ 35,563.33
3 FIN. ANALYST II			\$ 19.84	\$ 148.80	\$ 1,488.04	\$ 35,712.88
4 FIN. ANALYST II			\$ 19.94	\$ 149.54	\$ 1,495.35	\$ 35,888.46
5 FIN. ANALYST II			\$ 20.52	\$ 153.91	\$ 1,539.10	\$ 36,938.29
6 FIN. ANALYST II			\$ 20.83	\$ 156.26	\$ 1,562.59	\$ 37,502.26
7 FIN. ANALYST II			\$ 20.83	\$ 156.26	\$ 1,562.59	\$ 37,502.26
8 FIN. ANALYST II			\$ 20.83	\$ 156.26	\$ 1,562.59	\$ 37,502.26
9 FIN. ANALYST II			\$ 20.83	\$ 156.26	\$ 1,562.59	\$ 37,502.26
10 FIN. ANALYST II			\$ 21.66	\$ 162.48	\$ 1,624.81	\$ 38,995.54
11 FIN. ANALYST II			\$ 21.66	\$ 162.48	\$ 1,624.81	\$ 38,995.54
12 FIN. ANALYST II			\$ 21.66	\$ 162.48	\$ 1,624.81	\$ 38,995.54
13 FIN. ANALYST II			\$ 21.66	\$ 162.48	\$ 1,624.81	\$ 38,995.54
14 FIN. ANALYST II			\$ 21.66	\$ 162.48	\$ 1,624.81	\$ 38,995.54
15 FIN. ANALYST II			\$ 22.28	\$ 167.11	\$ 1,671.13	\$ 40,107.04
16 FIN. ANALYST II			\$ 22.28	\$ 167.11	\$ 1,671.13	\$ 40,107.04
17 FIN. ANALYST II			\$ 22.28	\$ 167.11	\$ 1,671.13	\$ 40,107.04
18 FIN. ANALYST II			\$ 22.28	\$ 167.11	\$ 1,671.13	\$ 40,107.04
19 FIN. ANALYST II			\$ 22.28	\$ 167.11	\$ 1,671.13	\$ 40,107.04
20 FIN. ANALYST II			\$ 23.15	\$ 173.60	\$ 1,736.03	\$ 41,664.76
21 FIN. ANALYST II			\$ 23.15	\$ 173.60	\$ 1,736.03	\$ 41,664.76
22 FIN. ANALYST II			\$ 23.15	\$ 173.60	\$ 1,736.03	\$ 41,664.76
23 FIN. ANALYST II			\$ 23.15	\$ 173.60	\$ 1,736.03	\$ 41,664.76
24 FIN. ANALYST II			\$ 23.15	\$ 173.60	\$ 1,736.03	\$ 41,664.76
25 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
26 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
27 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
28 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
29 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
30 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
31 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
32 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
33 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
34 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
35 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
36 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
37 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
38 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
39 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14
40 FIN. ANALYST II			\$ 23.88	\$ 179.07	\$ 1,790.71	\$ 42,977.14