

## **School Board Meeting Agenda**

**Tuesday, December 15, 2020**

**5:00 pm**

**Conducted Remotely Via Google Hangouts Meeting**

**Board Members Present Remotely:** Josh MacLachlan,, David Massey, Tennille Warren, Katie Siewert, Rachael McNamara, Amy Charpentier

**Others Present:** Nate Winter - CLA (Ex Officio), AAHS TPS Representatives: Ryan Bauer (Ex Officio),

### **Agenda**

- 1. Call to Order:**
- 2. Conflict of Interest Check:**
- 3. Approval of December 15, 2020 Agenda:**
- 4. Approval of November 17, 2020 Minutes:**
- 5. Public Comments:**
- 6. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)**
  - a. Approval of November 2020 Financial Report
  - b. Approval of November 2020 Disbursements
  - c. Audit presentation (Abdo, Eck and Meyers)
- 7. Ex Officio Report: (Ryan Bauer)**
- 8. Student Data Report – Katie Siewert**
  - a. Math data
  - b. Reading data
  - c. Presentation data
  - d. Updates on plan for overnight experience measures during distance learning
- 9. Strategic Items**
  - a. Board Training: From mncharterboard.com

School Board Meeting Agenda & Minutes  
Tuesday, December 15, 2020

- i. Develop an Effective Relationship with the Authorizer
  - ii. Negotiate the Charter Contract
- 
- b. Updates from building lease task force (David Massey)
  - c. Updates on revisions to school's safe learning plan
  - d. Review of results of board elections from the annual meeting

**10. Action Items**

- a. Approval of MSHSL membership
- b. Approval of annual membership renewal to the Minnesota Association of Charter Schools (MACS)
- c. Seating of new board member Melinda Haas

**11. Adjourn**

## **School Board Meeting Agenda**

**Tuesday, November 17, 2020**

**5:00 pm**

**Conducted Remotely Via Google Hangouts Meeting**

**Board Members Present Remotely:** Josh MacLachlan,, David Massey, Tennille Warren, Katie Siewert, Rachael McNamara, Amy Charpentier

**Others Present:** Nate Winter - CLA (Ex Officio), AAHS TPS Representatives: David Gunderman (Ex Officio),

**Absent:** Tenille Warren, Rachael McNamara

### **Agenda**

**1. Call to Order:**

- a. Amy Charpentier calls meeting to order at 5:04 PM

**2. Conflict of Interest Check:**

- a. None to report

**3. Approval of November 17, 2020 Agenda:**

- a. Josh MacLachlan motions to approve the November 17, 2020 agenda, Katie Siewert seconds.
- b. Discussion:
  - i. Financial report section references “September”, change to “October”
- c. Motion passes with following votes:
  - i. Amy Charpentier - Aye
  - ii. Josh MacLachlan - Aye
  - iii. David Massey - Aye
  - iv. Katie Siewert - Aye

**4. Approval of October 20, 2020 Minutes:**

School Board Meeting Agenda & Minutes  
Tuesday, November 17, 2020

- a. Josh MacLachlan motions to approve the October 20, 2020 minutes with updates to “board training” section, Katie Siewert seconds.
- b. Discussion:
  - i. Details for board training discussion needs to be completed
- c. Motion passes with following votes:
  - i. Amy Charpentier - Aye
  - ii. Josh MacLachlan - Aye
  - iii. David Massey - Aye
  - iv. Katie Siewert - Aye

**5. Approval of October 27, 2020 Special Meeting Minutes:**

- a. Josh MacLachlan motions to approve the October 27, 2020 special meeting minutes, Amy Charpentier seconds.
- b. Discussion:
  - i. No further discussion
- c. Motion passes with following votes:
  - i. Amy Charpentier - Aye
  - ii. Josh MacLachlan - Aye
  - iii. David Massey - Aye
  - iv. Katie Siewert - Aye
  - v. Rachael McNamara- Aye

**6. Public Comments:**

- a. Several TPS staff attending to observe
  - i. Melinda - Ex Officio
  - ii. Sophie
  - iii. Ryan Bauer
- b. AAHS Parent - MyLinh Dao

**7. Financial Report: (Josh MacLachlan - Treasurer, Nate Winter - CLA)**

- a. Approval of October 2020 Financial Report

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i. Katie Siewert motions to approve the October 2020 financial report, Amy Charpentier seconds.

ii. Discussion:

1. Enrollment:

- Current Approved Budget: 99
- Current School Enrollment: 88
- Current Average ADM: 88
- Variance: -11

2. Statement of Activities

- Cash at end of October: \$390K (\$14K increase from prior month).
- Current year estimated state receivable owed to school through month end: \$102K. (Prior year state receivable owed to the school estimated at \$18K.)
- Beginning estimated fund balance for year: \$390,558.

3. Budget Schedule

- 33% through year
- Revenues: 30% of budget
- Expenditures: 26% of budget

4. Other notes: receivables being based on 10/1 child count. Future reports will account for this updated working budget.

iii. Motion passes with following votes:

1. Amy Charpentier - Aye
2. Josh MacLachlan - Aye
3. David Massey - Aye
4. Katie Siewert - Aye
5. Rachael McNamara - Aye

b. Approval of October 2020 Disbursements

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- i. Josh MacLachlan motions to approve the October 2020 disbursements, Katie Siewert seconds.
- ii. Discussion:
  - 1. Nothing further to note
- iii. Motion passes with following votes:
  - 1. Amy Charpentier - Aye
  - 2. Josh MacLachlan - Aye
  - 3. David Massey - Aye
  - 4. Katie Siewert - Aye
  - 5. Rachael McNamara- Aye

**8. Ex Officio Report: (Melinda)**

- a. Update on Virtual Learning Roadmap
  - i. Continuing to look to data but likely will continue distance learning in Q3
- b. Behavior: N/A
- c. Marketing:
  - i. Social media campaigns
  - ii. Post cards
  - iii. Selling apparel at a profit on “Bonfire”
  - iv. Go Fund Me at \$700
- d. Enrollment:
  - i. Current enrollment: 91
  - ii. ADM: 89.32 (9 below goal)
- e. Curriculum
  - i. Using Padlet software to better connect with students and address SEL needs
  - ii. “AHA!” Days
  - iii. Extra CRF funds going to class supplies
- f. Tiger team

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- i. Planning 2021 Virtual Retreat

**9. Student Data Report – Katie Siewert**

**a. Data received for this meeting**

- i. Lab
- ii. Math
- iii. Attendance

**b. Data not received for this meeting**

- i. Presentation Quality
- ii. Math growth
- iii. Reading growth

**c. Next month**

- i. Math
- ii. Reading
- iii. Presentation
- iv. “Overnight....”

**10. Strategic Items**

**a. Board Training: MSHSL Video**

- i. Sports is about building character, not ...
- ii. Will be adding this as action item at December meeting

**b. Updates from building lease task force (David Massey)**

- i. Current discussions with landlords
  - 1. Landlord sent proposal for reduction in lease aid
  - 2. Willing to restart lease now
- ii. “Maximizing lease aid”
  - 1. School is not maximizing lease aid

**c. Review of evaluation of school’s safe learning plan from OW**

- i. OW reviewed school’s COVID plan and sent feedback for areas that need further clarification

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- ii. TPS task force working on updates to be submitted to OW and updated on website in January.
- d. Review of ELP approved by OW
  - i. EE goals are contract area unique to OW schools

**11. Action Items**

- a. Approval of Policy 512 - Student Educational Data Policy
  - i. Josh MacLachlan motions to approve Policy 512 - Student Educational Data Policies, Amy Charpentier seconds.
  - ii. Discussion:
    - 1. Katie Siewert - Military law section is still in there
      - o Consistent with state law
      - o Seems to contradict federal law
      - o Suggest removing this section. School will follow required laws. School policy should not contradict.
    - 2. Josh rescinds and re-motions to approve Policy 512 - Student Educational Data Policies with the “Release of information to military recruiters” section removed. Amy Charpentier seconds
  - iii. Motion passes with following votes:
    - 1. Amy Charpentier - Aye
    - 2. Josh MacLachlan - Aye
    - 3. David Massey - Aye
    - 4. Katie Siewert - Aye
- b. Approval of Policy 513 - Protection and Privacy of Student Records
  - i. Josh MacLachlan motions to approve Policy 513 - Protection and Privacy of Student Records, Katie Siewert seconds.
  - ii. Discussion:
    - 1. No further discussion
  - iii. Motion passes with following votes:
    - 1. Amy Charpentier - Aye



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2. Josh MacLachlan - Aye
3. David Massey - Aye
4. Katie Siewert - Aye

**12. Adjourn**

- a. David Massey motions to adjourn at 6:18pm



- November 2020 -  
Financial Statements

**Prepared By:**  
Nate Winter



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# Academic Arts High School Executive Summary

## ***To accompany the November 2020 financial statements, as presented to the School Board***

\*\* As of month-end, 42% of the year was complete

### **Enrollment**

- Current Approved Budget: 99
- Current School Enrollment: 94
- Current Average ADM: 90
- Variance: -9

### **Statement of Activities**

Cash at the end of November was \$361K, which is a \$29K decrease from the prior month. The current year estimated state receivable that is owed to the School through month end was \$134K. The prior year state receivable owed to the School is being estimated as \$18K.

The beginning fund balance for the year is \$390,558.

### **Schedule of Budget and Actual Revenue and Expenses**

The % of Budget column is where the School was for the month of November:

- Revenues for the month were at 38% of budget:
  - Two IDEAS payments on the 15<sup>th</sup> and 30<sup>th</sup>. Holdback included.
  - SERVS & CRF Deposit
- Expenditures for the month were at 35% of budget:
  - Normal monthly payments of rent, benefits, contracted services, and supplies went out
  - Quarterly MN UI, Marketing Supplies

### **Other Items of Importance**

- All beginning balances are now finalized for FY20 with the audit report being presented at the December board meeting.
- AAHS and CLA are in the process of updating the budget based off the updated child count and any additional CRF/CARES funding.
- AAHS and CLA are working on finalizing the CRF award which needs to be spent by 12/30.

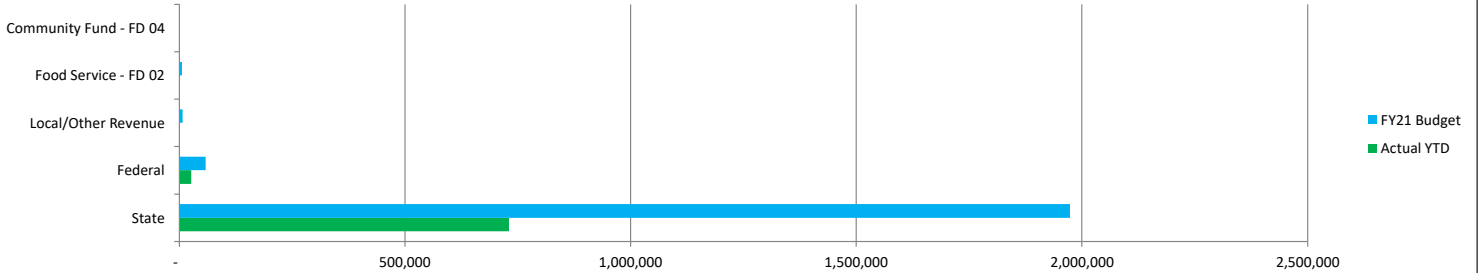
# Academic Arts High School Financial Dashboard

November 2020    42% of School Year Complete

## REVENUE

<b>Total Revenue this Month</b> \$135,094	<b>Total Revenue YTD</b> \$767,981	<b>Budgeted Revenue FY21</b> \$2,046,048	<b>% of Revenue Budget</b> 38%
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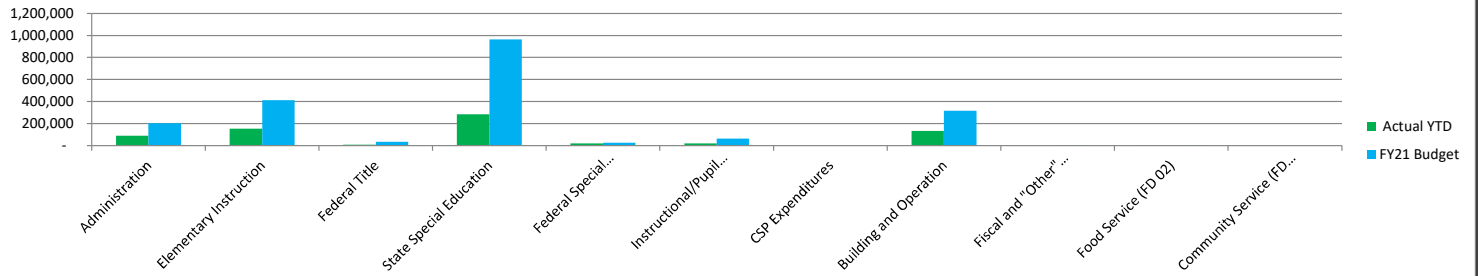
### Revenue - Actual vs. Budget



## EXPENSE

<b>Total Expense this Month</b> \$163,733	<b>Total Expense YTD</b> \$716,401	<b>Budgeted Expense FY21</b> \$2,027,201	<b>% of Expense Budget</b> 35%
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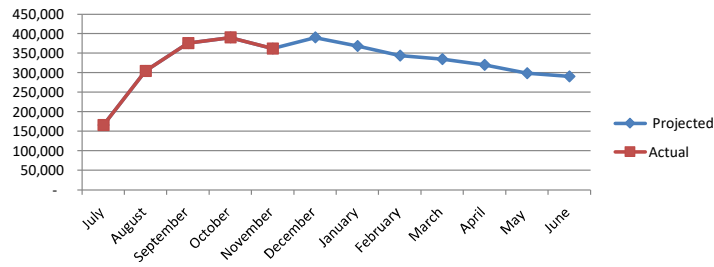
### Expense - Actual vs. Budget



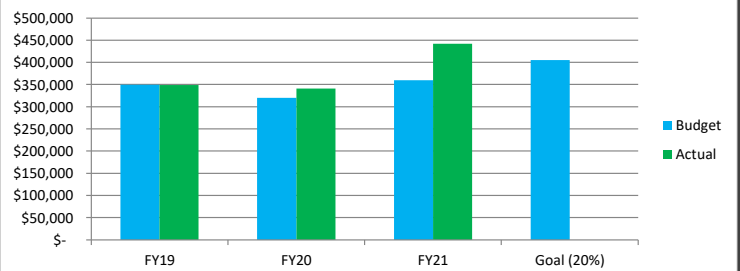
## BALANCE SHEET

<b>Cash at End of Month</b> \$361,464	<b>Cash at End of Prior Month</b> \$390,103	<b>Beginning Fund Balance - FY21</b> \$390,558	<b>Budgeted Fund Balance - End of FY21</b> \$359,907
<b>Cash at Beginning of Year</b> \$172,882	<b>Projected Cash Balance- End of FY21</b> \$290,838	<b>Fund Balance at Month End</b> \$442,137	<b>Long-Term Fund Balance Goal (20%)</b> \$405,440

### Cash Flow Projection



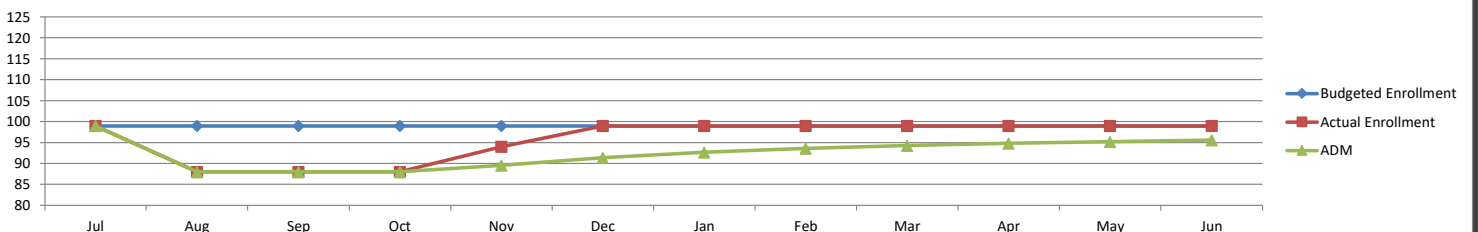
### Fund Balance - Budget vs. Actual



## ENROLLMENT

<b>Actual Enrollment at Month End</b> 94	<b>Budgeted Enrollment</b> 99	<b>Actual ADM - YTD</b> 90	<b>Actual vs. Budgeted Enrollment Variance</b> (10)
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### Actual vs. Budgeted Enrollment



No assurance is provided on these financial statements and supplementary information. See selected information.

**Academic Arts High School**  
**Comparative Balance Sheet - All Funds**  
 As of November 2020

	Current Month	Prior Month	\$ Change	Audited	YTD \$ Change
	11/30/2020	10/31/2020		6/30/2020	
<b>ASSETS:</b>					
Current Assets:					
Cash	361,464	390,103	(28,638)	172,882	188,582
Accounts Receivable	-	-	-	-	-
Due from MDE - Prior Year Receivable	17,706	17,774	(68)	-	17,706
Due from MDE - Current Year Estimate	133,851	102,288	31,563	306,505	(172,654)
Due from Federal	27,434	45,694	(18,260)	24,388	3,045
Prepays	420	420	(0)	20,451	(20,031)
<b>Total Current Assets</b>	<b>540,874</b>	<b>556,278</b>	<b>(15,404)</b>	<b>524,226</b>	<b>16,648</b>
Capital Assets:					
Buildings and Equipment	-	-	-	-	-
Less: Accumulated Depreciation	-	-	-	-	-
<b>Total Net Capital Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ASSETS</b>	<b>540,874</b>	<b>556,278</b>	<b>(15,404)</b>	<b>524,226</b>	<b>16,648</b>
<b>LIABILITIES:</b>					
Current Liabilities:					
Salaries Payable	68,770	55,016	13,754	82,154	(13,383)
Accounts Payable	16,460	1,381	15,079	17,405	(946)
Payroll Liabilities	13,507	12,568	939	34,110	(20,603)
Other Liabilities	-	-	-	-	-
Unearned Revenue	-	-	-	-	-
Line of Credit	-	-	-	-	-
<b>Total Current Liabilities</b>	<b>98,737</b>	<b>68,965</b>	<b>29,772</b>	<b>133,669</b>	<b>(34,932)</b>
<b>FUND BALANCE</b>					
Beginning Fund Balance as of July 1, 2020	390,558	390,558	-	349,075	
Net Income, FY2021 to Date	51,580	96,755	(45,175)	41,483	10,097
<b>Ending Fund Balance</b>	<b>442,137</b>	<b>487,313</b>	<b>(45,176)</b>	<b>390,558</b>	<b>51,580</b>
<b>TOTAL FUND BALANCE</b>	<b>442,137</b>	<b>487,313</b>	<b>(45,176)</b>	<b>390,558</b>	<b>51,580</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>540,874</b>	<b>556,278</b>	<b>(15,404)</b>	<b>524,226</b>	<b>16,648</b>

No assurance is provided on these financial statements and supplementary information. See selected information.

# Academic Arts High School

## Balance Sheet

As of November 2020

	<b>ALL FUNDS</b>	<i>General Fund</i>	<i>Food Service</i>	<i>Community Fund</i>	<i>Capital Assets</i>
	<b>Total</b>	<b>FD 01</b>	<b>FD 02</b>	<b>FD 04</b>	<b>FD 98</b>
<b>ASSETS:</b>					
Current Assets:					
Cash	361,464	361,787	(323)	-	-
Accounts Receivable	-	-	-	-	-
Due from MDE - Prior Year Receivable	17,706	17,706	-	-	-
Due from MDE - Current Year Estimate	133,851	133,851	-	-	-
	-	-	-	-	-
Due from Federal	27,434	27,434	-	-	-
Prepays	420	420	-	-	-
<b>Total Current Assets</b>	<b>540,874</b>	<b>541,197</b>	<b>(323)</b>	<b>-</b>	<b>-</b>
Capital Assets					
Buildings and Equipment (Less) Depreciation	-	-	-	-	-
<b>Total Net Capital Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ASSETS</b>	<b>540,874</b>	<b>541,197</b>	<b>(323)</b>	<b>-</b>	<b>-</b>
<b>LIABILITIES:</b>					
Current Liabilities:					
Salaries Payable	68,770	68,770	-	-	-
Accounts Payable	16,460	16,460	-	-	-
Payroll Liabilities	13,507	13,507	-	-	-
Other Liabilities	-	-	-	-	-
Unearned Revenue	-	-	-	-	-
Line of Credit	-	-	-	-	-
<b>Total Current Liabilities</b>	<b>98,735</b>	<b>98,737</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCE</b>					
Beginning Fund Balance as of July 1, 2020	390,558	390,558	-	-	-
Net Income, FY 2021 to Date	51,580	51,902	(323)	-	-
<b>Ending Fund Balance</b>	<b>442,137</b>	<b>442,460</b>	<b>(323)</b>	<b>-</b>	<b>-</b>
Investment in Capital Assets	-	-	-	-	-
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>540,874</b>	<b>541,197</b>	<b>(323)</b>	<b>-</b>	<b>-</b>

**Academic Arts High School**  
Income Statement - Variance  
As of November 2020

42% of Fiscal Year 2020-2021 Complete

	YTD Actual	YTD Budget	YTD Variance	FY21 Original Budget	% of Budget
<b>FUND 01</b>					
<b>DISTRICT REVENUE - GENERAL FUND</b>					
Local & Other	143	3,083	(2,940)	7,400	2%
State - Gen. Ed. Aid	356,068	369,675	(13,607)	887,220	40%
State - Special Education	225,291	378,922	(153,631)	909,412	25%
State - Lease Aid	-	65,043	(65,043)	156,103	0%
State - Other	15,449	8,765	6,684	21,035	73%
Estimated State Holdback Recognized	133,851	-	-	-	N/A
PY Over/Under Accrual	-	-	-	-	N/A
Federal - CARES	-	-	-	-	N/A
Federal - CRF	10,205	-	10,205	-	N/A
Federal - Title	7,000	14,116	(7,116)	33,878	21%
Federal - Special Ed.	19,974	10,417	9,557	25,000	80%
<b>TOTAL DISTRICT REVENUE - GENERAL FUND</b>	<b>767,981</b>	<b>850,020</b>	<b>(82,040)</b>	<b>2,040,048</b>	<b>38%</b>
<b>DISTRICT EXPENDITURES - GENERAL FUND</b>					
<b>Administration &amp; District Support Services</b>					
Salary & Benefits	32,963	39,340	(6,377)	94,415	35%
Purchased Services	40,124	31,250	8,874	75,000	53%
Supplies & Equipment	3,129	8,125	(4,996)	19,500	16%
Other Fees	12,842	5,525	7,317	13,260	97%
<b>Total Administration &amp; District Support Expenditures</b>	<b>89,058</b>	<b>84,240</b>	<b>4,819</b>	<b>202,175</b>	<b>44%</b>
<b>Instructional Expenditures</b>					
Salary & Benefits	144,096	158,353	(14,257)	380,047	38%
Purchased Services	320	5,417	(5,097)	13,000	2%
Supplies & Equipment	8,508	7,708	799	18,500	46%
Other Fees	-	-	-	-	0%
<b>Total Instructional Expenditures</b>	<b>152,924</b>	<b>171,478</b>	<b>(18,554)</b>	<b>411,547</b>	<b>37%</b>
<b>Federal Title</b>					
Salary & Benefits	4,875	4,875	-	11,699	42%
Purchased Services	2,125	6,325	(4,200)	15,179	14%
Supplies & Equipment	-	-	-	7,000	0%
Other Fees	-	-	-	-	0%
<b>Total Federal Title Expenditures</b>	<b>7,000</b>	<b>11,199</b>	<b>(4,200)</b>	<b>33,878</b>	<b>21%</b>
<b>State Special Education</b>					
Salaries/Wages and Benefits	275,438	363,803	(88,365)	873,127	32%
Purchased Services	459	5,100	(4,641)	12,240	4%
Supplies & Equipment	356	1,800	(1,444)	4,320	8%
Transportation	8,228	31,250	(23,022)	75,000	11%
Other Fees	-	-	-	-	0%
<b>Total State Special Education Expenditures</b>	<b>284,481</b>	<b>401,953</b>	<b>(117,472)</b>	<b>964,687</b>	<b>29%</b>

No assurance is provided on these financial statements and supplementary information. See selected information.



	YTD Actual	YTD Budget	YTD Variance	FY21 Original Budget	% of Budget
<b>Federal Special Education</b>					
Salaries/Wages and Benefits	-	-	-	-	0%
Purchased Services	18,029	6,250	11,779	15,000	120%
Supplies & Equipment	1,945	4,167	(2,221)	10,000	19%
Other Fees	-	-	-	-	0%
<b>Total Federal Special Education Expenditures</b>	<b>19,974</b>	<b>10,417</b>	<b>9,557</b>	<b>25,000</b>	<b>80%</b>
<b>Instructional/Pupil Support</b>					
Salary & Benefits	17,055	17,055	-	40,932	42%
Purchased Services	1,601	8,542	(6,940)	20,500	8%
Supplies & Equipment	-	-	-	-	0%
Other Fees	-	-	-	-	0%
<b>Total Instructional Support Expenditures</b>	<b>18,656</b>	<b>25,596</b>	<b>(6,940)</b>	<b>61,432</b>	<b>30%</b>
<b>CARES/CRF Funding</b>					
CARES	-	-	-	-	0%
CRF	10,205	-	10,205	-	0%
<b>Total Instructional Support Expenditures</b>	<b>10,205</b>	<b>-</b>	<b>10,205</b>	<b>-</b>	<b>0%</b>
<b>Building &amp; Operations</b>					
Salaries/Wages and Benefits	-	-	-	-	0%
Purchased Services	30,444	30,271	173	72,650	42%
Facilities Lease	95,845	97,639	(1,793)	234,333	41%
Supplies & Equipment	28	417	(389)	1,000	3%
Other Fees	7,463	8,458	(995)	8,500	88%
<b>Total Building &amp; Operations Expenditures</b>	<b>133,781</b>	<b>136,784</b>	<b>(3,003)</b>	<b>316,482</b>	<b>42%</b>
<b>Fiscal &amp; Other Fixed Cost Programs</b>					
Purchased Services	-	-	-	-	0%
Transfers to Other Funds	-	-	-	6,000	0%
<b>Total Fiscal &amp; Other Fixed Cost Programs Expend.</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>35%</b>
<b>TOTAL DISTRICT EXPENDITURES - GENERAL FUND</b>	<b>716,078</b>	<b>841,667</b>	<b>(125,589)</b>	<b>2,021,201</b>	<b>35%</b>
<b>GENERAL FUND (01) - NET INCOME</b>	<b>51,902</b>	<b>8,353</b>	<b>43,549</b>	<b>18,847</b>	
<b>FUND 02</b>					
<b>DISTRICT REVENUE - FOOD SERVICE FUND</b>					
Local & Other	-	-	-	-	0%
State	-	-	-	-	0%
Federal	-	-	-	-	0%
Transfers from Other Funds	-	-	-	6,000	0%
<b>TOTAL DISTRICT REVENUE - FOOD SERVICE FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>	<b>0%</b>
<b>DISTRICT EXPENDITURES - FOOD SERVICE FUND</b>					
Salaries/Wages and Benefits	-	-	-	-	0%
Purchased Services	323	2,500	(2,178)	6,000	5%
Supplies & Equipment	-	-	-	-	0%
<b>TOTAL DISTRICT EXPENDITURES - FOOD SERVICE FUND</b>	<b>323</b>	<b>2,500</b>	<b>(2,178)</b>	<b>6,000</b>	<b>5%</b>
<b>FOOD SERVICE FUND (02) - NET INCOME</b>	<b>(323)</b>	<b>(2,500)</b>	<b>2,178</b>	<b>-</b>	
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>767,981</b>	<b>850,020</b>	<b>(82,040)</b>	<b>2,046,048</b>	<b>38%</b>
<b>TOTAL EXPENDITURES - ALL FUNDS</b>	<b>716,401</b>	<b>844,167</b>	<b>(127,766)</b>	<b>2,027,201</b>	<b>35%</b>
<b>NET INCOME (LOSS) - ALL FUNDS</b>	<b>51,580</b>	<b>5,853</b>	<b>45,727</b>	<b>18,847</b>	
Beginning Fund Balance 7/1/2020	390,558			341,059	
<b>Ending Fund Balance</b>	<b>442,137</b>			<b>359,907</b>	

No assurance is provided on these financial statements and supplementary information. See selected information.

**Academic Arts High School  
November 2020 Payment Register**

District #	Payment #	Bank	Check #	Pay Type	Payment Date	Vendor #	Vendor	Curr	Amount	Financials
4119	8389	AB		WX	11/30/2020 0:00	1313	Amazon	USD	\$ 110.55	Instructional S&E
4119	8390	AB		WX	11/30/2020 0:00	1348	target	USD	\$ 9.41	Instructional S&E
4119	8391	AB		WX	11/30/2020 0:00	1348	target	USD	\$ 100.00	Instructional S&E
4119	8392	AB		WX	11/30/2020 0:00	1348	target	USD	\$ 24.96	Instructional S&E
4119	8393	AB		WX	11/30/2020 0:00	1416	UPS	USD	\$ 68.75	Admin Purchased Services
4119	8395	AB		WX	11/30/2020 0:00	1518	Vistaprint	USD	\$ 360.49	Admin S&E
4119	8396	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 35.00	Admin Purchased Services
4119	8397	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 25.00	Admin Purchased Services
4119	8398	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 13.70	Admin Purchased Services
4119	8399	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 25.00	Admin Purchased Services
4119	8400	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 6.18	Admin Purchased Services
4119	8401	AB		WX	11/30/2020 0:00	1557	facebook	USD	\$ 10.00	Admin Purchased Services
4119	8402	AB		WX	11/30/2020 0:00	1575	Southview Office CenterLLC	USD	\$25,616.06	B/O Lease & PS
4119	8403	AB		WX	11/30/2020 0:00	1760	Hobby Lobby	USD	\$ 535.85	Instructional S&E
4119	8404	AB		WX	11/30/2020 0:00	1760	Hobby Lobby	USD	\$ 25.38	Admin S&E
4119	8405	AB		WX	11/30/2020 0:00	1760	Hobby Lobby	USD	\$ 11.83	Admin S&E
4119	8406	AB		WX	11/30/2020 0:00	1770	Inver Grove Ford	USD	\$ 67.40	State SPED PS
4119	8407	AB		WX	11/30/2020 0:00	1775	Ford	USD	\$ 1,163.71	State SPED Transportation
4119	8408	AB		WX	11/30/2020 0:00	1775	Ford	USD	\$ 461.38	State SPED Transportation
4119	8409	AB		WX	11/30/2020 0:00	1833	Old National Bank	USD	\$ 2.45	Admin Purchased Services
4119	8410	AB		WX	11/30/2020 0:00	1856	CliftonLarsonAllen LLP	USD	\$ 6,439.73	Admin Purchased Services
4119	8410	AB		WX	11/30/2020 0:00	1856	CliftonLarsonAllen LLP	USD	\$ 5,162.46	Admin Purchased Services
4119	8411	AB		WX	11/30/2020 0:00	1876	USPS	USD	\$ 55.00	Admin Purchased Services
4119	8412	AB		WX	11/30/2020 0:00	1883	Alerus	USD	\$ 292.00	Payroll Liabilities
4119	8413	AB		WX	11/30/2020 0:00	1883	Alerus	USD	\$ 287.00	Payroll Liabilities
4119	8414	AB		WX	11/30/2020 0:00	1883	Alerus	USD	\$ 50.00	Admin Purchased Services
4119	8415	AB		WX	11/30/2020 0:00	1883	Alerus	USD	\$ 242.00	Payroll Liabilities
4119	8416	AB		WX	11/30/2020 0:00	1883	Alerus	USD	\$ 229.00	Payroll Liabilities
4119	8417	AB		WX	11/30/2020 0:00	1886	TRA	USD	\$ 4,449.91	Payroll Liabilities
4119	8418	AB		WX	11/30/2020 0:00	1886	TRA	USD	\$ 4,455.35	Payroll Liabilities
4119	8419	AB		WX	11/30/2020 0:00	1887	PERA	USD	\$ 2,360.80	Payroll Liabilities
4119	8420	AB		WX	11/30/2020 0:00	1887	PERA	USD	\$ 2,576.45	Payroll Liabilities
4119	8421	AB		WX	11/30/2020 0:00	1888	IRS	USD	\$10,025.69	Payroll Liabilities
4119	8422	AB		WX	11/30/2020 0:00	1888	IRS	USD	\$10,544.72	Payroll Liabilities
4119	8423	AB		WX	11/30/2020 0:00	1889	MN Dept of Revenue	USD	\$ 1,595.21	Payroll Liabilities
4119	8424	AB		WX	11/30/2020 0:00	1889	MN Dept of Revenue	USD	\$ 1,689.28	Payroll Liabilities
4119	8425	AB		WX	11/30/2020 0:00	1910	MN UI FUND	USD	\$ 1,527.00	Admin Salaries & Benefits
4119	8426	AB		WX	11/30/2020 0:00	1916	Verizon Wireless	USD	\$ 60.00	Instructional S&E
4119	8427	AB		WX	11/30/2020 0:00	1921	Pasco Scientific	USD	\$ 62.00	Admin Purchased Services
4119	8428	AB		WX	11/30/2020 0:00	1518	Vistaprint	USD	\$ 1,082.70	Admin Purchased Services

No assurance is provided on these financial statements and supplementary information. See selected information.

4119	8429	AB		WX	11/30/2020 0:00	1518	Vistaprint	USD \$	6.80	Admin S&E
4119	8430	AB		WX	11/30/2020 0:00	1856	CliftonLarsonAllen LLP	USD \$	220.00	Admin Purchased Services
4119	8339	AB	6549	CH	11/2/2020 0:00	1919	C & S Vending Company	USD \$	322.50	Food Service
4119	8338	AB	6550	CH	11/2/2020 0:00	1918	Davis Draheim	USD \$	100.00	Admin Purchased Services
4119	8375	AB	6551	CH	11/9/2020 0:00	1777	Infinite Campus	USD \$	1,058.33	CRF Expense
4119	8376	AB	6552	CH	11/16/2020 0:00	1014	Century Link	USD \$	330.02	Admin Purchased Services
4119	8378	AB	6553	CH	11/16/2020 0:00	1849	Comcast Business	USD \$	154.76	Admin Purchased Services
4119	8379	AB	6554	CH	11/16/2020 0:00	1879	MN PEIP - C/O MMB Fiscal Services	USD \$	12,400.53	Payroll Liabilities
4119	8381	AB	6555	CH	11/16/2020 0:00	1913	Navigate Care Consulting	USD \$	320.00	Instructional PS
4119	8380	AB	6556	CH	11/16/2020 0:00	1907	TeacherCentricity, LLC	USD \$	625.00	Title IV Expense
4119	8377	AB	6557	CH	11/16/2020 0:00	1473	US Bancorp Equipment Finance	USD \$	202.79	I/PS Purchased Services
<b>Total:</b>									<b>\$97,600.13</b>	

No assurance is provided on these financial statements and supplementary information. See selected information.

## Academic Arts High School Receipt Listing Report with Detail by Deposit

Deposit Co	Bank	Batch	Rct No	Receipt Type	Receipt St	Receipt Date	Check No	Pmt Type	Grp Code	Customer	Inv No	Inv Date	Inv Type	Invoice Amount	Applied Amount	Unapplied Amount
1679	4119	AB	CR1120													
11.05.20 SERVS Draw				1854	Credit	A	11/05/20	Check	1	C1	Misc					
															9,744.82	0.00
															5,248.02	0.00
															4,364.00	0.00
Receipt Total:														\$19,356.84	\$0.00	
<b>Deposit Total:</b>														<b>\$19,356.84</b>	<b>\$0.00</b>	
1680	4119	AB	CR1120													
11.13.20 IDEAS Payment				1855	Credit	A	11/13/20	Wire	1	C1	Misc					
															60,077.95	0.00
Receipt Total:														\$60,077.95	\$0.00	
<b>Deposit Total:</b>														<b>\$60,077.95</b>	<b>\$0.00</b>	
1681	4119	AB	CR1120													
11.23.20 Deposit				1856	Credit	A	11/23/20	Wire	1	C1	Misc					
															963.13	0.00
															40.00	0.00
Receipt Total:														\$1,003.13	\$0.00	
<b>Deposit Total:</b>														<b>\$1,003.13</b>	<b>\$0.00</b>	
1682	4119	AB	CR1120													
11.25.20 PayPal Transfer				1857	Credit	A	11/25/20	Wire	1	C1	Misc					
															97.50	0.00
Receipt Total:														\$97.50	\$0.00	
<b>Deposit Total:</b>														<b>\$97.50</b>	<b>\$0.00</b>	
1683	4119	AB	CR1120													
11.27.20 IDEAS Payment				1858	Credit	A	11/27/20	Wire	1	C1	Misc					
															68.19	0.00
															41,090.01	0.00
															13,400.64	0.00
Receipt Total:														\$54,558.84	\$0.00	
<b>Deposit Total:</b>														<b>\$54,558.84</b>	<b>\$0.00</b>	
Report Total:														\$135,094.26	\$0.00	

No assurance is provided on these financial statements and supplementary information. See selected information.

**Academic Arts High School  
Historical and Forecasted Financial Statements  
Selected Information**

**For the Five Months Ended November 30th, 2020 and Year Ending June 30th, 2021**

The school presents governmental fund financial statements using the current financial resources measurement focus and the modified accrual basis of accounting. As required by state statute, the school operates as a nonprofit corporation under Minnesota Statutes §317A. However, state law also requires that the school comply with Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) which mandates the use of a governmental fund accounting structure.

The accompanying historical financial statements and forecasted financial statements include the following departures from accounting principles generally accepted in the United States of America and the guidelines for presentation of a forecast established by the AICPA:

- The historical and forecasted financial statements omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America.
- The financial statements are not a complete presentation of governmental fund financial statements in accordance with the above standards.

The effects of these departures have not been determined.

**Summary of Significant Assumptions**

These financial forecasts present, to the best of management's knowledge and belief, the School's expected financial position, results of operations, and cash projection for the forecast periods. Accordingly, the forecasts reflect its judgment as of April 21, 2020 the date of these forecasts, of the expected conditions and its expected course of action. The assumptions disclosed herein are those that management believes are significant to the forecasts. There will usually be differences between the forecasted and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

**Balance Sheet & Cash Projection Assumptions**

1 Due from MDE	90 Days
2 Payables are expected to be paid at net	120 Days
3 Payroll Payables are expected to be paid at net	30 Days

**Statement of Operations Assumptions**

1 Revenue is expect to grow at a rate of	9%
2 Salaries, benefits, and taxes are expected to increase by	9%
3 All other expenses are expected to increase	7%

No assurance is provided.



*Certified Public Accountants & Consultants*

**Academic Arts  
High School  
Charter School  
No. 4119**

**2019 - 2020  
Financial  
Statement Audit**

# Introduction

Audit Opinion and Responsibility

General Fund Results

Food Service Funds

Key Performance Indicators

# Audit Results

## Auditor's Opinion



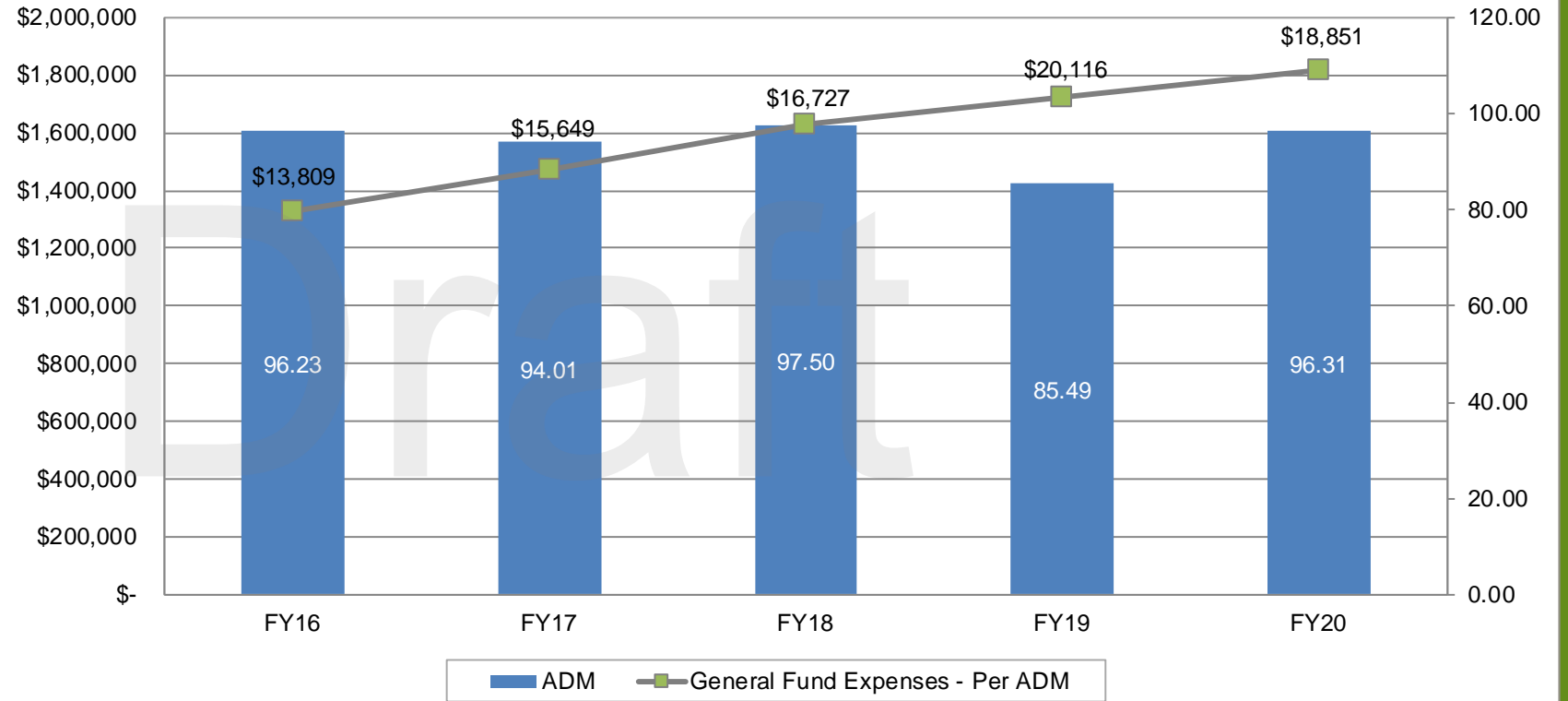
## Minnesota Legal Compliance





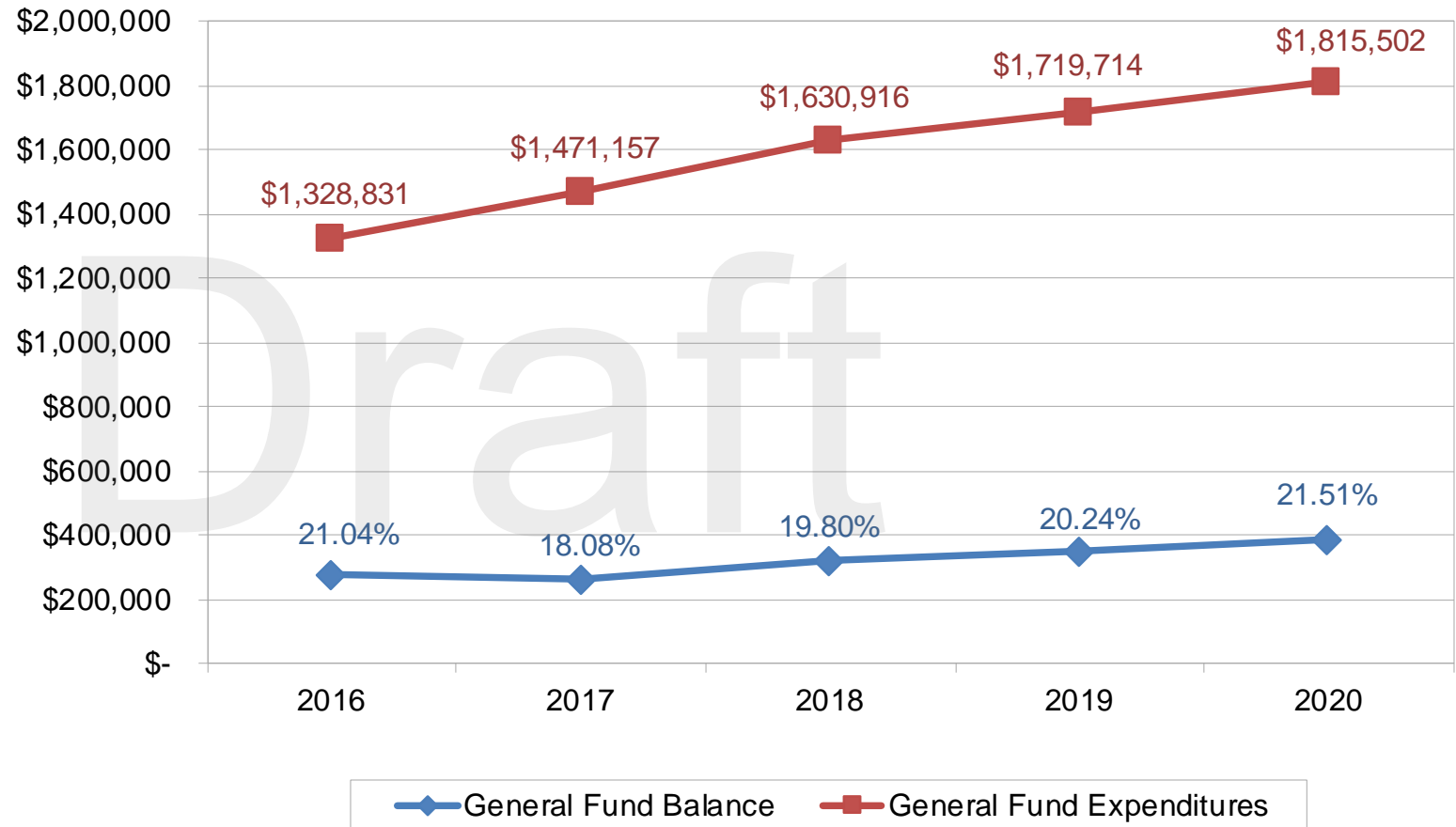
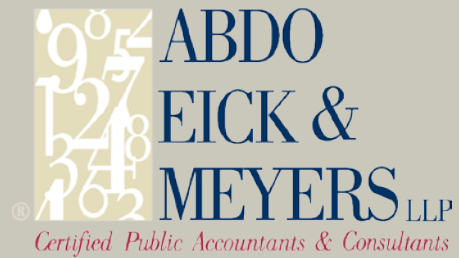
# General Fund

## Average Daily Membership & Expenditures



# General Fund

## Fund Balance



# General Fund

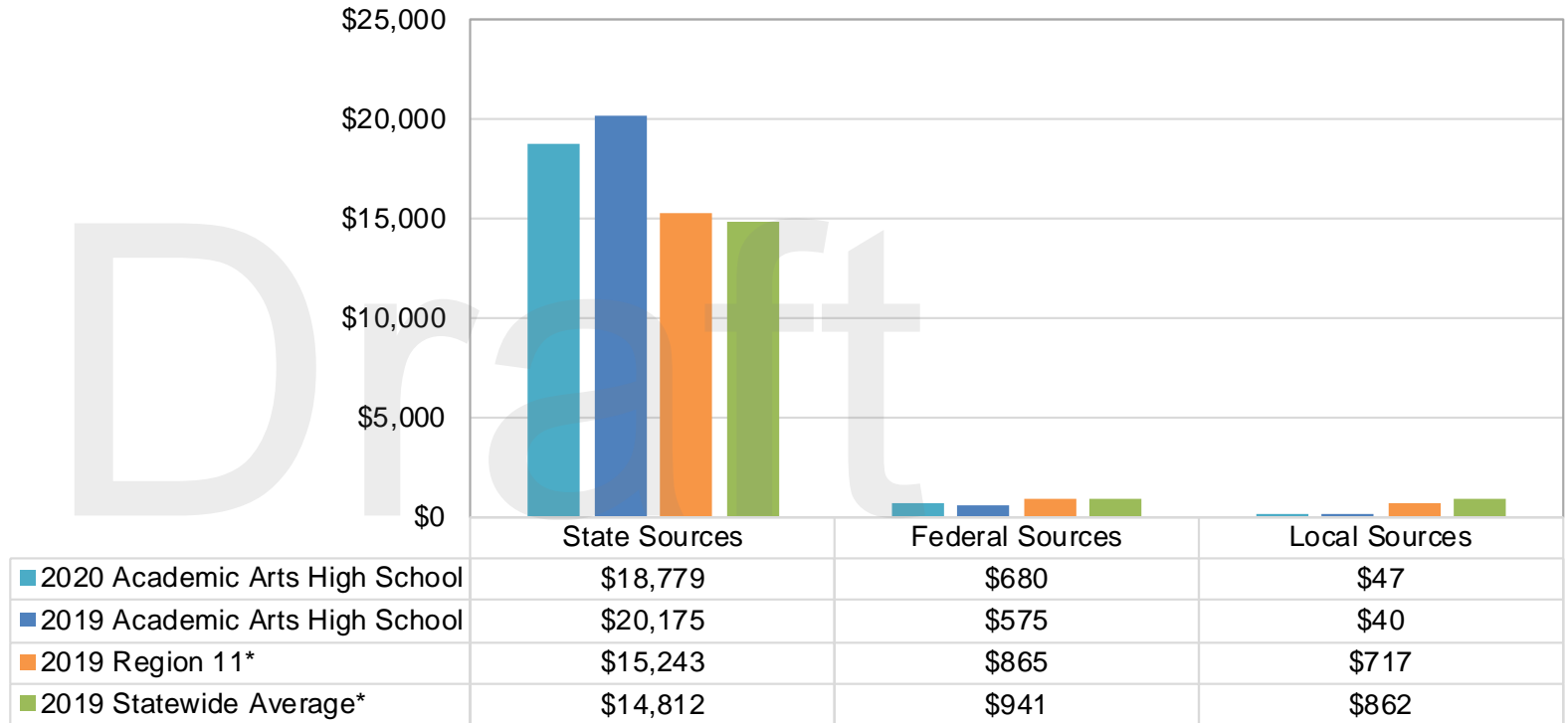
## Budget to Actual



	Final Budgeted Amount	Actual Amount	Variance with Final Budget
Revenues	\$ 1,967,902	\$ 1,878,572	\$ (89,330)
Expenditures	1,975,595	1,815,502	160,093
Excess (Deficiency) of Revenues Over (Under) Expenditures	(7,693)	63,070	70,763
Other Financing Uses Transfers out	(21,492)	(20,636)	856
Net Change in Fund Balances	(29,185)	42,434	71,619
Fund Balances, July 1	348,123	348,123	-
Fund Balances, June 30	\$ 318,938	\$ 390,557	\$ 71,619

# General Fund

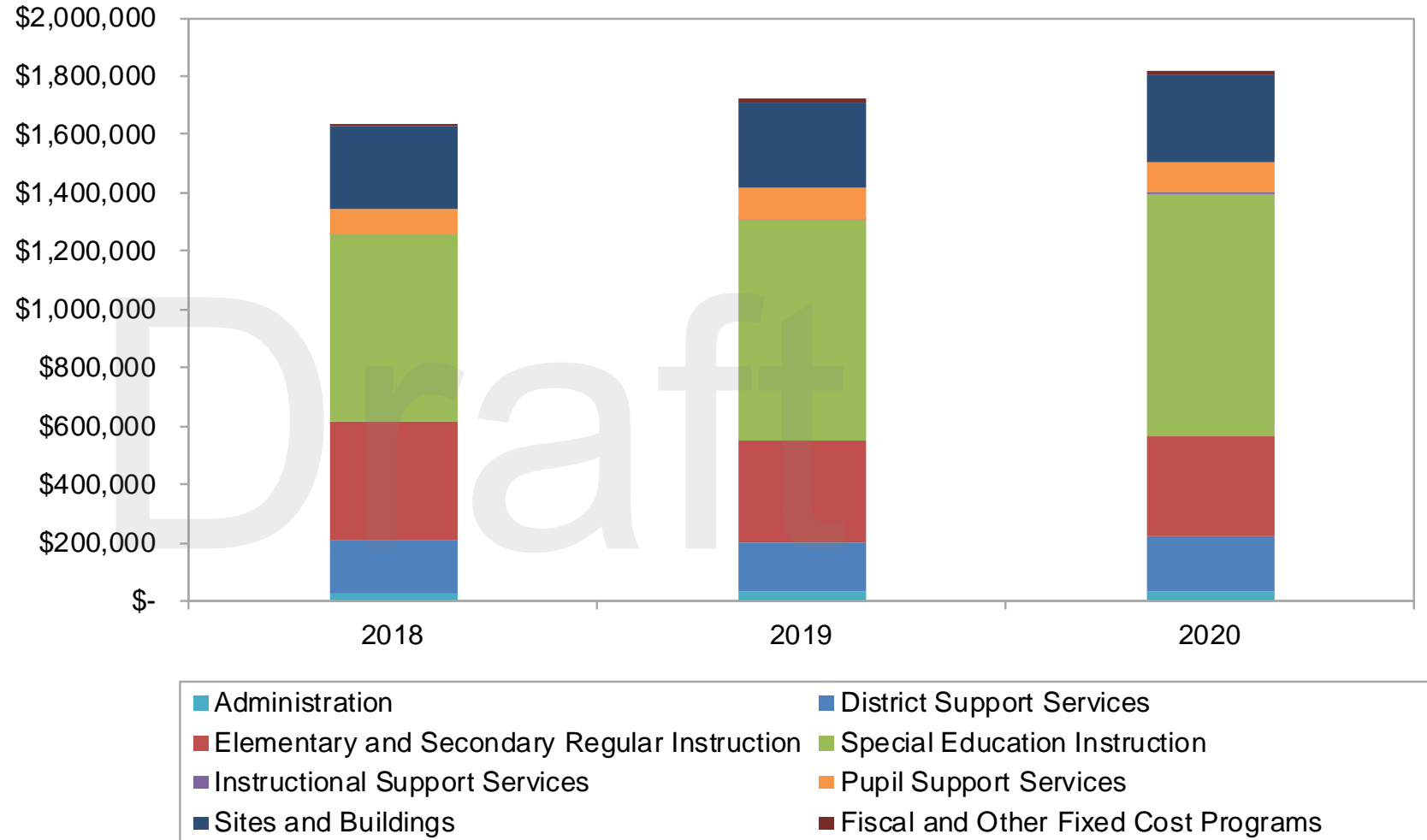
## Revenues per ADM



\* Information obtained from School District Profile reports published by the MDE

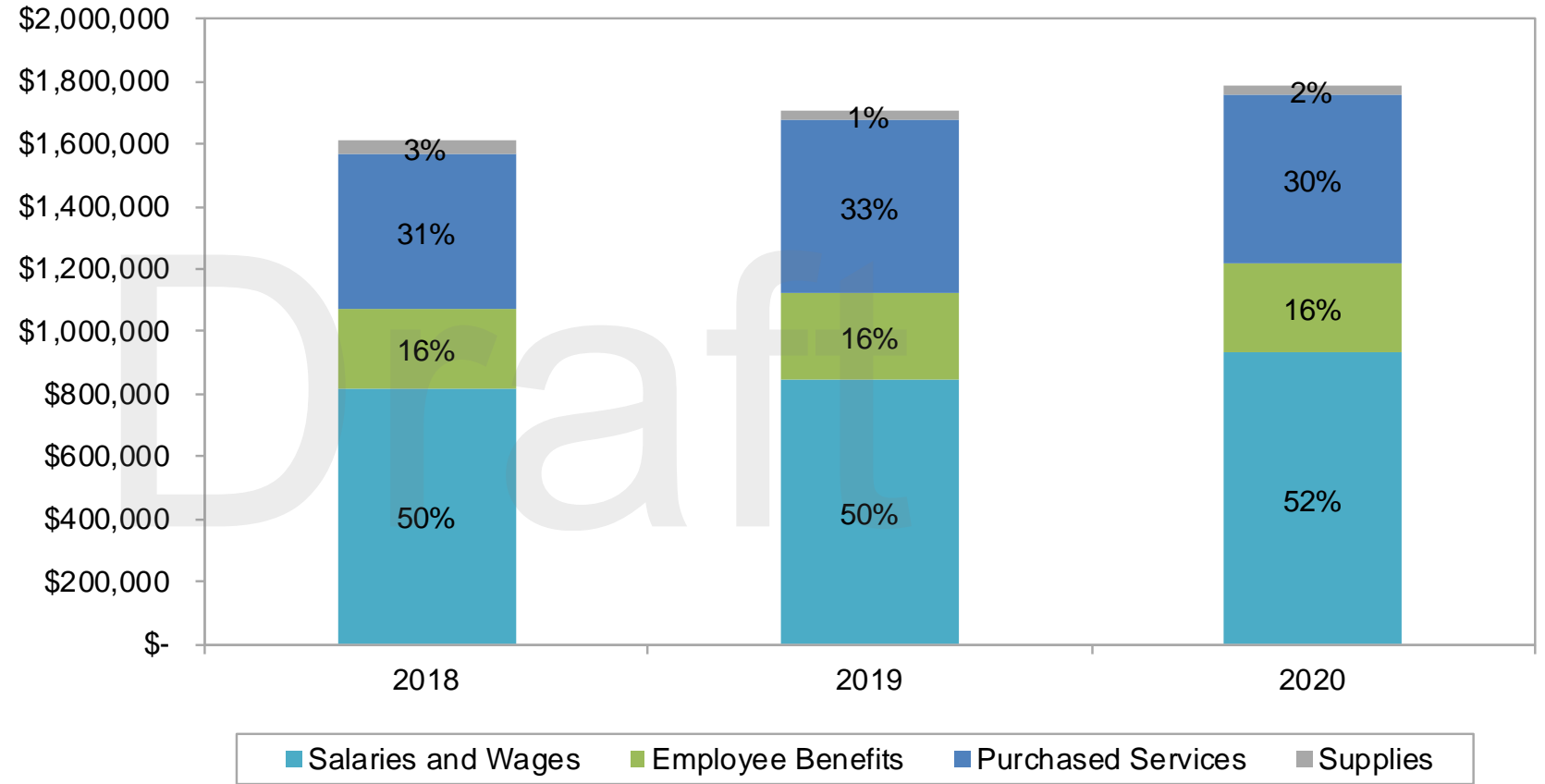
# General Fund

## Expenditures by Program



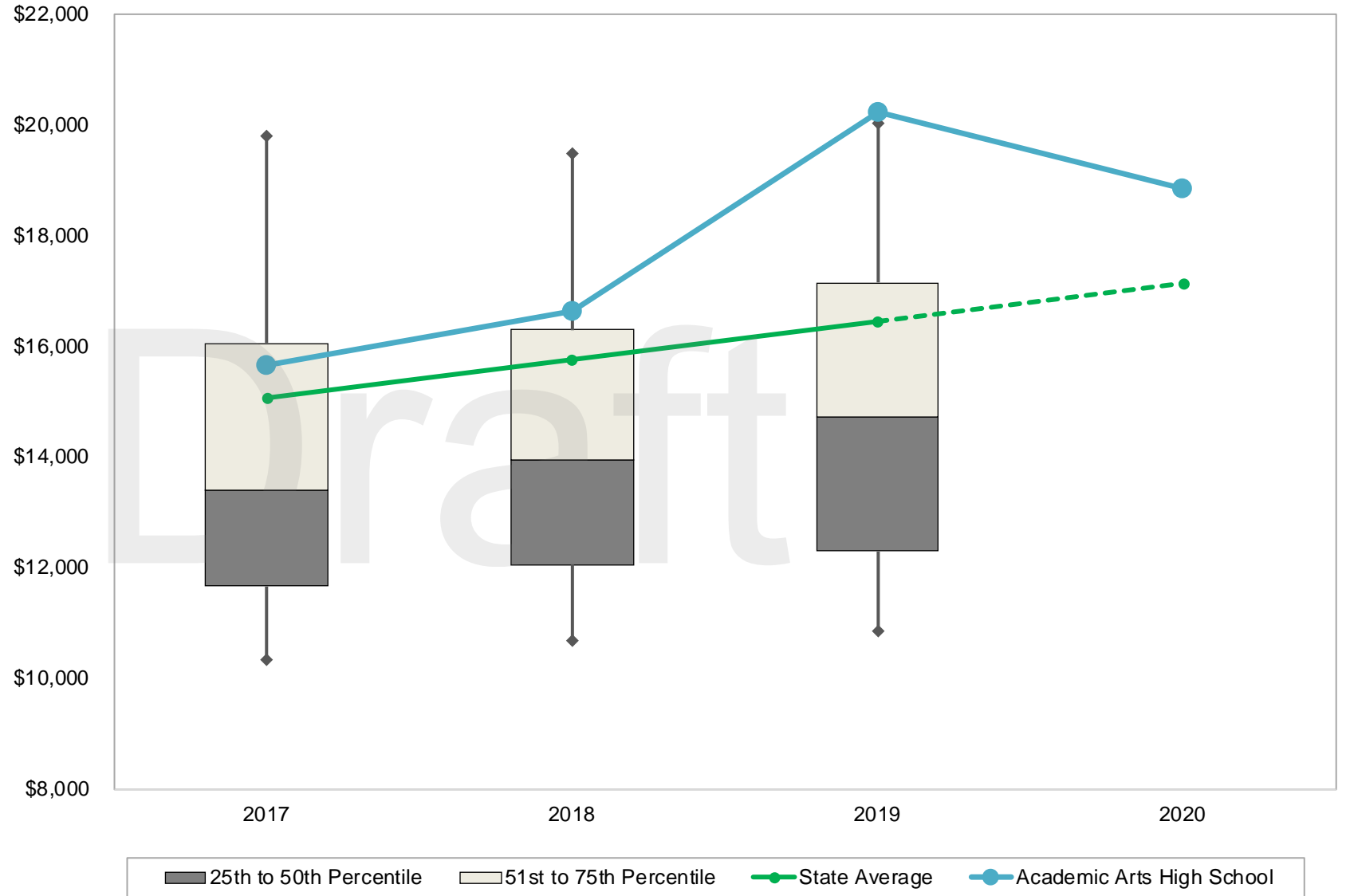
# General Fund

## Expenditures by Object Code



# General Fund

## Expenditures per ADM Comparison



\* Percentile data and state average obtained from School District Profile reports published by the MDE

# Food Service Fund

*Budget to Actual*

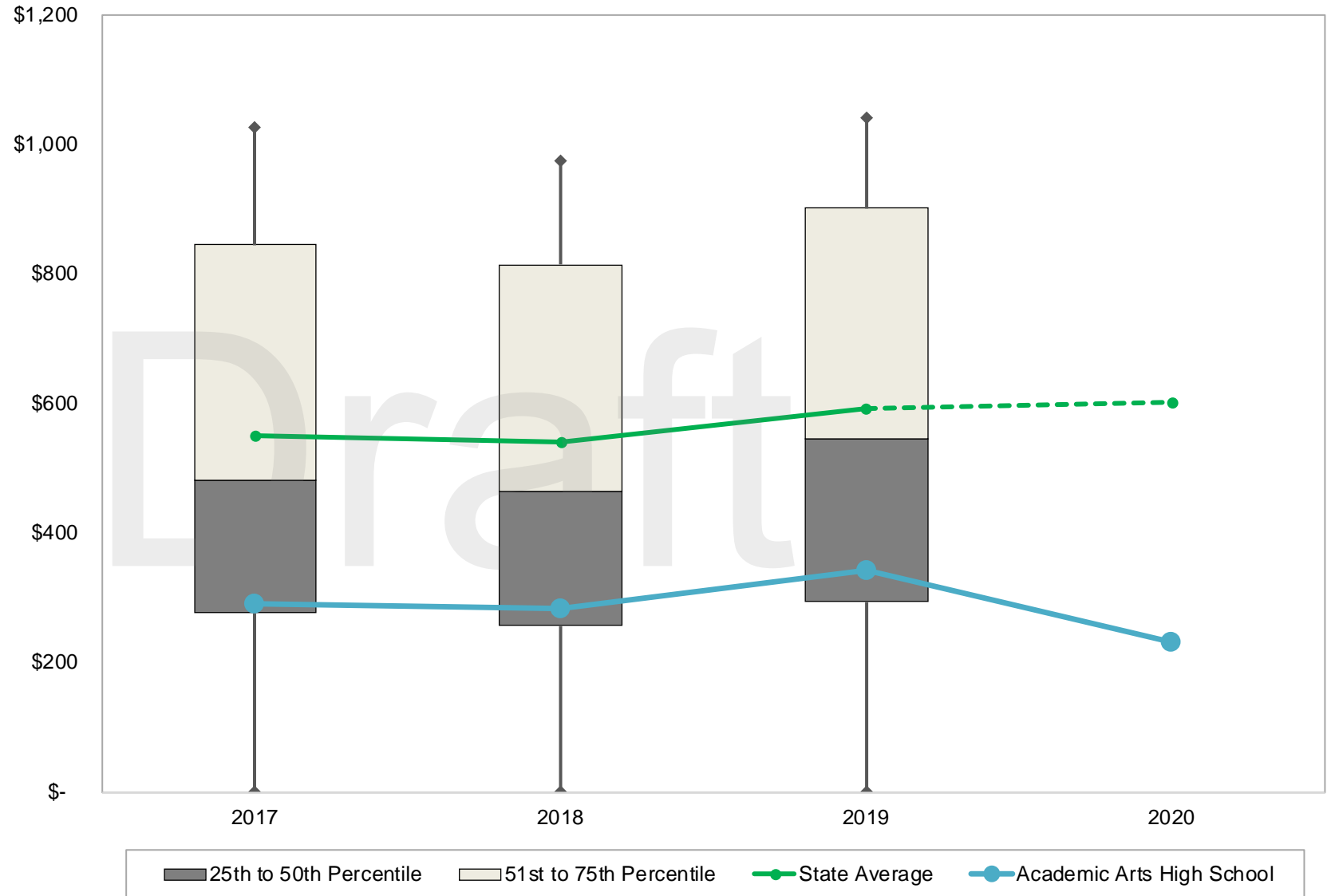


	Final Budgeted Amount	Actual Amount	Variance with Final Budget
Revenues	\$ 758	\$ 667	\$ (91)
Expenditures	<u>22,250</u>	<u>22,255</u>	<u>(5)</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(21,492)	(21,588)	(96)
Other Financing Sources Transfers in	<u>21,492</u>	<u>20,636</u>	<u>(856)</u>
Net Change in Fund Balances	-	(952)	(952)
Fund Balances, July 1	<u>952</u>	<u>952</u>	<u>-</u>
Fund Balances, June 30	<u><u>\$ 952</u></u>	<u><u>\$ -</u></u>	<u><u>\$ (952)</u></u>



# Food Service Fund

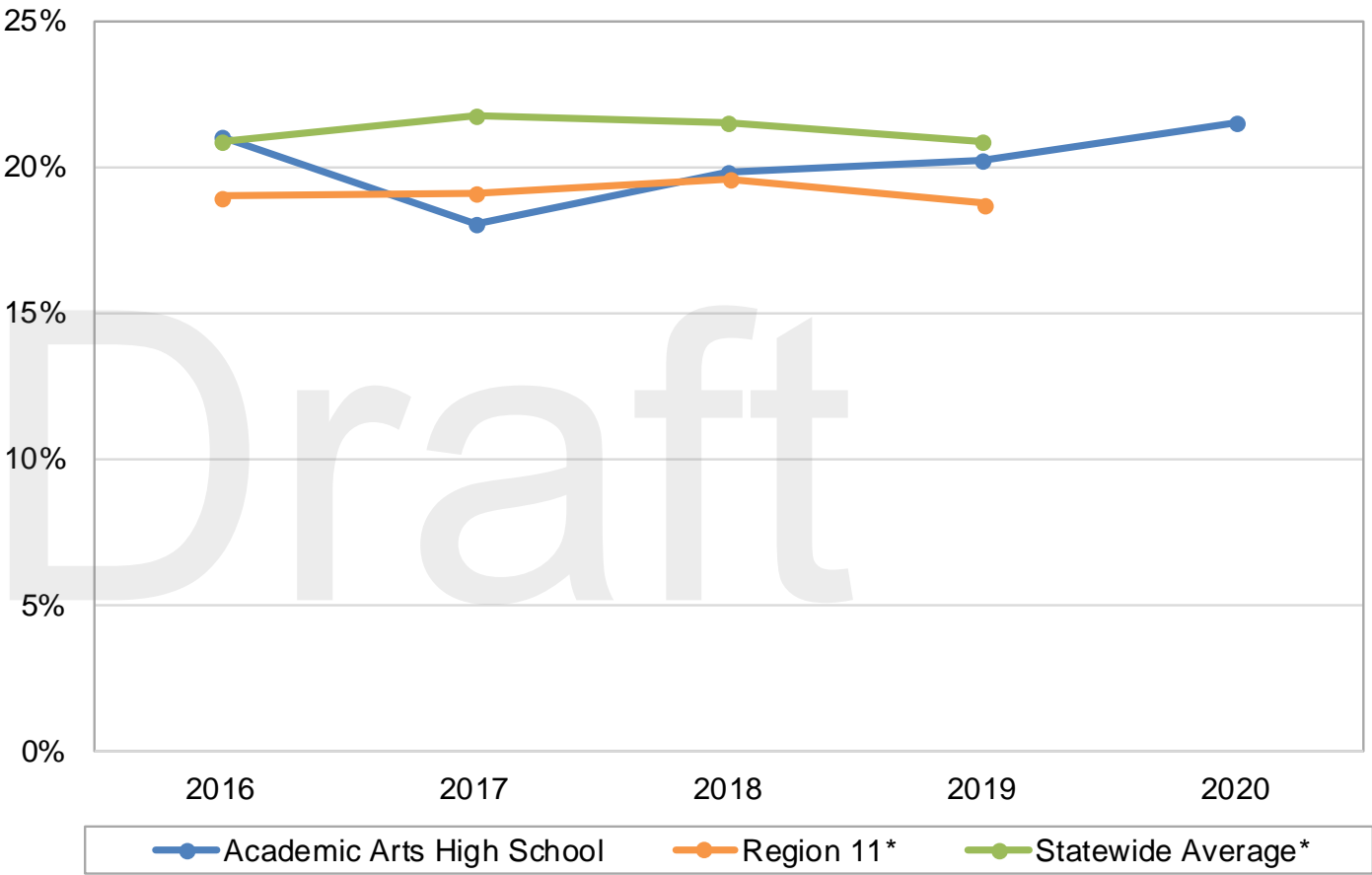
## Expenditures per ADM Comparison



\* Percentile data and state average obtained from School District Profile reports published by the MDE

# Key Performance Indicators

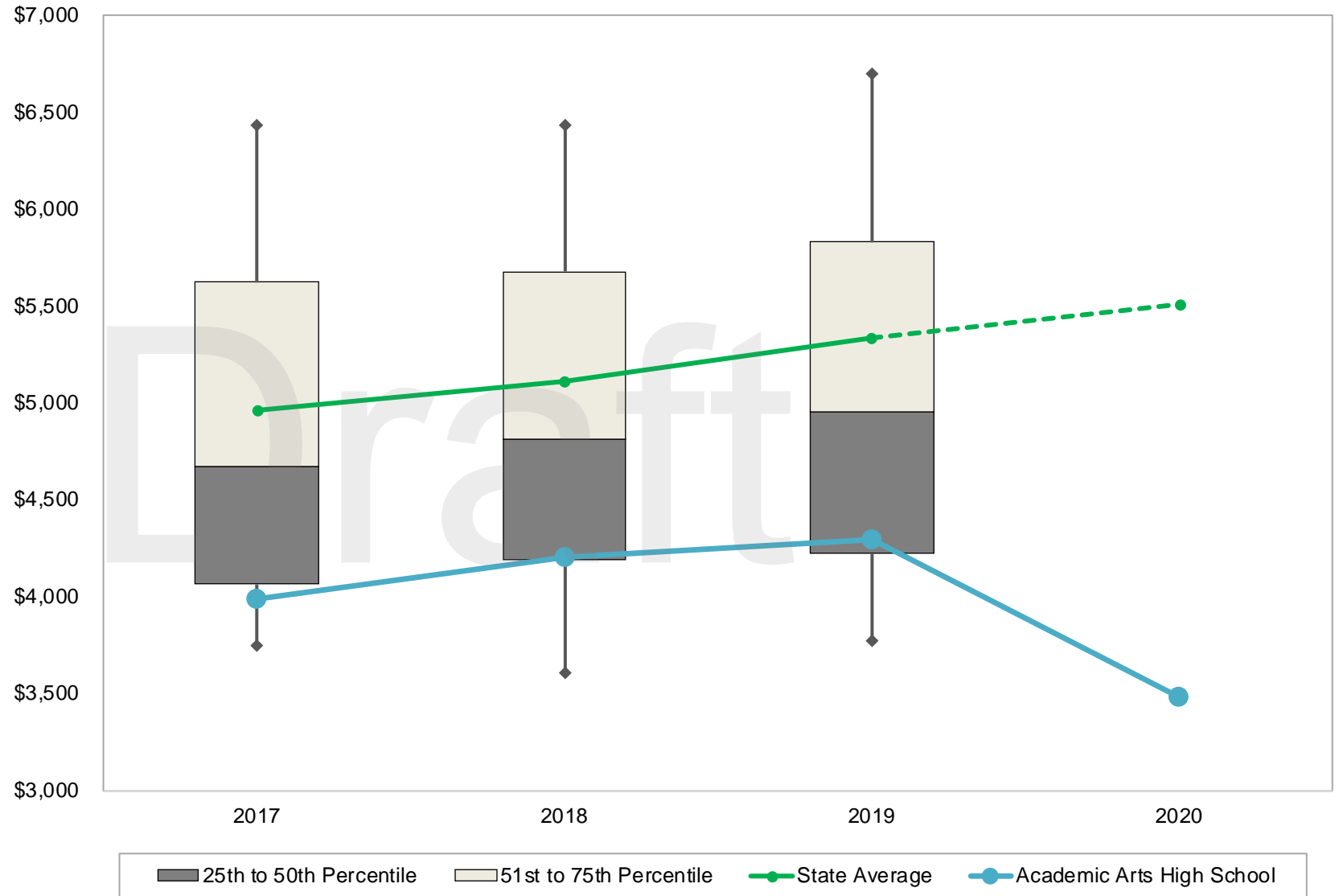
*General Fund -  
Fund Balance as  
a Percentage of  
Expenditures*



\* Information obtained from School District Profile reports published by the MDE

# Key Performance Indicators

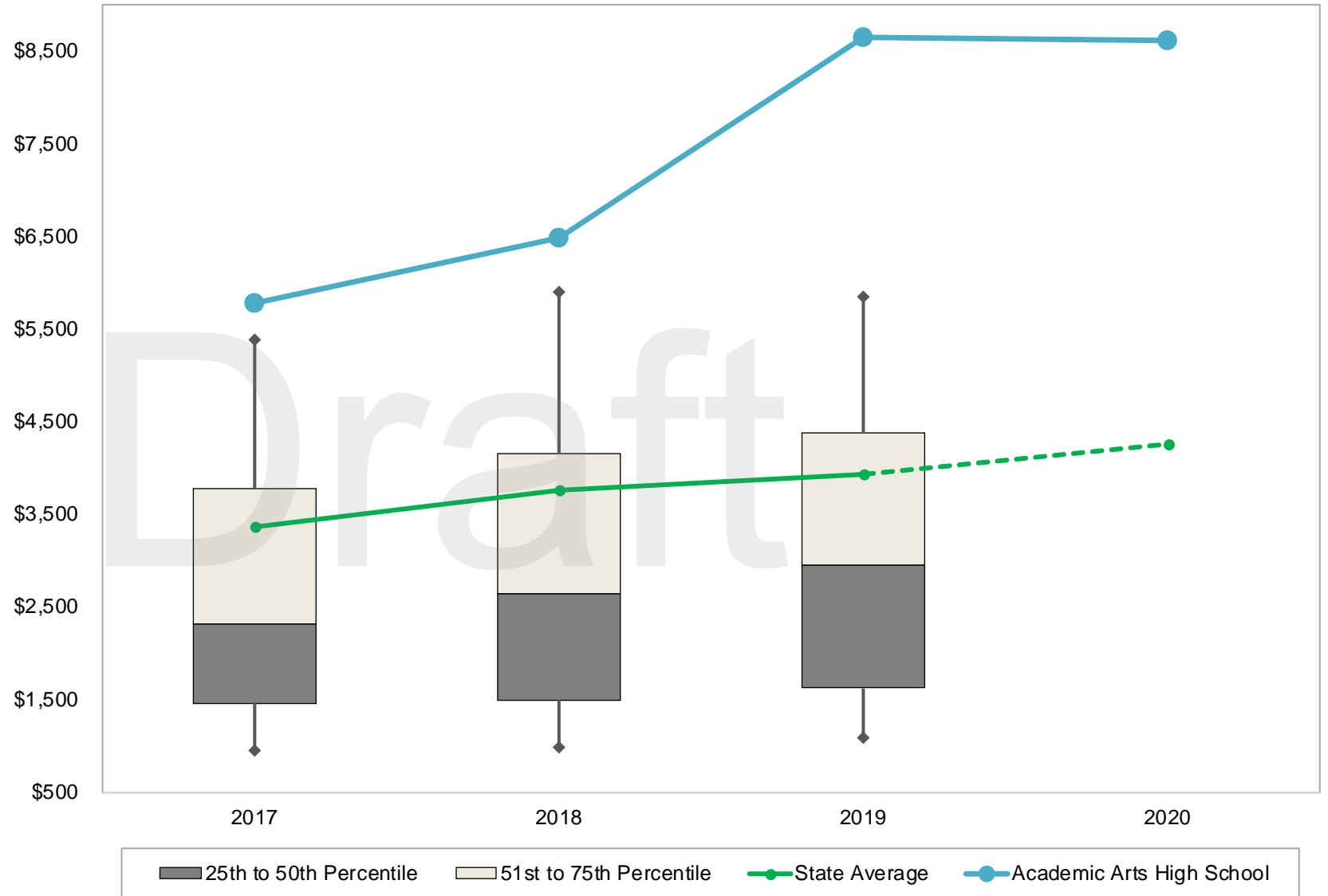
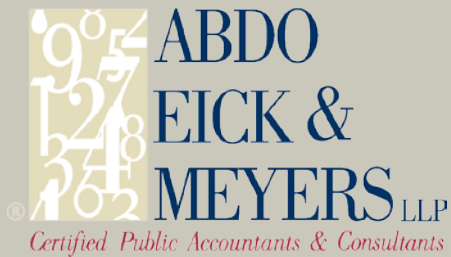
*Elementary and Secondary Regular Instruction Expenditures per ADM*



\* Percentile data and state average obtained from School District Profile reports published by the MDE

# Key Performance Indicators

## Special Education Expenditures per ADM



\* Percentile data and state average obtained from School District Profile reports published by the MDE

# Audit Team Contacts



**Brad Falteysek, CPA**

*Partner*

*brad.falteysek@aemcpas.com*



**Bonnie Schweiger, CPA**

*Audit Manager*

*bonnie.schweiger@aemcpas.com*



**Erik Wagner**

*Audit Associate*

*erik.wagner@aemcpas.com*



**20-21 December**  
**Board Meeting (Highlights and To Do)**  
Date: 12/15  
Ex Officio: Bauer

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School Events

- 
- 

Committee Updates

TPS: Staff evals were completed by Julie and Mal, each TPS member responded to a survey about all other TPS members. Possible new vision and mission statement.

Personel: No updates

Restorative/SEL/Anti Bias: Only update is that we are purchasing posters to hang in our commons that will promote diversity and inclusion within our school community

Behavior: Sam is continuing to work on attendance-creating beautiful spreadsheets- will so be tracking AHA day attendance in the new spreadsheet.

Finance: -Spending our CRF funds that expire 12/30, \$2000ish, Science equipment, fitness watches, art supplies, and LA books/materials. Also lease negotiations are still taking place (Que David).

Nutrition: No updates

Marketing: Main priority right now is signage. New inserts for each light up sign on the south and east side of the building. Bonfire sales are continuing (new products coming) and merchandise is arriving from the first push of products. Apparel sales are now producing revenue for school.

Enrollment: 96

Curriculum: Finalized AHA day expectations for teachers/tracking students, decided how to spend CRF funds. February 15th will be used for planning. Remaining days awarded by the Governor are on hold while we decide how best to utilize them.

Sped: We are getting a good amount of new enrollments that are interested in our transitions program. I think we are at 17 and growing. And then not sure if anyone mentioned that we hired Mari as a TPS member and sped member as Cultural Liaison.

Tiger Team: Continuing to work on staff retreat and final decisions on PD for those two days (Feb 4th and 5th). Possible focus on leadership training and individualized PD or workshop time.

---

**Assignments from Board** (to be brought back to TPS):

- 1.
-

## 11/17/2020 Board Election Results

4 total votes were cast.

All votes provided by valid voting members? - VERIFIED

Seats up for election: 2

- Amy Charpentier - 4 votes, no write-ins (100%) - RE-ELECTED
- Josh MacLachlan - 4 votes, no write-ins (100%) - RE-ELECTED

Open seats: 4

- No write-ins were made and no votes for cast for any open seats

CURRENT BOARD AS OF 12/15/2020

Member	Up for election
Rachael McNamara (community)	11/21
Katie Siewert (community)	11/21
David Massey (community)	11/22
Tenille Warren (parent)	11/22
Amy Charpentier (community)	11/23
Josh MacLachlan (teacher)	11/23



## 2020-2021 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

**RESOLVED**, that the Governing Board of School District Number **4119**, County of **Dakota County**, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the high school(s) listed below (name all high schools in the district):

### **ACADEMIC ARTS HIGH SCHOOL.**

is/are authorized by this, the Governing Board of said school district or school to:

1.  Renew its membership in the Minnesota State High School League; and,  
OR;  
 Make new application for membership in the Minnesota State High School League;  
School Enrollment (9-12): **92 students.**
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

**FURTHER RESOLVED**, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

***Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.***  
***<https://vimeo.com/128275166>***

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.*

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: **Click or tap here to enter text.**  
(Clerk/Secretary - Local Governing Board)

Signed: **Click or tap here to enter text.**  
(Superintendent or Head of School)

Date: **Click or tap to enter a date.**

Date: **Click or tap to enter a date.**

District Office address, City, Zip: **Click or tap here to enter text.**

School Superintendent's Phone: **Click or tap here to enter text.**

School Superintendent's Email: **Click or tap here to enter text.**



## 2020-2021 RESOLUTION FOR MEMBERSHIP

The following is taken from the MSHSL Constitution:

### 208.00 LOCAL CONTROL

#### 208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

**One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.**

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

#### 208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

#### 208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Name of School: **ACADEMIC ARTS HIGH SCHOOL**

### 208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

Designated School Board Member: **Click or tap here to enter text.**

Email Address: **Click or tap here to enter text.**

Designated School Representative: **Ryan Bauer**

Email Address: **Ryan.Bauer@academicarts.org**

### 208.02 ACTIVITY REPRESENTATIVES

Boys Sports: **Ryan Bauer**

Girls Sports: **Ryan Bauer**

Speech: **Danyelle Bennett**

Music: **Josh Maclachlan**

\*Mailing Representative: **Ryan Bauer**

\*The Mailing Representative is the person to whom all mailings from the League office will be sent. Schools usually name the activity director as the primary recipient of the mailings and email messages.

### 208.03 LOCAL ADVISORY COMMITTEE MEMBERS

Board Member: **Click or tap here to enter text.**

Student: **Click or tap here to enter text.**

Parent: **Click or tap here to enter text.**

Faculty Member:

**Please complete and submit this form with your school's 2020-2021 Resolution for Membership to [mshsl\\_info@mshsl.org](mailto:mshsl_info@mshsl.org) If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.**