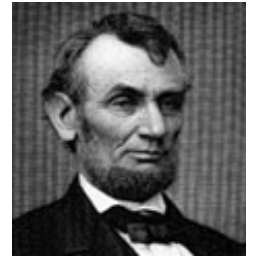




The Mission of Lincoln Academy is to help students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe, orderly, and caring environment.



Lincoln Academy Board of Directors

Regular Business Meeting

Minutes for Monday, June 11, 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 were Leonard Arnold from Elk Ridge Builders and Adele Wilson from SLATERPAULL Architects.
 - c. Roll Call:
 - i. Directors present were Jeff Baucum, Kristi Geisz, Janelle Johnson, Doug Neely, and Donna Randall.
 - ii. Derek Luyk and Carrol Robinson were 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 (5/14/12)
 - b. Tonight's agenda
3. Reports to Board
 - a. Master Plan Presentation
 - i. Leonard Arnold and Adele Wilson presented the proposed Facilities Master Plan for Lincoln Academy.
 - ii. Three possibilities were proposed:
 - Brand new building, new site
 - New three story building in the existing parking lot, tear down A, B & C
 - Tear down A and renovate B
 - iii. There was much discussion.
 - b. Principal's Report: Janelle presented her written report (see attached). There was some discussion.
4. Committee Reports
 - a. Governance: As Chairman Derek Luyk was absent, there was no report.
 - b. Facilities: Chairman Doug Neely reported that replacement of the gym floor has been put on hold pending further investigation of the Facilities Master Plan proposals.
 - c. Finance: Current Financials: Financial Secretary, Cindie Poulter, presented the current financial statement (see attached). There was some discussion.
 - d. Academic Excellence: Chairman Donna Randall had nothing to report.
 - e. Development
 - i. Chairman Kristi Geisz presented her written report (see attached).
 - ii. The *Laps for Education* total is currently at \$24,700.
5. Unfinished Business: None at this time.

To prepare all students for their future endeavors by providing a comprehensive Core Knowledge® education.

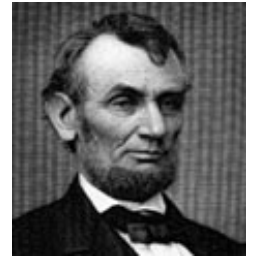
6. New Business
 - a. Review Board Appointments Foundation/Building/Property Corporations: A representative from the board of directors needs to be appointed to the Property Corporation.
 - b. Board Background Checks: These will be done within the next month.
 - c. Review Board Calendar
 - d. Sign Board Agreements: Postponed until next month.
7. Board Lessons Learned and Action Items
 - a. Lessons Learned: None at this time.
 - b. Action Items
 - i. Formulate a plan for moving ahead with Facility Master Plan investigation- all
 - ii. Send out background check materials to all - Doug
 - iii. Foundation/Building/Property Corporations meetings – Derek & Carrol
 - iv. Print board agreements to sign in July – Kristi
 - v. Post reasons for executive session – Doug email to Kristi to post to website
 - vi. Consider committee appointments – all
 - vii. Look into Communication Policy – Derek
 - viii. Make PDFs of charter addendum, district buybacks (in July) - Doug
 - ix. Think of things to include on a financial report “dashboard” – Jeff
 - x. Send ideas for a “visioning seminar” (September) to Doug - all
 - xi. Ongoing Board Training – Modules to do prior to next month’s meeting:
 - *Board Member Conduct*
 - *Board Structure and Responsibilities*
 - *Promoting the Vision and Mission*
8. Announcements
 - a. Next BoD meeting – TBA
 - b. Next PTO meeting – Thursday, September 6th, 6:30 PM
9. Adjourn: The meeting was adjourned at 9:11 pm via general consent.

Minutes respectfully submitted,
Kristi Geisz, Secretary
Lincoln Academy Board of Directors
Minutes approved 8/13/12

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Lincoln Academy Board of Directors

Regular Business Meeting Agenda for Monday, June 11, 2011

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. Master Plan Presentation	30:00	
b. Principal's Report (Janelle Johnson)	10:00	
4. Committee Reports		
a. Governance (Derek Luyk)	5:00	
b. Facilities (Doug Neely)	5:00	
c. Finance (Doug Neely)	15:00	
i. Current Financials		
d. Academic Excellence (Donna Randall)	1:00	
e. Development (Kristi Geisz)	10:00	
5. Unfinished Business		
6. New Business		
a. Review Board Appointments Building/Property/Foundation	5:00	
b. Board Background Checks	5:00	
c. Review Board Calendar	5:00	
d. Sign Board Agreements	5:00	
7. Board Lessons Learned and Action Items	5:00	

To prepare all students for their future endeavors by providing a comprehensive Core Knowledge® education.

8. Announcements

1:00

- a. BoD Monday – August 13th
- b. PTO Thursday- ?

9. Adjourn

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

- *Board Member Conduct*
- *Board Structure and Responsibilities*
- *Promoting the Vision and Mission*

To prepare all students for their future endeavors by providing a comprehensive Core Knowledge® education.



Lincoln Academy Charter School
 Office of the Principal
 June 2012 Report to the Board
 "Educating with Excellence"

ILP (Individual Literacy Plan) Update/Retention Information

As of May 2011							As of May 2012							
	Total # of Students on ILP	ILP & IEP	ILP, IEP, ALP	ILP & ELL	ILP, IEP & ELL	ILP and Retained	Total # of Students on ILP	ILP & IEP	ILP, IEP, ALP	ILP & ELL	ILP, IEP & ELL	ILP & ALP	ILP & 504	ILP and Retained
K	8	1		1		1	5	2		1				3*
1	8 (7 new)	2 (new)					14 (3 new)	3		2				1
2	14 (4 new)	7		1 (new)			14 (2 new)	3		1				
3	19 (3 new)	4		2			19 (2 new)	7	1	1		1	1	
4	13	1		1		1	19 (2 new)	4		3				
5	10	1			1		11 (2 new)	1		2	1			
6	6	2	1				5	1						
7	3	1				1	3	1						
8	4			1			1	1						

ILP—Individual Literacy Plan (Reading goals *only*)

IEP—Individual Education Plan

ELL—English Language Learner

ALP—Advanced Learning Plan

(new) = new to Lincoln

*Student was in 1st grade but attended Kindergarten for ½ day this year – will be repeating 1st grade in 2012-2013

Staffing Report

- Lisa Hastings will be a part-time Department of Student Success teacher and will continue to help with the administrative duties of this department.
- We are hiring for a full-time attendance/school secretary

Enrollment Information/Update

- 24 current students are not returning to Lincoln (an increase of 6 since May)
 - 8 of those students are moving to Jefferson Academy (1)
 - 5 are moving out of state or out of country (1)
 - 1 to Excel Academy
 - 2 to the GT program at Hackberry Hill
 - 4 moving back to neighborhood schools for convenience (1)
 - 1 to Manning to coincide with gymnastics program
 - 1 going to school where sister is currently going
 - 1 attending school where mom is teaching
 - 1 Lincoln is not a good fit academically and LA recommended another school

Wait List Information

*As of 6-8-12

Grade	Sibling	In District	Out of District	2 nd Round*	Total 2012*	Total still on wait list*	Total Enrollment*
K	33	75	12	5	125	45	61
1	2	12	4	2	20	15	62
2	1	11	0	5	17	16	60
3	0	8	3	6	17	9	61
4	0	10	3	6	19	1	58
5	0	7	2	3	11	3	58
6	1	7	2	3	13	6	58
7	2	8	4	12	26	13	59
8	1	4	0	1	6	6	51

Approximately 502 FTEs currently. Budget is set at 500 FTEs. Goal of 504 FTEs.



Account Number	Description	Estimated Revenue	Budget	Current Year Operational Funds	Current Year Capital Funds	Current Year Total	Variance	Percent Spent
	Prior Year Carryforward			694,507.29	327,896.23	1,022,403.52		
401300	Vending Machines	475.00	0.00	401.02	-	401.02	73.98	84%
408000	Resale	-	0.00	20.00	-	20.00	(20.00)	n/a
409000	Sales-Fund Raising	-	0.00	4,506.51	-	4,506.51	(4,506.51)	n/a
415000	Earnings On Investments	-	0.00	-	30.63	30.63	(30.63)	n/a
416000	Proceeds Lease/Purchase	9,000.00	0.00	9,470.47	-	9,470.47	(470.47)	105%
419000	Other Revenue	2,500.00	0.00	2,216.90	-	2,216.90	283.10	89%
433000	State Revenue - Other	39,072.00	0.00	-	32,770.16	32,770.16	6,301.84	84%
440600	Federal/State Reimb Food Svc	-	0.00	-	-	-	-	n/a
450000	Transfers	3,253,639.00	0.00	3,257,015.98	195,823.36	3,452,839.34	(199,200.34)	106%
451000	Fees/Dues	16,756.00	0.00	25,172.51	-	25,172.51	(8,416.51)	150%
451500	Student Fees-Registration	31,119.00	0.00	35,451.60	-	35,451.60	(4,332.60)	114%
455000	Tuition from Individuals	50,000.00	0.00	62,935.32	-	62,935.32	(12,935.32)	126%
456000	Tuition-Extended Day Kdgn	59,565.00	0.00	69,237.50	-	69,237.50	(9,672.50)	116%
461000	Building Rental	2,000.00	0.00	5,450.00	-	5,450.00	(3,450.00)	273%
474000	Trans - Field Trips	20,000.00	0.00	26,276.37	-	26,276.37	(6,276.37)	131%
481000	Concession Revenue	27,000.00	0.00	31,667.62	-	31,667.62	(4,667.62)	117%
482000	Resale/Activity Revenue	12,000.00	0.00	16,611.71	-	16,611.71	(4,611.71)	138%
492000	Textbook Fees	-	0.00	1,380.98	-	1,380.98	(1,380.98)	n/a
498000	Donations	-	0.00	26,516.29	-	26,516.29	(26,516.29)	n/a
498100	Sponsorship Revenue	-	0.00	-	-	-	-	n/a
499000	Miscellaneous Revenue	-	0.00	860.34	-	860.34	(860.34)	n/a
950500	Mandatory Transfers	-	0.00	(156,398.86)	(39,424.50)	(195,823.36)	195,823.36	n/a
	Revenues	3,523,126.00	-	3,418,792.26	189,199.65	3,607,991.91	(84,865.91)	102%
	Available	3,523,126.00		4,113,299.55	517,095.88	4,630,395.43	(84,865.91)	131%
512100	Principal		83,000.00	76,083.40	-	76,083.40	6,916.60	92%
513100	Assistant Principal		66,750.00	61,432.00	-	61,432.00	5,318.00	92%
521000	Dean		0.00	-	-	-	-	n/a
521100	Teacher		1,292,000.00	1,211,441.92	-	1,211,441.92	80,558.08	94%
521900	Substitute Teacher		22,000.00	22,028.00	-	22,028.00	(28.00)	100%
522100	Counselor		0.00	-	-	-	-	n/a
522200	Teacher Librarian		34,500.00	31,609.62	-	31,609.62	2,890.38	92%
524200	Coordinator - Classified		5,000.00	5,812.50	-	5,812.50	(812.50)	116%
526500	Administrator		14,800.00	12,889.31	-	12,889.31	1,910.69	87%
529200	Occupational Therapist		15,000.00	9,740.00	-	9,740.00	5,260.00	65%
529500	Psychologist		20,000.00	19,260.00	-	19,260.00	740.00	96%
529600	Social Worker		10,000.00	12,860.00	-	12,860.00	(2,860.00)	129%



Account		Estimated Revenue	Budget	Current Year		Total	Variance	Percent Spent
Number	Description			Operational Funds	Capital Funds			
529800	Speech Therapist		25,000.00	20,210.00	-	20,210.00	4,790.00	81%
552100	School Secretary		138,000.00	108,400.50	-	108,400.50	29,599.50	79%
557100	Paraprofessional		205,600.00	204,650.22	-	204,650.22	949.78	100%
591100	Custodian		50,000.00	49,691.62	-	49,691.62	308.38	99%
592150	Food Services Manager		500.00	421.33	-	421.33	78.67	84%
599400	Unused Sick Leave		11,000.00	11,770.92	-	11,770.92	(770.92)	107%
599810	Additional Pay - Certificated		4,000.00	4,266.89	-	4,266.89	(266.89)	107%
599820	Additional Pay-Classified		1,500.00	1,027.28	-	1,027.28	472.72	68%
599830	Additional Pay-Administrative		1,500.00	1,100.00	-	1,100.00	400.00	73%
	Salaries		2,000,150.00	1,864,695.51	-	1,864,695.51	135,454.49	93%
699000	Employee Benefits		297,400.00	287,944.31	-	287,944.31	9,455.69	97%
	Benefits		297,400.00	287,944.31	-	287,944.31	9,455.69	97%
	Total Salaries and Benefits		2,297,550.00	2,152,639.82	-	2,152,639.82	144,910.18	94%
701000	Mileage And Travel		1,500.00	768.61	-	768.61	731.39	51%
702000	Employee Training & Conf		8,800.00	2,972.00	-	2,972.00	5,828.00	34%
703000	Awards And Banquets		0.00	-	-	-	-	n/a
704000	Orientation-Inserv-Workshops		4,000.00	-	-	-	4,000.00	0%
708000	Employee Background Verificatn		500.00	346.00	-	346.00	154.00	69%
710000	Meals/Refreshments		3,000.00	1,973.21	-	1,973.21	1,026.79	66%
713000	Student Transportation		24,000.00	4,145.76	-	4,145.76	19,854.24	17%
715000	Student Admission/Entry Fees		0.00	20,114.05	-	20,114.05	(20,114.05)	n/a
717000	Athletic Trainers		5,000.00	1,776.62	-	1,776.62	3,223.38	36%
721000	Legal Fees		0.00	-	-	-	-	n/a
723000	Printing		5,000.00	1,028.68	-	1,028.68	3,971.32	21%
729000	Contract Labor		0.00	-	-	-	-	n/a
731000	Contracted Services		50,000.00	41,750.72	-	41,750.72	8,249.28	84%
735000	Bank Fees & Other Expense		0.00	59.22	-	59.22	(59.22)	n/a
736000	Bad Debt Expense		0.00	-	-	-	-	n/a
743000	Equipment Rental		250.00	64.89	-	64.89	185.11	26%
745000	Contract Maint/Eq Repair		20,000.00	2,336.12	-	2,336.12	17,663.88	12%
745500	Technology Services		8,000.00	5,885.95	-	5,885.95	2,114.05	74%
746000	Const Maint/Repair-Bldg		11,000.00	46,010.53	-	46,010.53	(35,010.53)	418%
747000	Software Purch/Lease		3,000.00	4,155.81	-	4,155.81	(1,155.81)	139%
752000	Marketing - Advertising		300.00	1,386.95	-	1,386.95	(1,086.95)	462%
760000	Telephone/Pagers/Modems		300.00	30.25	-	30.25	269.75	10%
761000	Natural Gas		12,000.00	10,256.07	-	10,256.07	1,743.93	85%
764000	Electricity		44,000.00	37,521.21	-	37,521.21	6,478.79	85%
765000	Voice Communication Line		9,000.00	4,562.60	-	4,562.60	4,437.40	51%



Account				Current Year	Current Year	Current Year		
Number	Description	Estimated Revenue	Budget	Operational Funds	Capital Funds	Total	Variance	Percent Spent
766000	Water & Sanitation		15,500.00	8,866.84	-	8,866.84	6,633.16	57%
768000	Postage		1,000.00	136.52	-	136.52	863.48	14%
769000	Permits/Licenses/Fees		11,130.00	8,313.40	-	8,313.40	2,816.60	75%
770000	Risk Management Charges		13,000.00	13,583.50	-	13,583.50	(583.50)	104%
770800	Unemployment Comp Insur		10,153.00	5,155.02	-	5,155.02	4,997.98	51%
775000	Community Relations		500.00	500.00	-	500.00	-	100%
781000	Lease Purch-Other-Principal		97,000.00	-	95,000.00	95,000.00	2,000.00	98%
781500	Lease Purch-Other-Interest		91,000.00	-	91,265.00	91,265.00	(265.00)	100%
950000	Transfers		480,600.00	469,809.00	-	469,809.00	10,791.00	98%
	Purchased Services		929,533.00	693,509.53	186,265.00	879,774.53	49,758.47	95%
803000	Subscriptions/Books		0.00	60.24	-	60.24	(60.24)	n/a
804000	Fund Raising		0.00	-	-	-	-	n/a
805000	Materials/Supplies-Other		0.00	-	-	-	-	n/a
806000	Materials/Supplies Resale		0.00	7,866.95	-	7,866.95	(7,866.95)	n/a
810000	Office Material/Supplies		3,500.00	3,585.62	-	3,585.62	(85.62)	102%
810001	Office Equipment - Under \$5K		0.00	-	-	-	-	n/a
812000	Clinic Supplies/Materials		750.00	77.80	-	77.80	672.20	10%
814000	Custodial Supplies		10,000.00	7,725.57	-	7,725.57	2,274.43	77%
820000	Instructional Material/Supply		56,500.00	36,005.11	-	36,005.11	20,494.89	64%
820001	Instructional Equip-Under \$5K		0.00	-	-	-	-	n/a
822000	Textbooks		15,000.00	18,814.39	-	18,814.39	(3,814.39)	125%
823000	Copier Usage		15,000.00	13,932.14	-	13,932.14	1,067.86	93%
824000	Testing Materials		2,000.00	711.89	-	711.89	1,288.11	36%
826000	Graduation Materials		500.00	14.89	-	14.89	485.11	3%
840000	Maint Materials/Supplies		14,000.00	7,973.19	-	7,973.19	6,026.81	57%
870000	Library Materials		2,000.00	2,022.97	-	2,022.97	(22.97)	101%
880000	Purchased Food		32,000.00	32,188.50	-	32,188.50	(188.50)	101%
885000	Miscellaneous Expense		5,000.00	1,105.54	-	1,105.54	3,894.46	22%
889000	Consumable Supplies		500.00	272.15	-	272.15	227.85	54%
	Materials and Supplies		156,750.00	132,356.95	-	132,356.95	24,393.05	84%
929000	Athletic Equipment		0.00	-	-	-	-	n/a
931000	Site Acquisition		0.00	-	-	-	-	n/a
	Capital Outlay		-	-	-	-	-	n/a
	Total Expenditures		3,383,833.00	2,978,506.30	186,265.00	3,164,771.30		
	Pre-Adjusted Carryforward			1,134,793.25	330,830.88	1,465,624.13		
	Encumbrances		-	-	-	-		

Lincoln Academy

Development Committee Report

June, 2012

Volunteer Program

Volunteer hours at 9550

Grants

Nothing to report.

LA Foundation

- The *Laps for Education* fundraiser has raised \$24,700.
- Thank you/tax emails have been sent to donors.
- Thank you/tax postcards will be mailed to those donors who did not give email addresses.

Next Meeting

Laps for Education follow-up meeting this month (hopefully).