

## St. Cloud Math and Science Academy Board of Directors

Charter School #4223

**Final Board Minutes**

1025 18th Street North

St. Cloud, MN 56303

September 20, 2023

4:30 - ~6:00 PM



1. Call to Order at 4:30pm

Reading and Reflection on the school's Mission Statement: **With kindness and respect as our foundation, our highly skilled educators prepare students to become lifelong learners through the integrated instruction of Science, Technology, Engineering and Math in a safe and caring environment.**

2. ROLL CALL PRESENT/ ABSENT: Erika Cowley –present, Amy Cross – present, Rebecca Keniston–present, Omar Mohamed –absent, Michael Mullin –present, Tessa Soltis –present, Michelle VanHauen- present

a. Quorum has been met

Staff and/or Guests present – note for the record and anyone wishing to speak (12.a.1.)

Maria Bodette, Frank Keller, Tammy Bengtson, Nancy Benson, Wendy Swanson-Choi (NEO) , Terri Anderson (NEO)

3. Conflict of Interest Declarations

4. CONSENT AGENDA:

The consent agenda consists of routine matters that the Board considers without debate. Any Director may remove an item from the consent agenda and add it to the ACTION ITEMS by requesting removal of the item at the time the consent agenda is moved for approval. (Roll Call)

- August 9, 2023 Board Minutes
- Today's Board Meeting Agenda (September 20, 2023)
- Policy #\_\_\_\_ Narcan/ Overdose medications
- Michelle VvanHauen made a motion to approve the consent agenda, Tessa Soltis seconded the motion
- All in favor - motion carries

5. Finance Report; Statements of Operation & Balance Sheets for August 31, 2023

a. Reviewed the Executive Summary

6. Program Report(s)

a. Guest teacher and/or staff member: **Maria Bodette and Frank Keller - Art**

- i. Teaching students about nature and art (trees, leaves, apples, ect)
  - b. Novation Education Opportunities report/comments – Wendy Swanson-Choi
    - i. Introduced Terri Anderson as a new NEO member
- 7. Executive Director/ Principal Report – Tammy Bengtson
  - a. Enrollment Report- currently 330 students
    - i. will be losing a few students to Africa but have a waiting list
  - b. video cameras have been installed and training will be next week
  - c. September 15 Staff Development-
    - i. took staff into the community (Somali Mall, Ivy Apartments, La Cruz)
    - ii. handed out cookies
    - iii. Staff member made Somali food and tea for all staff
  - d. started looking at our afterschool program
  - e. Over budget areas - Bergan KDV - technology, Skyward, new chrome books that are compatible with taking MCA's,
  - f. Assistant Principal report, if any – Nancy Benson
    - i. completed Fall FAST testing
    - ii. reviewed data
- 8. Action Items:
  - a. Consideration of August 31, 2023 Financial Statements (Roll Call)
    - i. Amy Cross made a motion to approve the August 31, 2023 Financial Statements as presented, Rebecca Keniston seconded the motion
    - ii. Erika Cowley –aye, Amy Cross –aye, Rebecca Keniston–aye, Michael Mullin –aye, Tessa Soltis –aye, Michelle VanHauen- aye
    - iii. all in favor- motion carries
  - b. Consideration of the Overdose Medication Policy adoption
    - i. Tessa Soltis made a motion to approve the Overdose Medication Policy, Michelle VanHauen seconded the motion
    - ii. all in favor- motion carries
- 9. Special Meeting October 4, 2023 at 4:30
  - a. Expansion of the school
  - b. Are we willing to increase our lease amount to support the expansion?
  - c. Doug Boser and Jim Schleper will be present
- 10. Any further business
  - a. Public Comment, if any (Please register in advance of the meeting)
    - i. List guests who wish to speak/ or who did speak:
- 11. Announce date/ time of next meeting: **October 25, 2023 at 4:30 PM**
- 12. Adjourn at 5:12pm

2023 - 2024 St. Cloud Math and Science Academy Charter School #4223  
Tentative Board Meeting Calendar -- Tentative/ Policy Review Schedule – Subject to change

Board Meeting Date	Agenda Focus/ Policy Review
August 9, 2023 4:30 PM	Annual Organizational Meeting/ Officers Elected Pro Forma Delegations/ Appointments

September 20, 2023 4:30 PM	Policy #xx -- Overdose Medication
October 25, 2023 4:30 PM	Policy #xx -
November 15, 2023 4:30 PM	World's Best Work Force Requirements
January 17, 2024 4:30 PM	Consideration of June 30, 2023 audited financial statements Policy #xx –
February 21, 2024 4:30 PM	Board In-Service Education 3:30 PM Policy #xx –
March 20, 2024 4:30 PM	Comprehensive Review of the By-Laws Policy #xx -
April 17, 2024 4:30 PM	Policy #xx – Policy #xx –
<b>May 15, 2024 = 5:00 PM Annual Meeting</b> <b>May 15, 2024 4:30 PM</b>	Election of Directors Consideration of FY25 Operating Budget Policy #81 – Science Curriculum Evaluation of the Executive Director/ Principal

DRAFT Minutes Respectfully Submitted by Recording Secretary/ Clerk, Kim Hess

Certified/ Approved: Michelle VanHauen, Board of Directors Secretary

These *Minutes* are official only after approval by a majority vote of the Board of Directors; prior to that action, these *Minutes of the Meeting* must be referred to as a DRAFT, unofficial, or pending.

# St. Cloud Math and Science Academy Board of Directors

Charter School #4223

## Proposed and Tentative Board Agenda

1025 18th Street North

St. Cloud, MN 56303

August 9, 2023

4:30 - ~6:00 PM



1. Call to Order at 4:30pm

Reading and Reflection on the school's Mission Statement: **With kindness and respect as our foundation, our highly skilled educators prepare students to become lifelong learners through the integrated instruction of Science, Technology, Engineering and Math in a safe and caring environment.**

2. ROLL CALL PRESENT/ ABSENT: Erika Cowley –absent, Amy Cross –present, Rebecca Keniston –present, Omar Mohamed –absent, Michael Mullin –present, Tessa Soltis –present, Michelle VanHauen- present

\*Quorum has been met

Staff and/or Guests present – note for the record and anyone wishing to speak (12.a.1.)

Ellie VanHauen, Nancy Benson, Tammy Bengtson,

3. Conflict of Interest Declarations- none

4. Organizational Meeting and Election of Officers to serve July 1, 2023 – June 30, 2024

Report and recommendation of the Nominating Committee:

Chair: Michael Mullin

Vice Chair: Tessa Soltis

Secretary: Michelle VanHauen

Treasurer: Amy Cross

Curriculum Policy Liaison: Tessa Soltis

Recording Secretary/ Clerk: Kim Hess (Compensated Board employee)

Amy Cross made a motion to approve the report of the nominating committee. Michelle VanHauen seconded the motion. All in favor- motion carried

5. Consideration of meeting calendar for 2023 – 2024 (Proposed within this agenda)

- a. Rebecca Keniston made a motion to approve the meeting dates for 2023-2024, Amy Cross seconded the motion. All in favor- motion carried

6. CONSENT AGENDA:

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- May 17, 2023 Board Minutes
- Today's Board Meeting Agenda (August 9, 2023)
- Pro Forma Appointments, Designations, and Authorizations for 2023-2024

#### Amendments

- Add Anita Conover to the school credit card
  - Special Education director needs to be changed to Nancy Benson
- a. Amy Cross made a motion to approve the consent agenda with amendments, Michelle VanHauen seconded the motion. All in favor- motion carried

#### 7. Finance Report; Statements of Operation & Balance Sheets May 31 and June 30, 2023

- a. Amy Cross reviewed the Executive summary

#### 8. Program Report(s)

- a. Guest teacher and/or staff member Tessa Soltis - 4th Grade
- i. Taught summer school
- b. Novation Education Opportunities report/comments – Wendy Swanson-Choi- none

#### 9. Executive Director/ Principal Report – Tammy Bengtson

- a. Enrollment Report currently have 331 students
- b. Changing from JMC to Skyward
- c. New Tech staff working over the summer
- d. New secretary Anita Conover - hired in July - busy with trainings
- e. New Hires- Kaia Bubna - 2nd Grade, Mark Boon - 5th Grade, Kurt Gunn - Physical Education, Brandon Morris - Middle School Science, Wolfgang Rothen - Middle School Math, Frank Keller - Art, Amber- Costello - Special Education Para, Kerry Foldoe - Special Education Para, Fatuma Osman - interpreter for SSR
- f. New Active Shooter Drill Law
- g. Non-exclusion Disciplinary Law
- h. Para training within 30 days of hire (8 hours training) required
- i. Professional Development days are planned for the end of August
- j. Update on construction/ renovation project -
- k. Assistant Principal report, if any – Nancy Benson
- i. Summer FAST bridge data
  - ii. MCA data over the past 5 years

#### 10. Action Items:

- a. Consideration of May 31, 2023 Financial Statements (Roll Call)
- b. Michelle VanHauen made a motion to approve the May 31, 2023 Financial Statements, Tessa Soltis seconded the motion.
- c. Roll Call -Amy Cross –aye, Rebecca Keniston –aye, Michael Mullin –aye, Tessa Soltis –aye, Michelle VanHauen-aye
- d. All in favor- motion carried

#### 11. Any further business

- a. Public Comment, if any (Please register in advance of the meeting)

i. List guests who wish to speak/ or who did speak:

12. Announce date/ time of next meeting: **September 20, 2023 at 4:30 PM**

13. Adjourn at 5:09pm

2023 - 2024 St. Cloud Math and Science Academy Charter School #4223  
Tentative Board Meeting Calendar -- Tentative/ Policy Review Schedule – Subject to change

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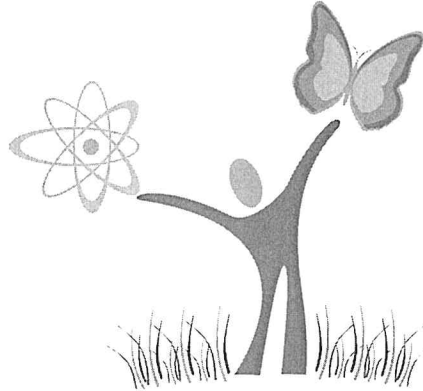
**May 15, 2024 = 5:00 PM Annual Meeting**  
**May 15, 2024 4:30 PM**

Election of Directors  
Consideration of FY25 Operating Budget  
Policy #81 – Science Curriculum  
Evaluation of the Executive Director/ Principal

DRAFT Minutes Respectfully Submitted by Recording Secretary/ Clerk, Kim Hess

Certified/ Approved: \_\_\_\_\_, Board of Directors Secretary

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**ST. CLOUD  
MATH AND SCIENCE  
ACADEMY  
ISD 4223**

**St. Cloud Math & Science Academy  
St. Cloud, MN  
District 4223**

**Financial Report**

**August 31, 2023**

**St. Cloud Math & Science Academy**  
**St. Cloud, MN**  
**August 31, 2023**  
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**St. Cloud Math & Science Academy**  
**St. Cloud, Minnesota**  
**August 31, 2023**  
**Executive Summary**

**Summary of Key Financial Indicators**

- \* Average Daily Membership (ADM) Overview –
  - o Original Budget: 334 ADM
  - o Revised Budget: TBD
  - o Actual: TBD
- \* The School's current revised budget projects a net surplus for the year of \$296,367. A projected cumulative fund balance of \$1,885,678 or 36% of expenditures at fiscal year-end.
- \* Projected Days Cash on Hand for the projected fiscal year-end is 116 days. Above 30 days meets best practices.

**Financial Statement Key Points**

- \* As of month-end, 16.7% of the year was complete.
- \* Cash Balance as of the reporting period is \$1,121,552, up from \$1,103,615 the previous month.
- \* Current year holdback estimated balance is \$76,493 as of the reporting period. The holdback amount is approximately 10% of total state aids. The remaining holdback amount will be paid back to the school in fiscal year 2025.
- \* Revenues received at end of the reporting period – 15.7%
- \* Expenditures disbursed at end of the reporting period –11.9%

**Other Items**

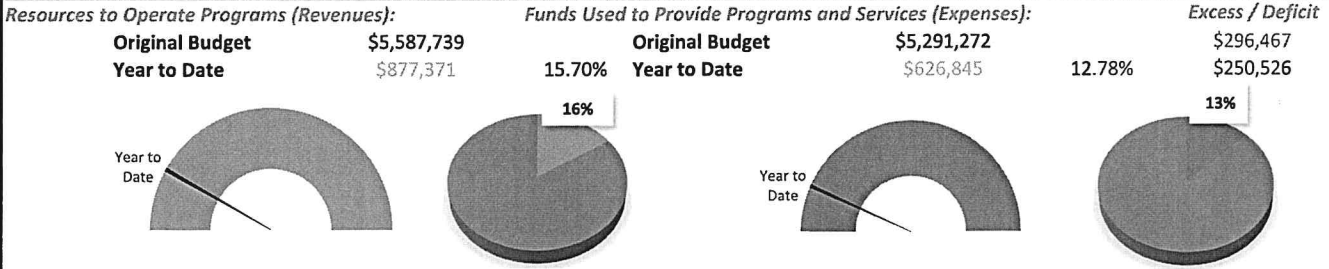
- \* The Cash Flow will be looked at in mor detail this Fall and an update will be forthcoming as enrollment and spending gets move consistent.
- \* There are a few one time larger expenses that came through and a working budget will be forthcoming taking these expenses into account.
- \* Audit is scheduled for October 16-17 with ABDO.

*Prepared by: Bridget Merrill-Myhre, Senior Advisor*

This financial report is prepared in a modified format in that they exclude footnotes and required supplementary information in order to be considered a full set of financial statements. The excluded portions will be included in the School's fiscal year end financial statements. Creative Planning is not a licensed CPA firm and no CPA provides any assurance on this financial report.

**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Financial Statements Dashboard**  
**August 31, 2023**

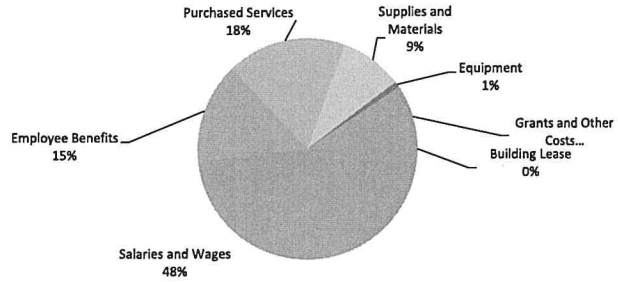
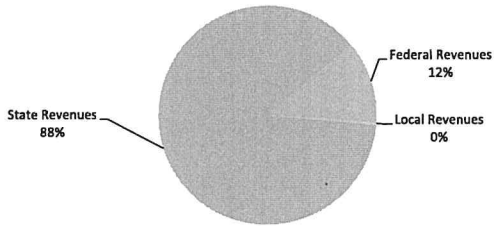
**Financial Summary - Budgeted Amounts and Year to Date Activity**



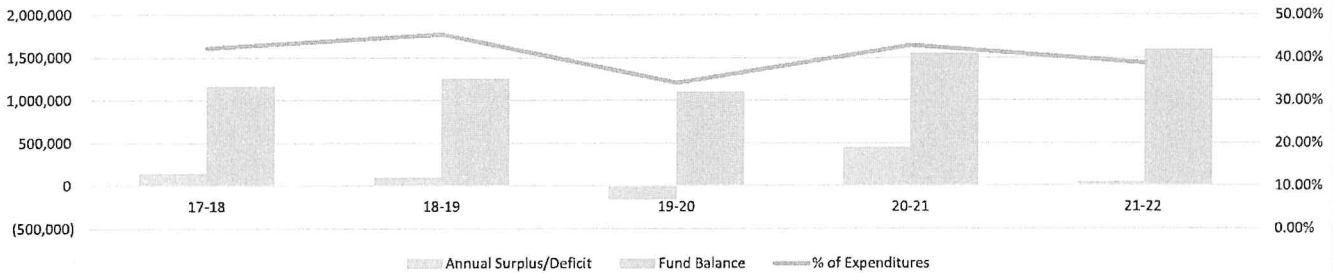
**Budgets for the Year**

**Where funds will come from to operate the school:**

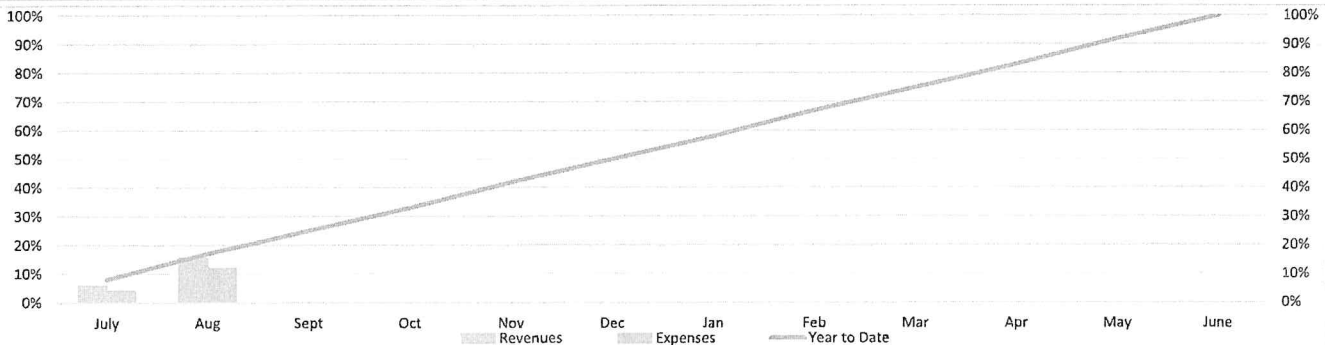
**How the money is budgeted to be spent:**



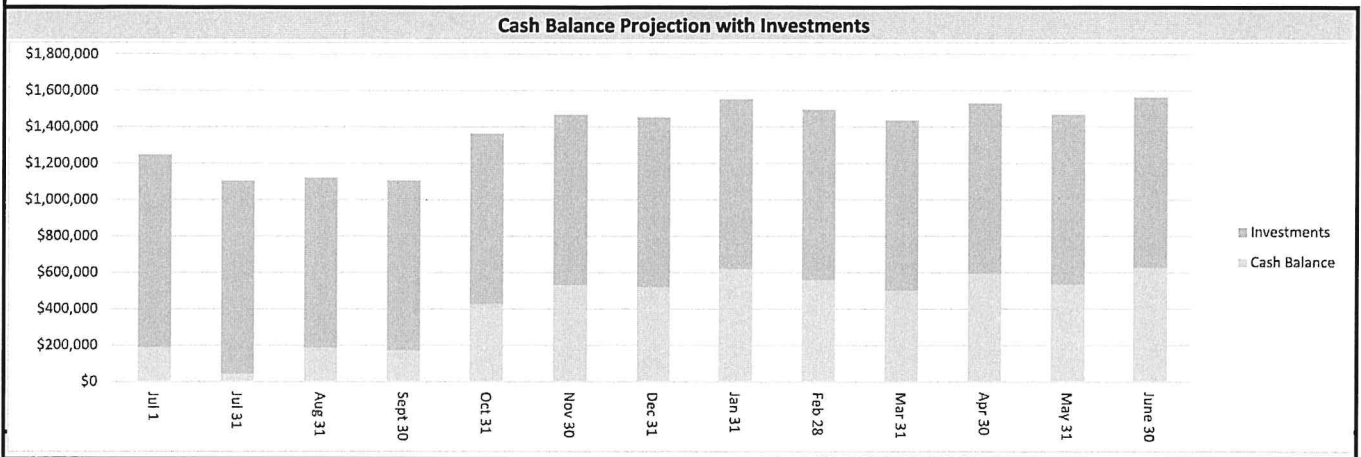
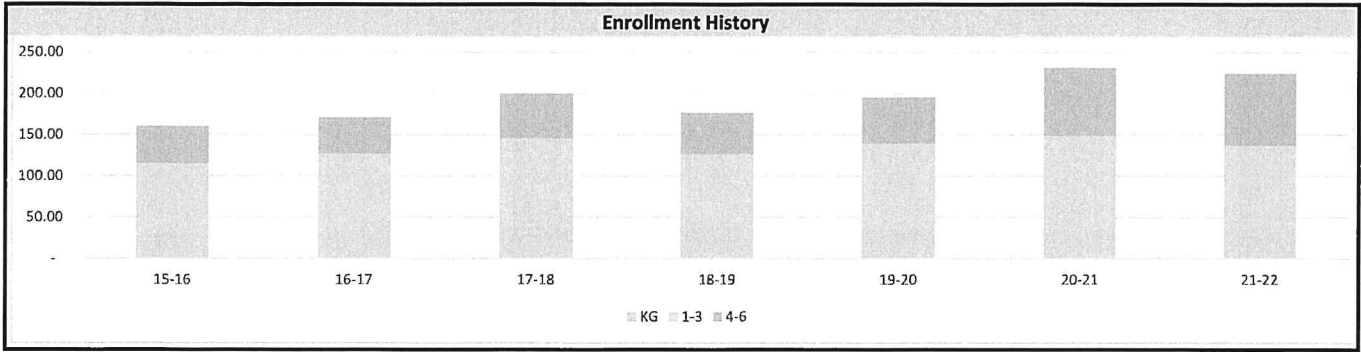
**Fund Balance History**



**Current Year Financial Trend**



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**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Balance Sheet**  
**August 31, 2023**

	<b>Unaudited Balance June 30, 2023</b>	<b>Ending Balance</b>
<b>Assets</b>		
Cash	\$ 188,489	\$ 186,569
Investments	\$ 1,057,738	934,983
Accounts Receivable	1,203	360
Due from Other Funds	-	-
State Aids Receivable	345,545	269,115
Current Year State Holdback Receivable	-	76,493
Federal Aids Receivable	283,156	333,551
Prepaid Expenses and Deposits	45,715	38,766
<b>Total All Assets</b>	<b>\$ 1,921,846</b>	<b>\$ 1,839,837</b>
<b>Liabilities and Fund Balance</b>		
<b>Current liabilities</b>		
Salaries and Wages Payable	\$ 179,650	\$ 0
Accounts Payable	107,064	-
Payroll Deductions and Contributions (Owed)	45,821	(0)
Deferred Revenue	-	-
<b>Total current liabilities</b>	<b>332,535</b>	<b>(0)</b>
<b>Fund balance</b>		
Fund balance 07-01-2023	\$ 1,589,311	\$ 1,589,311
Net income to date	-	250,526
<b>Total fund balance</b>	<b>1,589,311</b>	<b>1,839,837</b>
<b>Total liabilities and fund balance</b>	<b>\$ 1,921,846</b>	<b>\$ 1,839,837</b>

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**St. Cloud Math and Science Academy  
St. Cloud, MN  
Statement of Revenues and Expenditures  
August 31, 2023**

	FY 2024 Original Budget 334 ADM	Months: 2 Year to Date Activity	16.67% Percent of Original Budget
<b>General Fund - 01</b>			
Revenues			
State Revenues			
General Education Aid	\$ 3,671,876	\$ 571,498	15.6%
Charter School Lease Aid	450,702	-	0.0%
Long Term Facilities Maintenance Aid	45,276	-	0.0%
Literacy Incentive Aid	11,088	-	0.0%
School Land Trust Endowment Aid	9,680	-	0.0%
Special Education Aid	694,150	165,804	23.9%
Other State Aids	-	-	0.0%
Estimated State Holdback Amount	-	76,493	0.0%
Total State Revenues	4,882,772	813,795	16.7%
Federal Revenues			
Federal Title I	114,749	1,687	1.5%
Federal Title II	13,097	-	0.0%
Federal Title III	26,642	667	2.5%
Federal Title IV	10,000	-	0.0%
Federal Special Education	38,300	2,927	7.6%
Federal CEIS	7,500	-	0.0%
Federal GEER/ESSER	200,000	48,673	24.3%
Total Federal Revenues	410,288	53,954	13.2%
Local Revenues			
Fees from Students	2,800	-	0.0%
Medical Assistance	4,000	-	0.0%
Contributions and Gifts, Grants	1,100	-	0.0%
Interest Earnings	-	5,164	0.0%
Miscellaneous Revenues	700	-	0.0%
Total local revenues	8,600	5,164	60.1%
Total Revenues	\$ 5,301,660	\$ 872,914	16.5%

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**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Statement of Revenues and Expenditures**  
**August 31, 2023**

	FY 2024 Original Budget 334 ADM	Months: 2 Year to Date Activity	16.67% Percent of Original Budget
<b>Expenditures</b>			
Salaries and Wages	\$ 1,894,091	\$ 143,309	7.6%
Employee Benefits	634,500	38,270	6.0%
Contracted Services	217,579	17,427	8.0%
Repairs and Technology Maintenance	12,000	4,788	39.9%
Communication Services	15,000	1,477	9.9%
Postage	1,000	-	0.0%
Utilities	60,000	5,520	9.2%
Property and Casualty Insurance	20,000	1,461	7.3%
Repairs and Maintenance	35,700	7,216	20.2%
Field Trip Transportation	3,000	-	0.0%
Travel and Conferences	20,400	2,162	10.6%
Field Trip Admissions	1,500	-	0.0%
Building Lease	518,364	86,240	16.6%
Other Rentals and Leases	7,600	897	11.8%
Office Supplies/General Supplies	40,000	2,637	6.6%
Maintenance Supplies	15,100	5,600	37.1%
Non-Instructional Software	30,600	66,784	218.3%
Instructional Software	39,900	19,577	49.1%
Instructional Supplies	40,000	13,046	32.6%
Noninstructional Technology	10,200	357	3.5%
Instructional Technology	80,000	98,836	123.5%
Textbooks and Workbooks	2,600	475	18.3%
Media/Library Resources	1,500	-	0.0%
Food	7,100	273	3.8%
Furniture and Other Equipment	40,000	19,018	47.6%
Technology Equipment	5,000	-	0.0%
Principal on Capital Leases	-	-	0.0%
Dues and Memberships	24,600	1,108	4.5%
Budget Contingency	50,000	-	0.0%
Taxes and Assessments	2,300	-	0.0%
Third Party Expenditures	900	-	0.0%
<b>State Special Education</b>			
Salaries	578,842	13,932	2.4%
Benefits	122,200	2,376	1.9%
Other	17,600	4,809	27.3%
<b>ADSIS</b>			
Salaries	25,750	-	0.0%
Benefits	8,400	-	0.0%

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**St. Cloud Math and Science Academy  
St. Cloud, MN  
Statement of Revenues and Expenditures  
August 31, 2023**

	FY 2024 Original Budget 334 ADM	Months: 2 Year to Date Activity	16.67% Percent of Original Budget
<b>Federal Programs</b>			
Federal Title I	114,749	1,687	1.5%
Federal Title II	13,097	-	0.0%
Federal Title III	26,642	667	2.5%
Federal Title IV	10,000	-	0.0%
Federal Special Education	38,300	2,927	7.6%
Federal CEIS	7,500	-	0.0%
Federal GEER/ESSER	200,000	53,061	26.5%
Transfer to food service fund	11,679	-	0.0%
<b>Total expenditures</b>	<b>\$ 5,005,293</b>	<b>\$ 615,935</b>	<b>12.3%</b>
<b>General fund net income</b>	<b>\$ 296,367</b>	<b>\$ 256,978</b>	
<b>Food Services Fund - 02</b>			
<b>Revenues</b>			
State Revenues	\$ 4,800	\$ 70	1.5%
Federal Revenues	269,600	-	0.0%
Federal ESSER FIN 169		4,388	
Transfer from General Fund	11,679		0.0%
<b>Total revenues</b>	<b>\$ 286,079</b>	<b>\$ 4,458</b>	<b>1.7%</b>
<b>Expenditures</b>			
Salaries and Wages	\$ 54,173	\$ 5,227	9.7%
Employee Benefits	11,900	1,211	10.2%
Purchased Services	100	-	0.0%
Supplies and Materials (Inc. Food and Milk)	219,806	84	0.0%
Dues and Memberships	100	-	0.0%
Federal ESSER		4,388	0.0%
<b>Total Expenditures</b>	<b>\$ 286,079</b>	<b>\$ 10,910</b>	<b>4.3%</b>
<b>Food Services Fund Net Income</b>	<b>\$ -</b>	<b>\$ (6,452)</b>	

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**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Statement of Revenues and Expenditures**  
**August 31, 2023**

	FY 2024 Original Budget 334 ADM	Months: 2 Year to Date Activity	16.67% Percent of Original Budget
<b>Total All Funds</b>			
Revenues			
State Revenues	\$ 4,887,572	\$ 813,865	16.7%
Federal Revenues	679,888	58,342	8.6%
Local Revenues	20,279	5,164	25.5%
<b>Total Revenues</b>	<b>\$ 5,587,739</b>	<b>\$ 877,371</b>	<b>17.5%</b>
Expenditures			
Salaries and Wages	\$ 2,552,856	\$ 162,468	6.4%
Employee Benefits	777,000	41,857	5.4%
Purchased Services	929,843	131,996	14.2%
Supplies and Materials	486,806	207,669	42.7%
Equipment	45,000	19,018	42.3%
Grants and Other Costs	499,767	63,838	12.8%
<b>Total Expenditures</b>	<b>\$ 5,291,272</b>	<b>\$ 626,845</b>	<b>12.8%</b>
<b>Total Revenues All Funds</b>	<b>\$ 5,587,739</b>	<b>\$ 877,371</b>	<b>15.7%</b>
<b>Total Expenditures All Funds</b>	<b>\$ 5,291,272</b>	<b>\$ 626,845</b>	<b>11.9%</b>
<b>Net Income - All Funds</b>	<b>\$ 296,367</b>	<b>\$ 250,526</b>	
<b>Beginning Fund Balance, All Funds, July 1, 2023</b>	<b>\$ 1,589,311</b>	<b>\$ 1,589,311</b>	
<b>Projected Fund Balance, All Funds, June 30, 2024</b>	<b>\$ 1,885,678</b>	<b>\$ 1,839,837</b>	
<b>Projected Fund Balance Percentage</b>	<b>36%</b>		

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**St. Cloud Math and Science Academy**  
**Cash Flow Projection Summary**  
**2023-2024 School Year**

Period Ending	Cash Inflows (Revenues)				Total Receipts	Cash Outflows (Expenditures)			Total Expenses	Cash Balance
	State Aid Payments	Federal Aid Payments	Other Receipts	Prior Year State and Federal Holdback		Salaries (Cash flow budgeted at Gross but updated at Net)	Other Expenses Actual Includes Benefits (Tax Payments, PERA, TRA) and AP	Beginning Balance		
Jul 31	368,418	-	3,564	1,183	373,165	130,988	384,789	\$ 515,777	\$ 1,103,615	
Aug 31	368,884	-	3,252	83,194	455,330	136,944	300,449	437,393	1,121,552	
Sept 30	366,151	-	1,346	51,443	418,940	193,492	240,318	433,810	1,106,682	
Oct 31	366,151	152,975	1,346	169,774	690,246	193,492	240,318	433,810	1,363,118	
Nov 30	366,151	-	1,346	169,774	537,271	193,492	240,318	433,810	1,466,579	
Dec 31	366,151	-	1,346	54,328	421,825	193,492	240,318	433,810	1,454,594	
Jan 31	366,151	152,975	1,346	13,582	534,054	193,492	240,318	433,810	1,554,838	
Feb 28	366,151	-	1,346	6,791	374,289	193,492	240,318	433,810	1,495,316	
Mar 31	366,151	-	1,346	6,791	374,289	193,492	240,318	433,810	1,435,795	
Apr 30	366,151	152,975	1,346	6,791	527,263	193,492	240,318	433,810	1,529,248	
May 31	366,151	-	1,346	6,791	374,289	193,492	240,318	433,810	1,469,726	
June 30	366,151	152,975	1,346	6,791	527,263	193,492	240,318	433,810	1,563,179	
Projected	4,398,815	611,899	20,279	679,095		2,202,856	3,088,416	5,291,272		
Totals	4,398,815	611,899	20,279	577,231	5,608,224	2,202,856	3,088,416	5,291,272	1,563,179	

Assumptions: 10% State Aid Holdback

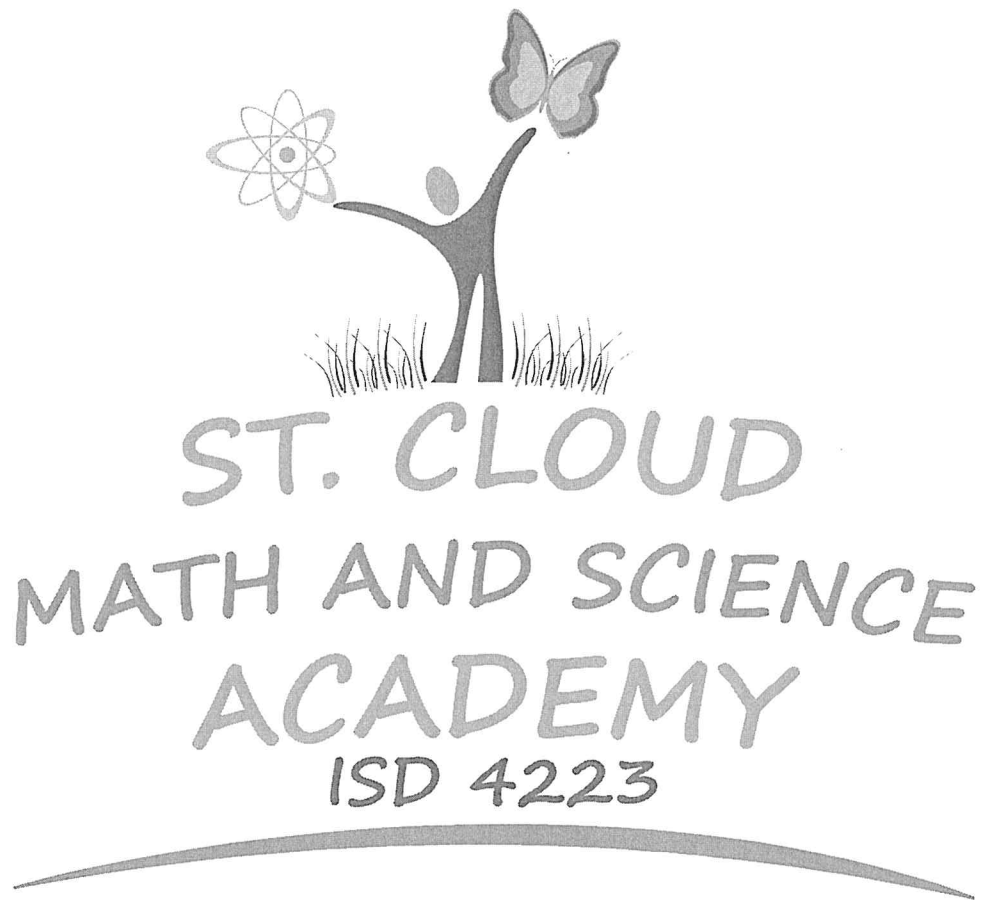
This cash flow projection is to be used only to show that if we follow our working budget for the year that we will not encounter cash flow issues and that we will be able to maintain normal operations. It is not meant to be used to accurately predict what expenditures will be incurred in the short-term. Due to the manner in which MDE regulates the funding, abrupt changes may occur in the amounts of the payments. However, the total amount of the state aids should be reasonable given a stable budget.

This financial report is prepared in a modified format in that they exclude footnotes and required supplementary information in order to be considered a full set of financial statements. The excluded portions will be included in the School's fiscal year end financial statements. Creative Planning is not a licensed CPA firm and no CPA provides any assurance on this financial report.

**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Contracted Services Report**  
**August 31, 2023**

<u>305 - Contracted Services Detail</u>	FY24		
	Original Budget	Actual	
Advertising & Marketing	22,000	-	0.00%
Financial Management Services	70,350	5,862	8.33%
bill.com	1,200	203	16.89%
Audit & Tax Services	21,229	-	0.00%
Elevate OnSite Managed Services	65,000	8,500	13.08%
Background Checks	750	-	0.00%
Bank Fees	1,500	-	0.00%
E-Rate Consulting	1,600	1,050	65.63%
Shredding Services	750	47	6.27%
Grant Writing	6,600	-	0.00%
Benefit Fees	1,000	50	5.00%
Human Resources Consulting Services	3,000	1,700	56.67%
Legal Services	5,000	-	0.00%
Tutoring Services	7,000	-	0.00%
Translation Services	3,000	-	0.00%
Nursing	5,000	-	0.00%
Staff Development	500	-	0.00%
H.S.A and Other Fees	2,100	15	0.73%
	217,579	17,427	8.01%
<u>820 - Dues and Memberships</u>			
Authorizer Fees	23,750	-	0.00%
CPI	150	-	0.00%
ASCD	350	-	0.00%
Sam's Club	100	110	110.00%
MN Association of Charter Schools	-	-	0.00%
Other	250	998	399.02%
	24,600	1,108	4.50%

This financial report is prepared in a modified format in that they exclude footnotes and required supplementary information in order to be considered a full set of financial statements. The excluded portions will be included in the School's fiscal year end financial statements. Creative Planning is not a licensed CPA firm and no CPA provides any assurance on this financial report.



**St. Cloud Math & Science Academy  
St. Cloud, MN  
District 4223**

**Supplemental Information**

**August 31, 2023**

Batch	Post Date	Acct Nbr	Description	Amount
23-50002	08/31/2023	01 A 121 00	FY22-23 GenEd Aid	10,087.63
23-50002	08/31/2023	01 A 121 00	FY22-23 LT Facility Maintenance	398.44
23-50003	08/31/2023	01 A 121 00	FY22-23 GenEd Aid	47,188.99
23-50003	08/31/2023	01 A 121 00	FY22-23 SPED Aid	5,035.74
23-50003	08/31/2023	01 A 121 00	FY22-23 Charter School Lease Aid	11,494.87
23-50003	08/31/2023	01 A 121 00	FY22-23 LT Facility Maintenance	375.21
23-50003	08/31/2023	01 A 121 00	FY22-23 Literacy Incentive Aid	566.26
23-50006	08/31/2023	01 E 005 107 000 000 305	Stellar Associates check-Invoice #11891	300.00
23-50006	08/31/2023	01 E 005 630 000 000 560	Wells Fargo-Refund of restocking fee	269.93
23-50005	08/31/2023	01 E 010 203 000 000 199	Employee reimbursement for overpaid wage	200.00
23-50007	08/31/2023	01 R 005 000 000 000 092	Interest: August 2023	13.38
23-50008	08/31/2023	01 R 005 000 000 000 092	Sweeps Interest - August 2023	2,398.98
23-50002	08/31/2023	01 R 005 000 000 000 211	FY23-24 GenEd Aid	184,450.55
23-50003	08/31/2023	01 R 005 000 000 000 211	FY23-24 GenEd Aid	18,629.54
23-50003	08/31/2023	01 R 005 000 000 740 360	FY23-24 SPED Aid	165,804.29
23-50004	08/31/2023	02 A 121 00	FY23 State School Lunches Funds	97.37
23-50004	08/31/2023	02 A 121 00	FY23 State Special Milk Funds	2.60
23-50004	08/31/2023	02 A 122 00	FY23 FFVP Funds	155.68
23-50004	08/31/2023	02 A 122 00	FY23 Free & Reduced Lunches Funds	4,752.60
23-50004	08/31/2023	02 A 122 00	FY23 Regular Lunch CFDA	1,043.53
23-50004	08/31/2023	02 A 122 00	FY23 After School Snack	953.64
23-50004	08/31/2023	02 A 122 00	FY23 Breakfast CFDA Funds	1,041.30
23-50004	08/31/2023	02 R 005 770 000 701 300	FY24 State School Lunch	69.50
Total for Cash Receipts				455,330.03

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	75,147.14	371,296.74	769.93	447,213.81
02	Food Service Fd	8,046.72	69.50	0.00	8,116.22
***	Fund Summary Totals ***	83,193.86	371,366.24	769.93	455,330.03

\*\*\*\*\* End of report \*\*\*\*\*

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/15/2023	202300115	Adobe Systems Inc	Credit Card Payment AP Invoice.	79.17
08/15/2023	202300110	Amazon.com	Credit Card Payment AP Invoice.	5,846.62
08/15/2023	202300119	Apple Inc	Credit Card Payment AP Invoice.	2.99
08/15/2023	202300109	AT&T	Credit Card Payment AP Invoice.	171.83
08/15/2023	202300116	Autism Society of Minnesota	Credit Card Payment AP Invoice.	75.00
08/15/2023	202300107	BigLeaf Networks Inc	Credit Card Payment AP Invoice.	231.88
08/15/2023	202300114	Dairy Queen	Credit Card Payment AP Invoice.	191.94
08/15/2023	202300058	ESI Billing Trust	Payroll accrual	500.00
08/15/2023	202300111	Fedex	Credit Card Payment AP Invoice.	40.24
08/15/2023	202300059	Further	Payroll accrual	581.04
08/15/2023	202300106	Great River Bowl	Credit Card Payment AP Invoice.	325.00
08/15/2023	202300060	Horace Mann Life Insurance Co	Payroll accrual	465.00
08/15/2023	202300061	Horace Mann Life Insurance Co	Payroll accrual	35.00
08/15/2023	202300062	Horace Mann Life Insurance Co	Payroll accrual	150.00
08/15/2023	202300063	Internal Revenue Service	Payroll accrual	550.00
08/15/2023	202300064	Internal Revenue Service	Payroll accrual	5,989.53
08/15/2023	202300065	Internal Revenue Service	Payroll accrual	5,632.32
08/15/2023	202300066	Internal Revenue Service	Payroll accrual	1,317.22
08/15/2023	202300067	Internal Revenue Service	Payroll accrual	5,632.32
08/15/2023	202300068	Internal Revenue Service	Payroll accrual	1,317.22
08/15/2023	202300117	Jimmy's Pour House	Credit Card Payment AP Invoice.	44.82
08/15/2023	202300069	MN Dept of Revenue	Payroll accrual	3,775.18
08/15/2023	202300070	MN Dept Of Revenue - Levy	Payroll accrual	0.00
08/15/2023	202300071	Public Employees Retirement As	Payroll accrual	1,164.74
08/15/2023	202300072	Public Employees Retirement As	Payroll accrual	1,343.93
08/15/2023	202300118	Subway	Credit Card Payment AP Invoice.	158.94
08/15/2023	202300073	Teachers Retirement Assoc	Payroll accrual	0.00
08/15/2023	202300074	Teachers Retirement Assoc	Payroll accrual	5,514.31
08/15/2023	202300075	Teachers Retirement Assoc	Payroll accrual	6,225.89
08/15/2023	202300108	TeachersPayTeachers	Credit Card Payment AP Invoice.	31.23
08/15/2023	202300112	Tierney Brothers Inc.	Credit Card Payment AP Invoice.	1,500.00
08/15/2023	202300113	Walmart	Credit Card Payment AP Invoice.	919.95
08/16/2023	33	Access Corp	Shredding Service	47.05
08/16/2023	34	Bengtson, Tammy	Expense Reimbursement: Mileage to meeting at Royal Cliff Center & to MN Licensing & Standards Board office	317.02
08/16/2023	35	Benton-Stearns ED District	FY24 Vision Services	1,109.06
08/16/2023	31	BerganKDV Outsourced Services	FY2023 COVID related Grant Assistance Accounting Services	2,500.00

CHECK DATE	CHECK NUMBER VENDOR	INVOICE DESCRIPTION	AMOUNT
08/16/2023	36 BerganKDV Technology & Consult	"Elevate Onsite Managed Services-40 workstations, 40 users, 1 email domain (Monthly-August)"	4,250.00
08/16/2023	37 Innovative Office Solutions	Bookcases (6 @ \$68 each)	408.00
08/16/2023	38 McGraw Hill, LLC	DONALD BEAR READING WONDER GRADE 1 & 4	11,051.37
08/16/2023	39 Menards - St. Cloud	Facility Supplies	159.98
08/16/2023	40 MN Elementary School Principle	MESPA Membership Application and fees	972.00
08/16/2023	41 Safeguard Security Inc.	Monthly Fire Alarm Monitoring w/Service Plan (August) & Wireless Fire Alarm Monitoring	59.95
08/16/2023	42 Schellinger, Dean	Labor for painting	275.00
08/16/2023	43 Scholastic	FY24 Classroom Magazines	1,614.31
08/16/2023	32 Sherwin Williams	Paint	270.84
08/16/2023	44 Sherwin Williams	Paint	55.76
08/16/2023	45 Skyward Inc	FY24 Student Management Software License-Core Module 7.1.23-6.30.24	4,375.00
08/16/2023	46 Spanier Bus Service, Inc.	Summer School Transportation Services: July 2023 (10 days) & Activity Trips	15,171.30
08/16/2023	47 Stice, Vaughn	Expense Reimbursement: Water/food for summer school	83.82
08/16/2023	48 The Little Boon Farm	Painting classrooms	2,385.35
08/16/2023	49 TriMark	Janitorial Supplies	206.32
08/16/2023	50 Vacuum Center & Sewing Room	Vacuum filter and bags	54.98
08/16/2023	51 Yes Network	Summer School - July Snack & Lunch	4,388.10
08/29/2023	27 BerganKDV Technology & Consult	Acer Chromebook Laptops (180 @ \$360 each)	64,800.00
08/29/2023	27 BerganKDV Technology & Consult	Billable Services: Configure & Deploy Network Switch	2,593.75
08/29/2023	27 BerganKDV Technology & Consult	SonicWall Advanced Protection Service Suite Subscription Renewal (3 year) & SonicWall Security Manager Essential Subscription Renewal (3 year)	1,648.05
08/29/2023	28 Office Furniture Solutions, In	Office Furniture	1,963.00
08/29/2023	29 School Outlet	Student Combo Desks (80 @ \$193.33 each)	18,060.25
08/29/2023	30 SourceWell	"SPED Low Incidence Service KTEA-3 Training (8/8/23) Registration fees for B. Kucera, D. Henke & M. Schneider"	225.00
08/31/2023	99991306 MN Unemployment	Quarterly Unemployment	1,485.00
08/31/2023	202300101 18th Street Campus, LLC	August Rent & CAM	44,368.00
08/31/2023	202300098 Aflac	Premiums	348.62
08/31/2023	202300096 Bill.com	Monthly subscription fee	103.34
08/31/2023	202300097 Cintas	Facility Services	965.25
08/31/2023	202300099 Dell Financial Services	Computer rental August 2023	437.55
08/31/2023	202300076 ESI Billing Trust	Payroll accrual	500.00
08/31/2023	202300077 Further	Payroll accrual	576.04

CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT	
08/31/2023	202300078	Further	Payroll accrual	500.00	
08/31/2023	202300095	Healthiest You c/o Teledoc Inc	Healthcare App	352.00	
08/31/2023	202300079	Horace Mann Life Insurance Co	Payroll accrual	425.00	
08/31/2023	202300080	Horace Mann Life Insurance Co	Payroll accrual	35.00	
08/31/2023	202300081	Horace Mann Life Insurance Co	Payroll accrual	150.00	
08/31/2023	202300082	Internal Revenue Service	Payroll accrual	550.00	
08/31/2023	202300083	Internal Revenue Service	Payroll accrual	6,232.25	
08/31/2023	202300084	Internal Revenue Service	Payroll accrual	6,047.11	
08/31/2023	202300085	Internal Revenue Service	Payroll accrual	1,414.28	
08/31/2023	202300086	Internal Revenue Service	Payroll accrual	6,047.11	
08/31/2023	202300087	Internal Revenue Service	Payroll accrual	1,414.28	
08/31/2023	202300088	MN Dept of Revenue	Payroll accrual	4,210.34	
08/31/2023	202300089	MN Dept Of Revenue - Levy	Payroll accrual	0.00	
08/31/2023	202300102	PreferredOne Insurance Company	Health Benefits	12,409.54	
08/31/2023	202300090	Public Employees Retirement As	Payroll accrual	835.70	
08/31/2023	202300091	Public Employees Retirement As	Payroll accrual	964.27	
08/31/2023	202300092	Teachers Retirement Assoc	Payroll accrual	0.00	
08/31/2023	202300093	Teachers Retirement Assoc	Payroll accrual	6,275.00	
08/31/2023	202300094	Teachers Retirement Assoc	Payroll accrual	7,084.67	
08/31/2023	202300100	Wells Fargo Financial Leasing	Copier Lease Payment	145.68	
08/31/2023	202300103	West Central Sanitation, Inc	August - Waste & Recycling Services	817.49	
08/31/2023	202300104	Xcel Energy	Electricity & Natural Gas Services (7/1/23-8/1/23)	4,207.68	
08/31/2023	202300105	Zoom Video Communications Inc	Yearly Subscription Renewal	2,790.00	
Totals for checks				300,549.77	



FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	94,713.24	0.00	199,864.94	294,578.18
02	Food Service Fd	1,499.67	0.00	4,471.92	5,971.59
***	Fund Summary Totals ***	96,212.91	0.00	204,336.86	300,549.77

\*\*\*\*\* End of report \*\*\*\*\*

Post Date	Acct Nbr	Description	Amount
08/31/2023	01 A 101 02	Transfer to Sweeps-August	-127894.41
08/31/2023	01 A 101 00	Transfer to Sweeps-August	127894.41
Total for Journal Entries			0.00

## St. Cloud Math and Science Academy

Charter School #4223

Charter Authorizer: Novation Education Opportunities – Eagan, Minnesota

### Board of Directors July 1, 2023 – June 30, 2024

<u>Class</u>	<u>Category</u>	<u>Term</u>	<u>Director</u>	<u>Term Expires June 30</u>	<u>Office</u>
A	Teacher	2*	Amy Cross	2024, 2027, 2030, Etc.	Treasurer
B	Teacher	1	Tessa Soltis	2025, 2028, 2031, Etc.	Vice Chair
C	Teacher	1	Rebecca Keniston	2026, 2029, 2032, Etc.	
A	Parent	1	Omar Mohamed	2024, 2027, 2030, Etc.	
B	Parent	1	Michelle VanHauen	2025, 2028, 2031, Etc.	Secretary
C	Parent	2	Erika Cowley	2026, 2029, 2032, Etc.	
A	Community		(Open)	2024, 2027, 2030, Etc.	
B	Community	2	Michael Mullin	2025, 2028, 2031, Etc.	Chair
C	Community		(Open)	2023, 2026, 2029, Etc.	

#### A FEW NOTES:

The Board must have at least five (5) members and not more than nine (9) in order to conduct business. There must be at least one (1) Director from each of the three (3) categories; i.e., parent, teacher, community member at-large.

A Director fills a particular SEAT on the Board and is elected or appointed to fill the remaining time in that particular SEAT which is referred to as a Class A, B, or C seat. Three seats (one-third of the nine) are up for election each year. Directors can be elected or appointed to fill the unexpired term of another Director and/or elected or appointed to fill the remaining time in an Open Seat.

Elections normally occur in May each year at the Annual Meeting of the school pursuant to Minnesota law and the St. Cloud Math and Science Academy by-laws.

Directors are encouraged to be on the alert for the next best Director(s) who might fill open seats and/or be willing to stand for election at the annual meeting.

This roster was reviewed for accuracy and was reaffirmed by the Board of Directors August 15, 2023.

\*Completing two terms, plus a portion of the unexpired term of predecessor.