

# 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

January 17, 2024

4:30 - ~6:00 PM



### PROPOSED AMENDMENT TO THE BY-LAWS OF ST. CLOUD MATH AND SCIENCE ACADEMY CHARTER SCHOOL #4223

Current:

Regular Meetings: Regular meetings of the Board of Directors shall be held at least monthly as per a twelve month board approved meeting calendar. A notice of the meeting shall designate the time, place and date of such meeting and specify the proposed business to be transacted thereat. All meetings shall be public under the Minnesota Open Meeting Law (Mn. Stat. 13d.01 et seq).

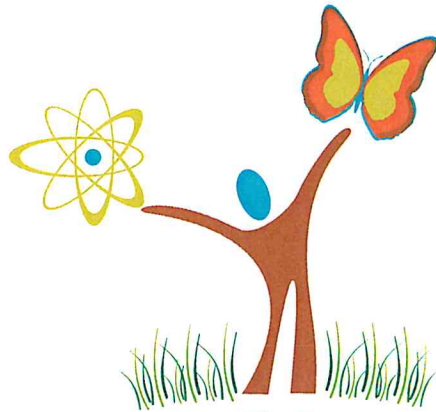
CHANGE TO:

Regular Meetings: Regular meetings of the Board of Directors will be conducted according to a Board-approved *Annual Meeting Calendar* proposed and established at the first meeting of the year, usually in August. The meeting calendar may be amended from time to time by the Board of Directors. Notices of all meetings will designate the time, place, and date of such meetings and will specify the proposed business to be transacted. Excepting those meetings permitted by law to be closed, all meetings will be public under the Minnesota Open Meeting Law (MN Statute 13d.01 et seq).

Amendment Proposed: January 17, 2024

Amendment Approved:

Attest: \_\_\_\_\_  
Board Secretary



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

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

**Supplemental Information**

**November 30, 2023**

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
01	GENERAL FUND	-20.03	447,830.38	0.00	447,810.35
02	Food Service Fd	0.00	94,763.21	0.00	94,763.21
***	Fund Summary Totals ***	-20.03	542,593.59	0.00	542,573.56

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

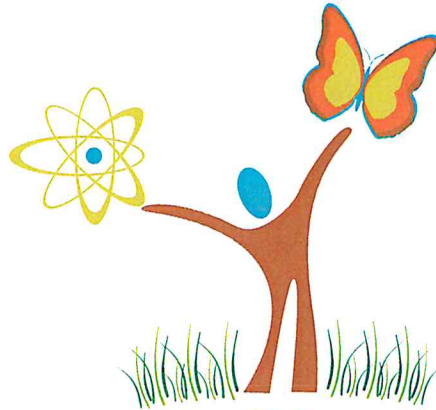
<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>	<u>AMOUNT</u>
<u>DATE</u>	<u>NUMBER VENDOR</u>	<u>DESCRIPTION</u>	
11/15/2023	121 TriMark	Janitorial Supplies	607.51
11/15/2023	121 TriMark	Janitorial Supplies	284.16
11/15/2023	122 Vacuum Center & Sewing Room	Vacuum filters & belt	71.90
11/15/2023	202300368 Adobe Systems Inc	Credit Card Payment AP Invoice.	59.18
11/15/2023	202300344 Amazon.com	Credit Card Payment AP Invoice.	3,844.23
11/15/2023	202300370 Apple Inc	Credit Card Payment AP Invoice.	2.99
11/15/2023	202300360 Asha	Credit Card Payment AP Invoice.	315.00
11/15/2023	202300346 AT&T	Credit Card Payment AP Invoice.	174.25
11/15/2023	202300359 BigLeaf Networks Inc	Credit Card Payment AP Invoice.	231.88
11/15/2023	202300353 BSN Sports	Credit Card Payment AP Invoice.	176.50
11/15/2023	202300349 Cash Wise	Credit Card Payment AP Invoice.	33.44
11/15/2023	202300365 Coborn's	Credit Card Payment AP Invoice.	98.78
11/15/2023	202300352 Domino's Pizza	Credit Card Payment AP Invoice.	170.39
11/15/2023	202300276 ESI Billing Trust	Payroll accrual	500.00
11/15/2023	202300369 Eventbrite	Credit Card Payment AP Invoice.	25.00
11/15/2023	202300363 Five Below	Credit Card Payment AP Invoice.	150.43
11/15/2023	202300277 Further	Payroll accrual	1,098.35
11/15/2023	202300278 Further	Payroll accrual	250.00
11/15/2023	202300356 Heggerty	Credit Card Payment AP Invoice.	452.96
11/15/2023	202300337 Hilton Hotel	Credit Card Payment AP Invoice.	2,194.52
11/15/2023	202300279 Horace Mann Life Insurance Co	Payroll accrual	425.00
11/15/2023	202300280 Horace Mann Life Insurance Co	Payroll accrual	35.00
11/15/2023	202300281 Horace Mann Life Insurance Co	Payroll accrual	150.00
11/15/2023	202300282 Internal Revenue Service	Payroll accrual	548.00
11/15/2023	202300283 Internal Revenue Service	Payroll accrual	7,031.89
11/15/2023	202300284 Internal Revenue Service	Payroll accrual	8,435.15
11/15/2023	202300285 Internal Revenue Service	Payroll accrual	1,972.76
11/15/2023	202300286 Internal Revenue Service	Payroll accrual	8,435.15
11/15/2023	202300287 Internal Revenue Service	Payroll accrual	1,972.76
11/15/2023	202300357 K5 Learning	Credit Card Payment AP Invoice.	15.02
11/15/2023	202300367 Kohls	Credit Card Payment AP Invoice.	284.98
11/15/2023	202300340 Marriott Hotel	Credit Card Payment AP Invoice.	77.72
11/15/2023	202300364 MASE	Credit Card Payment AP Invoice.	500.00
11/15/2023	202300361 Minnesota State Community & Te	Credit Card Payment AP Invoice.	100.00
11/15/2023	202300350 Mitel	Credit Card Payment AP Invoice.	1,147.30
11/15/2023	202300358 MN Board of School Administrat	Credit Card Payment AP	204.30

CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	DESCRIPTION	AMOUNT	
11/30/2023	202300299	Aflac	Premiums	130.06	
11/30/2023	202300307	Apple Inc	Cloud storage	2.14	
11/30/2023	202300298	Bill.com	Monthly subscription fee	96.58	
11/30/2023	202300306	Cintas	Facility Services	872.56	
11/30/2023	202300315	City of St. Cloud	Water and sewer charges (8/1/23-10/2/23)	4,111.51	
11/30/2023	202300316	ESI Billing Trust	Payroll accrual	500.00	
11/30/2023	202300317	Further	Payroll accrual	1,598.35	
11/30/2023	202300318	Further	Payroll accrual	-250.00	
11/30/2023	202300312	GIS Benefits	Voluntary Insurance Premiums: November	5,075.09	
11/30/2023	202300313	GIS Benefits	Voluntary Insurance Premiums: December	4,836.94	
11/30/2023	202300304	Hanover Insurance Group	Commerical Umbrella & Package Policies	1,765.68	
11/30/2023	202300305	Hanover Insurance Group	Commerical Fidelity & Crime Policies	475.00	
11/30/2023	202300296	Healthiest You c/o Teledoc Inc	Healthcare App(underbilled adjustments)	156.00	
11/30/2023	202300295	Healthiest You c/o Teledoc Inc	Healthcare App	500.00	
11/30/2023	202300297	Healthiest You c/o Teledoc Inc	Healthcare App(underbilled adjustments)	76.00	
11/30/2023	202300311	HEALTHPARTNERS	Health Insurance Premiums-November	19,646.75	
11/30/2023	202300310	HEALTHPARTNERS	Health Insurance Premiums-December	26,398.43	
11/30/2023	202300319	Horace Mann Life Insurance Co	Payroll accrual	425.00	
11/30/2023	202300320	Horace Mann Life Insurance Co	Payroll accrual	35.00	
11/30/2023	202300321	Horace Mann Life Insurance Co	Payroll accrual	150.00	
11/30/2023	202300323	Internal Revenue Service	Payroll accrual	548.00	
11/30/2023	202300324	Internal Revenue Service	Payroll accrual	6,886.90	
11/30/2023	202300325	Internal Revenue Service	Payroll accrual	8,381.81	
11/30/2023	202300326	Internal Revenue Service	Payroll accrual	1,960.31	
11/30/2023	202300327	Internal Revenue Service	Payroll accrual	8,381.81	
11/30/2023	202300328	Internal Revenue Service	Payroll accrual	1,960.31	
11/30/2023	202300308	Kraus-Anderson Insurance	Premier HR-December (used \$400 credit)	250.00	
11/30/2023	202300309	Kraus-Anderson Insurance	Premier HR-January	650.00	
11/30/2023	202300329	MN Dept of Revenue	Payroll accrual	5,427.66	
11/30/2023	202300314	MN Unemployment	Quarterly Unemployment	867.00	
11/30/2023	202300330	Public Employees Retirement As	Payroll accrual	3,403.87	
11/30/2023	202300331	Public Employees Retirement As	Payroll accrual	3,927.53	
11/30/2023	202300332	Teachers Retirement Assoc	Payroll accrual	6,243.24	
11/30/2023	202300333	Teachers Retirement Assoc	Payroll accrual	7,048.82	
11/30/2023	202300300	Wells Fargo Financial Leasing	Copier Lease Payment	145.68	
11/30/2023	202300302	West Central Sanitation, Inc	November - Waste & Recycling Services	1,275.36	
11/30/2023	202300303	Xcel Energy	Electricity & Natural Gas Services (9/30/23-10/30/23)	3,628.20	
11/15/2023	104	BerganKDV Technology & Consult		0.00	


Totals for checks 305,477.81

Post Date	Acct Nbr	Description	Amount
		Total for Journal Entries	0.00

No Journal Entries in November.



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



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

**Financial Report**

**November 30, 2023**

**St. Cloud Math & Science Academy  
St. Cloud, Minnesota  
November 30, 2023  
Executive Summary**

### **Summary of Key Financial Indicators**

- \* Average Daily Membership (ADM) Overview –
  - o Original Budget: 334 ADM
  - o Revised Budget: TBD
  - o Actual: 323
- \* The School's current revised budget projects a net surplus for the year of \$296,367. A projected cumulative fund balance of \$1,847,792 or 35% of expenditures at fiscal year-end.
- \* Projected Days Cash on Hand for the projected fiscal year-end is 121 days. Above 30 days meets best practices.

### **Financial Statement Key Points**

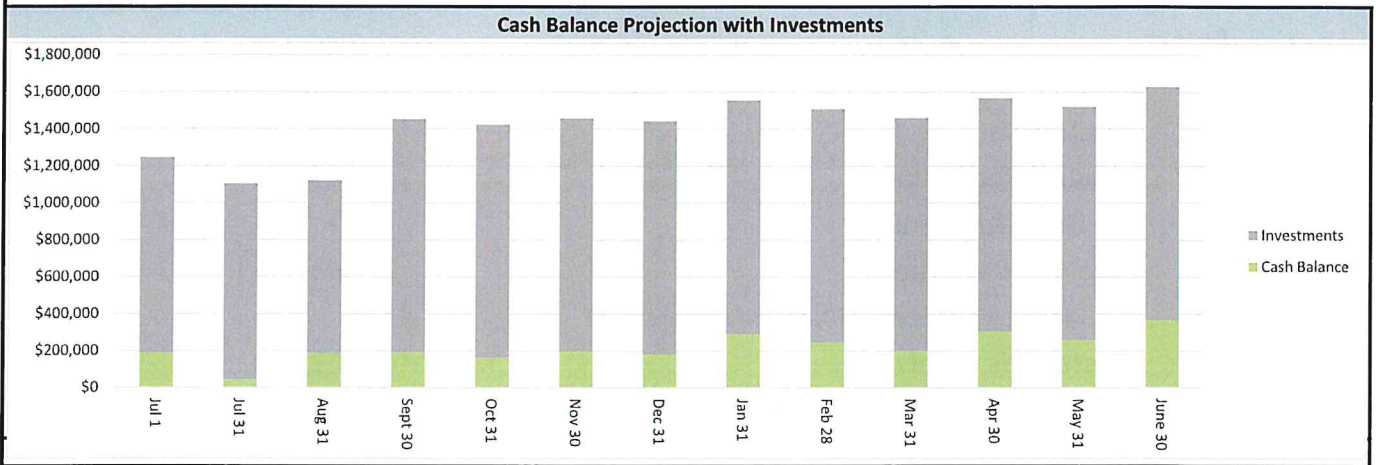
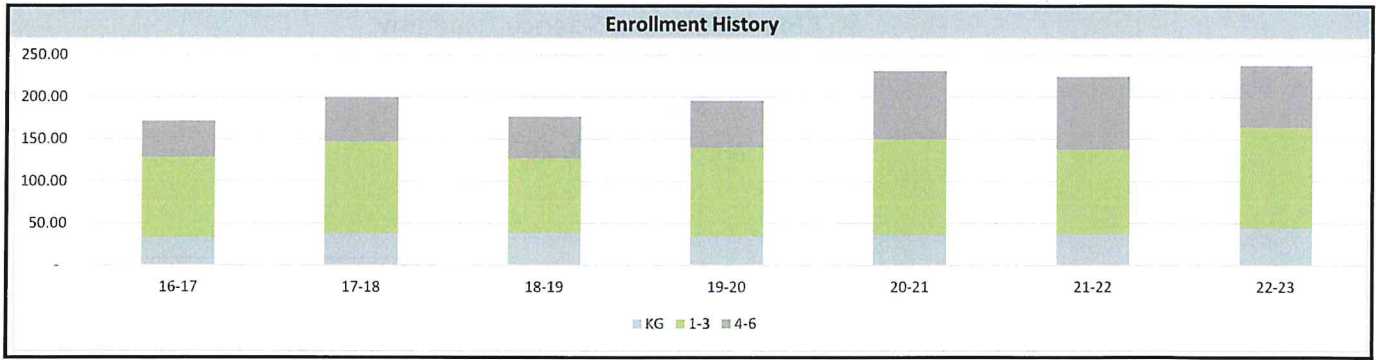
- \* As of month-end, 42% of the year was complete.
- \* Cash Balance as of the reporting period is \$1,459,240, up from \$1,425,689 the previous month.
- \* Current year holdback estimated balance is \$151,827 as of the reporting period. The holdback amount is approximately 10% of total state aids. The remaining holdback amount will be paid back to the school in fiscal year 2025.
- \* Revenues received at end of the reporting period – 41.2%
- \* Expenditures disbursed at end of the reporting period –40.7%

### **Other Items**

- \* There are a few one time larger expenses that came through and a working budget will be forthcoming taking these expenses into account.
  - o New Student Management System (Non-Instructional Software)
  - o Chromebooks/Laptops \$84k (Instructional Technology)
- \* Food Service fund is showing revenues through October. November clics were reimbursed in December - \$38k.

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





**St. Cloud Math and Science Academy  
St. Cloud, MN  
Statement of Revenues and Expenditures  
November 30, 2023**

	FY 2024 Original Budget 334 ADM	Months: 5 Year to Date Activity	41.67% Percent of Original Budget
<b>General Fund - 01</b>			
Revenues			
State Revenues			
General Education Aid	\$ 3,671,876	\$ 1,570,934	42.8%
Charter School Lease Aid	450,702	125,536	27.9%
Long Term Facilities Maintenance Aid	45,276	-	0.0%
Literacy Incentive Aid	11,088	-	0.0%
School Land Trust Endowment Aid	9,680	8,106	83.7%
Special Education Aid	694,150	178,086	25.7%
Other State Aids	-	5,247	0.0%
Estimated State Holdback Amount	-	151,827	0.0%
Total State Revenues	4,882,772	2,039,735	41.8%
Federal Revenues			
Federal Title I	114,749	34,513	30.1%
Federal Title II	13,097	-	0.0%
Federal Title III	26,642	3,875	14.5%
Federal Title IV	10,000	-	0.0%
Federal Special Education	38,300	7,128	18.6%
Federal CEIS	7,500	-	0.0%
Federal GEER/ESSER	200,000	98,450	49.2%
Total Federal Revenues	410,288	143,966	35.1%
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	-	15,352	0.0%
Miscellaneous Revenues	700	-	0.0%
Total local revenues	8,600	15,352	178.5%
Total Revenues	\$ 5,301,660	\$ 2,199,054	41.5%

**St. Cloud Math and Science Academy**  
**St. Cloud, MN**  
**Statement of Revenues and Expenditures**  
**November 30, 2023**

	FY 2024 Original Budget 334 ADM	Months: 5 Year to Date Activity	41.67% Percent of Original Budget
<b>Federal Programs</b>			
Federal Title I	114,749	34,513	30.1%
Federal Title II	13,097	-	0.0%
Federal Title III	26,642	3,875	14.5%
Federal Title IV	10,000	-	0.0%
Federal Special Education	38,300	7,128	18.6%
Federal CEIS	7,500	-	0.0%
Federal GEER/ESSER	200,000	102,838	51.4%
Transfer to food service fund	11,679	-	0.0%
<b>Total expenditures</b>	<b>\$ 5,005,293</b>	<b>\$ 2,014,047</b>	<b>40.2%</b>
<b>General fund net income</b>	<b>\$ 296,367</b>	<b>\$ 185,007</b>	
<b>Food Services Fund - 02</b>			
Revenues			
State Revenues	\$ 4,800	\$ 1,612	33.6%
Federal Revenues	269,600	96,882	35.9%
Federal ESSER FIN 169		4,388	
Transfer from General Fund	11,679		0.0%
<b>Total revenues</b>	<b>\$ 286,079</b>	<b>\$ 102,882</b>	<b>38.3%</b>
Expenditures			
Salaries and Wages	\$ 54,173	\$ 32,295	59.6%
Employee Benefits	11,900	6,983	58.7%
Purchased Services	100	35	35.0%
Supplies and Materials (Inc. Food and Milk)	219,806	94,665	43.1%
Dues and Memberships	100	-	0.0%
Federal ESSER		4,388	0.0%
<b>Total Expenditures</b>	<b>\$ 286,079</b>	<b>\$ 138,366</b>	<b>53.9%</b>
<b>Food Services Fund Net Income</b>	<b>\$ -</b>	<b>\$ (35,485)</b>	

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

Period Ending	Cash Inflows (Revenues)				Total Receipts	Cash Outflows (Expenditures)			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	Total Expenses	
Jul 31	368,418	-	3,564	1,183	373,165	130,988	384,789	515,777	\$ 1,246,227
Aug 31	368,884	-	3,252	83,194	455,330	136,944	300,550	437,494	1,121,451
Sept 30	385,454	-	5,895	343,314	734,662	172,545	228,798	401,343	1,454,771
Oct 31	371,122	653	3,831	156,547	532,153	200,086	361,490	561,575	1,425,348
Nov 30	395,570	143,079	3,944	(20)	542,574	203,203	305,478	508,681	1,459,240
Dec 31	358,481	-	(30)	35,391	393,843	194,156	215,330	409,486	1,443,597
Jan 31	358,481	152,975	(30)	8,848	520,274	194,156	215,330	409,486	1,554,385
Feb 28	358,481	-	(30)	4,424	362,875	194,156	215,330	409,486	1,507,774
Mar 31	358,481	-	(30)	4,424	362,875	194,156	215,330	409,486	1,461,164
Apr 30	358,481	152,975	(30)	4,424	515,850	194,156	215,330	409,486	1,567,528
May 31	358,481	-	(30)	4,424	362,875	194,156	215,330	409,486	1,520,917
June 30	358,481	152,975	(30)	4,424	515,850	194,156	215,330	409,486	1,627,281
Projected	4,398,815	611,899	20,279	442,392		2,202,856	3,088,416	5,291,272	
Totals	4,398,815	602,657	20,279	650,576	5,672,326	2,202,856	3,088,416	5,291,272	1,627,281

**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.

**January 11th: TOPIC IS: Empathy and respect: Go under Autism**

Click on **challenge** under **Autism**

Go over questions as a class

Do worksheet on **Autism THIS IS DUE TODAY**

Can work by themselves or with a partner quietly

(this should be in the tan folder on top of my black shelf on my desk that says Tousignant)

Vocabulary words: Write the definition of the word and also use it in a sentence. Class has 20 minutes to complete or else it is due next class

**Disrupt:**

**Spectrum:**

**Sensory:**

**Literal:**

**Detached:**

**Humane:**

Has the rest of the class period to get it finished if not it is homework due next class period.