


ANNUAL BOARD MEETING SCHEDULE
May 9, 2016
5:00-6:00

1. Refreshments/ visit (5 minutes)
2. Meeting called to order
3. Candidate Introduction (3 minutes)
4. Explanation of process
5. Ballots passed out, voting, ballots collected
6. Title I Report: SCMSA Director Tammy Bengtson
(while votes are being counted)
7. Election results presented
8. Recess (5 minutes)
People may leave if they do not wish to stay for the rest of the Board Meeting
9. Continuation of Board Meeting



The logo for St. Cloud Math and Science Academy features a stylized figure holding a torch or stick, with the text "ST. CLOUD MATH AND SCIENCE ACADEMY" and "CHALLENGE" below it.

Title 1 Report May 9, 2016

What is Title 1?

- ▶ Title I is part of the Elementary and Secondary Education Act (ESEA) of 1965, which was passed as part of President Lyndon B. Johnson's "War on Poverty."
- ▶ It is a federally funded program designed to provide support to students who are performing below grade level in reading and/or math in high-poverty schools.

The Elementary & Secondary Education Act

- ▶ Emphasizes equal access to education.
- ▶ Establishes high standards and accountability.
- ▶ Aims to eliminate the achievement gaps between students by providing fair and equal opportunities for an exceptional education.

How do schools qualify for Title I?

How do schools qualify for Title 1?

We have 99 % of students at SCMSA qualify for free or reduced lunch. For a school to qualify for Title I this current school year, its population of students who qualify for free and reduced lunch would have to exceed 40%. Since we have such a high percentage, we are considered a schoolwide Title 1 program.

What is a School wide Program for Title 1?

- The goal of a school wide program is to ensure that all students, particularly those who are low-achieving, demonstrate proficient and advanced levels of achievement on state academic standards.
- The emphasis in school wide programs is on serving all students, improving all structures that support student learning, and combining all resources, as allowed, to achieve a common goal.

How are we providing support for all students?

- Students identified as needing additional support are those who are experiencing academic difficulty or have other concerns that are affecting their academic achievement.
- Any student in a school wide Title I school may receive support if needed.
- To identify students in need, students' test scores, other measures of academic progress, and teacher observations are reviewed and discussed.
- Students needing academic assistance in reading and/or math are scheduled in an intervention to work on identified specific skills.

Specific Support offered this school year

- We have one paraprofessional hired for each grade level. (3rd and 5th grade share)
- We have utilized Jill Waldvoget to assist in classrooms that qualify for push in support. She worked in 3rd and 4th grade classrooms to increase our teacher/student ratio in the classroom during reading instruction.
- Staff have completed professional development Using STEM Strategies as well as SIOP (Sheltered Instruction Observation Protocol) Strategies to increase engagement in all learners and as a planning tool for educating ELL students.

Specific Support offered this school year continued

- Staff were recently Trained in SLIFE learning background
- RISA Oral Interaction Strategy
- Partner Reading Protocol Strategy

Response to Intervention Team has been started this school year. Additional training will be added next year.

- Focus on prevention: knowing who needs support as early as possible each year and putting those supports in place.
- Implement evidence-based interventions for all students and tailor interventions based on students' needs.
- Use progress-monitoring data to know when to make a change in instruction.

How can parents be involved in their child's learning?

- Parents play an important role in helping their child achieve academic and/or behavioral success.
- Parents are their child's first teacher.
- St. Cloud Math and Science Academy recognizes this and firmly believes that an effective school-parent relationship is essential for children to be successful.

Parent Involvement

- Make sure that your child arrives at school on time and ready to learn each day. (This spring, many teachers have noted that students are very tired during the school day)
- Ask your child what he or she learned in school each day.
- Communicate regularly with your child's teachers (notes, parent conferences, phone calls)
- Attend school events.
- Visit your child's classroom and volunteer at your child's school.
- Talk to your child's teacher about events or issues that may affect your child's work or behavior.

As a parent / guardian, you have the right . . .

- To know the qualifications of your child's teacher.
- To know when your child has a substitute teacher for more than two weeks and the qualifications of the substitute teacher.
- To know how your child's school is rated on its state test scores.
- To expect regular communication with your school in a language that you can understand.
- To work with other parents and staff to develop a school-level parent compact between the school and its families.
- To help plan how money for family involvement should be spent.
- To work with teachers, parents, and the school principal to develop your school's family involvement plan.
- To ask for a meeting with your school principal or your child's teacher at any time.

THANK YOU FOR
COMING.

THANK YOU FOR
SUPPORTING OUR
SCHOOL.

Agenda of the St. Cloud Math and Science Academy Board of Directors

136 Division St. Waite Park, MN 56387

May 9, 2016 AGENDA

Mission

To serve the needs of all students as they prepare to become life-long learners and contributing members of society through integration of Science, Technology, Math and Engineering into the traditional content areas of Reading, Language Skills, Social Studies, the Arts and Physical Education. Kindness and respect for others is the foundation upon which students will develop into critical and ethical thinkers who will be prepared to meet the challenges of future job market and intrapersonal skills requirements.

Vision

Is to see all students succeed in school to develop self-confidence, learn to appreciate and get along with others, become proficient in all content areas, explore and use unique abilities, graduate from high school and pursue further training including but not limited to, the fields of Science, Technology, Engineering and Math in order to become productive citizens.

1. **Call the meeting to Order**
2. **Reading of Mission Reading of Vision**
3. **Roll Call/Quorum**
 - Debbie Adair
 - Lisa Trnka
 - Sue Jackson
 - Chris DesMarais
 - Ahmed Ali
 - Shannon Dyrud
 - Megan Roberg

Annual Meeting

Public Input

4. **Approval the agenda**
5. **Approval of the consent agenda**
6. **Conflict of Interest –Charter School Board Members**

CONSENT AGENDA:

- **Approval of April 11, 2016 Minutes**
7. **Authorizer's report/comments (Wendy Swanson)**
 8. **Director's Report (Tammy Bengtson)**

Update on Enrollment
Title 1 Report - Spring Test results
NEO formal site visit May 17, 2016
12:00-3:00 PM

9. Teachers Report – Amanda Welcome

10. Facilities Report (Lisa Trnka) –

11. Executive Committee (Debbie Adair)

Annual Meeting

12. Marketing Report: (Sue Jackson)

Discussion and/or Action Items:

Calendar proposal for next year

Treasurer's report/ Finance Committee – Susan Jackson

Grant Writing Committee

Staffing, instructional leadership & Salary for next year

Discuss Summer board meeting schedule

UPCOMING COMMITTEE MEETINGS:

Future Board Meetings:

June 13, 2016

UPCOMING COMMITTEE MEETINGS:

Executive Committee Meeting

June 6, 4:00 pm

Meeting adjournment

Minutes of the St. Cloud Math and Science Academy Board of Directors

136 Division St. Waite Park, MN 56387

April 11, 2016

Mission

To serve the needs of all students as they prepare to become life-long learners and contributing members of society through integration of Science, Technology, Math and Engineering into the traditional content areas of Reading, Language Skills, Social Studies, the Arts and Physical Education. Kindness and respect for others is the foundation upon which students will develop into critical and ethical thinkers who will be prepared to meet the challenges of future job market and intrapersonal skills requirements.

Vision

Is to see all students succeed in school to develop self-confidence, learn to appreciate and get along with others, become proficient in all content areas, explore and use unique abilities, graduate from high school and pursue further training including but not limited to, the fields of Science, Technology, Engineering and Math in order to become productive citizens.

1. **Meeting Called to Order 5:11**
2. **Reading of Mission** **Reading of Vision** was read by Sue Jackson.
3. **Roll Call/Quorum**
4. **Present**
Debbie Adair
Lisa Trnka
Sue Jackson
Chris DesMarais
Ahmed Ali
Megan Roberg
There was a Quorum
Not Present
Shannon Dyrud

Public Input

5. **Approval the agenda-** Chris DesMarais made a motion to add the approval of the March minutes, Ahmed seconded, motion carried.
6. **Approval of the consent agenda –** Megan Roberg made a motion to approve the consent agenda, Sue Jackson seconded, motion carried.
Approval of March 21st minutes.
7. **Conflict of Interest –Charter School Board Members**

7. Director's Report (Tammy Bengtson)

Update on Enrollment- We currently have 153 students.

MCA Testing April 12th – May 4th will be MCA testing. Letter going home to parents.

April 19th at 5:00-6:30 will be our third Stem Night.

Discussion and/or Action Items:

8. Treasurer's report/ Finance Committee – Susan Jackson

Approval of March Financial Report- We are ahead of our financial goal.

Chris DesMarais made a motion to approve the Financial Report and Ahmed Ali seconds, motion carried.

9. Closed Session, pursuant to Minn. Stat. 13D.05, subdivision 2(b) for preliminary consideration of allegations against employees.

Deb Adair read,

“The next item on the agenda is a closed session pursuant to Minnesota Statutes section 13D.05, subdivision 2(b) for preliminary consideration of allegations against employees of the Academy. Minnesota's Open Meeting Law provides that a meeting must be closed for preliminary consideration of allegations against an employee, unless the employee requests an open meeting. The employees, unless the employee, unless the employee requests an open meeting. While in closed session, the Board will discuss the allegations and how it should respond to the allegations. Pursuant to the law I have cited, I hereby move for the Board to go into a closed session pursuant to Minnesota Statutes section 13D.05, subdivision 2(b)”.

Deb Adair made a motion to go to a closed session, Megan Roberg seconded, motion carried.

10. Official Action 8:10- reopen

Chris DeMarais made a motion to proceed to take action on what was discussed the closed session, Sue Jackson seconded, motion carried.

Megan Roberg made a motion to approve the resolution as discussed in closed meeting, Chris DeMarais seconded, motion carried.

UPCOMING COMMITTEE MEETINGS:

Future Board Meetings:

May 9, 2016 Annual Meeting

June 13, 2016

UPCOMING COMMITTEE MEETINGS:

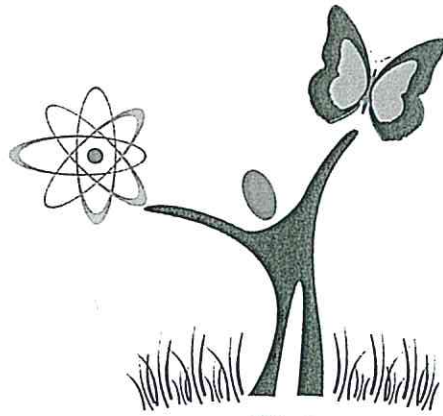
Executive Committee Meeting

May 2, 4:00 pm

June 6, 4:00 pm

Meeting adjournment- 8:15

Megan Roberg made a motion to adjourn the meeting, Sue Jackson seconded, motion carried.



ST. CLOUD
MATH AND SCIENCE
ACADEMY
ISD 4223

April 30, 2016 Financial Report

May 2016 Meeting

Prepared by:

Kara Schneeberger, CPA
Senior Finance Manager

BKDA
Beltz, Kes, Darling
& Associates
Committed to the Success of Charter Schools

Executive Summary

Students:

- Original Budget – based on 150 students
- Working Budget – based on 161 students

Current Condition:

Gen Fund:	150 ADM Original Budget	161 ADM Working Budget	Year To-Date	% of Working Budget
Revenues	\$ 2,245,589	\$ 2,121,500	\$ 1,784,611	84.1%
Exp & Transfers Out	2,230,891	1,884,166	1,534,815	81.5%
Excess (Deficit)	\$ 14,698	\$ 237,334	\$ 249,796	
Beginning Fund Balance	254,643	254,643	254,643	
Ending Fund Balance	269,341	491,977	504,439	
Fund Balance Percentage	12%	26%		

At month-end, 83.3% of the year was complete.

Cash-Flow:

- At month-end, the school had \$468,445 in cash.

Items worth noting:

- **Revenues and Expenditures**
 - The original budget projected an increase in fund balance of \$14,700, the revised budget anticipates an increase near \$237,000. This significant difference is due to:
 - Increase in students and therefore, state aids
 - Increase in grant entitlements (title I, II and III and federal special ed)
 - Conservative spending
 - Positions that weren't filled the entire year
 - Food Service Fund – This fund's operations have exceeded expectations for the first 10 months of the school year. At this point last year, the food service fund had accumulated a loss of \$13,680, however, April's receipts have not been received.
 - A draft budget has been developed. There are still several unknowns and the budget will be presented for approval in June.

SCMSA, Charter No. 4223.07
 Monthly Financial Report - Revenues & Expenditures
 April 30, 2016

	150 ADMs		161 ADMs		4/30/2016	83%
FY15	Original	Budget	Working	Budget	Year-To	% of
Actual	Budget		Budget		-Date	Budget
Revenue Summary and Projections						
State Aids						
General Education Revenue	\$ 1,360,501	\$ 1,436,520	\$ 1,490,291	\$ 1,222,294		82%
Building Lease Aid	183,369	193,737	198,309	59,860		30%
Special Education Aid	130,084	276,727	151,893	153,106		101%
Endowment Aid	-	4,259	4,623	4,623		100%
Literacy Incentive	-	-	2,880	2,743		95%
State-Aid Holdback	-	-	-	97,714		N/A
Total State Aids	1,673,954	1,911,243	1,847,996	1,540,339		83%
Federal Revenue						
Federal Special Ed	20,438	23,100	19,513	16,911		87%
Federal Title I, II and III Funds	65,951	84,100	86,167	78,020		91%
Federal CSP Grant	209,171	219,136	167,324	149,121		89%
Total Federal Revenue	295,560	326,336	273,004	244,053		89%
Other Revenue						
Optional Fees from Students (Other) \$10/ADM	77	1,505	-	-		n/a
Contributions and Gifts, Grants	1,361	5,000	500	219		44%
Miscellaneous Income, reimbursement	3,118	1,505	-	-		n/a
Total Other Revenue	4,556	8,010	500	219		44%
Total Revenue	\$ 1,974,070	\$ 2,245,589	\$ 2,121,500	\$ 1,784,611		84%

SCMSA, Charter No. 4223.07
 Monthly Financial Report - Revenues & Expenditures
 April 30, 2016

	FY15 Actual	150 ADMs Original Budget	161 ADMs Working Budget	4/30/2016 Year-To -Date	83% % of Budget
Interest Expense on LOC	1,880	2,800	-	-	n/a
Dues and memberships	17,224	30,000	27,000	13,259	49%
State Special Ed Expenditures					
Salaries	99,718	99,865	112,720	91,011	81%
Benefits	19,018	23,291	23,868	15,804	66%
Other	19,651	174,400	25,000	17,876	72%
Federal Special Ed Expenditures, equals revenue	20,438	23,100	19,513	16,911	87%
Federal Title Program Expenditures, equals revenue	65,951	84,100	86,167	78,020	91%
CSP Grant Expenditures					
Salaries and Benefits	6,803	-	10,000	11,564	116%
Contracted Services	4,405	14,324	14,324	11,998	84%
Supplies	52,274	57,127	68,000	67,202	99%
Capital Expenditures	139,436	137,386	75,000	58,357	78%
Dues and Memberships	6,253	10,300	-	-	n/a
Total Expenditures	1,681,978	2,198,091	1,884,166	1,534,815	81%
Revenues in Excess of Expenditures	292,092	47,498	237,334	249,796	
Transfer out of General Fund to Food Service Fund	(37,449)	(36,400)	-	-	
Net Change in Fund Balance	254,643	11,098	237,334	249,796	
Beginning fund Balance	-	254,643	254,643	254,643	
Ending Fund Balance	\$ 254,643	\$ 265,740	\$ 491,976	\$ 504,439	
Fund Balance Percentage of Annual Expenditures	15.1%	12.1%	26.1%		

SCMSA, Charter No. 4223.07

Contracted Services

Fiscal Year 2016

Detail of Contracted Services	2015			Comments
	Actual	Budget	Actual	
Accounting Support	\$ 56,244	\$ 47,000	\$ 41,500	Finance Mgr, AP, Payroll, Grants \$4,710/m
Audit	-	2,000	1,946	Audit, portion to CSP
Background Checks	135	500	240	
Banking Fees	343	500	270	budget for FY16
Board Training	-	1,000	800	required training
Bryan Ingvalson	16,000	12,000	10,000	\$1k/mo
Copying and Printing	-	500	-	Monthly fees for printing/copying and
Curriculum Director	7,284	-	-	
Custodial	-	1,000	-	
Interpreting Services	629	-	-	
Legal	2,914	5,000	2,902	Rupp, Anderson, Squire
Marketing	-	-	542	Stellar Assoc, Resource 4 Educators
Nursing	-	2,500	1,501	Est, portion to sped
Other "To Be Determined" Fees	1,531	5,000	2,241	misc,maintenance, unexpected fees
Teacher and student Recruitment	-	1,000	-	Ads, WJON, Edpost, etc
Technology Support	4,634	4,000	-	\$1,000/month
WIX, Web Fees	160	-	260	
Total Contracted Services	\$ 89,874	\$ 82,000	\$ 62,202	To Rev and Exp/Contracted Services
Dues and Memberships				
Authorizer Fees	\$ 16,009	\$ 20,000	\$ 9,993	NEO 01 005 010 -- 820
Student Accounting Software	1,000	3,500	2,753	Skyward 01 005 110 -- 820
Other	215	3,500	513	building permit, fire inspection, MSBA, am
Total Dues and Memberships	\$ 17,224	\$ 27,000	\$ 13,259	

ATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
43016	ideas payment 4/30/16	2015-2016	04/29/2016	Activate	History

ANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDTL DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
	1		FY15-16 gen ed		01 R 005 000 000 000 211	32	04/30/16	0.00	71,787.98
	2		adj, FY 14-15 gen ed		01 A 121 00	63	04/30/16	23.72	0.00
			2 LINE ENTRIES FOR BATCH NUMBER 043016			TOTALS FOR BATCH		23.72	71,787.98
						BATCH TOTAL DIFFERENCE		0.00	-71,764.26

ATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
41516	ideas payment 4/15/16	2015-2016	04/15/2016	Activate	History

ANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDTL DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
	1		FY 15-16 gen ed		01 R 005 000 000 000 211	32	04/15/16	0.00	37,494.84
	2		FY 15-16 special ed		01 R 005 000 000 000 360	46	04/15/16	0.00	22,028.61
	3		FY15-16 charter school lease		01 R 005 000 000 348 300	63	04/15/16	0.00	12,399.38
	4		FY15-16 literacy incentive chart		01 R 005 000 000 000 212	66	04/15/16	0.00	150.85
			4 LINE ENTRIES FOR BATCH NUMBER 041516			TOTALS FOR BATCH		0.00	72,073.68
						BATCH TOTAL DIFFERENCE		0.00	-72,073.68

ATCH	DESCRIPTION	FISCAL YEAR	POST DATE	BATCH ORIGIN	STATUS
41416	food service payment	2015-2016	04/14/2016	Activate	History

ANK	LINE	NAME/PROJ	DESCRIPTION/REFERENCE	ADDTL DESCRIPTION	ACCOUNT	RECEIPT#	ENTRY DT	DEBIT AMOUNT	CREDIT AMOUNT
	1		FY 15-16 free reduced lunch		02 R 005 770 000 701 472	49	04/14/16	0.00	7,197.42
	2		FY 15-16 HHFKA lunch		02 R 005 770 000 701 471	50	04/14/16	0.00	155.34
	3		FY 15-16 reg lunch		02 R 005 770 000 701 471	51	04/14/16	0.00	750.81
	4		FY 15-16 breakfast		02 R 005 770 000 705 476	52	04/14/16	0.00	4,188.95
	5		FY 15-16 st school lunch		02 R 005 770 000 701 300	53	04/14/16	0.00	323.62
	6		FY 15-16 st spe milk		02 R 005 770 000 703 300	54	04/14/16	0.00	82.60
			6 LINE ENTRIES FOR BATCH NUMBER 041416			TOTALS FOR BATCH		0.00	12,698.74
						BATCH TOTAL DIFFERENCE		0.00	-12,698.74

12 LINE ENTRIES FOR 3 BATCHES GRAND TOTALS 23.72 156,560.40

GRAND TOTAL DIFFERENCE 0.00 -156,536.68

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

CHECK DATE	BANK CODE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
04/19/2016	Accounts P	41175	ESI	2016 13.33 hours @ \$75/hour Payroll accrual	375.00
04/19/2016	Accounts P	41170	G & K Services	Cleaning Services- Floor Mats, Mops, and Bar Towels	53.27
04/19/2016	Accounts P	41170	G & K Services	Cleaning Services- Floor Mats, Mops, and Bar Towels	53.27
04/19/2016	Accounts P	41171	HEALTHPARTNERS	May 2016 Health Insurance	7,202.69
04/19/2016	Accounts P	41176	Horace Mann Life Ins	Payroll accrual	185.84
04/19/2016	Accounts P	41172	Innovative Office So	Staples and Clipboard	9.95
04/19/2016	Accounts P	41173	Jackson, Jon	Labor and Repairs for the School, 3.5 @ \$30.00/hour and reimbursement for materials	131.97
04/19/2016	Accounts P	41174	Laminator.com	Laminating Film	207.41
04/27/2016	Accounts P	41177	Charter Communicatio	internet & phone services 4/24-5/23/16	383.99
04/27/2016	Accounts P	41178	Innovative Office So	pocket folders for 5th gr	11.78
04/27/2016	Accounts P	41178	Innovative Office So	pencils, rubberbands	19.93
04/27/2016	Accounts P	41178	Innovative Office So	folders, binder	20.88
04/27/2016	Accounts P	41178	Innovative Office So	folders, markers, wastbasket, safety gloves, protector sheets	70.61
04/27/2016	Accounts P	41178	Innovative Office So	credit from overpayment	-87.66
04/27/2016	Accounts P	41179	Ram Mutual Insurance	workers comp installment, FY15-16, pollicy# WC 313689.01	594.91
04/27/2016	Accounts P	41180	Strategic Equipment	canliners, hand soap, TP	153.55
04/27/2016	Accounts P	41181	Wells Fargo Financia	Copier lease - Kyocera, Model 4551ci, 5/12-6/11/16	201.82
04/28/2016	Accounts P	41182	Abdullahi, Ali	replacement check for payroll ck# 20764	33.25
04/28/2016	Accounts P	201500329	Aflac	March 2016 ins	206.54
04/28/2016	Accounts P	201500327	Amazon.com	lowercase letters-washable stamps for K	49.80
04/28/2016	Accounts P	201500328	Amazon.com	medicine lock box	33.96
04/28/2016	Accounts P	201500326	Dollar Tree Store	STEM night supplies	13.00
04/28/2016	Accounts P	201500325	Menards	STEM night supplies	22.14
04/28/2016	Accounts P	201500324	Panera Bread	refreshments for in-service day	55.96
04/28/2016	Accounts P	201500322	SAM'S CLUB	STEM night supplies, sams club membership, wipes & kleenex for classrooms	170.08
04/28/2016	Accounts P	201500323	SAM'S CLUB	rewards/treats for students -no office referral	18.36
04/28/2016	Accounts P	201500321	TeachersPayTeachers	habitats, 1st gr curriculum -online licenses	10.00
04/28/2016	Accounts P	201500320	Walmart	STEM night supplies- laundry baskets, craft supplies	65.23
04/28/2016	Accounts P	201500319	WIX 18009495171, New	Apr 2016 Web fees - auto deduct	15.95
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	40.00
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	3,895.08
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	3,078.72
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	720.05
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	3,078.72
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	720.05
04/29/2016	Accounts P	201500336	Internal Revenue Ser	Payroll accrual	0.00

ATCH DESCRIPTION FISCAL YEAR POST DATE BATCH ORIGIN STATUS
 42816SL replacement ck issued for old payroll ck# 207 2015-2016 04/28/2016 Batch Entry History

<u>LINE</u>	<u>NAME/PROJ</u>	<u>DESCRIPTION/ADDITIONAL DESCRIPTION</u>	<u>ACCOUNT/REFERENCE</u>	<u>ENTRY DATE</u>	<u>DEBIT AMOUNT</u>	<u>CREDIT AMOUNT</u>
1		replacement ck issued for old payroll ck# 20764, dated 10/30/15 for Ali Abdullahi	01 A 101 00	04/28/2016	33.25	0.00
2		replacement ck issued for old payroll ck# 20764, dated 10/30/15 for Ali Abdullahi	01 L 201 00	04/28/2016	0.00	33.25
TOTALS					33.25	33.25

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

Kindergarten 2016/2017	17						
	GRADE	ENROLLED	Waiting				
4/22/2016	K(17)	30					
	1 (19)	31					
	2 (18)	33					
	3 (22)	17					
	4(16)	15					
	4 (16)	16					
	5 (15)	14					
	TOTAL	156					
Kindergarten 2016/2017	20						
	GRADE	ENROLLED	Waiting				
4/29/2016	K(17)	30					
	1 (19)	30					
	2 (18)	33					
	3 (22)	17					
	4(16)	15					
	4 (16)	16					
	5 (15)	14					
	TOTAL	155					
Kindergarten 2016/2017	21						
	GRADE	ENROLLED	Waiting				
5/6/2016	K(17)	31					
	1 (19)	31					
	2 (18)	34					
	3 (22)	17					
	4(16)	15					
	4 (16)	17					
	5 (15)	15					
	TOTAL	160					
Kindergarten 2016/2017	23						

DATE OF UPDATE	GRADE	ENROLLED	Waiting				
3/22/2016	K(17)	31	1	Sibling is a 5th grader on the waitlist			
	1 (19)	33					
	2 (18)	33					
	3 (22)	18					
	4(16)	15					
	4 (16)	16					
	5 (15)	15	2				
	TOTAL	161					
Kindergarten 2016/2017	16						
	GRADE	ENROLLED	Waiting				
3/29/2016	K(17)	31	1	Sibling is a 5th grader on the waitlist			
	1 (19)	33					
	2 (18)	33					
	3 (22)	18					
	4(16)	15					
	4 (16)	16					
	5 (15)	15	2				
	TOTAL	161					
Kindergarten 2016/2017	16						
	GRADE	ENROLLED	Waiting				
4/8/2016	K(17)	33	1	Sibling is a 5th grader on the waitlist			
	1 (19)	33					
	2 (18)	33					
	3 (22)	18					
	4(16)	15					
	4 (16)	16					
	5 (15)	15	2				
	TOTAL	163					
Kindergarten 2016/2017	16						
	GRADE	ENROLLED	Waiting				
4/15/2016	K(17)	33					
	1 (19)	33					
	2 (18)	33					
	3 (22)	18					
	4(16)	15					
	4 (16)	16					
	5 (15)	15					
	TOTAL	163					

	#	Requirement	Source	Verification Procedure
Annual Site Visit	1	Board Member Background Checks	MN Statute	The school will provide evidence at the annual site visit that the board member background checks are complete for all current board members.
	2	Board Training (new and ongoing)	MN Statute	The school will provide evidence at the annual site visit that all board members meet the training requirements by reviewing the board training certificates (employment, law, finance) and that the board engages in ongoing training as required by MN Statute.
	3	Staff and Volunteer Background Check	MN Statute	The school will provide evidence at the annual site visit that the background checks are completed for all staff and volunteers.
	4	Teacher Licensure	MN Statute	The school will provide evidence at the annual site visit that teachers meet licensure requirements by reviewing the licensure folder for all current teachers that the school maintains on site.
	5	Teacher Eval and Peer Review Process	MN Statute	The school will provide evidence at the annual site visit that the school implements a teacher evaluation and peer review process.
	6	Civil Rights	MN Statute	NEO will verify that the nondiscrimination poster is posted and that the school has a plan in place to identify and serve English learners.
	7	Nonsectarian School Facilities and Program	MN Statute	NEO will verify that there are no exclusive religious texts, symbols, quotations, or objects displayed, the school does not promote religion, and that instructional time is not used for religious accommodations.
	8	Certificate of Occupancy	MN Statute	NEO will verify at the annual site visit that the Certificate of Occupancy is posted and current, and that Fire Marshall inspection is current.
	9	Safety and Security	Contract	NEO will verify at the annual site visit that there is an established protocol for safe and secure intake and monitoring of visitors.
Board Ob	10	Open Meeting Law	MN Statute	NEO will verify that the board follows MN Open Meeting Law by reviewing the NEO Board Observation Rubric section on compliance with Open Meeting Law.
	11	Bylaws	Contract	NEO will verify that the board governs according to the board's bylaws and that the school's bylaws comply with current statute by reviewing the NEO Board Observation rubric section on compliance with Open Meeting Law.
Website	12	Current Board Roster	Contract	NEO will verify that the board roster on file w/NEO and at the school's website is current.
	13	Website Requirements	MN Statute	NEO will verify through website review that all website requirements are met.
Epicenter Document Review	14	Policies & Assurances 1) Annual Assurance and 2) Compliance with laws prohibiting discrimination	MN Statute	NEO will verify that the school has required policies including the Annual Charter School Assurances , by collecting and reviewing the Assurances and policies via Epicenter document review. NEO will also verify that the school submitted the Assurance of Compliance with State and Federal Law prohibiting discrimination to the MDE on time.
	15	Updated Certificate of Insurance	MN Statute	NEO will verify that the school has a current insurance policy that meets statutory requirements via Epicenter document review.
	16	School Calendar Required Instr Hours	MN Statute	NEO will verify that the school calendar has at least the required number of instructional hours via Epicenter document review.
	17	Annual Budget	MN Statute, Contract	NEO will verify that the school submitted the board approved annual budget by July 1 and any revised budget(s) in board meeting financials via Epicenter document review.
	18	Annual/WBWF Reports	MN Statute	NEO will verify that the Annual and WBWF reports meeting requirements via Epicenter document review.
	19	Board Meeting Packet	Contract	NEO will verify that the board meeting packet submissions (including financials) meet contract requirements via Epicenter document review.

2016-2017 CALENDAR NOTES

August 23, 24, 25 (1/2 day on 25)	New Teacher Workshop
August 29	Professional Development
August 30	Teacher Workshop
August 30	High School Open House date
August 30	Elementary School Open House <i>may change</i>
August 31	Professional Development
August 31	Middle School Open House
September 5	Labor Day
September 6	Students Report to School
October 20-21	Professional Conference
October 28	Professional Development
November 22	Evening Conferences 17:00
November 23	Conference/workshop
November 24-25	Thanksgiving Break
December 2	First Trimester Ends <i>will change</i>
December 5	Teacher Workshop/report cards
December 23-December 30	Winter Break
January 2	New Year Holiday
January 16	Martin Luther King Jr.
January 17	Professional Development
February 20	Presidents' Day
February 21	Professional Development
March 10	Second Trimester Ends <i>- will change</i>
March 13-17	Mid-Winter Break
April 14	Spring Break
April 17	Holiday
May 29	Memorial Day
June 1	Apollo Graduation
June 2	Tech Graduation
June 7	Last Day for Students
June 8	Snow Make Up Day
June 9	Teacher Workshop (Half Day)

This calendar is intended as a reference for students, parents and community members.

SCHOOL CALENDAR

2016-2017 School Year

July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

29, 31 - Professional Development
 30 - Teacher Workshop

5 - Labor Day

October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

20-21 - MEA
 28 - Professional Development

23 - Conference/Flex Day
 24-25 - Thanksgiving Break

5 - Teacher Workshop (half day)
 23-30 - Winter Break

January

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

2 - Winter Break
 16 - Martin Luther King Jr. Day
 17 - Professional Development

20 - President's Day
 21 - Professional Development

13-17 - Mid-Winter Break

April

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June








S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

14, 17 - Spring Break

29 - Memorial Day

8 - Snow Day
 9 - Teacher Workshop (half day)

171 Instructional Days
 2 Teacher Workshop
 5 School Improvement/Staff Development

	Instructional Days		Paid Holidays
	Professional Development		Other Non Student Contact
	Workshop		Snow Make-up Days if needed
	Conference/Flex Day		