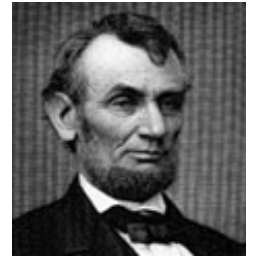




*The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.*



## Lincoln Academy Board of Directors

### Regular Business Meeting

Minutes for Monday, October 8, 2012

Lincoln Academy Library

6:30 p.m.

1. Preliminaries
  - a. Call to Order: President Doug Neely called the meeting to order at 6:30 pm.
  - b. Welcome to Guests and Introductions: Guests present (all were LA parents or guardians) were Ben DeGrow, Marjorie Gilbert, Missy Low, and Justin Trevizo.
  - c. Roll Call: Directors present were Jeff Baucum, Kristi Geisz, Derek Luyk, Doug Neely, Donna Randall, and Carrol Robinson. Janelle Johnson was excused.
  - d. Hearing of Persons: None
2. Consent Agenda: The following items were approved by unanimous consent:
  - a. Minutes of the last regular business meeting (9/10/12)
  - b. Tonight's agenda
3. Reports to Board
  - a. Principal's Report: There was no discussion of Janelle's written report (see attached), which had been submitted prior to the meeting.
  - b. LAPTO: PTO president Missy Low reported.
    - i. The PTO has been very active this year with many activities: frozen yogurt Fridays, Spirit Wear sales, Grandparents' Day.
    - ii. They have had record-breaking attendance at meetings.
    - iii. Many volunteers are needed to help with the upcoming Fall Carnival.
4. Committee Reports
  - a. Governance: Chairman Derek Luyk reported on some online communication policy research that he had done. He has not found anything that would exactly match our needs.
  - b. Facilities: Chairman Carrol Robinson presented his written report (see attached). There was some discussion of the vandalism done to our building.
  - c. Finance
    - i. Current Financials: Treasurer Jeff Baucum presented his written report (see attached).
    - ii. He attended a CDE financial seminar where he gathered good information for policies and a financial dashboard.
  - d. School Accountability Committee: Chairman Donna Randall presented her written report (see attached).
  - e. Development
    - i. Chairman Kristi Geisz presented her written report (see attached).
    - ii. Missy Low clarified that the PTO does not want to take over the *Laps for Education* fundraiser but would like to work with the Development Committee on this in the future.
5. Unfinished Business: Visioning Workshop
  - a. Feedback indicates that this was a very helpful, informative day.
  - b. The data will be refined and distributed to the Lincoln Academy community.
6. New Business
  - a. Board Classroom Visits: These visits will be done during the upcoming month. Visits are done to learn

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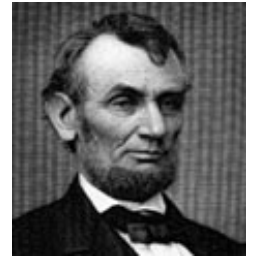
- more about our program and what's going on at our school in general, NOT to evaluate teachers.
- b. Staff Meeting: Doug attended last week to inform staff of the results of the Visioning Seminar.
  - c. Board Training Review: There was discussion of the modules completed this month.
  - d. Principal Evaluation: Directors will complete evaluations this month to be discussed in executive session at the November meeting.
7. Board Lessons Learned and Action Items
- a. Lessons Learned: None at this time
  - b. Action Items:
    - i. Classroom visits by next meeting - all
    - ii. Send out principal evaluations within the next week. - Doug
    - iii. Complete principal evaluations and return them to Doug by 10/31 - all
    - iv. Create a communication policy – Derek (Governance Committee)
    - v. Present explanation and review of 5% takeback from Jeffco at next meeting - Finance Committee
    - vi. Foundation/Building/Property Corporations meetings – Derek & Carrol
    - vii. Sign lease agreement with Building Corp - Derek
    - viii. New members learn who is on what boards/committees - Kristi
    - ix. Make PDFs of charter addendum, district buybacks - Doug
    - x. Think of things to include on a financial report “dashboard” – Jeff and all
    - xi. Climate survey of administration to be sent out to teachers and support staff by BoD (not anonymous - names given to Doug only) in the 3<sup>rd</sup> quarter (January) - Doug
    - xii. Investigate teacher pay raise procedure – Finance Committee
    - xiii. Put Cindie’s presentation on dashboard – Finance Committee
    - xiv. Ongoing Board Training – Modules to do prior to next month’s meeting:
      - *Sunshine Law*
      - *Productive Board Meetings*
      - *Effective Committees*
8. Announcements
- a. Jeffco Legal Training – Tuesday, October 16<sup>th</sup>, 6:30 PM
  - b. Next PTO meeting – Thursday, November 1<sup>st</sup>, 6:30 PM
  - c. Next BoD meeting – Monday, November 12<sup>th</sup>, 6:30 PM
9. Adjourn: The meeting was adjourned at 7:52 pm via general consent.

Minutes respectfully submitted,  
Kristi Geisz, Secretary  
Lincoln Academy Board of Directors  
Minutes approved 11/12/12

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## Lincoln Academy Board of Directors

### Regular Business Meeting

**Agenda for Monday, October 8, 2012**

Lincoln Academy

Library

6:30 p.m.

	<u>Time Allotted(min)</u>	<u>Motion</u>
1. Preliminaries (Doug Neely)	5:00	
a. Call to Order		
b. Welcome to Guests and Introductions		
c. Roll Call		
d. Hearing of Persons		
2. Consent Agenda (Doug Neely)	1:00	
a. Approve Minutes of Last Board Meeting		
b. Approve Agenda		
3. Reports to Board		
a. Principal's Report (Janelle Johnson)	5:00	
4. Committee Reports		
a. Governance (Derek Luyk)	5:00	
b. Facilities (Carrol Robinson)	5:00	
c. Finance (Jeff Baucum)	15:00	
i. Current Financials		
ii. Approve revised budget		Yes
d. Academic Excellence (Donna Randall)	5:00	
e. Development (Kristi Geisz)	5:00	
5. Unfinished Business		
a. Visioning Workshop	5:00	
6. New Business		
a. Board Classroom Visits	5:00	
b. Board Training Review	5:00	
c. Principal Evaluation	5:00	
7. Board Lessons Learned and Action Items	5:00	

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8. Announcements

1:00

- a. BoD Monday – November 12<sup>th</sup>
- b. PTO Thursday- November 1<sup>st</sup>
- c. Jeffco Legal Training – October 16<sup>th</sup>

9. Adjourn

Ongoing Board Training – Modules to do prior to next month’s meeting

- *Sunshine Law*
- *Productive Board Meetings*
- *Effective Committees*

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# Lincoln Academy Charter School

Office of the Principal  
October 2012 Report to the Board  
"Educating with Excellence"

## FTE Count - Preliminary

- 505.96 FTE
- Budget 500

## Parent Interaction

- I participated in the Kindergarten visits with all 3 classrooms (3 days total)
- I presented in front of parents or was accessible at the following events:
  - Welcome Back BBQ
  - Parent Academy (elementary and middle school)
  - Applebee's Fundraiser
  - Grandparents' Day
  - Harvest Festival Parade
  - Visioning Seminar
  - SAC meeting
- I have meet with parents regarding the following items:
  - Health issue with student
  - Dress Code

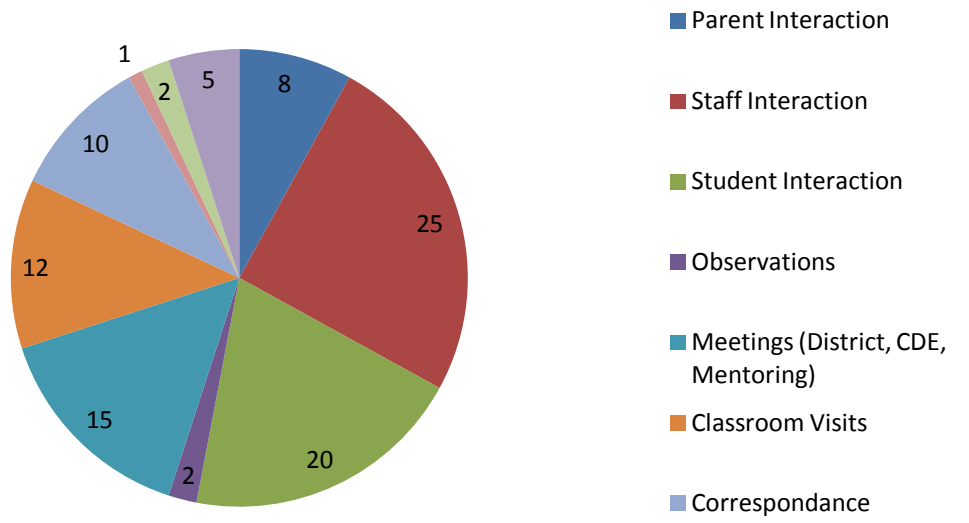
## Principal's Goals for 2012-2013

- In order to supervise the day to day operations of the school and monitor the needs of the school program, morale of staff as well as solve problems promptly I will be a visible leader. I will meet with and/or observe teachers at least three times a month and I will meet with all other staff at least two times a trimester.
  - On average to date I have visited teachers three times a month. The areas in which in need to increase my visits would be the specials teachers, small group math teachers, as well as Pre-K.
  -

## Principal Time Report

- The Pie chart below is an approximate estimation of how my time has been spent from the start of school. Discipline is the area in which I have spent very little of my time, as there have been very few incidents to this point in the year and those discipline issues that have occurred have been handled by Doreen Jennings.

# % of Time



# Facilities Report 10/12

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## Executive Summary

I had a phone meeting with Kurt Fritzler for the first time on October 8<sup>st</sup>. The purpose of our conversation was simply to discuss the status of the Lincoln Academy facility. The only thing that is of concern is the recent damage done to the facility on October 7<sup>th</sup>. Sunday morning at approximately 11am our evening maintenance person Juan called Kurt and informed him that the window in the doors to the breezeway had been broken out. Kurt immediately called the Arvada Police Department (APD) to file a report. They responded and a report was filed. Juan cleaned up the glass and applied plywood and left for a brief time to get lunch. When he returned just a short time later someone, presumably the same people that broke the windows out of the doors, broke more Windows including the windows that appear to be a "sliding glass door" and the 1<sup>st</sup> pane to one of the windows in Ms. Nelson's 1<sup>st</sup> grade classroom among others. This of course caused extensive damage to the facility. Again Kurt called APD a report was filed and it was strongly suggested by the APD that we increase the security around the exterior of the building. Kurt is looking to the board and administration for suggestions and is willing to get quotes based on suggestions.

Kurt's 1<sup>st</sup> plan of action other than clean-up will be to clean out the area around the shed and would like to get volunteers to assist, possibly the scout troop. Secondly he would like input on whether the lights in the breezeway should be "fixed" currently they do not work. However since this vandalism was done during the broad daylight is this a good suggestion? Would we be just be adding light for vandals to return and strike again? Finally the company that came out suggested we replace the carpet in the breezeway. They did come in with a high powered vacuum but could not guarantee that all of the glass was removed.

Repairs will be covered by insurance however Lincoln will be responsible for the \$1000 deductible. Take note that if the bond was to pass the windows that were broken would have been replaced by the warm, safe, dry initiative.

## Other Business

## Next Meeting

November

## Facilities Committee Report 09/10/2012

Facilities group A – Consists of:

Chairman – Carrol Robinson

Lincoln Academy Facilities Manager – Kurt Fritzler

### FG-A Goals 2012-2013

1. To meet on a monthly basis and discuss needs and current facility progress. Continually assure Mr. Fritzler that he has the boards support and assistance as needed. Take down suggestions, comments, or complaints that he has and report them back to the board for resolution
2. To meet on a quarterly or semi-annual basis and include Mrs. Johnson and/or Mrs. Jennings and discuss concerns that they may have regarding the current Lincoln Academy facility. Report these back to the board for resolution as needed.

Facilities group B – Consists of:

Chairman – Doug Neeley and Carrol Robinson

Lincoln Academy Principal – Janelle Johnson

Lincoln Academy Facilites Manager – Kurt Fritzler

Lincoln Academy staff and parents as needed

### FG-B Goals 2012-2013

1. To discuss and come to a reasonable conclusion on the future of Lincoln Academy. To include discussion of current site, additions, renovations, and/ or construction of on the current site. Or an alternate site that would provide room for growth of our current Pre-K thru 8<sup>th</sup> grade facility. As we are currently at capacity of our current site something needs to happen to allow room for growth while staying within our budgetary restraints and not overextending our financial abilities.



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## Lincoln Academy Board of Directors

**October 2012**

### **Finance Committee Summary**

Overall, Lincoln Academy financials in October 2012 are performing close to projected budget in all major categories. With Lincoln projecting a net margin for the school year of (\$32,000), close management and tracking of funds will need to occur over the next 9 months. The financial policies are on track to be updated by the January board meeting and a functional monthly scorecard to be developed and presented soon. The on-site portion of the state required audit has been completed with the support of Cindie Poulter and Janelle Johnson. Audit results are due to the county by mid-October and we are expecting to have our specific audit findings presented in the next few weeks to meet that deadline.

**Revenues:** Overall, revenues sit at 29% of annual collection with the majority coming from the quarterly influx for Per Pupil Revenue (PPR). Bond transfers have been appropriated as anticipated. Family payments for requested and required school programs are very close to budget in all categories. Specifically, Fee / Dues may end up under budget for the year as the fund is \$3,200 under expected collection, currently, with nominal amount due from families. However, non-budgeted revenue collection such as Misc., Textbook, and Donations will narrow this small gap.

**Expenses:** Salaries and Benefits currently are at 23% of budget. With several members of the facility not receiving payroll checks during July and Aug due to their employment status (ie: Psychologist, Therapists), this result is not unexpected and expenses will catch-up over the remainder of the year. Other salaries such as Coordinator and Custodian have higher summer seasonal payroll expenses which matches operational expectations for these positions.

Purchased Services sit at 18% of budget which is significantly below the quarterly budget but as school starts in August, many of these accounts are primarily utilized during active school months. Further, this category is a little misleading due to the Lease Purchase expenses which have not been paid to date (approximately \$47,000 quarterly) but represent an account payable for Lincoln.

Materials and Supplies are running right on quarterly budget at 25%. Individual categorization of accounts in this general category will be reviewed by the operational leadership to more closely match budget to expense needs.

**Net Margin:** The Net Margin is currently estimated at (\$25,991). However, this margin is projected based on budget run rate and a conservative PPR calculation. Over the next several months, the finance committee will be reviewing the budget and forecasts to ensure a more closely aligned project for the board consideration.

**Carryforward:** The 2012 results provided for an \$813,000 carry forward school fund balance, significantly exceeding TABOR requirements of an estimated \$102,000.

Account Number	Description	Estimated Revenue	Budget	Current Year		Current Year Total	Variance	Percent Spent
				Operational Funds	Capital Funds			
	<b>Prior Year Carryforward</b>			813,310.53	339,237.64	1,152,548.17		
401300	Vending Machines	250.00	0.00	-	-	-	250.00	0%
408000	Resale	-	0.00	-	-	-	-	n/a
409000	Sales-Fund Raising	-	0.00	1,699.12	-	1,699.12	(1,699.12)	n/a
415000	Earnings On Investments	-	0.00	-	5.60	5.60	(5.60)	n/a
416000	Proceeds Lease/Purchase	10,000.00	0.00	4,320.00	-	4,320.00	5,680.00	43%
419000	Other Revenue	-	0.00	-	-	-	-	n/a
433000	State Revenue - Other	43,730.00	0.00	-	10,932.54	10,932.54	32,797.46	25%
450000	Transfers	3,124,448.00	0.00	807,118.74	-	807,118.74	2,317,329.26	26%
	Bond Transfers	-	0.00	-	46,984.98	46,984.98	46,984.98	n/a
451000	Fees/Dues	61,000.00	0.00	57,789.50	-	57,789.50	3,210.50	95%
451500	Student Fees-Registration	-	0.00	95.00	-	95.00	(95.00)	n/a
455000	Tuition from Individuals	54,000.00	0.00	21,446.20	-	21,446.20	32,553.80	40%
456000	Tuition-Extended Day Kdgn	60,000.00	0.00	28,094.00	-	28,094.00	31,906.00	47%
461000	Building Rental	2,000.00	0.00	180.00	-	180.00	1,820.00	9%
474000	Trans - Field Trips	20,000.00	0.00	20,240.86	-	20,240.86	(240.86)	101%
481000	Concession Revenue	29,000.00	0.00	5,985.66	-	5,985.66	23,014.34	21%
482000	Resale/Activity Revenue	12,000.00	0.00	14,165.93	-	14,165.93	(2,165.93)	118%
492000	Textbook Fees	500.00	0.00	727.50	-	727.50	(227.50)	146%
498000	Donations	-	0.00	150.76	-	150.76	(150.76)	n/a
499000	Miscellaneous Revenue	-	0.00	1,448.98	-	1,448.98	(1,448.98)	n/a
950500	Mandatory Transfers	(10,800.00)	0.00	-	-	-	(10,800.00)	0%
	Bond Transfers	-	-	(36,052.44)	(10,932.54)	-	(46,984.98)	
	<b>Revenues</b>	<b>3,406,127.52</b>	<b>-</b>	<b>927,409.81</b>	<b>46,990.58</b>	<b>974,400.39</b>	<b>2,431,727.13</b>	<b>29%</b>
	<b>Available</b>	<b>3,406,127.52</b>		<b>1,740,720.34</b>	<b>386,228.22</b>	<b>2,126,948.56</b>	<b>2,431,727.13</b>	<b>62%</b>
512100	Principal		83,000.00	20,750.01	-	20,750.01	62,249.99	25%
513100	Assistant Principal		66,750.00	16,686.00	-	16,686.00	50,064.00	25%
521100	Teacher		1,391,000.00	343,142.32	-	343,142.32	1,047,857.68	25%
521900	Substitute Teacher		17,000.00	936.00	-	936.00	16,064.00	6%
522200	Teacher Librarian		34,500.00	8,620.80	-	8,620.80	25,879.20	25%
524200	Coordinator - Classified		6,000.00	3,075.00	-	3,075.00	2,925.00	51%
526500	Administrator		22,695.00	6,444.83	-	6,444.83	16,250.17	28%
529200	Occupational Therapist		10,000.00	1,400.00	-	1,400.00	8,600.00	14%
529400	Nurse		16,900.00	2,810.00	-	2,810.00	14,090.00	17%
529500	Psychologist		20,000.00	2,420.00	-	2,420.00	17,580.00	12%
529600	Social Worker		10,000.00	1,560.00	-	1,560.00	8,440.00	16%
529800	Speech Therapist		22,000.00	2,580.00	-	2,580.00	19,420.00	12%
552100	School Secretary		113,760.00	28,663.17	-	28,663.17	85,096.83	25%
557100	Paraprofessional		205,550.00	27,096.83	-	27,096.83	178,453.17	13%
591100	Custodian		50,650.00	15,199.76	-	15,199.76	35,450.24	30%
592150	Food Services Manager		0.00	-	-	-	-	n/a
592250	Food Service Hourly Worker		0.00	60.12	-	60.12	(60.12)	n/a
599400	Unused Sick Leave		12,000.00	-	-	-	12,000.00	0%
599810	Additional Pay - Certificated		4,000.00	1,100.00	-	1,100.00	2,900.00	28%
599820	Additional Pay-Classified		1,500.00	-	-	-	1,500.00	0%
599830	Additional Pay-Administrative		1,500.00	-	-	-	1,500.00	0%
	<b>Salaries</b>		<b>2,088,805.00</b>	<b>482,544.84</b>	<b>-</b>	<b>482,544.84</b>	<b>1,606,260.16</b>	<b>23%</b>



Account Number	Description	Estimated Revenue	Budget	Current Year		Current Year Total	Variance	Percent Spent
				Operational Funds	Capital Funds			
699000	Employee Benefits		368,256.32	76,265.21	-	76,265.21	291,991.11	21%
	<b>Benefits</b>		368,256.32	76,265.21	-	76,265.21	291,991.11	21%
	<b>Total Salaries and Benefits</b>		2,457,061.32	558,810.05	-	558,810.05	1,898,251.27	23%
701000	Mileage And Travel		1,000.00	-	-	-	1,000.00	0%
702000	Employee Training & Conf		7,000.00	3,716.00	-	3,716.00	3,284.00	53%
703000	Awards And Banquets		0.00	-	-	-	-	n/a
708000	Employee Background Verificatn		500.00	299.50	-	299.50	200.50	60%
710000	Meals/Refreshments		1,500.00	1,138.29	-	1,138.29	361.71	76%
713000	Student Transportation		5,000.00	200.43	-	200.43	4,799.57	4%
715000	Student Admission/Entry Fees		15,000.00	444.00	-	444.00	14,556.00	3%
717000	Athletic Trainers		5,000.00	200.00	-	200.00	4,800.00	4%
723000	Printing		2,000.00	-	-	-	2,000.00	0%
729000	Contract Labor		0.00	-	-	-	-	n/a
731000	Contracted Services		50,000.00	7,036.06	-	7,036.06	42,963.94	14%
735000	Bank Fees & Other Expense		0.00	-	-	-	-	n/a
736000	Bad Debt Expense		0.00	-	-	-	-	n/a
743000	Equipment Rental		250.00	-	-	-	250.00	0%
745000	Contract Maint/Eq Repair		5,000.00	343.96	-	343.96	4,656.04	7%
745500	Technology Services		7,000.00	394.70	-	394.70	6,605.30	6%
746000	Const Maint/Repair-Bldg		11,000.00	8,154.44	-	8,154.44	2,845.56	74%
747000	Software Purch/Lease		8,000.00	5,162.95	-	5,162.95	2,837.05	65%
752000	Marketing - Advertising		300.00	-	-	-	300.00	0%
760000	Telephone/Pagers/Modems		50.00	5.50	-	5.50	44.50	11%
761000	Natural Gas		12,000.00	402.20	-	402.20	11,597.80	3%
764000	Electricity		44,000.00	7,933.88	-	7,933.88	36,066.12	18%
765000	Voice Communication Line		5,000.00	948.99	-	948.99	4,051.01	19%
766000	Water & Sanitation		9,000.00	1,947.28	-	1,947.28	7,052.72	22%
768000	Postage		500.00	46.25	-	46.25	453.75	9%
769000	Permits/Licenses/Fees		7,000.00	3,295.38	-	3,295.38	3,704.62	47%
770000	Risk Management Charges		13,000.00	2,165.50	-	2,165.50	10,834.50	17%
770800	Unemployment Comp Insur		6,000.00	-	-	-	6,000.00	0%
775000	Community Relations		500.00	-	-	-	500.00	0%
781000	Lease Purch-Other-Principal		102,000.00	-	-	-	102,000.00	0%
781500	Lease Purch-Other-Interest		87,000.00	-	-	-	87,000.00	0%
950000	Transfers		435,880.00	110,907.19	-	110,907.19	324,972.81	25%
	<b>Purchased Services</b>		840,480.00	154,742.50	-	154,742.50	685,737.50	18%
803000	Subscriptions/Books		0.00	50.45	-	50.45	(50.45)	n/a
805000	Materials/Supplies-Other		0.00	731.01	-	731.01	(731.01)	n/a
806000	Materials/Supplies Resale		12,000.00	28.74	-	28.74	11,971.26	0%
810000	Office Material/Supplies		1,050.00	899.46	-	899.46	150.54	86%
810001	Office Equipment - Under \$5K		2,450.00	2,424.10	-	2,424.10	25.90	99%
812000	Clinic Supplies/Materials		100.00	311.01	-	311.01	(211.01)	311%
814000	Custodial Supplies		7,500.00	1,357.23	-	1,357.23	6,142.77	18%
820000	Instructional Material/Supply		30,000.00	7,068.76	-	7,068.76	22,931.24	24%
820001	Instructional Equip-Under \$5K		10,000.00	9,288.77	-	9,288.77	711.23	93%
822000	Textbooks		15,000.00	4,327.77	-	4,327.77	10,672.23	29%
1/13/2012	823000M Copier Usage		15,000.00	-	-	-	15,000.00	0%



Account				Current Year	Current Year	Current Year		
Number	Description	Estimated Revenue	Budget	Operational Funds	Capital Funds	Total	Variance	Percent Spent
824000	Testing Materials		1,000.00	-	-	-	1,000.00	0%
826000	Graduation Materials		0.00	-	-	-	-	n/a
840000	Maint Materials/Supplies		14,000.00	6,213.45	-	6,213.45	7,786.55	44%
870000	Library Materials		2,000.00	925.41	-	925.41	1,074.59	46%
880000	Purchased Food		29,000.00	1,370.40	-	1,370.40	27,629.60	5%
885000	Miscellaneous Expense		1,000.00	559.31	-	559.31	440.69	56%
889000	Consumable Supplies		500.00	16.34	-	16.34	483.66	3%
	<b>Materials and Supplies</b>		140,600.00	35,572.21	-	35,572.21	105,027.79	25%
	<b>Capital Outlay</b>		-	-	-	-	-	n/a
	<b>Total Expenditures</b>		3,438,141.32	749,124.76	-	749,124.76		
	<b>Pre-Adjusted Carryforward</b>			991,595.58	386,228.22	1,377,823.80		
	<b>TABOR (school enters amount)</b>	102,183.83						
	<b>Adjusted Carryforward</b>			991,595.58	386,228.22	1,377,823.80		
	Less Prior Year Carryforward			(813,310.53)				
	Projected Revenue			2,437,755.28				
	Projected Expenses							
	Salaries and Benefits			(1,898,251.27)				
	Purchased Services			(638,752.52)				
	Materials and Supplies			(105,027.79)				
	<b>PROJECTED NET FOR 12-13</b>			<b>(25,991.25)</b>				
							<b>Per Pupil Revenue</b>	6,025.00
							<b>One-day Count</b>	500.00
							Annual Pupil Funding	3,012,500.00



## Budget for 12-13

Account		Prior Year	REVISED BUDGET SEPT 2012		REVISED BUDGET OCT 2012	
Number	Description	Total	Estimated Revenue	Budget	Estimated Revenue	Budget
	<b>Prior Year Carryforward</b>	1,343,721.04				
401300	Vending Machines	591.46	250.00	0.00	250.00	0.00
408000	Resale	35.00	-	0.00	-	0.00
409000	Sales-Fund Raising	2,073.50	-	0.00	-	0.00
415000	Earnings On Investments	32.48	-	0.00	-	0.00
416000	Proceeds Lease/Purchase	6,700.37	10,000.00	0.00	10,000.00	0.00
419000	Other Revenue	6,378.50	-	0.00	-	0.00
433000	State Revenue - Other	44,055.26	43,730.00	0.00	43,730.00	0.00
440600	Federal/State Reimb Food Svc	10,188.92	-	0.00	-	0.00
450000	Transfers	3,441,332.80	3,124,447.52	0.00	3,124,447.52	0.00
451000	Fees/Dues	41,636.00	61,000.00	0.00	61,000.00	0.00
451500	Student Fees-Registration	-	-	0.00	-	0.00
455000	Tuition from Individuals	18,035.92	54,000.00	0.00	54,000.00	0.00
456000	Tuition-Extended Day Kdgn	54,674.00	60,000.00	0.00	60,000.00	0.00
461000	Building Rental	-	2,000.00	0.00	2,000.00	0.00
474000	Trans - Field Trips	18,073.41	20,000.00	0.00	20,000.00	0.00
481000	Concession Revenue	28,749.65	29,000.00	0.00	29,000.00	0.00
482000	Resale/Activity Revenue	11,463.70	12,000.00	0.00	12,000.00	0.00
492000	Textbook Fees	-	500.00	0.00	500.00	0.00
498000	Donations	8,895.30	-	0.00	-	0.00
498100	Sponsorship Revenue	20,000.00	-	0.00	-	0.00
499000	Miscellaneous Revenue	6,251.19	-	0.00	-	0.00
950500	Mandatory Transfers To Capital Reserve to cover the R & R Payment to the Bond @ \$900 per month	(193,131.72)	(10,800.00)	0.00	(10,800.00)	0.00
	<b>Revenues</b>	3,526,035.74	3,406,127.52	-	3,406,127.52	-
	<b>Available</b>	4,869,756.78	3,406,127.52		3,406,127.52	
512100	Principal	82,281.63		83,000.00		83,000.00
513100	Assistant Principal	86,181.92		66,750.00		66,750.00
521000	Dean	7,500.00				
521100	Teacher	1,238,665.75		1,391,000.00		1,391,000.00
521900	Substitute Teacher	16,480.50		17,000.00		17,000.00
522100	Counselor	-				
522200	Teacher Librarian	33,620.06		34,500.00		34,500.00
524200	Coordinator - Classified	5,700.00		6,000.00		6,000.00
526500	Administrator	-		22,695.00		22,695.00
529200	Occupational Therapist	10,220.00		10,000.00		10,000.00
529400	Charter Nurse			16,900.00		16,900.00
529500	Psychologist	19,580.00		20,000.00		20,000.00
529600	Social Worker	10,100.00		10,000.00		10,000.00
529800	Speech Therapist	16,800.00		22,000.00		22,000.00
552100	School Secretary	137,905.79		113,760.00		113,760.00
557100	Paraprofessional	249,598.88		205,550.00		205,550.00
591100	Custodian	58,905.48		50,650.00		50,650.00



## Budget for 12-13

Account		Prior Year	REVISED BUDGET SEPT 2012		REVISED BUDGET OCT 2012	
Number	Description	Total	Estimated Revenue	Budget	Estimated Revenue	Budget
599400	Unused Sick Leave	27,825.84		12,000.00		12,000.00
599810	Additional Pay - Certificated	5,581.80		4,000.00		4,000.00
599820	Additional Pay-Classified	364.50		1,500.00		1,500.00
599830	Additional Pay-Administrative	-		1,500.00		1,500.00
	<b>Salaries</b>	2,009,722.03		2,088,805.00		2,088,805.00
699000	Employee Benefits	290,917.64		368,256.32		368,256.32
	<b>Benefits</b>	290,917.64		368,256.32		368,256.32
	<b>Total Salaries and Benefits</b>	2,300,639.67		2,457,061.32		2,457,061.32
701000	Mileage And Travel	1,119.15		1,000.00		1,000.00
702000	Employee Training & Conf	7,631.00		7,000.00		7,000.00
703000	Awards And Banquets	-		0.00		0.00
704000	Orientation-Inserv-Workshops	2,463.50		0.00		0.00
708000	Employee Background Verificatn	629.50		500.00		500.00
710000	Meals/Refreshments	2,260.85		1,500.00		1,500.00
713000	Student Transportation	23,790.32		5,000.00		5,000.00
715000	Student Admission/Entry Fees	2,000.00		15,000.00		15,000.00
717000	Athletic Trainers	4,663.95		5,000.00		5,000.00
721000	Legal Fees	927.00		0.00		0.00
723000	Printing	6,045.95		2,000.00		2,000.00
729000	Contract Labor	-		0.00		0.00
731000	Contracted Services	90,914.31		50,000.00		50,000.00
735000	Bank Fees & Other Expense	37.28		0.00		0.00
736000	Bad Debt Expense	-		0.00		0.00
743000	Equipment Rental	-		250.00		250.00
745000	Contract Maint/Eq Repair	7,167.65		5,000.00		5,000.00
745500	Technology Services	3,349.15		11,000.00		7,000.00 REALLOCATION
746000	Const Maint/Repair-Bldg	30,372.96		11,000.00		11,000.00
747000	Software Purch/Lease	2,198.22		4,000.00		8,000.00 REALLOCATION
752000	Marketing - Advertising	-		300.00		300.00
760000	Telephone/Pagers/Modems	368.42		50.00		50.00
761000	Natural Gas	8,355.75		12,000.00		12,000.00
764000	Electricity	46,403.31		44,000.00		44,000.00
765000	Voice Communication Line	4,447.87		5,000.00		5,000.00
766000	Water & Sanitation	12,630.51		9,000.00		9,000.00
768000	Postage	177.81		500.00		500.00
769000	Permits/Licenses/Fees	13,188.30		7,000.00		7,000.00
770000	Risk Management Charges	9,978.50		13,000.00		13,000.00
770800	Unemployment Comp Insur	505.00		6,000.00		6,000.00
775000	Community Relations	-		500.00		500.00
781000	Lease Purch-Other-Principal	90,000.00		102,000.00		102,000.00
781500	Lease Purch-Other-Interest	94,415.00		87,000.00		87,000.00
950000	Transfers	452,772.36		435,880.00		435,880.00
	<b>Purchased Services</b>	918,813.62		840,480.00		840,480.00
803000	Subscriptions/Books	-		0.00		0.00



**Budget for 12-13**

Account		Prior Year	REVISED BUDGET SEPT 2012		REVISED BUDGET OCT 2012	
Number	Description	Total	Estimated Revenue	Budget	Estimated Revenue	Budget
804000	Fund Raising	2,073.50		0.00		0.00
805000	Materials/Supplies-Other	(1,458.74)		0.00		0.00
806000	Materials/Supplies Resale	5,324.10		12,000.00		12,000.00
810000	Office Material/Supplies	6,452.20		3,500.00		1,050.00
810001	Office Equipment - Under \$5K	-		0.00		2,450.00
812000	Clinic Supplies/Materials	481.76		100.00		100.00
814000	Custodial Supplies	8,194.34		7,500.00		7,500.00
820000	Instructional Material/Supply	41,402.12		40,000.00		30,000.00
820001	Instructional Equip-Under \$5K	-		0.00		10,000.00
822000	Textbooks	22,379.72		15,000.00		15,000.00
823000	Copier Usage	15,604.10		15,000.00		15,000.00
824000	Testing Materials	2,120.53		1,000.00		1,000.00
826000	Graduation Materials	(0.06)		0.00		0.00
840000	Maint Materials/Supplies	466.88		14,000.00		14,000.00
870000	Library Materials	2,040.21		2,000.00		2,000.00
880000	Purchased Food	39,871.12		29,000.00		29,000.00
885000	Miscellaneous Expense	5,832.20		1,000.00		1,000.00
889000	Consumable Supplies	19,224.06		500.00		500.00
	<b>Materials and Supplies</b>	170,008.04		140,600.00		140,600.00
929000	Athletic Equipment	664.92		0.00		0.00
931000	Site Acquisition	457,227.01		0.00		0.00
	<b>Capital Outlay</b>	457,891.93		-		-
	<b>Total Expenditures</b>	3,847,353.26		3,438,141.32		3,438,141.32
<b>NET PROFIT/(LOSS)</b>				<b>(32,013.80)</b>		<b>(32,013.80)</b>

# SAC Report 10/12

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## **Executive Summary**

The new SAC met for the first time on October 1<sup>st</sup>. There were 5 people in attendance and we began working on the Culture and Climate Goals which are part of the UIP. These goals are due by November 15<sup>th</sup>. It was a very productive and encouraging meeting, I feel like we are off to a good start.

The SAC will meet on the first Monday of the month in the conference room at 6:30 p.m.

## **Strategic Plan**

## **Other Business**

## **Next Meeting**

November 5th

# Lincoln Academy

## Development Committee Report

October, 2012

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### **Grants**

Nothing to report

### **Sponsorships/LA Foundation**

Janelle has told me that PTO would like to take over *Laps for Education* in lieu of their Pledge Drive but I have not discussed this directly with the PTO yet.

### **Strategic Plan**

- Investigate Foundation taking over MS brick program as alumni fundraiser.
- Send out business contact information to families via Lincoln Loop or separate email.
- Continue to investigate a video.

### **Next Meeting**

TBA