

Kathy L. Sneads

Financial Services Consultant, Financial Secretary,
Trustee, Retired Florida School District Finance Director

Experience

Sept 2024 - Present

Financial Services Consultant – Self-Employed

Providing professional services to small school districts, assisting with preparation of financial statements, completion of bank and other account reconciliations, meeting FLDOE deadlines, development of Indirect Cost Plan, assistance with Federal Projects fiscal monitoring and with generating required Board financial reports, providing staff training, and assisting with the development of policies and procedures related to services. Also included are instructions related to budget review and preparation of TRIM calendar and budget in accordance with Florida Department of Education rules and guidelines; and other services as needed.

January 2015 - Present

Financial Secretary, Volunteer Services- *Sneads First United Methodist Church*

Providing volunteer professional services to member church with duties including processing deposits, reconciling treasurer reports monthly Board reports the giving statement, providing annual giving statements and assisting with the annual budget preparation.

January 2020 - Present

Trustee, Volunteer Services- *Sneads First United Methodist Church*

Providing volunteer services to member church with duties including building and grounds maintenance needs, trustee budget needs assessment and buildings insurance renewals to include ancillary building and parsonage.

January 1997 – June 2023

Director of Finance (2012-2023), Interim Finance Director (2010-2012), Assistant Finance Director (2004-2010), Finance Specialist (1997-2004) *Jackson County School District*

During the last 13 years, supervised the Finance Office of the district composed of 7 staff members; compiled and completed the Superintendent's Annual Financial Report, FEFP Program Cost Report, FTE Forecast, Staffing Plans and Indirect Cost Plans; prepared and presented the district Budget to the Board; served as the liaison with the district's risk manager for risk management; responsible for the enterprise resource platform used for accounting and personnel information, including implementation of Skyward in 2017; main contact and responder to inquiries by the Auditor General; actively engaged in the planning and budgeting of construction activities within the district, to include the construction of two new schools with Special Facilities Construction funds; provided technical assistance to new finance directors in small

school districts; served as council member of the Florida School Finance Officer Association and engaged in leadership decisions as requested by the Superintendent.

January 1986 – January 1997

Fiscal Assistant I & II – Florida Department of Corrections

Assisted Accountant III with preparation of financial statement data for budgeting purposes, maintained accounts for Employee Flexible Benefits and Inmate Welfare Trust Funds, processed invoices for health services, road prisons, region I administration, public work squads and community facilities and audited inmate canteens/warehouse.

Education

1995

Bachelor of Science, Accounting

Troy State University