



1815 E 63rd St  
Kansas City, MO 64130  
www.BrooksideCharter.org



Phone: 816-531-2192

Fax: 816-756-3055



## **BSDS, Inc dba Brookside Charter School**

**AGENDA**  
**August 30, 2021**  
**5:30 pm**

### **BCS Library and/or Join with ZOOM**

<https://us02web.zoom.us/j/82127625843>

1. Motion to accept the agenda
2. Approval of Board of Director minutes
3. Visitors Comments and Addressing Agenda Items
4. Legacy Grants for Student Health from Baptist-Trinity Lutheran Legacy Foundation
5. Financial Committee Report
  - a) EdOps Dashboard – **Need Board Approval**
  - b) Check Registry – **Need Board Approval**
6. [BCS Board Planning](#)
  - a) Expectations and Commitments
  - b) Committee Updates
  - c) Governance
  - d) Academic
  - e) Finance
  - f) Development
7. 12 Demands Update
  - a) [12 Demands](#)
  - b) [Timeline](#)
8. Superintendent's Report – Roger Offield
  - a) 2021-22 Enrollment
  - b) MCPSC [Contract Amendments](#) and [Goals](#)
  - c) Conflict of Interest Forms
9. Motion to adjourn

*Posted 8/25/2021*  
*Supt. Office, Front Lobby, and Website*



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Next Meeting - Monday, September 27, 2021

## Attending Meetings of the Board of Director

Visitors are welcome to attend the open sessions of the meeting of the Board of Directors. Members of the Board of Directors and Brookside Administration are the participants during these meetings.

## Procedures for Petitioning the Board of Directors

1. If the issue/concern involves the classroom, meet with your child's teacher. If the problem is not resolved, contact the Administration.
2. If the issue/concern involves the daily operation of the school, contact the Administration.
3. If the issue/concern involves school policy (Family Handbook), contact the Board of Directors following these procedures:
  - a. Submit a one-page brief of the issue. Briefs to the Board of should be sent to Brookside Charter School.
  - b. The Board of Directors will respond. Responses could be inclusion on the agenda for a Board of Director's meeting, or a written reply, or a referral to the Administration.
4. Guidelines for Speaking at a Board Meeting
  - a. Visitor's Comments

Each regular business meeting opens with an opportunity for visitors to make comments to the board. Persons who wish to address any subject concerning education may do so at this time. The board president will call the meeting to order and then ask for comments from the audience. Patrons are asked to keep their remarks concise. This portion of the meeting shall not exceed one-half hour and those addressing the board are asked to limit their remarks.

### b. Addressing Agenda Items

A person wishing to address an item on the official agenda during the business portion of the meeting must complete a request form, these forms are located as you enter the board room. The form is to be completed and returned to the Board Secretary/Clerk prior to the start of the meeting. Persons may speak only once on an agenda item and for no more than three minutes without consent of the board. In the event board members agree that the normal flow of business is being unnecessarily delayed, they may, by majority vote, waive public participation.

The above information is part of the Family Handbook. Families are given a copy of the Family Handbook.

*Posted 8/25/2021  
Supt. Office, Front Lobby, and Website*



# BROOKSIDE CHARTER SCHOOL

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[www.brooksidecharter.org](http://www.brooksidecharter.org)



## **BSDS, Inc dba Brookside Charter School**

### **MINUTES**

**July 26, 2021**

**5:30 pm**

**BCS Library and/or Join with ZOOM**

<https://us02web.zoom.us/j/82127625843>

**Directors Present:** E. Sipes, S. Twyman, V. Miller, Dr. K. Dixon, D. Saffold, K. Dennis, **Virtual:** J. LaSalle, K. Kohring, T. Price **Directors Absent** **Guests Present:** R. Offield, K. Sales **Virtual:** A. Schaffa

### **1. Opening Items**

#### **a) Record Attendance and Guests**

#### **b) Call the Meeting to Order**

- i. E. Sipes called the meeting of the board of directors of Brookside Charter School to order on Monday, July 26, 2021 at 5:33 pm in the library at Brookside Charter School and via Zoom

#### **c) Motion to accept the agenda**

- i. V. Miller made a motion to accept the agenda
- ii. S. Twyman seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

#### **d) Approval of Board of Director minutes**

- i. V. Miller made a motion to approve the minutes from the BSDS, Inc. dba Brookside Charter School on **06-14-2021**.
- ii. J. LaSalle seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

#### **e) Visitors Comments and Addressing Agenda Items**

- i. No Visitors Comments

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## 2. Board Candidates Appointments (2021-2023)

- a) DiAnna Saffold
- b) Tiffany Price
- c) Dr. Kerry Dixon

- i. S. Twyman motioned to approve the Board Candidates appointments of D. Saffold, T. Price and Dr. K. Dixon
- ii. V. Miller seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

## 3. Board Election of Officers

### a) President

- i. Dr. K. Dixon nominated Eric Sipes to serve as president of the Board of Directors
- ii. V. Miller seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

### b) Vice President

- i. V. Miller nominated Kraig Kohring to serve as vice president of the Board of Directors
- ii. Dr. K. Dixon seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

### c) Treasurer

- i. S. Twyman nominated Vicki Miller to serve as treasurer of the Board of Directors
- ii. Dr. K. Dixon seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved



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**d) Secretary**

- i. Dr. K. Dixon nominated Sherry Twyman to serve as secretary of the Board of Directors
- ii. D. Saffold seconded the motion
- iii. The board **VOTED** unanimously to approve the motion – Approved

**4. Financial Committee Report**

**a) EdOps Dashboard – Need Board Approval**

- i. A. Schaffa presented the month's financial status. Providing information on revenue, expenses, days of cash and changes expected from state aid. Provided in board packet.
- ii. V. Miller motioned to approve the Financial Report within the EdOps Dashboard as presented
- iii. Dr. K. Dixon seconded the motion
- iv. The board **VOTED** unanimously to approve the motion – Approved

**b) Check Registry – Need Board Approval**

- i. V. Miller presented to the Board of Directors the Check registry and recommended the board approve the Check registry as presented
- ii. V. Miller made a motion to approve the check registry as presented
- iii. K. Dennis seconded the motion
- iv. The board **VOTED** unanimously to approve the motion – Approved

**5. [Employee Handbook](#) – Need Board Approval**

- i. R. Offield presented the 21-22 Employee Handbook.
- ii. K. Dennis motioned to approve the 21-22 Employee Handbook
- iii. S. Twyman seconded the motion
- iv. The board **VOTED** unanimously to approve the motion – Approved



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6. [2021-2022 Virtual Option: SchoolsPLP](#) – **Need Board Approval**
  - i. R. Offield presented 2021-2022 Virtual Option: SchoolsPLP
  - ii. V. Miller motioned to approve the 2021-2022 Virtual Option: SchoolsPLP
  - iii. Dr. K. Dixon seconded the motion
  - iv. The board **VOTED** unanimously to approve the motion – Approved
7. **Superintendent’s Report – Roger Offield**
  - a) 2021-22 Enrollment
    - i. Current: 390 Elem, 158 Middle, 548 enrolled
    - ii. 56 application submitted and not complete; 604 total once all enrollments are complete
    - iii. Office will be opened to take paper work
  - b) Summer School Update
  - c) Expansion Committee
    - i. Next meeting is June 17, 2021 at 5:30 pm, Virtual
  - d) MCPSA Contract Amendments
    - i. Will update in August 2021
  - e) Board Retreat – Aug 2<sup>nd</sup> and 3<sup>rd</sup> 5:30 – 7:30 pm
    - i. Board Voted to approve the Board retreat date and time
    - ii. Yes – 8 board members NO – 1 board member
8. **Motion to adjourn**
  - a) Motion to adjourn
    - i. V. Miller made a motion to adjourn the meeting.
    - ii. S. Twyman seconded the motion
    - iii. The board **VOTED** unanimously to approve the motion. – Approved
    - iv. There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:01 pm

Next Meeting – Monday, August 30, 2021

*Posted 7/22/2021  
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# July 2021 Financials

PREPARED AUGUST 2021  
BY





# Contents



- **Executive Summary**
- **Key Performance Indicators**
- **Cash Forecast**
- **Forecast Overview**
- **Annotated Financials**
- **Monthly Financials**

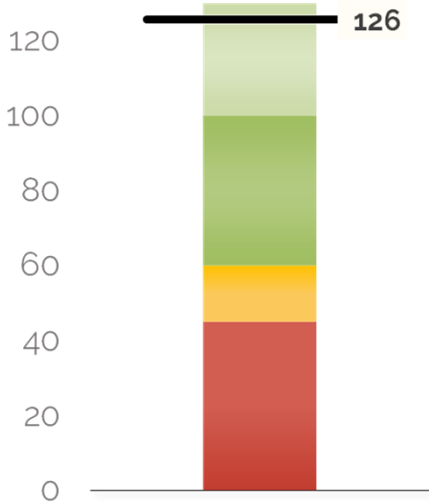
- **Brookside Charter closed July with a 32k improvement to Net Income against budget. Changes were driven by:**
  - **16k in unbudgeted revenue: prior period adjustment revenue may be accrued to FY21**
  - **34k decrease in wages & 13k decrease in benefits**
  - **31k increase in student technology**
- **Finance Deliverables/Dates:**
  - **Annual Secretary of the Board Report submitted 8/14, will be revised as edits to FY21 financials take place prior to the audit**
  - **ESSER III preliminary budget and plan submitted 8/23. Can be revised as necessary.**
  - **Audit 9/20**

# Key Performance Indicators



## Days of Cash

Cash balance at year-end divided by average daily expenses

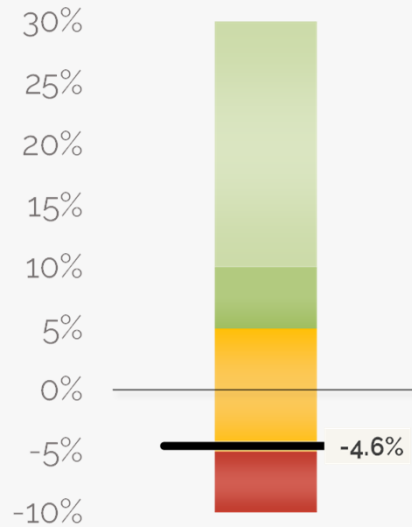


### 126 DAYS OF CASH AT YEAR'S END

The school will end the year with 126 days of cash. This is above the recommended 60 days

## Gross Margin

Revenue less expenses, divided by revenue

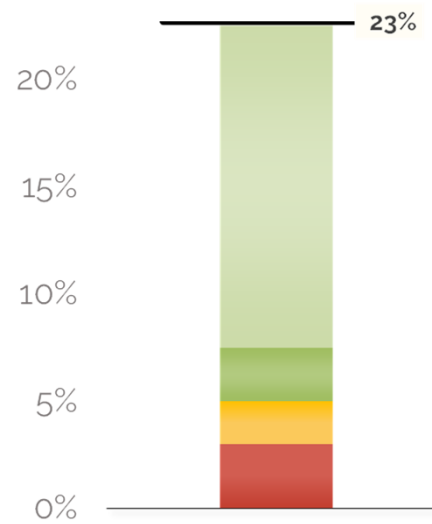


### -4.6% GROSS MARGIN

The forecasted net income is -\$476k, which is \$32k above the budget. It yields a -4.6% gross margin.

## Fund Balance %

Forecasted Ending Fund Balance / Total Expenses



### 22.72% AT YEAR'S END

The school is projected to end the year with a fund balance of \$2,469,217. Last year's fund balance was \$2,944,801.

# Forecast Overview



	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$10.4m	\$10.4m	\$16k		16k in unbudgeted revenue: refund pertaining to FY21 booked as Prior Year Adjustment revenue
Expenses	\$10.9m	\$10.9m	\$16k		34k decrease in wages and 13k decrease in benefits partially offset by 31k increase in student technology
<b>Net Income</b>	<b>-\$476k</b>	<b>-\$507k</b>	<b>\$32k</b>		

	Year-To-Date			Annual Forecast			Remaining
	Actual	Budget	Variance	Forecast	Budget	Variance	
<b>Revenue</b>							
Local Revenue	95,325	60,798	34,527	837,620	837,620	(0)	742,295
State Revenue	548,119	326,113	222,006	6,326,720	6,326,720	0	5,778,601
Federal Revenue	-	139,838	(139,838)	2,220,025	2,220,025	(0)	2,220,025
Private Grants and Donations	23,398	-	23,398	634,252	634,252	(0)	610,854
Earned Fees	17,174	3,633	13,540	371,832	356,166	15,667	354,659
<b>Total Revenue</b>	<b>684,015</b>	<b>530,382</b>	<b>153,633</b>	<b>10,390,449</b>	<b>10,374,782</b>	<b>15,667</b> ①	<b>9,706,434</b>
<b>Expenses</b>							
Salaries	665,185	532,385	(132,801)	6,354,126	6,388,617	34,491	5,688,941
Benefits and Taxes	158,587	159,256	669	1,897,563	1,911,073	13,511	1,738,976
Staff-Related Costs	32,313	10,202	(22,110)	122,427	122,427	(0)	90,114
Rent	-	1,250	1,250	15,000	15,000	0	15,000
Occupancy Service	60,706	61,372	666	736,463	736,463	0	675,757
Student Expense, Direct	14,804	32,025	17,221	384,760	384,300	(460)	369,956
Student Expense, Food	1,257	22,042	20,784	264,500	264,500	0	263,243
Office & Business Expense	161,745	60,805	(100,940)	761,103	729,664	(31,439)	599,358
Transportation	8,990	1,792	(7,198)	21,500	21,500	0	12,510
Total Ordinary Expenses	1,103,587	881,129	(222,458)	10,557,441	10,573,543	16,102	9,453,854
Net Operating Income	(419,572)	(350,746)	(68,825)	(166,992)	(198,761)	31,769	252,580
<b>Extraordinary Expenses</b>							
Interest	25,716	25,716	0	308,592	308,592	0	282,876
Facility Improvements	-	-	-	-	-	-	-
Total Extraordinary Expenses	25,716	25,716	0	308,592	308,592	0	282,876
<b>Total Expenses</b>	<b>1,129,303</b>	<b>906,845</b>	<b>(222,458)</b>	<b>10,866,033</b>	<b>10,882,135</b>	<b>16,102</b> ②	<b>9,736,730</b>
<b>Net Income</b>	<b>(445,288)</b>	<b>(376,462)</b>	<b>(68,825)</b>	<b>(475,584)</b>	<b>(507,353)</b>	<b>31,769</b> ③	<b>(30,296)</b>
Cash Flow Adjustments	(169,614)	-	(169,614)	0	-	0	169,614
<b>Change in Cash</b>	<b>(614,902)</b>	<b>(376,462)</b>	<b>(238,439)</b>	<b>(475,584)</b>	<b>(507,353)</b>	<b>31,769</b>	<b>139,318</b>

### ① REVENUE: \$16K AHEAD

Prior period adjustment revenue to be accrued back to FY21

### ② EXPENSES: \$16K AHEAD

34k decrease in wages and 13k decrease in benefits partially offset by 31k increase in student technology

### ③ NET INCOME: \$32K ahead

# Monthly Financials

Income Statement	Actual	Forecast											TOTAL	
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
<b>Revenue</b>														
Local Revenue	95,325	67,481	67,481	67,481	67,481	67,481	67,481	67,481	67,481	67,481	67,481	67,481	67,481	837,620
State Revenue	548,119	525,327	525,327	525,327	525,327	525,327	525,327	525,327	525,327	525,327	525,327	525,327	525,327	6,326,720
Federal Revenue	0	201,820	201,820	201,820	201,820	201,820	201,820	201,820	201,820	201,820	201,820	201,820	201,820	2,220,025
Private Grants and Donations	23,398	55,532	55,532	55,532	55,532	55,532	55,532	55,532	55,532	55,532	55,532	55,532	55,532	634,252
Earned Fees	17,174	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	32,242	371,832
<b>Total Revenue</b>	<b>684,015</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>882,403</b>	<b>10,390,449</b>
<b>Expenses</b>														
Salaries	665,185	493,140	561,540	493,140	689,140	493,140	493,140	493,140	493,140	493,140	493,140	493,140	493,140	6,354,126
Benefits and Taxes	158,587	158,089	158,089	158,089	158,089	158,089	158,089	158,089	158,089	158,089	158,089	158,089	158,089	1,897,563
Staff-Related Costs	32,313	8,192	8,192	8,192	8,192	8,192	8,192	8,192	8,192	8,192	8,192	8,192	8,192	122,427
Rent	0	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	15,000
Occupancy Service	60,706	61,432	61,432	61,432	61,432	61,432	61,432	61,432	61,432	61,432	61,432	61,432	61,432	736,463
Student Expense, Direct	14,804	33,632	33,632	33,632	33,632	33,632	33,632	33,632	33,632	33,632	33,632	33,632	33,632	384,760
Student Expense, Food2	1,257	0	0	0	0	0	0	0	0	0	0	0	0	1,257
Office & Business Expense	161,745	54,487	54,487	54,487	54,487	54,487	54,487	54,487	54,487	54,487	54,487	54,487	54,487	761,103
Transportation	8,990	1,137	1,137	1,137	1,137	1,137	1,137	1,137	1,137	1,137	1,137	1,137	1,137	21,500
Total Ordinary Expenses	1,103,587	811,474	879,874	811,474	1,007,474	811,474	811,474	811,474	811,474	811,474	811,474	811,474	811,474	10,294,198
Operating Income	-419,572	70,929	2,529	70,929	-125,071	70,929	70,929	70,929	70,929	70,929	70,929	70,929	70,929	96,251
<b>Extraordinary Expenses</b>														
Interest	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	308,592
Total Extraordinary Expenses	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	25,716	308,592
<b>Total Expenses</b>	<b>1,129,303</b>	<b>837,190</b>	<b>905,590</b>	<b>837,190</b>	<b>1,033,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>837,190</b>	<b>10,602,790</b>
<b>Net Income</b>	<b>-445,288</b>	<b>45,213</b>	<b>-23,187</b>	<b>45,213</b>	<b>-150,787</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>45,213</b>	<b>-212,341</b>
Cash Flow Adjustments	-169,614	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	0
<b>Change in Cash</b>	<b>-614,902</b>	<b>60,633</b>	<b>-7,767</b>	<b>60,633</b>	<b>-135,367</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>60,633</b>	<b>-212,341</b>

# Dashboard

Brookside Charter School  
July 2021 through July 2021

## Key Performance Indicators

Days of Cash  
(At Year End)

**126**

Target > 45 days

Gross Margin  
Margin

**-5%**

Target > -5.0%

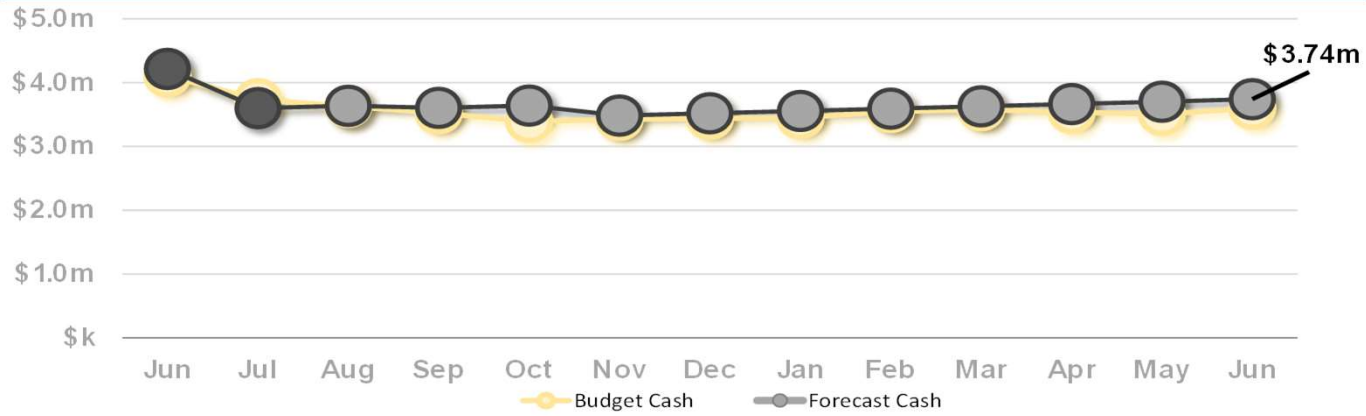
Fund Balance  
(At Year End)

**\$ K**

Target > 0,00

<None>

## Cash Forecast



Financial Snapshot	Year-To-Date Financials			Annual Forecast			Remaining
	Actual	Budget	Variance	Forecast	Budget	Variance	
<b>Revenue</b>							
Local Revenue	95,325	60,798	34,527	837,620	837,620	(0)	742,295
State Revenue	548,119	326,113	222,006	6,326,720	6,326,720	0	5,778,601
Federal Revenue	-	139,838	(139,838)	2,220,025	2,220,025	(0)	2,220,025
Private Grants and Donations	23,398	-	23,398	634,252	634,252	(0)	610,854
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Staff-Related Costs	32,313	10,202	22,110	122,427	122,427	(0)	90,114
Rent	-	1,250	1,250	15,000	15,000	0	15,000
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Student Expense, Food	1,257	22,042	20,784	264,500	264,500	0	263,243
Office & Business Expense	161,745	60,805	100,940	761,103	729,664	(31,439)	599,358
Transportation	8,990	1,792	(7,198)	21,500	21,500	0	12,510
<b>Total Ordinary Expenses</b>	<b>1,103,587</b>	<b>881,129</b>	<b>222,458</b>	<b>10,557,441</b>	<b>10,573,543</b>	<b>16,102</b>	<b>9,453,854</b>
<b>Net Operating Income</b>	<b>(419,572)</b>	<b>(350,746)</b>	<b>68,825</b>	<b>(166,992)</b>	<b>(198,761)</b>	<b>31,769</b>	<b>252,580</b>
<b>Extraordinary Expenses</b>							
Depreciation and Amortization	-	-	-	-	-	-	-
Interest	25,716	25,716	0	308,592	308,592	0	282,876
Facility Improvements	-	-	-	-	-	-	-
<b>Total Extraordinary Expenses</b>	<b>25,716</b>	<b>25,716</b>	<b>0</b>	<b>308,592</b>	<b>308,592</b>	<b>0</b>	<b>282,876</b>
<b>Total Expenses</b>	<b>1,129,303</b>	<b>906,845</b>	<b>222,458</b>	<b>10,866,033</b>	<b>10,882,135</b>	<b>16,102</b>	<b>9,736,730</b>
<b>Net Income</b>	<b>(445,288)</b>	<b>(376,462)</b>	<b>68,825</b>	<b>(475,584)</b>	<b>(507,353)</b>	<b>31,769</b>	<b>(30,296)</b>
<b>Cash Flow Adjustments</b>	<b>(169,614)</b>	<b>-</b>	<b>(169,614)</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>169,614</b>
<b>Change in Cash</b>	<b>(614,902)</b>	<b>(376,462)</b>	<b>(238,439)</b>	<b>(475,584)</b>	<b>(507,353)</b>	<b>31,769</b>	<b>139,318</b>



**Revenue Drivers**

	Current	Forecast	Budgeted	Change	Gain/(Loss)	
Total Enrollment	925	922	940.5	-18.5	0	Specialist to update each month
Attrition	2.94%	3.25%	0.00%	3.25%	#DIV/0!	Specialist will hard-code start of year student count into the formula
Attendance %	93.3%	93.3%	94.5%	-1.2%	0	Specialist to update each month
Pre-K ADA	15.0	15.0	19.8	(4.8)	0	Specialist to update each month
Regular Term ADA: K-5	310.0	300.0	300.0			Can these groupings be hidden if n/a for the school?
Regular Term ADA: 6-8	304.0	300.0	300.0			Can these groupings be hidden if n/a for the school?
Regular Term ADA: 9-12	230.0	226.2	269.0			Can these groupings be hidden if n/a for the school?
Regular Term ADA: K-??	844.0	826.2	869.0	(42.7)	0	Formula will not change
Remedial ADA	36.0	37.8	32.9	4.9	0	Specialist to update each month
Summer ADA	282.5	282.5	291.2	(8.7)	0	Locked in after ~September
<b>Total K-12 ADA</b>	<b>1,162.5</b>	<b>1,146.5</b>	<b>1,193.1</b>	<b>(46.6)</b>	0	Formula will not change
FRL: % of ADA		56.0%	55.0%	1.0%	0	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
FRL: Count		462.69	506.00	(43.31)	0	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
FRL: Weight	<b>24.8</b>	<b>31.3</b>	<b>38.7</b>	<b>(7.4)</b>	0	Formula will not change (specialist to hard code current)
IEP: % of ADA		8.00%	8.00%	0.00%	0.00%	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
IEP: Count		77.00	69.52	7.48	10,766%	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
IEP: Weight	-	-	-	-	#DIV/0!	Formula will not change (specialist to hard code current)
LEP: % of ADA		9%	9%	0%	0	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
LEP: Count		77	80	-3	0	Specialist will either enter % of ADA or Count. If they enter % of ADA, count should calculate from C75
LEP: Weight	<b>30.0</b>	<b>32.0</b>	<b>33.2</b>	<b>(1.2)</b>	5,76%	Formula will not change (specialist to hard code current)
<b>Total WADA</b>	<b>1,232.3</b>	<b>1,224.7</b>	<b>1,284.8</b>	<b>(60.0)</b>	4,67%	Formula will not change
Per Wada Payment	\$ 8,067	\$ 8,540	\$ 8,540	(473)	5,54%	Specialist to update each month
State Aid Projection	\$ 9,731,452	\$ 10,807,189	\$ 10,807,189	(1,075,737)	9,95%	Formula will not change
Prior Year Adjustment	\$ 43,519	\$ -	\$ 43,519		#DIV/0!	This is a projection until it becomes locked in around September/October
Net State Rev Projection	\$ 9,774,971	\$ 10,807,189	\$ 10,807,189	(1,032,218)	9,55%	
Classroom Trust Fund	\$ 285,426	\$ 379,420	\$ 379,420	(93,994)	24,77%	
Basic Formula	\$ 9,489,545	\$ 10,427,769	\$ 10,427,769	(938,224)	9,00%	

**Student Expectations**

<b>\$1.08M Less Per-Pupil Funding Than Expected</b>				
Less				
<b>Top Border?</b>	<b>Bold?</b>	<b>Description</b>	<b>Current Forecas</b>	<b>SY21-22 Budget</b>
<b>TRUE</b>	<b>TRUE</b>	Enrollment	922	941
FALSE	<b>TRUE</b>	Attendance	93.3%	94.5%
<b>TRUE</b>	<b>TRUE</b>	Total ADA	1,162	1,213
FALSE	FALSE	Regular Term PK	15	20
FALSE	FALSE	Regular Term K-5	300	300
FALSE	FALSE	Regular Term 6-8	300	300
FALSE	FALSE	Regular Term 9-1:	226	269
FALSE	FALSE	Remedial	38	33
FALSE	FALSE	Summer	283	291
<b>TRUE</b>	FALSE	FRL Count	463	506
FALSE	<b>TRUE</b>	FRL Weight	31	39
<b>TRUE</b>	FALSE	IEP Count	77	70
FALSE	<b>TRUE</b>	IEP Weight	0	0
<b>TRUE</b>	FALSE	LEP Count	77	80
FALSE	<b>TRUE</b>	LEP Weight	32	33
<b>TRUE</b>	<b>FALSE</b>	WADA	1,225	1,285
FALSE	<b>FALSE</b>	Per WADA Payme	8,067	8,540
<b>TRUE</b>	<b>TRUE</b>	State Aid	\$9.7M	\$10.8M

**The school now forecasts 941 students for SY21-22. The budget target was 922.**

Budgr            941  
 Forec            922

# Income Statement

## Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
Revenue						
Local Revenue						
5113 · Proposition C (Sales Tax)	94,852	60,383	34,470	832,639	832,640	(0)
5141 · Interest	473	415	58	4,980	4,980	0
Total Local Revenue	95,325	60,798	34,527	837,620	837,620	(0)
State Revenue						
5311 · Basic Formula	520,112	301,671	218,442	6,033,410	6,033,410	0
5312 · Transportation	733	502	231	6,030	6,030	0
5319 · Classroom Trust Fund	27,274	23,637	3,637	283,645	283,645	(0)
5333 · School Food Service	0	303	(303)	3,635	3,635	(0)
Total State Revenue	548,119	326,113	222,006	6,326,720	6,326,720	0
Federal Revenue						
5412 · Medicaid	0	6,667	(6,667)	80,000	80,000	0
5424 · CARES ESSER	0	95,250	(95,250)	1,143,005	1,143,005	(0)
5441 · IDEA	0	0	0	127,675	127,675	0
5442 · ECSE	0	184	(184)	2,211	2,211	0
5445 · Food Service-Lunch	0	25,520	(25,520)	306,240	306,240	0
5446 · Food Service-Breakfast	0	11,020	(11,020)	132,240	132,240	0
5449 · Food Service-FF&V	0	1,197	(1,197)	14,364	14,364	0
5451 · Title I	0	0	0	353,993	353,993	0
5461 · Title IVa	0	0	0	25,286	25,286	(0)
5465 · Title II	0	0	0	35,011	35,011	0
Total Federal Revenue	0	139,838	(139,838)	2,220,025	2,220,025	(0)
Private Grants and Donations						
5192 · Donations	23,398	0	23,398	634,252	634,252	(0)
Total Private Grants and Donations	23,398	0	23,398	634,252	634,252	(0)
Earned Fees						
5181 · Bac	317	3,633	(3,316)	43,599	43,599	(0)
5195 · Prior Period Adjustment	15,667	0	15,667	15,667	0	15,667
5198 · Miscellaneous Revenue	1,190	0	1,190	312,567	312,567	(0)
Total Earned Fees	17,174	3,633	13,540	371,832	356,166	15,667
Total Revenue	684,015	530,382	153,633	10,390,449	10,374,782	15,667

# Income Statement

## Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
Expenses						
Salaries						
1111-6111 · ES Instruction Cert FT	161,816	159,602	(2,214)	1,941,791	1,915,225	(26,566)
1111-6121 · ES Instruction Cert Subs	0	3,143	3,143	0	37,717	37,717
1111-6131 · ES Instruction Supp Pay	3,250	0	(3,250)	154,250	0	(154,250)
1111-6151 · ES Instruction NC FT	45,264	52,884	7,621	543,166	634,613	91,447
1111-6152 · ES Instruction Aides	2,732	6,932	4,200	67,782	83,182	15,400
1131-6111 · MS Instruction Cert FT	71,053	60,689	(10,364)	852,641	728,271	(124,370)
1131-6121 · MS Instruction Cert Subs	0	2,875	2,875	34,500	34,500	0
1131-6131 · MS Instruction Supp Pay	4,000	0	(4,000)	61,200	0	(61,200)
1131-6151 · MS Instruction NC FT	13,938	26,193	12,256	167,251	314,320	147,069
1191-6131 · Summer Instruction Supp Pay	131,756	7,500	(124,256)	131,756	90,000	(41,756)
1221-6111 · Special Education Cert FT	37,739	36,203	(1,536)	452,868	434,432	(18,435)
1221-6121 · Special Education Cert Subs	0	2,917	2,917	35,000	35,000	0
1221-6152 · Special Education Aides	3,360	7,346	3,986	40,314	88,150	47,836
1411-6131 · Student Activities Supp Pay	0	2,600	2,600	28,600	31,200	2,600
1421-6111 · Student Athletics Cert FT	5,022	5,272	250	60,260	63,260	3,000
1421-6131 · Student Athletics Supp Pay	3,725	2,675	(1,050)	36,150	32,100	(4,050)
2122-6131 · Counseling Supp Pay	2,538	0	(2,538)	9,738	0	(9,738)
2122-6151 · Counseling Nc Ft	12,932	13,532	600	155,185	162,385	7,200
2134-6131 · Nursing Supp Pay	4,000	0	(4,000)	8,800	0	(8,800)
2134-6151 · Nursing Nc Ft	7,613	8,013	400	91,361	96,161	4,800
2222-6111 · Library Cert Ft	8,416	0	(8,416)	100,989	0	(100,989)
2222-6151 · Library NC FT	0	8,916	8,916	0	106,990	106,990
2321-6111 · Exec Admin Cert Ft	14,235	0	(14,235)	170,818	0	(170,818)
2321-6131 · Exec Admin Supp Pay	9,000	0	(9,000)	12,000	0	(12,000)
2321-6151 · Exec Admin NC FT	0	14,485	14,485	0	173,818	173,818
2322-6151 · Community Services NC FT	5,971	6,221	250	71,652	74,652	3,000
2329-6112 · Other Exec Admin Cert Ft Admin	5,986	6,236	250	71,834	74,834	3,000
2329-6122 · Other Exec Admin Cert PT	0	3,375	3,375	0	40,500	40,500
2329-6131 · Other Exec Admin Supp Pay	11,600	0	(11,600)	23,800	0	(23,800)
2329-6151 · Other Exec Admin Nc Ft	13,600	10,992	(2,608)	163,202	131,902	(31,300)
2331-6131 · It Admin Supp Pay	4,000	0	(4,000)	7,000	0	(7,000)
2331-6151 · It Admin Nc Ft	5,175	5,425	250	62,099	65,099	3,000
2411-6112 · Building Admin Cert Ft Admin	27,968	28,968	1,000	335,617	347,617	12,000
2511-6131 · Business Office Supp Pay	4,500	0	(4,500)	7,500	0	(7,500)
2511-6151 · Business Office NC FT	7,073	7,323	250	84,872	87,872	3,000
2542-6131 · Facilities Supp Pay	6,000	0	(6,000)	13,400	0	(13,400)
2542-6151 · Facilities Nc Ft	11,681	12,131	450	140,177	145,577	5,400
2542-6161 · Facilities Nc Pt	1,440	6,333	4,893	17,280	76,000	58,720
2562-6131 · Food Preparation Supp Pay	4,000	0	(4,000)	13,600	0	(13,600)
2562-6151 · Food Preparation NC FT	3,750	13,142	9,392	113,000	157,700	44,700
3812-6131 · Afterschool Supp Pay	4,633	0	(4,633)	7,633	0	(7,633)
3812-6151 · Afterschool Nc Ft	5,420	5,670	250	65,040	68,040	3,000
3812-6161 · Afterschool NC PT	0	4,792	4,792	0	57,500	57,500
<b>Total Salaries</b>	<b>665,185</b>	<b>532,385</b>	<b>(132,801)</b>	<b>6,354,126</b>	<b>6,388,617</b>	<b>34,491</b>

# Income Statement

Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
Benefits and Taxes						
1111-6211 · ES Instruction Cert PRS	19,418	19,529	112	233,015	234,353	1,338
1111-6221 · ES Instruction NC PRS	5,759	7,178	1,418	84,717	86,135	1,418
1111-6231 · ES Instruction Soc Sec	12,534	13,799	1,265	164,320	165,586	1,265
1111-6232 · ES Instruction Medicare	2,931	3,227	296	35,175	38,726	3,551
1111-6241 · ES Instruction Emp Ins	21,961	23,605	1,645	281,621	283,265	1,645
1131-6211 · MS Instruction Cert PRS	8,526	7,628	(899)	102,317	91,533	(10,784)
1131-6221 · MS Instruction NC PRS	1,673	3,143	1,471	20,070	37,718	17,648
1131-6231 · MS Instruction Soc Sec	5,257	5,565	308	63,079	66,780	3,701
1131-6232 · MS Instruction Medicare	1,229	1,301	72	14,752	15,618	865
1131-6241 · MS Instruction Emp Ins	9,284	8,743	(541)	111,407	104,913	(6,494)
1191-6231 · Summer Instruction Soc Sec	8,169	465	(7,704)	8,169	5,580	(2,589)
1191-6232 · Summer Instruction Medicare	1,911	109	(1,802)	1,911	1,305	(606)
1221-6211 · Special Education Cert PRS	4,529	4,694	166	54,344	56,332	1,988
1221-6221 · Special Education NC PRS	403	882	478	4,838	10,578	5,740
1221-6231 · Special Education Soc Sec	2,397	2,881	484	28,759	34,570	5,811
1221-6232 · Special Education Medicare	560	674	113	6,726	8,085	1,359
1221-6241 · Special Education Emp Ins	4,544	4,371	(173)	54,529	52,457	(2,073)
1411-6231 · Student Activities Soc Sec	0	161	161	0	1,934	1,934
1411-6232 · Student Activities Medicare	0	38	38	0	452	452
1421-6211 · Student Athletics Cert PRS	603	633	30	7,231	7,591	360
1421-6231 · Student Athletics Soc Sec	496	493	(3)	5,951	5,912	(39)
1421-6232 · Student Athletics Medicare	116	115	(1)	1,392	1,383	(9)
1421-6241 · Student Athletics Emp Ins	1,459	437	(1,022)	6,267	5,246	(1,022)
2122-6221 · Counseling Nc Prs	1,552	1,624	72	18,622	19,486	864
2122-6231 · Counseling Soc Sec	943	839	(104)	11,318	10,068	(1,250)

# Income Statement

Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
2122-6232 · Counseling Medicare	221	196	(24)	2,647	2,355	(292)
2122-6241 · Counseling Emp Ins	496	1,311	816	14,921	15,737	816
2134-6221 · Nursing Nc Prs	914	962	48	10,963	11,539	576
2134-6231 · Nursing Soc Sec	700	497	(204)	8,404	5,962	(2,442)
2134-6232 · Nursing Medicare	164	116	(48)	1,965	1,394	(571)
2134-6241 · Nursing Emp Ins	518	874	357	10,135	10,491	357
2222-6211 · Library Cert Prs	1,010	0	(1,010)	12,119	0	(12,119)
2222-6221 · Library NC PRS	0	1,070	1,070	0	12,839	12,839
2222-6231 · Library Soc Sec	497	553	56	5,959	6,633	675
2222-6232 · Library Medicare	116	129	13	1,394	1,551	158
2222-6241 · Library Emp Ins	568	874	307	10,185	10,491	307
2321-6211 · Exec Admin Cert Prs	1,708	0	(1,708)	20,498	0	(20,498)
2321-6221 · Exec Admin NC PRS	0	1,738	1,738	0	20,858	20,858
2321-6231 · Exec Admin Soc Sec	1,434	898	(536)	17,205	10,777	(6,429)
2321-6232 · Exec Admin Medicare	335	210	(125)	4,024	2,520	(1,503)
2321-6241 · Exec Admin Emp Ins	760	437	(322)	5,568	5,246	(322)
2321-6261 · Exec Admin WC	0	4,283	4,283	51,399	51,399	(0)
2321-6271 · Exec Admin Unemp	3,230	1,667	(1,563)	20,000	20,000	0
2321-6291 · Other Employer Provided	0	2,083	2,083	25,000	25,000	0
2322-6221 · Community Servicesn NC PRS	717	747	30	8,598	8,958	360
2322-6231 · Community Services Soc Sec	332	386	54	3,985	4,628	644
2322-6232 · Community Services Medicare	78	90	13	932	1,082	150
2322-6241 · Community Services Emp Ins	1,306	437	(869)	6,115	5,246	(869)
2329-6211 · Other Exec Admin Cert Prs	718	1,153	435	8,620	13,840	5,220
2329-6221 · Other Exec Admin Nc Prs	1,632	1,319	(313)	19,584	15,828	(3,756)
2329-6231 · Other Exec Admin Soc Sec	1,864	1,277	(586)	22,365	15,329	(7,037)
2329-6232 · Other Exec Admin Medicare	436	299	(137)	5,231	3,585	(1,646)
2329-6241 · Other Exec Admin Emp Ins	1,529	1,749	219	20,764	20,983	219
2331-6221 · It Admin Nc Prs	621	651	30	7,452	7,812	360
2331-6231 · It Admin Soc Sec	557	336	(220)	6,679	4,036	(2,643)
2331-6232 · It Admin Medicare	130	79	(52)	1,562	944	(618)
2331-6241 · It Admin Emp Ins	512	437	(75)	6,150	5,246	(904)
2411-6211 · Building Admin Cert Prs	3,356	2,387	(970)	40,274	28,640	(11,634)
2411-6221 · Building Admin NC PRS	0	1,090	1,090	0	13,074	13,074
2411-6231 · Building Admin Soc Sec	1,607	1,796	189	19,288	21,552	2,265
2411-6232 · Building Admin Medicare	376	420	44	4,511	5,040	530
2411-6241 · Building Admin Emp Ins	3,931	1,749	(2,182)	23,165	20,983	(2,182)
2511-6221 · Business Office NC PRS	849	879	30	10,185	10,545	360
2511-6231 · Business Office Soc Sec	699	454	(245)	8,393	5,448	(2,945)
2511-6232 · Business Office Medicare	164	106	(57)	1,963	1,274	(689)
2511-6241 · Business Office Emp Ins	549	437	(112)	5,357	5,246	(112)
2542-6221 · Facilities Nc Prs	1,402	1,836	434	16,821	22,029	5,208
2542-6231 · Facilities Soc Sec	1,155	1,145	(10)	13,860	13,738	(122)
2542-6232 · Facilities Medicare	270	268	(2)	3,241	3,213	(28)
2542-6241 · Facilities Emp Ins	1,048	874	(173)	10,664	10,491	(173)
2562-6221 · Food Preparation NC PRS	450	1,577	1,127	17,797	18,924	1,127
2562-6231 · Food Preparation Soc Sec	465	815	350	9,427	9,777	350
2562-6232 · Food Preparation Medicare	109	191	82	2,205	2,287	82
2562-6241 · Food Preparation Emp Ins	562	1,749	1,186	19,797	20,983	1,186
3812-6221 · Afterschool Nc Prs	650	1,255	605	14,460	15,065	605
3812-6231 · Afterschool Soc Sec	587	649	62	7,722	7,783	62
3812-6232 · Afterschool Medicare	137	152	14	1,806	1,820	14
3812-6241 · Afterschool Emp Ins	868	437	(431)	5,676	5,246	(431)
<b>Total Benefits and Taxes</b>	<b>158,587</b>	<b>159,256</b>	<b>669</b>	<b>1,897,563</b>	<b>1,911,073</b>	<b>13,511</b>

# Income Statement

## Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
<b>Staff-Related Costs</b>						
2213-6319 · Professional Development Prof	8,648	8,577	(71)	102,927	102,927	(0)
2213-6343 · Professional Development Trav	0	83	83	1,000	1,000	(0)
2213-6371 · Professional Development Due:	0	1,250	1,250	15,000	15,000	0
2213-6411 · Professional Development Supj	12,415	208	(12,206)	2,500	2,500	(0)
2644-6319 · Professional Development Nonlr	11,250	0	(11,250)	(0)	0	0
2644-6343 · Non-instructional Staff Travel	0	83	83	1,000	1,000	(0)
<b>Total Staff-Related Costs</b>	<b>32,313</b>	<b>10,202</b>	<b>(22,110)</b>	<b>122,427</b>	<b>122,427</b>	<b>(0)</b>
<b>Rent</b>						
2542-6333 · Facilities Rent	0	1,250	1,250	15,000	15,000	0
<b>Total Rent</b>	<b>0</b>	<b>1,250</b>	<b>1,250</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>
<b>Occupancy Service</b>						
2542-6319 · Facilities Prof Serv	0	83	83	1,000	1,000	(0)
2542-6331 · Facilities Janitorial	10,300	13,600	3,300	163,200	163,200	0
2542-6332 · Facilities Rep & Mait	3,791	7,292	3,501	87,500	87,500	0
2542-6335 · Facilities Water/sewer	1,183	1,500	317	18,000	18,000	0
2542-6336 · Facilities Trash Remov	328	583	256	7,000	7,000	0
2542-6338 · Facilities Tech Rental	4,953	5,053	100	60,640	60,640	0
2542-6339 · Facilities Oth Prop Serv	365	833	468	10,000	10,000	(0)
2542-6351 · Facilities Prop Insur	0	4,290	4,290	51,476	51,476	(0)
2542-6361 · Facilities Phone/internet	26,478	12,679	(13,799)	152,147	152,147	0
2542-6411 · Facilities Supplies	2,047	3,250	1,203	39,000	39,000	(0)
2542-6412 · Technology Supplies	0	208	208	2,500	2,500	0
2542-6481 · Facilities Electricity	9,311	9,667	356	116,000	116,000	(0)
2542-6482 · Facilities Gas	365	750	385	9,000	9,000	0
2543-6319 · Care and Upkeep of Grounds Se	1,290	1,250	(40)	15,000	15,000	(0)
2546-6319 · Security Svcs Prof Serv	295	333	39	4,000	4,000	0
<b>Total Occupancy Service</b>	<b>60,706</b>	<b>61,372</b>	<b>666</b>	<b>736,463</b>	<b>736,463</b>	<b>0</b>
<b>Student Expense, Direct</b>						
1111-6319 · ES Instruction Prof Serv	0	5,329	5,329	63,950	63,950	(0)
1111-6371 · Dues And Memberships	0	583	583	7,000	7,000	0
1111-6411 · ES Instruction Supplies	3,353	2,621	(732)	31,455	31,455	(0)
1111-6412 · ES Instruction Tech Supplies	0	321	321	3,850	3,850	(0)
1111-6431 · Textbooks	0	1,500	1,500	18,000	18,000	(0)
1131-6319 · MS Instruction Prof Serv	0	2,083	2,083	25,000	25,000	0
1131-6411 · MS Instruction Supplies	8,927	1,945	(6,982)	23,345	23,345	0
1191-6391 · Other Purchased Services	0	6,250	6,250	75,000	75,000	0
1191-6411 · Summer Instruction Supplies	0	417	417	5,000	5,000	(0)
1221-6319 · Special Education Prof Serv	0	2,917	2,917	35,000	35,000	0
1221-6411 · Special Education Supplies	0	875	875	10,500	10,500	(0)
1411-6319 · Student Activities Prof Serv	0	3,583	3,583	43,000	43,000	(0)
1411-6411 · Student Activities Supplies	0	625	625	7,500	7,500	0
1421-6319 · Student Athletics Prof Serv	0	917	917	11,000	11,000	(0)
1421-6371 · Stu Ath Dues And Memberships	460	0	(460)	460	0	(460)
2122-6411 · Counseling Supplies	0	333	333	4,000	4,000	0
2162-6319 · Ot Services Prof Serv	1,901	1,000	(901)	12,000	12,000	0
2172-6319 · Pt Services Prof Serv	163	167	4	2,000	2,000	0
2222-6319 · Library Prof Serv	0	83	83	1,000	1,000	(0)
2222-6441 · Library Books	0	42	42	500	500	(0)
3812-6319 · Afterschool Prof Serv	0	417	417	5,000	5,000	(0)
3812-6411 · Afterschool Supplies	0	17	17	200	200	0
<b>Total Student Expense, Direct</b>	<b>14,804</b>	<b>32,025</b>	<b>17,221</b>	<b>384,760</b>	<b>384,300</b>	<b>(460)</b>

# Income Statement

## Brookside Charter School

July 2021 through July 2021

Income Statement	Year-To-Date			Annual		
	Actual	Budget	Variance	Forecast	Budget	Variance
Student Expense, Food2						
2562-6411 · Food Preparation Supplies	0	583	583	7,000	7,000	0
2562-6471 · Food Preparation Snack	1,257	21,458	20,201	257,500	257,500	0
Total Student Expense, Food2	1,257	22,042	20,784	264,500	264,500	0
Office & Business Expense						
2114-6412 · Technology Supplies	44,845	4,465	(40,380)	53,580	53,580	0
2311-6315 · Board Audit	0	958	958	11,500	11,500	(0)
2311-6317 · Board Legal	0	2,083	2,083	25,000	25,000	0
2311-6352 · Board Liability Insurance	0	1,665	1,665	19,983	19,983	0
2321-6319 · Exec Admin Prof Serv	7,559	9,125	1,566	109,500	109,500	(0)
2321-6371 · Exec Admin Dues and Members	0	500	500	6,000	6,000	0
2321-6411 · Exec Admin Supplies	1,332	2,417	1,085	29,000	29,000	0
2322-6319 · Community Services Prof Serv	28,811	11,750	(17,061)	141,000	141,000	0
2331-6316 · It Admin Data Process	11,324	12,457	1,133	149,483	149,483	(0)
2331-6411 · IT Admin Supplies	0	583	583	7,000	7,000	0
2331-6412 · It Admin Tech Supplies	53,839	1,867	(51,972)	53,839	22,400	(31,439)
2331-6543 · It Admin Tech Equipment	1,243	1,243	0	14,918	14,918	(0)
2511-6319 · Business Office Prof Serv	0	167	167	2,000	2,000	(0)
2511-6411 · Business Office Supplies	1,915	250	(1,665)	3,000	3,000	0
2525-6319 · Financial Accounting Services Pi	10,877	10,250	(627)	123,000	123,000	0
2525-6412 · Technology Supplies	0	608	608	7,300	7,300	(0)
2529-6319 · Other Fiscal Services Prof Serv	0	417	417	5,000	5,000	(0)
Total Office & Business Expense	161,745	60,805	(100,940)	761,103	729,664	(31,439)
Transportation						
2551-6341 · Transportation - Contracted, Non	6,683	0	(6,683)	(0)	0	0
2551-6342 · Transportation - Contracted, Non	0	1,792	1,792	21,500	21,500	0
2553-6341 · Transportation - Contracted, Dis:	2,308	0	(2,308)	0	0	(0)
Total Transportation	8,990	1,792	(7,198)	21,500	21,500	0
Total Expenses	1,103,587	881,129	(222,458)	10,557,441	10,573,543	16,102
Operating Income	(419,572)	(350,746)	(68,825)	(166,992)	(198,761)	31,769
Extraordinary Expenses						
Interest						
5122-6614 · Principal - Long Term Loans	9,067	9,218	151	110,621	110,621	(0)
5222-6624 · Interest - Long Term Loans	16,649	16,498	(151)	197,971	197,971	0
Total Interest	25,716	25,716	0	308,592	308,592	0
Total Extraordinary Expenses	25,716	25,716	0	308,592	308,592	0
Net Income	(445,288)	(376,462)	(68,825)	(475,584)	(507,353)	31,769
Cash Flow Statement						
Net Income	(445,288)	(376,462)	(68,825)	(475,584)	(507,353)	31,769
Cash Flow Adjustments						
Other Operating Activities						
1213 · Receivable-basic Formula	0	0	0	0	0	0
1220 · Other Accounts Receivable	0	0	0	0	0	0
1412 · Prepaid Expense	(106,883)	0	(106,883)	0	0	0
1598 · Remove from operations	0	0	0	0	0	0
2111 · Accounts Payable - General	0	0	0	0	0	0
2119 · Deferred Revenue	0	0	0	0	0	0
2121 · Loans Payable	0	0	0	0	0	0
2152 · Oasdi (soc Sec) Payable	0	0	0	0	0	0
2153 · Medicare Tax Payable	0	0	0	0	0	0
2156 · Group Health And Life Insurance Paya	(62,614)	0	(62,614)	(0)	0	(0)
2159 · Non-teacher Retirement Payable	0	0	0	0	0	0
2160 · 403b Payable	(142)	0	(142)	(0)	0	(0)
2161 · Other Deductions Payable, Incl Garn	25	0	25	0	0	0
Total Other Operating Activities	(169,614)	0	(169,614)	0	0	0
Facilities Project Adjustments						
1599 · Add to facilities	0	0	0	0	0	0
Total Facilities Project Adjustments	0	0	0	0	0	0
Total Cash Flow Adjustments	(169,614)	0	(169,614)	0	0	0
Change in Cash	(614,902)	(376,462)	(238,439)	(475,584)	(507,353)	31,769







**Monthly Projections**  
 Brookside Charter School  
 July 2021 through July 2021

Forecast														TOTAL	External Notes	Comments	
Income Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun				
Benefits and Taxes																	
1111-6211 · ES Instruction Cert PRS		19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418	19,418		<b>233,015</b>
1111-6221 · ES Instruction NC PRS		5,759	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178	7,178		<b>84,717</b>
1111-6231 · ES Instruction Soc Sec		12,534	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799	13,799		<b>164,320</b>
1111-6232 · ES Instruction Medicare		2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931	2,931		<b>35,175</b>
1111-6241 · ES Instruction Emp Ins		21,961	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605	23,605		<b>281,621</b>
1131-6211 · MS Instruction Cert PRS		8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526	8,526		<b>102,317</b>
1131-6221 · MS Instruction NC PRS		1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673	1,673		<b>20,070</b>
1131-6231 · MS Instruction Soc Sec		5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257	5,257		<b>63,079</b>
1131-6232 · MS Instruction Medicare		1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229	1,229		<b>14,752</b>
1131-6241 · MS Instruction Emp Ins		9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284	9,284		<b>111,407</b>
1191-6231 · Summer Instruction Soc Sec		8,169	0	0	0	0	0	0	0	0	0	0	0	0	0		<b>8,169</b>
1191-6232 · Summer Instruction Medicare		1,911	0	0	0	0	0	0	0	0	0	0	0	0	0		<b>1,911</b>
1221-6211 · Special Education Cert PRS		4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529	4,529		<b>54,344</b>
1221-6221 · Special Education NC PRS		403	403	403	403	403	403	403	403	403	403	403	403	403	403		<b>4,838</b>
1221-6231 · Special Education Soc Sec		2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397	2,397		<b>28,759</b>
1221-6232 · Special Education Medicare		560	560	560	560	560	560	560	560	560	560	560	560	560	560		<b>6,726</b>
1221-6241 · Special Education Emp Ins		4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544	4,544		<b>54,529</b>
1411-6231 · Student Activities Soc Sec		0	0	0	0	0	0	0	0	0	0	0	0	0	0		<b>0</b>
1411-6232 · Student Activities Medicare		0	0	0	0	0	0	0	0	0	0	0	0	0	0		<b>0</b>
1421-6211 · Student Athletics Cert PRS		603	603	603	603	603	603	603	603	603	603	603	603	603	603		<b>7,231</b>
1421-6231 · Student Athletics Soc Sec		496	496	496	496	496	496	496	496	496	496	496	496	496	496		<b>5,951</b>
1421-6232 · Student Athletics Medicare		116	116	116	116	116	116	116	116	116	116	116	116	116	116		<b>1,392</b>
1421-6241 · Student Athletics Emp Ins		1,459	437	437	437	437	437	437	437	437	437	437	437	437	437		<b>6,267</b>
2122-6221 · Counseling Nc Prs		1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552	1,552		<b>18,622</b>
2122-6231 · Counseling Soc Sec		943	943	943	943	943	943	943	943	943	943	943	943	943	943		<b>11,318</b>

**Monthly Projections**  
**Brookside Charter School**  
**July 2021 through July 2021**

Forecast															TOTAL	External Notes	Comments
Income Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun				
2122-6232 · Counseling Medicare		221	221	221	221	221	221	221	221	221	221	221	221	221	2,647		
2122-6241 · Counseling Emp Ins		496	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	14,921		
2134-6221 · Nursing Nc Prs		914	914	914	914	914	914	914	914	914	914	914	914	914	10,963		
2134-6231 · Nursing Soc Sec		700	700	700	700	700	700	700	700	700	700	700	700	700	8,404		
2134-6232 · Nursing Medicare		164	164	164	164	164	164	164	164	164	164	164	164	164	1,965		
2134-6241 · Nursing Emp Ins		518	874	874	874	874	874	874	874	874	874	874	874	874	10,135		
2222-6211 · Library Cert Prs		1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	1,010	12,119		
2222-6221 · Library NC PRS		0	0	0	0	0	0	0	0	0	0	0	0	0	0		
2222-6231 · Library Soc Sec		497	497	497	497	497	497	497	497	497	497	497	497	497	5,959		
2222-6232 · Library Medicare		116	116	116	116	116	116	116	116	116	116	116	116	116	1,394		
2222-6241 · Library Emp Ins		568	874	874	874	874	874	874	874	874	874	874	874	874	10,185		
2321-6211 · Exec Admin Cert Prs		1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	1,708	20,498		
2321-6221 · Exec Admin NC PRS		0	0	0	0	0	0	0	0	0	0	0	0	0	0		
2321-6231 · Exec Admin Soc Sec		1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	1,434	17,205		
2321-6232 · Exec Admin Medicare		335	335	335	335	335	335	335	335	335	335	335	335	335	4,024		
2321-6241 · Exec Admin Emp Ins		760	437	437	437	437	437	437	437	437	437	437	437	437	5,568		
2321-6261 · Exec Admin WC		0	4,673	4,673	4,673	4,673	4,673	4,673	4,673	4,673	4,673	4,673	4,673	4,673	51,399		
2321-6271 · Exec Admin Unemp		3,230	1,525	1,525	1,525	1,525	1,525	1,525	1,525	1,525	1,525	1,525	1,525	1,525	20,000		
2321-6291 · Other Employer Provided		0	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	25,000		
2322-6221 · Community Servicesn NC PF		717	717	717	717	717	717	717	717	717	717	717	717	717	8,598		
2322-6231 · Community Services Soc Sec		332	332	332	332	332	332	332	332	332	332	332	332	332	3,985		
2322-6232 · Community Services Medical		78	78	78	78	78	78	78	78	78	78	78	78	78	932		
2322-6241 · Community Services Emp Ins		1,306	437	437	437	437	437	437	437	437	437	437	437	437	6,115		
2329-6211 · Other Exec Admin Cert Prs		718	718	718	718	718	718	718	718	718	718	718	718	718	8,620		
2329-6221 · Other Exec Admin Nc Prs		1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	1,632	19,584		
2329-6231 · Other Exec Admin Soc Sec		1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	1,864	22,365		
2329-6232 · Other Exec Admin Medicare		436	436	436	436	436	436	436	436	436	436	436	436	436	5,231		
2329-6241 · Other Exec Admin Emp Ins		1,529	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	20,764		
2331-6221 · It Admin Nc Prs		621	621	621	621	621	621	621	621	621	621	621	621	621	7,452		
2331-6231 · It Admin Soc Sec		557	557	557	557	557	557	557	557	557	557	557	557	557	6,679		
2331-6232 · It Admin Medicare		130	130	130	130	130	130	130	130	130	130	130	130	130	1,562		
2331-6241 · It Admin Emp Ins		512	512	512	512	512	512	512	512	512	512	512	512	512	6,150		
2411-6211 · Building Admin Cert Prs		3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	3,356	40,274		
2411-6221 · Building Admin NC PRS		0	0	0	0	0	0	0	0	0	0	0	0	0	0		
2411-6231 · Building Admin Soc Sec		1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	1,607	19,288		
2411-6232 · Building Admin Medicare		376	376	376	376	376	376	376	376	376	376	376	376	376	4,511		
2411-6241 · Building Admin Emp Ins		3,931	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	23,165		
2511-6221 · Business Office NC PRS		849	849	849	849	849	849	849	849	849	849	849	849	849	10,185		
2511-6231 · Business Office Soc Sec		699	699	699	699	699	699	699	699	699	699	699	699	699	8,393		
2511-6232 · Business Office Medicare		164	164	164	164	164	164	164	164	164	164	164	164	164	1,963		
2511-6241 · Business Office Emp Ins		549	437	437	437	437	437	437	437	437	437	437	437	437	5,357		
2542-6221 · Facilities Nc Prs		1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	1,402	16,821		
2542-6231 · Facilities Soc Sec		1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	1,155	13,860		
2542-6232 · Facilities Medicare		270	270	270	270	270	270	270	270	270	270	270	270	270	3,241		
2542-6241 · Facilities Emp Ins		1,048	874	874	874	874	874	874	874	874	874	874	874	874	10,664		
2562-6221 · Food Preparation NC PRS		450	1,577	1,577	1,577	1,577	1,577	1,577	1,577	1,577	1,577	1,577	1,577	1,577	17,797		
2562-6231 · Food Preparation Soc Sec		465	815	815	815	815	815	815	815	815	815	815	815	815	9,427		
2562-6232 · Food Preparation Medicare		109	191	191	191	191	191	191	191	191	191	191	191	191	2,205		
2562-6241 · Food Preparation Emp Ins		562	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	1,749	19,797		
3812-6221 · Afterschool Nc Prs		650	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	1,255	14,460		
3812-6231 · Afterschool Soc Sec		587	649	649	649	649	649	649	649	649	649	649	649	649	7,722		
3812-6232 · Afterschool Medicare		137	152	152	152	152	152	152	152	152	152	152	152	152	1,806		
3812-6241 · Afterschool Emp Ins		868	437	437	437	437	437	437	437	437	437	437	437	437	5,676		
<b>Total Benefits and Taxes</b>		<b>158,587</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>158,089</b>	<b>1,897,563</b>		

**Monthly Projections**  
**Brookside Charter School**  
 July 2021 through July 2021

Forecast															TOTAL	External Notes	Comments
Income Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL			
<b>Staff-Related Costs</b>																	
2213-6319 · Professional Development		8,648	8,571	8,571	8,571	8,571	8,571	8,571	8,571	8,571	8,571	8,571	8,571	8,571	102,927		
2213-6343 · Professional Development		0	91	91	91	91	91	91	91	91	91	91	91	91	1,000		
2213-6371 · Professional Development		0	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	15,000		
2213-6411 · Professional Development		12,415	(901)	(901)	(901)	(901)	(901)	(901)	(901)	(901)	(901)	(901)	(901)	(901)	2,500		
2644-6319 · Professional Development N		11,250	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(1,023)	(9)		
2644-6343 · Non-instructional Staff Travel		0	91	91	91	91	91	91	91	91	91	91	91	91	1,000		
<b>Total Staff-Related Costs</b>		<b>32,313</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>8,192</b>	<b>122,427</b>		
<b>Rent</b>																	
2542-6333 · Facilities Rent		0	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	1,364	15,000		
<b>Total Rent</b>		<b>0</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>1,364</b>	<b>15,000</b>		
<b>Occupancy Service</b>																	
2542-6319 · Facilities Prof Serv		0	91	91	91	91	91	91	91	91	91	91	91	91	1,000		
2542-6331 · Facilities Janitorial		10,300	13,900	13,900	13,900	13,900	13,900	13,900	13,900	13,900	13,900	13,900	13,900	13,900	163,200		
2542-6332 · Facilities Rep & Maint		3,791	7,610	7,610	7,610	7,610	7,610	7,610	7,610	7,610	7,610	7,610	7,610	7,610	87,500		
2542-6335 · Facilities Water/sewer		1,183	1,529	1,529	1,529	1,529	1,529	1,529	1,529	1,529	1,529	1,529	1,529	1,529	18,000		
2542-6336 · Facilities Trash Remov		328	607	607	607	607	607	607	607	607	607	607	607	607	7,000		
2542-6338 · Facilities Tech Rental		4,953	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	5,062	60,640		
2542-6339 · Facilities Oth Prop Serv		365	876	876	876	876	876	876	876	876	876	876	876	876	10,000		
2542-6351 · Facilities Prop Insur		0	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	51,476		
2542-6361 · Facilities Phone/Internet		26,478	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	11,424	152,147		
2542-6411 · Facilities Supplies		2,047	3,359	3,359	3,359	3,359	3,359	3,359	3,359	3,359	3,359	3,359	3,359	3,359	39,000		
2542-6412 · Technology Supplies		0	227	227	227	227	227	227	227	227	227	227	227	227	2,500		
2542-6481 · Facilities Electricity		9,311	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	9,699	116,000		
2542-6482 · Facilities Gas		365	785	785	785	785	785	785	785	785	785	785	785	785	9,000		
2543-6319 · Care and Upkeep of Ground		1,290	1,246	1,246	1,246	1,246	1,246	1,246	1,246	1,246	1,246	1,246	1,246	1,246	15,000		
2546-6319 · Security Svcs Prof Serv		295	337	337	337	337	337	337	337	337	337	337	337	337	4,000		
<b>Total Occupancy Service</b>		<b>60,706</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>61,432</b>	<b>736,463</b>		
<b>Student Expense, Direct</b>																	
1111-6319 · ES Instruction Prof Serv		0	5,814	5,814	5,814	5,814	5,814	5,814	5,814	5,814	5,814	5,814	5,814	5,814	63,950		
1111-6371 · Dues And Memberships		0	636	636	636	636	636	636	636	636	636	636	636	636	7,000		
1111-6411 · ES Instruction Supplies		3,353	2,555	2,555	2,555	2,555	2,555	2,555	2,555	2,555	2,555	2,555	2,555	31,455			
1111-6412 · ES Instruction Tech Supplies		0	350	350	350	350	350	350	350	350	350	350	350	350	3,850		
1111-6431 · Textbooks		0	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	1,636	18,000		
1131-6319 · MS Instruction Prof Serv		0	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	2,273	25,000		
1131-6411 · MS Instruction Supplies		8,927	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	1,311	23,345		
1191-6391 · Other Purchased Services		0	6,818	6,818	6,818	6,818	6,818	6,818	6,818	6,818	6,818	6,818	6,818	6,818	75,000		
1191-6411 · Summer Instruction Supplies		0	455	455	455	455	455	455	455	455	455	455	455	455	5,000		
1221-6319 · Special Education Prof Serv		0	3,182	3,182	3,182	3,182	3,182	3,182	3,182	3,182	3,182	3,182	3,182	3,182	35,000		
1221-6411 · Special Education Supplies		0	955	955	955	955	955	955	955	955	955	955	955	955	10,500		
1411-6319 · Student Activities Prof Serv		0	3,909	3,909	3,909	3,909	3,909	3,909	3,909	3,909	3,909	3,909	3,909	3,909	43,000		
1411-6411 · Student Activities Supplies		0	682	682	682	682	682	682	682	682	682	682	682	682	7,500		
1421-6319 · Student Athletics Prof Serv		0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	11,000		
1421-6371 · Stu Ath Dues And Memberst		460	0	0	0	0	0	0	0	0	0	0	0	0	460		
2122-6411 · Counseling Supplies		0	364	364	364	364	364	364	364	364	364	364	364	364	4,000		
2162-6319 · Ot Services Prof Serv		1,901	918	918	918	918	918	918	918	918	918	918	918	918	12,000		
2172-6319 · Pt Services Prof Serv		163	167	167	167	167	167	167	167	167	167	167	167	167	2,000		
2222-6319 · Library Prof Serv		0	91	91	91	91	91	91	91	91	91	91	91	91	1,000		
2222-6441 · Library Books		0	45	45	45	45	45	45	45	45	45	45	45	45	500		
3812-6319 · Afterschool Prof Serv		0	455	455	455	455	455	455	455	455	455	455	455	455	5,000		
3812-6411 · Afterschool Supplies		0	18	18	18	18	18	18	18	18	18	18	18	18	200		
<b>Total Student Expense, Direct</b>		<b>14,804</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>33,632</b>	<b>384,760</b>		



**Monthly Projections**  
 Brookside Charter School  
 July 2021 through July 2021

Forecast														External Notes	Comments	
Income Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	External Notes	Comments
Cash Flow Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	External Notes	
Net Income		(445,288)	21,282	(47,118)	21,282	(174,718)	21,282	21,282	21,282	21,282	21,282	21,282	21,282	(475,584)		
Cash Flow Adjustments																
Other Operating Activities																
1213 - Receivable-basic Formula		0	0	0	0	0	0	0	0	0	0	0	0	0		0
1220 - Other Accounts Receivable		0	0	0	0	0	0	0	0	0	0	0	0	0		0
1412 - Prepaid Expense		(106,883)	9,717	9,717	9,717	9,717	9,717	9,717	9,717	9,717	9,717	9,717	9,717	0		0
1598 - Remove from operations		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2111 - Accounts Payable - General		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2119 - Deferred Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2121 - Loans Payable		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2152 - Oasdi (soc Sec) Payable		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2153 - Medicare Tax Payable		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2156 - Group Health And Life Insurance F		(62,614)	5,692	5,692	5,692	5,692	5,692	5,692	5,692	5,692	5,692	5,692	5,692	(0)		0
2159 - Non-teacher Retirement Payable		0	0	0	0	0	0	0	0	0	0	0	0	0		0
2160 - 403b Payable		(142)	13	13	13	13	13	13	13	13	13	13	13	(0)		0
2161 - Other Deductions Payable, Incl Ga		25	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	(2)	0		0
Total Other Operating Activities		(169,614)	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	0		0
Facilities Project Adjustments																
1599 - Add to facilities		0	0	0	0	0	0	0	0	0	0	0	0	0		0
Total Facilities Project Adjustments		0	0	0	0	0	0	0	0	0	0	0	0	0		0
Total Cash Flow Adjustments		(169,614)	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	15,419	0		0
Change in Monthly Cash		(614,902)	36,702	(31,698)	36,702	(159,298)	36,702	36,702	36,702	36,702	36,702	36,702	36,702	(475,584)		
Income Statement	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL		
Change in Monthly Cash (Net I	0	(614,902)	36,702	(31,698)	36,702	(159,298)	36,702	36,702	36,702	36,702	36,702	36,702	36,702	(475,584)		
Forecast Cash	4,214,452	3,599,550	3,636,252	3,604,553	3,641,255	3,481,957	3,518,658	3,555,360	3,592,062	3,628,763	3,665,465	3,702,167	3,738,868			
Budget Cash	4,107,356	3,730,894	3,629,073	3,522,002	3,390,407	3,422,114	3,435,024	3,447,934	3,548,301	3,576,120	3,535,279	3,502,764	3,600,004			

# Balance Sheet

## Brookside Charter School

As of July 31, 2021

Balance Sheet	6/30/2021	7/31/2021	6/30/2022
Assets	Last Year	Current	Year End
<b>Assets</b>			
Current Assets			
Cash			
1114 · Petty Cash	337	173	3,738,868
1116 · Country Club Bank Operating	208,113	96,903	0
1117 · Sweep Account	3,996,385	3,492,858	0
1118 · New Building Fund	9,691	9,691	0
1159 · Arvest Ppp	(75)	(75)	0
Total Cash	4,214,452	3,599,550	3,738,868
Intercompany Transfers			
1598 · Remove from operations	0	0	0
1599 · Add to facilities	0	0	0
Total Intercompany Transfers	0	0	0
Accounts Receivable			
1213 · Receivable-basic Formula	280,762	280,762	280,762
1220 · Other Accounts Receivable	3,429	3,429	3,429
Total Accounts Receivable	284,191	284,191	284,191
Other Current Assets			
1412 · Prepaid Expense	6,498	113,381	6,498
Total Other Current Assets	6,498	113,381	6,498
Total Current Assets	4,505,141	3,997,123	4,029,558
Total Assets	4,505,141	3,997,123	4,029,558
<b>Liabilities and Equity</b>			
Liabilities and Equity			
Current Liabilities			
Other Current Liabilities			
2152 · Oasdi (soc Sec) Payable	(12)	(12)	(12)
2153 · Medicare Tax Payable	(3)	(3)	(3)
2156 · Group Health And Life Insurance P	62,017	(597)	62,017
2159 · Non-teacher Retirement Payable	4,373	4,373	4,373
2160 · 403b Payable	37	(105)	37
2161 · Other Deductions Payable, Incl Ga	1,660	1,686	1,660
Total Other Current Liabilities	68,072	5,341	68,072
Accounts Payable			
2111 · Accounts Payable - General	102,386	102,386	102,386
2119 · Deferred Revenue	1,632	1,632	1,632
2121 · Loans Payable	1,156,000	1,156,000	1,156,000
Total Accounts Payable	1,260,017	1,260,017	1,260,017
Total Current Liabilities	1,328,089	1,265,358	1,328,089
Equity			
Unrestricted Net Assets			
3111 · Fund Balance	2,944,801	2,944,801	2,944,801
3115 · Foundation Fund Balance	232,252	232,252	232,252
Total Unrestricted Net Assets	3,177,052	3,177,052	3,177,052
Net Income			
Net Income	0	(445,288)	(475,584)
Total Net Income	0	(445,288)	(475,584)
Total Equity	3,177,052	2,731,765	2,701,469
Total Liabilities and Equity	4,505,141	3,997,123	4,029,558



Payee Type: Vendor		Check Type: Automatic Payment			Checking Account ID: 6			
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount	
631	07/25/2021	X			AFLAC	AFLAC	3,719.13	
632	07/24/2021	X			PRINCIPAL	PLIC - SBD GRAND ISLAND	1,067.03	
633	07/25/2021	X			KANSASCIT	KANSAS CITY POWER & LIGHT	9,310.84	
634	07/25/2021	X			TOSHIBA	TOSHIBA FINANCIAL SERVICES	4,952.91	
635	07/22/2021	X			DEFFENBAUG	DEFFENBAUGH INDUSTRIES	327.53	
636	07/24/2021	X			KCWATER	KC WATER SERVICES	1,182.81	
637	07/25/2021	X			ATT1	AT&T	279.14	
646	07/26/2021	X			COUNTRYCCC	Country Club Bank Credit Card	5,032.54	
655	07/01/2021	X			BANKCARD	BANKCARD	10.00	
661	07/13/2021	X			EMPLFID	Employee Fiduciary	827.30	
663	07/20/2021	X			BCBS	BlueCross BlueShield	62,586.67	
664	07/26/2021	X			BCBS	BlueCross BlueShield	68,957.68	
665	07/29/2021	X			MODIVEMPLO	MO DIV EMPLOYMENT SECURITY	3,229.81	
667	07/01/2021	X			EDFUEL	EDFUEL	2,500.00	
Checking Account ID: 6					Void Total:	0.00	Total without Voids:	163,983.39
Check Type Total: Automatic Payment			Void Total:		0.00	Total without Voids:	163,983.39	

Payee Type: Vendor		Check Type: Check			Checking Account ID: 6		
Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Check Amount
5475	07/12/2021	X			BLUEHILLSC	Blue Hills Country Club	28,811.33
5477	07/23/2021	X			CLEANING	CLEANING KING, LLC	10,300.00
5478	07/23/2021	X			TUCKVAL	VALERIE TUCKER	3,750.00
76244764	07/07/2021	X			EGGSHELLS	Eggshells LLC	800.00
76249683	07/12/2021	X			BSNSPORTS	BSN SPORTS LLC	83.23
76249684	07/12/2021	X			BSNSPORTS	BSN SPORTS LLC	258.34
76249685	07/12/2021	X			DESIGN	DESIGN MECHANICAL, INC.	3,560.00
76249686	07/12/2021	X			SMITHEREEN	SMITHEREEN PEST MANAGEMENT SERVICES, INC	140.00
76249687	07/12/2021	X			TOSHIBASUP	TOSHIBA BUSINESS SOLUTIONS	114.00
76249688	07/12/2021	X			TOSHIBASUP	TOSHIBA BUSINESS SOLUTIONS	49,555.80
76254849	07/13/2021	X			FLAMEOUT	D&L Services, Inc. d/b/a/ FLAME-OUT Fire Extinguisher Co.	520.95
76254850	07/13/2021	X			ASSIST	Assist Services, LLC	5,576.30
76254851	07/13/2021	X			TMOBILE	T-MOBILE	11,299.17
76254852	07/13/2021	X			READINGPLU	Reading Plus	8,550.00
76254853	07/13/2021	X			GMPETERS	GM Peters Insurance	97,552.10
76254854	07/13/2021	X			WALDO	PHILWORLD, INC	200.00
76254855	07/13/2021	X			WALDO	PHILWORLD, INC	200.00
76254856	07/13/2021	X			STLUKES	Saint Luke's Hospital of Kansas City	6,148.00
76254857	07/13/2021	X			AIRMASS	AirMass, LLC d/b/a PropertyTRAK	2,124.00
76254858	07/13/2021	X			ASSIST	Assist Services, LLC	3,413.80
76255158	07/13/2021	X			FOLLETTEDU	FOLLETT SCHOOL SOLUTIONS, INC	922.19
76255159	07/13/2021	X			FRYWAGNER	FRY-WAGNER MOVING & STORAGE	85.17
76255160	07/13/2021	X			GRANDMAS	GRANDMAS OFFICE CATERING, LLC	380.00
76255161	07/13/2021	X			PROSOLU	PRO SOLUTIONS, LLC	365.11
76255162	07/13/2021	X			SOFTWAREUN	SOFTWARE UNLIMITED INC	6,045.00
76255163	07/13/2021	X			STACY	STACY COMPANY, LLC	2,500.00
76255164	07/13/2021	X			SUNNYSIDE	SUNNYSIDE DAIRY, LLC	318.45
76255165	07/13/2021	X			K12ITC	k12 ITC, Inc	12,567.54
76255166	07/13/2021	X			MSHSAA	MSHSAA	460.00
76255399	07/13/2021	X			21STCENTUR	21st Century Therapy, P.C.	2,063.75
76255400	07/13/2021	X			EDOPS	EDOPS	10,166.67
76368627	07/21/2021	X			DESIGN	DESIGN MECHANICAL, INC.	231.00
76368628	07/21/2021	X			TOSHIBASUP	TOSHIBA BUSINESS SOLUTIONS	114.00
76368629	07/21/2021	X			STAPLES	STAPLES ADVANTAGE	189.02
76368630	07/21/2021	X			STAPLES	STAPLES ADVANTAGE	1,926.32
76368631	07/21/2021	X			SMITHEREEN	SMITHEREEN PEST MANAGEMENT SERVICES, INC	140.00
76368632	07/21/2021	X			FRANKLIN	FRANKLIN COVEY CLIENT SALES, INC.	9,200.00

**Check Register by Type**

<b>Payee Type: Vendor</b>		<b>Check Type: Check</b>			<b>Checking Account ID: 6</b>		
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>
76368633	07/21/2021	X			TOSHIBASUP	TOSHIBA BUSINESS SOLUTIONS	1,398.40
76378097	07/23/2021	X			CIC	Computer Information Concepts	44,845.00
76378098	07/23/2021	X			VOYAGER	VOYAGER SOPRIS LEARNING INC	12,414.60
76378099	07/23/2021	X			SHOUTPOINT	Shoutpoint, Inc.	1,535.00
76378100	07/23/2021	X			RAPTOR	Raptor Technologies, LLC	1,915.00
76378101	07/23/2021	X			TMOBILE	T-MOBILE	14,900.00
76378824	07/23/2021	X			HOMEDEPOT	HOME DEPOT CARD SERVICES	323.59
76378825	07/23/2021	X			JADE	JADE ALARM CO., INC.	294.74
76378826	07/23/2021	X			SIGNATUREL	Signature Landscape LLC	1,290.00
76378827	07/23/2021	X			UNIVMOKC	UNIVERSITY OF MISSOURI-KANSAS CITY AR	240.00
76378828	07/23/2021	X			DATARECOGN	Data Recognition Corp M177	682.20
76378829	07/23/2021	X			SUNNYSIDE	SUNNYSIDE DAIRY, LLC	938.85
76379307	07/23/2021	X			PAYPOOL2	Paypool LLC	709.90
Checking Account ID: 6					Void Total:	0.00	Total without Voids: 362,118.52
Check Type Total: Check					Void Total:	0.00	Total without Voids: 362,118.52
Payee Type Total: Vendor					Void Total:	0.00	Total without Voids: 526,101.91
Grand Total:					Void Total:	0.00	Total without Voids: 526,101.91

## AMENDMENT NUMBER 1

This Amendment Number 1 (the "Amendment") is made and entered into the 30 day of August 2021, by and between the Missouri Charter Public School Commission (hereafter, the "Sponsor"), and Brookside Charter School. (hereafter, the "Charter School").

### Section 1 Recitals

- A. The Sponsor and the Charter School entered into the Charter on October 31<sup>st</sup>, 2018, thereby permitting the Charter School to maintain and develop Brookside Charter School.
- B. The parties wish to reflect in this Amendment their agreement to modify or waive certain provisions of the performance contract. The agreement can be found in the Charter School board minutes dated August 30, 2021 and the Missouri Charter Public School Commission minutes dated [REDACTED].

### Section 2 Agreement

The parties, in consideration of the mutual promises, representations, and covenants herein, agree as follows:

#### Section 2.1

Section A.7 Performance Benchmarks - Due to the COVID-19 pandemic, the following goals have been modified.

#### **Original Goals**

**Goal 1: Brookside Charter will reduce the percentage of BELOW BASIC students over the renewal period.**

*English Language Arts* (ELA) from 23.2% to 16% or lower over the renewal period (2018-2022). This reduction will reflect an average decrease of 1.5 % each year.

*Mathematics* (MA) from 28.4 % to 19 % or lower over the renewal period (2018-2022). This reduction will reflect and average decrease of 2 % each year.

*Science* (SC) from 23 % to 11 % or lower over the renewal period (2018-2022). This reduction will reflect and average decrease of 2.5 % each year.

**Goal 2: Brookside Charter will work towards closing the gap between the school and the state average MAP Performance Index (MPI).**

*English Language Arts* (ELA) from 295.9 to 338.4 or higher over the renewal period (2018-2022). This increase will reflect an average increase of 8.5 points each year.

*Mathematics* (MA) from 276.4 to 325.1 or higher over the renewal period (2018-2022). This increase will reflect an average increase of 9.75 points each year.

*Science* (SC) from 275 to 335 or higher over the renewal period (2018-2022). This increase will reflect an average increase of 12 points each year.

**Goal 3: Brookside Charter will increase its number of students who have 90 % attendance from 82.6 % to 90% or high over the renewal period (2018 – 2022). This increase will reflect an average increase of 1.5 % each year.**

**Amended Goals:**

**Goal 1: Brookside Charter will reduce the percentage of BELOW BASIC students over the renewal period.**

*English Language Arts* (ELA) from 42.5% to 39.5% or lower over the renewal period (2021-2023). This reduction will reflect an average decrease of 1.5 % each year.

*Mathematics* (MA) from 63.3% to 59.4 % or lower over the renewal period (2021-2023). This reduction will reflect an average decrease of 2 % each year.

*Science* (SC) from 64.3% to 59.3% or lower over the renewal period (2021-2023). This reduction will reflect an average decrease of 2.5 % each year.

**Goal 1A: Brookside Charter will reduce the percentage of BELOW BASIC students over the 2021-22 and 2022-23 school years. This will be measured using our monthly assessment tool, Evaluate.**

*English Language Arts* (ELA) from 46% to 18% or lower over the next two years (2021-2023). This reduction will return our scores back to where they were in the 2019-2020 school year.

*Mathematics* (MA) from 36% to 19% or lower over the next two years (2021-2023). This reduction will return our scores back to where they were in the 2019-2020 school year.

**Goal 2: Brookside Charter will work towards closing the gap between the school and the state average MAP Performance Index (MPI).**

*English Language Arts* (ELA) from 231.4 to 285.6 or higher over the renewal period (2021-2023). This increase will reflect an average increase of 27.1 points each year.

**Mathematics** (MA) from 184.5 to 258.1 or higher over the renewal period (2021-2023). This increase will reflect an average increase of 36.8 points each year.

**Science** (SC) from 239.6 to 266.9 or higher over the renewal period (2021-2023). This increase will reflect an average increase of 13.65 points each year.

**Goal 2A: Brookside Charter will work towards closing the gap between the school and the state average MAP Performance Index (MPI). This will be measured using our monthly assessment tool, Evaluate.**

- By end of SY21-22, we will achieve an Evaluate MPI score of 286 in ELA. By the end of SY22-23 we will achieve an Evaluate MPI score of 304 in ELA.
- By end of SY21-22, we will achieve an Evaluate MPI score of 294 in Math. By the end of SY22-23 we will achieve an Evaluate MPI score of 315 in Math.

**Goal 3: Brookside Charter School is working towards increasing its number of students who have 90% attendance each year. Our goal is to have a minimum increase of 3% each year.**

#### Section 2.2

**Due to COVID-19 we are offering a virtual platform, SchoolsPLP, for families who are not comfortable sending their children to in person instruction. This**

#### Section 2.3

All other terms and conditions of the Charter School Agreement, including prior amendments remain in full force and effect in the same manner as set forth therein.

IN WITNESS WHEREOF, the parties hereto have executed the Charter as of the day and year stated below.

## MATH Evaluate Data (Goals for 2021-22 and 2022-23)

	2018-19				2019-20				2020-21		
	MAR/APR		MPI		MAR/APR		MPI		APR/MAY		
Advanced	11	<b>3%</b>	55	Advanced	56	<b>14%</b>	280	Advanced	16	<b>4%</b>	
Proficient	85	<b>21%</b>	340	Proficient	97	<b>24%</b>	388	Proficient	40	<b>10%</b>	
Basic	182	<b>45%</b>	546	Basic	174	<b>44%</b>	522	Basic	170	<b>41%</b>	
Below Basic	126	<b>31%</b>	126	Below Basic	73	<b>18%</b>	73	Below Basic	190	<b>46%</b>	
% Prof	24%		1,067	% Prof	38%		1,263	% Prof	13.5%		
	404		<b>264</b>		400		<b>316</b>		416		

## ELA Evaluate Data (Goals for 2021-22 and 2022-23)

	2018-19				2019-20				2020-21		
	MAR/APR		MPI		MAR/APR		MPI		APR/MAY		
Advanced	33	<b>8%</b>	165	Advanced	36	<b>9%</b>	180	Advanced	19	<b>5%</b>	
Proficient	172	<b>43%</b>	688	Proficient	91	<b>23%</b>	364	Proficient	57	<b>14%</b>	
Basic	87	<b>22%</b>	261	Basic	195	<b>49%</b>	585	Basic	196	<b>46%</b>	
Below Basic	111	<b>28%</b>	111	Below Basic	75	<b>19%</b>	75	Below Basic	150	<b>36%</b>	
% Prof	51%		1,225	% Prof	32%		1,204	% Prof	18%		
	403		<b>304</b>		397		<b>303</b>		422		

We've had an 18 month hiatus from proper in person instruction. Our goal for 2022-23 is to get to the scores we were at in 2020 when our scores are trending upward. Below basic numbers were decreasing. To do this, we need to cut the % of students scoring Below Basic



2021-22				2022-23				
MPI		APR/MAY		MPI		APR/MAY		MPI
80	Advanced	37	8%	185	Advanced	61	13%	305
160	Proficient	110	24%	440	Proficient	110	24%	440
510	Basic	198	44%	594	Basic	199	44%	597
190	Below Basic	105	23%	105	Below Basic	83	18%	83
940	% Prof	33%		1,324	% Prof	38%		1,425
<b>226</b>		450		<b>294</b>		453		<b>315</b>



2021-22				2022-23				
MPI		APR/MAY		MPI		APR/MAY		MPI
95	Advanced	38	8%	190	Advanced	41	9%	205
228	Proficient	99	22%	396	Proficient	107	24%	428
588	Basic	195	43%	585	Basic	220	49%	660
150	Below Basic	118	26%	118	Below Basic	85	19%	85
1,061	% Prof	30%		1,289	% Prof	33%		1,378
<b>251</b>		450		<b>286</b>		453		<b>304</b>

we shut down for virtual learning. If you look at evaluate scores from 2018-19, 2019-20 you can see that c from 46% in 2020-21 to 18% in 2022-23 in Math and 36% in 2020-21 to 19% in 2022-23 in ELA.

**Board Member Conflict of Interest Form**

I acknowledge that I have received and read, understand, and agree to abide by Brookside Charter School's Conflict of Interest Policy, Board Policy 2.17.

[Please check one of the following.]

A. \_\_\_\_ To the best of my knowledge, no circumstances exist involving me, or a member of my family, that are or may be perceived as a conflict of interest within the meaning of the School's conflict of interest policy, and neither I, nor a member of my family, are affiliated with an organization with which the School does or is likely to do business.

or

B. \_\_\_\_ To the best of my knowledge, there do exist circumstances involving me, or a member of my family, that are or may be perceived as a conflict or potential conflict of interest within the meaning of the School's conflict of interest policy, including the affiliations such as relationships with grantees or potential grantees, contractors, or others with whom the School does or is likely to do business.

Organization Name	Person With Conflict	Relation to Employee	Nature of Affiliation
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**BOARD MEMBER NAME (PRINTED):** \_\_\_\_\_

**BOARD MEMBER SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SUPERINTENDENT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_



SECTION 3.4.1. If the Board or committee has reasonable cause to believe a member has failed to disclose actual or potential conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

SECTION 3.4.2. If, after hearing the member's response and after further investigating if warranted by the circumstances, the Board determines that the member has failed to disclose an actual or potential conflict of interest, it shall take appropriate disciplinary and corrective action.

#### SECTION 4. Records of Proceedings

The minutes of any Board meeting at which an actual or potential conflict of interest is disclosed shall contain:

- (1) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or potential conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest existed.
- (2) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

#### SECTION 5. Compensation

SECTION 5.1. A voting member of the Board who receives compensation, directly or indirectly, from Brookside Charter for services is precluded from voting on matters pertaining to that member's compensation.

SECTION 5.2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from Brookside Charter for services is precluded from voting on matters pertaining to that member's compensation.

SECTION 5.3. No voting member of the Board whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from Brookside Charter, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

#### SECTION 6. Annual Conflict of Interest Statement

SECTION 6.1. Each member of the Board shall annually sign a statement that affirms such person:

- (1) Has received a copy of the conflicts of interest policy,
- (2) Has read and understands the policy,
- (3) Has agreed to comply with the policy, and
- (4) Understands the School is charitable and in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

SECTION 6.2. Each employee of Brookside Charter shall do the following:

- (1) Sign a Conflict of Interest Disclosure Statement upon receipt of the Employee Manual, and
- (2) Sign an updated Conflict of Interest Disclosure Statement should any circumstances change rendering the form on file inaccurate or incomplete.

## SECTION 7. Periodic Reviews

SECTION 7.1. To ensure the School operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- (1) Whether compensation arrangements and benefits are reasonable, based on competent survey information, and the result of arm's-length bargaining,
- (2) Whether partnerships, joint ventures, and arrangements with management organizations conform to the School's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes, and do not result in inurement, impermissible private benefit, or in an excess benefit transaction.

SECTION 7.2. When conducting the periodic reviews as provided for in Section 7, the School may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility to ensure that periodic reviews are conducted.

**Board Policy 2.18**  
**Travel and Reimbursement**

SECTION 1. The Board of Brookside Charter School (“Brookside Charter” or the “School”) approves reimbursement of School expenses that have been pre- approved by the Superintendent or Principal of the School in accordance with applicable Board policies. Expenses may be reimbursed subject to the following requirements:

- (1) The School will reimburse expenses by following the governmental employees’ rates as established by IRS Publication 1542.
- (2) Detailed receipts should be provided for all reimbursable expenses.
- (3) Itemized receipts should be provided for all meals.
- (4) Meals will be reimbursed for the staff member only unless prior approval is secured from the Superintendent.
- (5) Alcohol will not be reimbursed.
- (6) Mileage is reimbursed for all staff and employee travel as approved by the Superintendent.
- (7) Other expenses, such as internet service, phone calls, tips, etc., are reimbursable within reasonable limitations. Staff should contact the Superintendent, Business Manager if an expense is in question, or be responsible for using their best discretion knowing that excessive expenditures will not be remunerated.

**Board Member Conflict of Interest Form**

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[Please check one of the following.]

A. \_\_\_\_ To the best of my knowledge, no circumstances exist involving me, or a member of my family, that are or may be perceived as a conflict of interest within the meaning of the School's conflict of interest policy, and neither I, nor a member of my family, are affiliated with an organization with which the School does or is likely to do business.

or

B. \_\_\_\_ To the best of my knowledge, there do exist circumstances involving me, or a member of my family, that are or may be perceived as a conflict or potential conflict of interest within the meaning of the School's conflict of interest policy, including the affiliations such as relationships with grantees or potential grantees, contractors, or others with whom the School does or is likely to do business.

Organization Name	Person With Conflict	Relation to Employee	Nature of Affiliation
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**BOARD MEMBER NAME (PRINTED):** \_\_\_\_\_

**BOARD MEMBER SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**SUPERINTENDENT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_