

**La Crescent Montessori and STEM School**  
**Thursday, November 16, 2017**  
**Agenda**  
**1116 S. Oak Street, La Crescent Minnesota**  
**3:30 PM**

La Crescent Montessori and STEM School's mission is to empower children to unfold their potential as whole and unique persons in a world community.

**Call to Order:**

**Roll Call:**

Present:

Absent:

Guests:

**Approval of November 16, 2017 Meeting Agenda – \*Included in agenda packet.**

motions to approve the November 16, 2017 meeting agenda.

Second Motion:

Discussion:

Motion

**Approval of October 26, 2017 Meeting Minutes – \*Included in agenda packet.**

motions to approve the October 26, 2017 meeting minutes.

Second Motion:

Discussion:

Motion

**Approval of October 30, 2017 Meeting Minutes – \*Included in agenda packet.**

motions to approve the October 30, 2017 meeting minutes.

Second Motion:

Discussion:

Motion

**Community Input:**

Tami –

**Board Committee Reports (20 minutes)**

**Budget/Finance (Tara) –**

**Policy (Tammy) –** The final meeting of the Policy (board) committee was held on October 26th at 5:25 pm. The committee reviewed the Board Policy Development and Review Policy to prepare for the implementation of the committee becoming an administrative group. That policy will be provided the board at the December meeting. (I was unable to send it in time to get on the agenda.) In addition, the committee reviewed the need to

include sustainability language in our handbooks. Reusable water bottles and glass dishes were examples provided in the minutes which will be shared with the administrative team. It is the opinion of the policy committee that this type of language should be added to our handbooks as it supports our environmental stewardship tenant. It was a pleasure serving as the Chair of the Policy committee, and I would like to thank the board for the opportunity.

**Governance (Tammy) –**

## **Present Business**

### **Reports –**

**DO (Tammy):** Picture Retake day was held and all remaining students and classroom pictures were taken. I attended the regional MACS meeting in Rochester, as well as the Lions Club Peace Poster Awards Ceremony. Our students did a wonderful job and have a very high participation rate! I attended the Leaders Retreat in Sandstone, MN, hosted by ACNW with the rest of the board. Myself and Stephanie met with Brenda and Mike from BKDA to discuss possible opportunities for administrative support in the future. Planning for the Hunger Banquet and Fall Feast are under way. Safety drills continue to be implemented as scheduled. The website has been updated to include no school days on the google calendar, and the annual report. Regular DO duties continue to be complete.

### **Epicenter (Tammy):**

#### **Head of School (Stephanie):**

- Conferences are complete and attendance was nearly 100%. Quarter 1 progress reports have been filed.
- Language standards have been added to the whole-school curriculum guide. Educators will continue to work on adding standards for other subjects throughout the year.
- Now that the Annual Report/WBWF report and ACNW Reauthorization Application have been submitted, I have been able to spend much more time out of the office. I have had the opportunity to observe nearly every classroom in the past week. Each observation reminds me of what an amazing opportunity we provide to our students and gets me more excited to fill our building with more students.
- Tammy and I attended the quarterly MACS meeting in Rochester on November 8th. One interesting takeaway from the meeting is that MACS is partnering with a lobbyist to help train small groups of stakeholders at each school how to best take action in support of charter school needs and issues. Interested schools can invite the lobbyist, Peg Larson, to visit the school and train a group. Her optimal group size for this training is five individuals who can then enlist the help of others as needed.
- The Lions offered vision screening to our preschool students on November 16. I enjoyed learning more about the Lions and the work they are doing in the La

Crescent community. They have a youth division (grades 7-12) which may be an opportunity some of our AP students may want to pursue.

- I am working on a template for a school newsletter. Teachers do a wonderful job communicating with families about day to day things so the newsletter would have a different focus. It could be a potential vehicle for helping families know more about environmental education, STEM, Montessori, and offer ideas for how to extend those into the home. It can highlight volunteer efforts as well. Please let me know if you have ideas as to what you'd like to see in the newsletter.
- I am happy to be able to help coordinate the Hunger Banquet. I think it will be an incredible experience for everyone involved.
- We are in the process of writing a 504 plan for a student. I would like to offer some board training on the 504 process if there is interest.
- Invites for the Fall Feast were created and sent to local and state elected officials as well as the police and fire department.
- I am continuing to work on the draft of the strategic plan. It will come to the board in December.

**Approval of September 2017 Expenditures – \*Included in agenda packet.**

motions to approve the September 2017 expenditure.

Second Motion:

Motion

**Approval of September 2017 Bank Reconciliation- \*Included in agenda packet.**

motions to approve the September 2017 Bank Reconciliation.

Second Motion:

Motion

**Review of Balance Sheet, Income Statement, Cash flow, Enrollment Reports, and Financial Statement Report for September 2017 – \*Included in agenda packet.**

**Approval of the new Vision Statement –** The Vision of La Crescent Montessori & STEM School is to develop self-assured, lifelong learners who are compassionate, globally minded, and empowered to positively impact the world.

motions to approve the new Vision Statement.

Second Motion:

Discussion:

Motion

**Approval of the revised Mission Statement –** The mission of La Crescent Montessori & STEM School is to prepare outstanding Montessori environments with integrated STEM education and rigorous academics, which foster independence, self-assurance, collaboration, and connections to the global community and provide experiences that promote curiosity, inquiry and engagement. LMSS' approach is guided by the principles of AMS Montessori education.

motions to approve the new Mission Statement.

Second Motion:

Discussion:

Motion

**Future Business**

**Adjournment –**

motions to approve adjournment of the board meeting at \_\_\_\_\_ PM.

Second Motion:

Discussion:

Motion

\* Next board meeting date: December 14, 2017 at 3:30 PM.

**La Crescent Montessori and STEM School**  
**Thursday, October 26, 2017**  
**Unofficial Minutes**  
**1116 S. Oak Street, La Crescent Minnesota**  
**3:30 PM**

La Crescent Montessori and STEM School's mission is to empower children to unfold their potential as whole and unique persons in a world community.

**Call to Order: 3:33 PM**

**Roll Call:**

Present: Tara Thompson, Kate Garfin, Sam Thelemann

Absent: Melissa Johnson and Natalie Hafner

Guests: Erin Anderson, Andrew, and Heather Murphy, Tammy Stremcha, Stephanie Wehman, and Tami Holtslander

**Approval of October 26, 2017 Meeting Agenda – \*Included in agenda packet.**

Tara motions to approve the October 26, 2017 meeting agenda.

Second Motion: Kate

Discussion: None

Motion 3:0 unanimous

**Approval of September 21, 2017 Meeting Minutes – \*Included in agenda packet.**

Kate motions to approve the September 21, 2017 meeting minutes.

Second Motion: Tara

Discussion: No changes were made

Motion 3:0 unanimous

**Community Input:**

Heather Murphy- \*Proposal included in agenda packet.

What do you view is more beneficial to have a non-teacher majority?

- Helps take away the stress on the teacher since the number of teachers is so small, it is hard for them to be able to take a break from the board.
- Is there a reason you picked a parent versus an extra community member?
  - She feels parents would be more committed to the betterment of the school?
  - We have struggled in the past filling the community member position.
- The board members would like to put this as a discussion on the next board meeting.

Erin Anderson – ACNW

## **Board Committee Reports (20 minutes)**

**Budget/Finance (Tara)** – The finance committee met 10/10/17. In reviewing the Sept financial statements, the saving account statement did not come in in time for this meeting so interest (\$17.84) was not included in the financials the committee reviewed. That will be updated with the packet sent to the board.

In the Profit and Loss statement the cost in line 101 entitled Equipment and Technology contains the construction costs. This is not a clear representation of these costs. Tammy will break this out specific to the 520-object code for the construction. Statement of Financial Activity by Object lines 54 and 55 show lower costs than expected since we knew we were spending on technology. This money came from the G5 grant and the money is originally put in to one line item, now sitting in Staff Development and will be transferred in to these line items when the budget is revised. This is usual process. The quarterly report was included for review.

In review of the August financials the CC statement for the month was higher than usual. This is due to the purchase of approved technology equipment and furniture needs for the new classrooms. All receipts accounted for.

enrollment is down significantly. We just didn't gain the numbers that we expected, we didn't have drastic loss in Kindergarten. AP has traditionally grown strong but we didn't grow this year as in years past. We also lost at the 8 to 9 transition. We can connect with ISD 300 for co-curricular courses but not extracurricular.

August Profit and Loss is the same as September. Tammy will fix both before sending to the Boar.

**Policy (Tammy)** – Did not meet. Meeting scheduled for 10/26/17 at 5:15 PM.

**Facility (Natalie)** – Did not meet.

**PR/Marketing (Melissa Crowley)** – Did not meet.

**Personnel (Melissa)** – Did not meet.

**Curriculum (Kate)** – Did not meet.

**Technology (Taylor)** – Did not meet.

**Governance (Tammy)** – Prepared and hosted board retreat.

## **Present Business**

**Smith Schafer and Associates to review the financial audit – Andrew**

\* 3:50 Melissa entered meeting

**Approval of financial audit** – \*Included in agenda packet.

Tara motion to approve the financial audit.

Second Motion: Sam

Discussion: Why was there red in 2017 for food service? We weren't getting as much money in as we were spending on milk.

Do we need to look into charging for milk? There is almost \$2,100 in the fund for milk, so it doesn't look like a problem at this point.

It wouldn't help our budget to start charging for milk? No

Motion 4:0 unanimous

**Reports –**

**DO (Tammy):** I have continued to work on the Annual Report, FY17 financial audit, and the Reauthorization Contract for ACNW.

**Epicenter (Tammy):** Up-to-date

**Head of School (Stephanie):** \*Professional Development Plan included in agenda packet.

- Speech services are now being provided by Global Teletherapy to students. Technology glitches have been worked out, and all seems to be going smoothly.
- A significant portion of my time this month was spent talking with teachers and looking at learning environments to ensure each level contains appropriate materials (per AMS guidelines.) Materials were ordered to fill holes and to replace worn-out work. The AP team and I met to talk about their needs. The brief discussion led to the conclusion that there's a need to put together a framework for the adolescent program. As that happens, it will determine material requirements. We also concluded that some of the "materials" they need are not necessarily things that we should purchase for the shelves, but rather experiences and connections with opportunities in our community. Transportation is a need.
- I spent a considerable amount of time working with Tammy on the Board Retreat, Annual Report/WBWF Report and ACNW Reauthorization Application. A draft of the strategic plan is in process.
- Zach and I continue to meet weekly, and I have completed several of the observations required by WSU.
- To learn more about environmental education, I began an online training course, Green Schools, by Project Learning Tree.
- Staff is registered to attend the UWL Montessori conference in January.
- I planned to provide some recommendations for the board to consider regarding budgeting for classroom funds. Due to the more significant budget discussion on the agenda, I did not prepare anything at this time.

An approval of Stephanie's Professional Development Plan will be added to the next board meeting.

**Review Annual Report –** \*Included in agenda packet.

Are all necessary items in the report? Formatting, pictures, condensing, and WBWF description of budget.

When is this due? November 1<sup>st</sup>.

Approval of the annual report will be at the next board meeting.

**Discuss Head of School as ex-officio –** Erin stated it is very common to have the head of school as ex-officio.

Approval will be added to the next scheduled board meeting.

**Discuss the Elimination of Board Committee** – The board feels budget/finance would need to stay standing to go over monthly reports.

**Approval of Elimination of Board Committees –**

Melissa motions to approve the elimination of policy committee with the termination date of October 30<sup>th</sup> and effective immediately facility, PR/Marketing, personnel, curriculum, and technology, board committees.

Second Motion: Kate

Motion 4:0 unanimous

**Review Reauthorization Contract with ACNW** – \*Options from Tammy and Stephanie for budget included in agenda packet.

What is our fund balance? As of September 30<sup>th</sup>, \$278,911.00 (this is an unaudited number for management purposes only)

The school has a checking account and a savings account.

Checking= \$59,000.00 (a second disbursement from the state still needs to be disbursed) All expenditures from this account.

Savings= \$72,000.00 Nothing pulls from the savings account. We did pull for the construction this year.

What number would take us down to 25% in our fund balance?

With all said and done, we would be taking a loss of approximately \$123,000.00.

This amount would take of our fund balance to 10%.

Discussion of low teacher to student ratio in AP program

Discussion of the need for a teacher for each subject in order to support our values i.e. rigorous, quality education

Discussion of possibility of part-time employees in AP. However, we risk losing employees and does not seem like an appropriate response to one year of declined enrollment

Board recommendations

- Cancel Montessori conference
- Create two budgets, one with excess aid and one without the excess aid

Recommended plan ideas to not be in this situation for next year.

- Increase enrollment
  - o Possibly have a committee to focus on increasing enrollment
  - o A retention and recruitment plan

The secretary will no longer take items for the agenda after 12:00 PM the Friday prior to board meetings.

**Future Business**



**Adjournment –**

    Melissa motions to approve adjournment of the board meeting at 5:45 PM.

    Second Motion: Kate

    Discussion:

    Motion 4:0 unanimous

\* Next board meeting date: October 30, 2017 at 3:30 PM.



**La Crescent Montessori and STEM School**  
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**Unofficial Minutes**  
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La Crescent Montessori and STEM School's mission is to empower children to unfold their potential as whole and unique persons in a world community.

**Call to Order:** 3:34 PM

**Roll Call:**

Present: Kate Garfin, Melissa Johnson, and Sam Thelemann

Absent: Natalie Hafner and Tara Thompson

Guests: Tammy Stremcha and Stephanie Wehman

**Approval of October 30, 2017 Meeting Agenda** – \*Included in agenda packet.

Kate motions to approve the October 30, 2017 meeting agenda.

Second Motion: Melissa

Discussion:

Motion 3:0 unanimous

**Approval of October 26, 2017 Meeting Minutes** – \*Included in agenda packet.

Melissa motions to approve the October 26, 2017 meeting minutes.

Second Motion: Kate

Discussion: Should there be reevaluation

Motion 0:3 motion fails, the minutes will be revisited at the next meeting.

**Natalie entered the meeting 3:38 PM.**

**Community Input:** None

**Board Committee Reports (20 minutes)**

**Budget/Finance (Tara)** – Did not meet.

**Policy (Tammy)** – There is a policy for renewal. Met Thursday October 26<sup>th</sup> at 5:15.

**Governance (Tammy)** – Did not meet.

**Present Business**

**Reports –**

**DO (Tammy):** Continuing to work on reports.

**Epicenter (Tammy):** Up-to-date

**Head of School (Stephanie):** Nothing new to report. Same as last week's report.

**Approval of Head of School's Professional Development Plan** – \*Included in October 26<sup>th</sup> agenda packet.

Kate motions to approve the Head of School's professional development plan.

Second Motion: Natalie

Discussion:

Motion 4:0 unanimous

**Approval of the Annual Report** – \*Included in agenda packet.

Sam motions to approve the Annual Report with said changes.

Second Motion: Melissa

Discussion: Typo on composter graph on page 38. Page 52 and 53 the expiration dates are not in unison. Graph on page 59 is hard to read. Page 40 change North America to Asia and Africa and add Mississippi River Flyway Zone with pre/ post- test. Page 53 remove deservedly so for Jolene Engle.

Motion 4:0 unanimous

- From last meeting:

**Review Annual Report** – \*Included in agenda packet.

Are all necessary items in the report? Formatting, pictures, condensing, and WBWF description of budget.

When is this due? November 1<sup>st</sup>.

Approval of the annual report will be at the next board meeting.

**Approval of head of school as ex-officio on the board** –

Kate motions to approve the Head of School as ex-officio on the board.

Second Motion: Sam

Discussion: This does not mean we have to change our by-laws. Stephanie will add into Head of School job description.

Motion 4:0 unanimous

**Approval of changes made to the Policy Development and Review Policy** –

Kate motions to approve the changes made to the Policy Development and Review Policy.

Second Motion: Melissa

Discussion: Clarification on how to pass new versus existing policies.

Motion 4:0 unanimous

**Approval of FY18 Revised Budget** – \*Included in agenda packet.

Sam motions to approve the FY18 Revised Budget using option one eliminating conference.

Second Motion: Melissa

Discussion: We started by comparing the fund balance that will be changing between the three different budget options. We discussed this is an anomaly compared to past

years; it is off trend for us. We discussed appointing HOS to compose two new committees: Enrollment Retention and Enrollment Recruitment. In February, the budget will be discussed as this is when we will start looking at budget for FY19.

Motion 4:0 unanimous

**Approval of Reauthorization Contract with ACNW – \*Included in agenda packet.**

Melissa motions to approve the Reauthorization Contract with ACNW with said changes.

Second Motion: Kate

Discussion: A bio from Natalie and Melissa still need to be entered. There will be a small explanation of our future budget plan moving forward added to the appendix.

Motion 4:0 unanimous

- From last board meeting:

**Review Reauthorization Contract with ACNW – \*Options from Tammy and Stephanie for budget included in agenda packet.**

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Board recommendations

- Cancel Montessori conference
- Create two budgets, one with excess aid and one without the excess aid

Recommended plan ideas to not be in this situation for next year.

- Increase enrollment
  - o Possibly have a committee to focus on increasing enrollment
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**Discuss changing the school's by-laws that currently state the board has a teacher majority and create a non-teacher majority board of two teachers, two parents, and one community member –**

Pros for teacher majority: teacher autonomy and empowerment, ensures teachers are represented.

Cons for teacher majority: limited teachers, less diversity

At this point the board feels changing our by-laws will be a disservice to the school. We will continue with a teacher-majority board.

**Future Business**

**Adjournment –**

Sam motions to approve adjournment of the board meeting at 4:31 PM.

Second Motion: Kate

Discussion:

Motion 4:0 unanimous

\* Next board meeting date: November 16, 2017 at 3:30 PM.

September, 2017 Bank Reconciliation Audit # 1181

	Beg. Balance				End. Balance
	9/1/2017	Receipts	Disb	Journal Entry	9/30/2017
Business Account	\$ 56,649.08	\$ 85,933.45	\$ 64,734.90		\$ 77,847.63
Money Market Account	\$ 72,427.50	\$ 17.84			\$ 72,445.34
Student Activity Account	\$ 15,754.03	\$ 1,269.77			\$ 17,023.80
Subtotal	\$ 144,830.61	\$ 87,221.06	\$ 64,734.90	\$ -	\$ 167,316.77
Transfers between A/Cs		0.00	0.00		0
Outstand Checks 8/31/2017	-7416.66		-7416.66		0
Outstand Checks 9/30/2017			16136.69		-16136.69
Adjustments	12424.74		12424.74		
paychex deposit & taxes			-22647.46		
paychex invoice			-192.45		
Voided payroll entry			-15816.68		38656.59
audit adjustments	-15816.68				
					189836.67
Adjusted Cash Balance	134022.01	87221.06	47223.08	0	174019.99
Per SMART Reports	134022.01	87221.06	47223.08		174019.99
Difference	0	0	0	0	0

September 30, 2017- Projected 17-18

	Budgeted	Enrolled	Previous month
Pre-K	0	11	12*
K	10	8	8
CH Total	10	8	8
1	9	7	7
2	3	2	2
3	7	7	7
E1 Total	19	16	16
4	7	4	4
5	10	9	9
6	7	7	7
E2 Total	24	20	20
7	7	2	2
8	5	4	4
9	7	6	5
10	3	2	2
11	3	2	2
12	1	1	1
AP Total	26	17	16
Total	79	61	60



La Crescent Montessori STEM School  
Statement of Financial Activity by Object  
September 30, 2017

	A	B	C	D	E	F	G	H
1		Budget				Exhibit A		
2	ADM	79 00						
3	AMPCU							
4						8%		
5		Adopted Budget	Revised Budget	Month Actuals	FYTD Activity	% to Budget	Notes	
6	<b>General Service (Fund 01)</b>							
7	<b>Revenue</b>							
8	<b>Local:</b>							
9	Gifts & Bequests (096)	1,300.00		0.00	0.00	0%	PLTW	
10	Rent (093)	250.00		0.00	0.00	0%		
11	Tuition from Patrons (040)	0.00		0.00	0.00	#DIV/0!		
12	Fees from Patrons (050)	0.00		0.00	0.00	#DIV/0!		
13	Med Assist from Dept of HS (071)	0.00		0.00	342.20	#DIV/0!		
14	Interest Earnings (092)	200.00		17.84	88.67	44%		
15	Misc Local Revenue (099)	7,000.00		1,348.67	1,380.79	20%		
16								
17	<b>State:</b>							
18	General Education Aid (211)	552,226.00		62,732.10	158,537.44	29%		
19	Lease Aid (300 F348)	72,000.00		2,833.36	4,638.03	6%		
20	Special Ed - State Portion (360)	140,000.00		15,473.00	40,645.78	29%		
21	Literacy & Endowment Fund (201+212)	4,400.00		1,419.89	1,618.02	37%		
22								
23								
24								
25	<b>Federal:</b>							
26	Federal Aids & Grants (400-599)	34,178.00		0.00	9,308.16	27%		
27								
28	<b>Other:</b>							
29						#DIV/0!		
30	<b>Total Revenue</b>	<b>811,556.00</b>	<b>0.00</b>	<b>83,825.06</b>	<b>218,559.09</b>	<b>#DIV/0!</b>		
31								
32	<b>Expense</b>							
33								
34	General Ed Salaries (14%) (pro 2%%)	286,133.00		13,282.55	21,301.39	7%		
35	General Ed Benefits (2%%) (pro 2%%)	44,058.00		2,667.47	3,910.91	9%		
36	Administration Salaries (pro 0%%, 1%%) (1%%)	98,250.00		4,093.75	20,468.75	21%		
37	Administration Benefits (pro 0%%, 1%%) (2%%)	15,953.00		1,054.98	3,615.61	23%		
38	Contracted Services -305	32,000.00		947.24	9,286.47	29%		
39	Communications - 320	8,200.00		1,249.56	1,971.57	24%		
40	Postage - 329	400.00		5.32	54.32	14%		
41	Utilities - 330	8,000.00		-1,146.86	1,523.76	19%		
42	Prop Insurance - 340	9,000.00		948.00	1,501.00	17%		
43	Repairs & Maint - 350	3,500.00		928.87	2,738.87	78%		
44	Transportation - 360	0.00		0.00	0.00	#DIV/0!		
45	Staff Travel/Prof Dev - 366	12,300.00		15.00	1,652.78	13%		
46	Building Lease - 370 (prog 850)	80,000.00		6,666.67	26,866.66	33%		
47	Copier Lease - 370 (prog 810)	8,000.00		316.83	4,198.49	52%		
48	Payment to Other Schools - 390	2,500.00		0.00	0.00	0%		
49	Non-Educational Agency - 394/396 (not pro 400)	0.00		0.00	0.00	#DIV/0!		
50	Building & non-instr Supplies - 401	3,400.00		2,002.40	2,643.89	78%		
51	Instructional Supplies - 430	500.00		204.61	273.85	55%		
52	Textbooks/tests - 460/461	3,695.00		0.00	0.00	0%		
53	Building Construction(520)	44,625.00		0.00	43,275.00	97%		
54	Equipment - 530	300.00		140.98	6,844.09	2282%		
55	Tech Equipment - 555	600.00		353.00	6,745.88	1124%		
56	Membership/Dues - 820	14,000.00		3,754.17	5,027.51	36%		
57	Special Ed Salaries (1%% pro 4%%)	104,540.00		3,795.75	6,526.73	6%		
58	Special Ed Benefits (2%% pro 4%%)	15,482.00		787.34	1,201.06	8%		
59	Special Ed from other districts (373,394,396) pro 4%%	12,250.00		0.00	0.00	0%		
60	Other	17,205.00		-117.03	168.11	1%		
61								
62	<b>Total Expenses</b>	<b>824,891.00</b>	<b>0.00</b>	<b>41,950.63</b>	<b>171,617.32</b>	<b>21%</b>		
63								
64	<b>Net</b>	<b>-13,335.00</b>	<b>0.00</b>	<b>41,874.43</b>	<b>44,941.77</b>			
65	<b>PY Fund Balance</b>	<b>208,589.00</b>	<b>208,589.00</b>		<b>208,589.00</b>			
66	<b>Net Fund Balance</b>	<b>195,254.00</b>	<b>208,589.00</b>	<b>41,874.43</b>	<b>253,530.77</b>			
67	<b>SOD Fund 1</b>	<b>24%</b>	<b>#DIV/0!</b>		<b>148%</b>			

**La Crescent Montessori STEM School**  
**Statement of Financial Activity by Object**  
**September 30, 2017**

	A	B	C	D	E	F	G	H
1		Budget				Exhibit A		
2	ADM	79.00						
3	AMPCU							
4						8%		
5		Adopted Budget	Revised Budget	Month Actuals	FYTD Activity	% to Budget	Notes	
69	<b>Food Service (Fund 02)</b>							
70	Revenue:	900.00		0.00	111.12	12%		
71								
72	Expense:							
73	Milk	1,000.00		0.00	0.00	0%		
74								
75								
76								
77	Total Expenses	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0%</u>		
78								
79	Net	<u>-100.00</u>	<u>0.00</u>	<u>0.00</u>	<u>111.12</u>			
80	PY Fund Balance	<u>2,192.00</u>	<u>2,192.00</u>	<u>0.00</u>	<u>2,192.00</u>			
81	Net Fund Balance	<u>2,092.00</u>	<u>2,192.00</u>	<u>0.00</u>	<u>2,303.12</u>			
82		209%	#DIV/0!		#DIV/0!			
83								
84	<b>Community Service (Fund 04)</b>							
85	Revenue:	4,275.00		900.00	900.00	21%		
86								
87	Expense:							
88	Salaries			1,238.60	1,968.70	7%		
89	Benefits	30,173.00		241.10	354.75	8%		
90	AmeriCorps	4,483.00						
91		0.00		0.00	0.00	#DIV/0!		
92	Total Expenses	<u>34,666.00</u>	<u>0.00</u>	<u>1,479.70</u>	<u>2,343.45</u>	<u>7%</u>		
93								
94	Net	<u>-30,381.00</u>	<u>0.00</u>	<u>-579.70</u>	<u>-1,443.45</u>			
95	PY Fund Balance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			
96	Net Fund Balance	<u>-30,381.00</u>	<u>0.00</u>	<u>-579.70</u>	<u>-1,443.45</u>			
97		-68%	#DIV/0!		-62%			
98								
99								
100								
101								
102								
103								
104								
105	La Crescent Montessori & STEM School	Budget	Budget	Month Actuals	FYTD Activity			
106	Summary of Financial Position							
107								
108	Total Revenues	816,731.00	0.00	84,725.06	217,570.21			
109	Total Expenditures	860,547.00	0.00	43,430.33	173,960.77			
110								
111	Total Net Income/Loss	-43,816.00	0.00	41,294.73	43,609.44			
112	Beginning Fund Balance 7/1/16	210,781.00	210,781.00	0.00	210,781.00			
113								
114	Projected Fund Balance 6/30/17	<u>166,965.00</u>	<u>210,781.00</u>		<u>254,390.44</u>			
115		19%	#DIV/0!		146%			
116								

La Crescent Montessori STEM School  
Profit/Loss Statement  
For the Year to Date Ending 09/30/17

	A	B	C	D
1	<b>GENERAL FUND -01</b>	Approved Budget	Year to Date Activity	Percent of Budget
2				
3	<b>REVENUES</b>			
4	<b>State Revenues (s200-399)</b>			
5	General Education Aid (s211)	\$ 552,228.00	\$ 158,537.44	29%
6	Facilities Lease Aid (F348)	70,000.00	4,638.03	7%
7	State aid-Finance code specific (s300 not f348)	2,000.00	-	0%
8	Special Education Aid (360)	140,000.00	40,645.78	29%
9	Other Endow Fund, Literacy Aid (201,212)	4,400.00	1,618.02	37%
10	<b>Total State Revenues</b>	<u>\$ 768,628.00</u>	<u>\$ 205,439.27</u>	27%
11				
12	<b>Federal Revenues (s400-599)</b>			
13	Title I (f401)		-	
14	Title II, IV, V (f414)	2,000.00		0%
15	Federal Special Education (f419+420)	\$ 9,000.00		0%
16	Federal Aids & Grants (f514)	23,178.00	9,308.16	40%
17	<b>Total Federal Revenues</b>	<u>\$ 34,178.00</u>	<u>\$ 9,308.16</u>	27%
18				
19	<b>Local Revenues (s0%%)</b>			
20	Tuition (040)	\$ -		#DIV/0!
21	Fee from Patrons (050)	\$ -		
22	Gifts & Bequests (096)	1,300.00		0%
23	Interest (092)	200.00	88.67	44%
24	Rent (093)	250.00		0%
25	Miscellaneous (099,071)	7,000.00	1,722.99	25%
26	<b>Total Local Revenues</b>	<u>8,750.00</u>	<u>1,811.66</u>	21%
27				
28	<b>TOTAL REVENUES</b>	<u>\$ 811,556.00</u>	<u>\$ 216,559.09</u>	27%
29				
30	<b>EXPENDITURES</b>			
31	<b>Administration (P0%%)</b>			
32	Salaries (o1%%)	\$ 55,000.00	\$ 11,458.35	21%
33	Benefits (o2%%)	8,333.00	1,907.84	23%
34	Purchased Services (o3%%)	300.00	15.00	5%
35	Other-Training/Supplies	0	520.51	#DIV/0!
36	<b>Total Administration</b>	<u>\$ 63,633.00</u>	<u>\$ 13,901.70</u>	22%
37				
38	<b>District Support Services (p100-199)</b>			
39	Salaries (o1%%)	\$ 43,250.00	\$ 9,010.40	21%
40	Benefits (o2%%)	7,620.00	1,707.77	22%
41	Purchased Services (o3%%)	32,600.00	9,318.84	29%
42	Supplies and Materials (o4%%)	1,400.00	568.64	41%
43	Capital Expenditures (o5%%)	700.00	869.07	124%
44	Dues/Memberships and others (o8%%)	14,000.00	5,027.51	36%
45	<b>Total District Support Services</b>	<u>\$ 99,570.00</u>	<u>\$ 26,502.23</u>	27%
46				
47	<b>Elementary and Secondary Regular Instruction (P201,203,211,220,230,256,260,270)</b>			
48	Salaries (o1%%)	\$ 284,133.00	\$ 21,210.49	7%
49	Benefits (o2%%)	42,679.00	3,870.07	9%

La Crescent Montessori STEM School  
Profit/Loss Statement  
For the Year to Date Ending 09/30/17

	A	B	C	D
50	Purchased Services (o3%%)	2,500.00	-	0%
51	Supplies and Materials (o4%%)	2,000.00	1,419.87	71%
52	Capital Expenditures (o5%%)	-	6,401.30	#DIV/0!
53	Other Expenditures (Specify) (8%%)	-	-	#DIV/0!
54	<b>Total Elementary and Secondary Regular Instruction</b>	\$ 331,312.00	\$ 32,901.73	10%
55				
56	<b>Vocational Education Instruction (P3%%)</b>			
57	Salaries (o1%%)	\$ -		#DIV/0!
58	Benefits (o2%%)	-		#DIV/0!
59	Purchased Services (o3%%)	-		#DIV/0!
60	Supplies and Materials (o4%%)	-		#DIV/0!
61	<b>Total Vocational Education</b>	\$ -	\$ -	#DIV/0!
62				
63	<b>State Special Education (P4%%)</b>			
64	Salaries (o1%%)	\$ 104,540.00	\$ 6,526.73	6%
65	Benefits (o2%%)	15,482.00	1,201.08	8%
66	Purchased Services (o3%%)	28,550.00	1,600.26	6%
67	Supplies and Materials (o4%%)	500.00	27.00	5%
68	Equipment (500)	200.00	-	0%
69	<b>Total State Special Education</b>	\$ 149,272.00	\$ 9,355.07	6%
70				
71	<b>Title Programs (Specify I, II, III) (p204-210+216)</b>			
72	Salaries (o1%%)	\$ 9,605.00	\$ 233.90	2%
73	Benefits (o2%%)	1,379.00	40.84	3%
74	Purchased Services (o3%%)	12,000.00	1,530.00	13%
75	Supplies and Materials (o4%%)	2,195.00	69.24	3%
76	Capital Expenditures (o5%%)	-	6,320.20	#DIV/0!
77	<b>Total Title Programs</b>	\$ 25,179.00	\$ 8,194.18	33%
78				
79	<b>Intructional Support Services (6%%)</b>			
80	Salaries (o1%%)	\$ -		#DIV/0!
81	Benefits (o2%%)	-	18.11	#DIV/0!
82	Purchased Services (o3%%)	-	-	#DIV/0!
83	Supplies and Materials (o4%%)	-	-	#DIV/0!
84	<b>Total Other Federal Programs</b>	\$ -	\$ 18.11	#DIV/0!
85				
86	<b>Pupil Support Services (p7%%)</b>			
87	Salaries (o1%%)	\$ -	\$ -	#DIV/0!
88	Benefits (o2%%)	100.00	-	0%
89	Purchased Services (o3%%)	700.00	-	0%
90	Supplies and Materials (o4%%)	-		#DIV/0!
91	<b>Total Pupil Support Services</b>	\$ 800.00	\$ -	0%
92				
93	<b>Sites and Buildings (p8%%)</b>			
94	Salaries (o1%%)	\$ -		#DIV/0!
95	Benefits (o2%%)	-		#DIV/0!
96	Building Lease (f348)	80,000.00	26,666.66	33%
97	Other Purchased Services (o3%%)	16,000.00	4,699.53	29%
98	Repair/Maintenance (o350)	3,500.00	2,738.87	78%

La Crescent Montessori STEM School  
Profit/Loss Statement  
For the Year to Date Ending 09/30/17

	A	B	C	D
99	Utilities (o330)	10,000.00	1,523.76	15%
100	Supplies & Materials (o4%%)	2,000.00	339.48	17%
101	Equipment/Technology(5%%)		-	#DIV/0!
102	Building Construction (520)	44,625.00	43,275.00	97%
103	Capital Expenditures (o8%%)	-		#DIV/0!
104	<b>Total Sites and Buildings</b>	\$ 156,125.00	\$ 79,243.30	51%
105				
106	<b>Fiscal and Other Fixed Costs (p9%%)</b>			
107	Insurance (o340)	\$ 9,000.00	\$ 1,501.00	17%
108	Adjustment			
109	Interfund Transfer			
110	<b>Total Fiscal and Other Fixed Cost</b>	\$ 9,000.00	\$ 1,501.00	17%
111				
112	<b>TOTAL EXPENDITURES</b>	\$ 834,891.00	\$ 171,617.32	21%
113				
114	<b>GENERAL FUND 01 - NET INCOME</b>	\$ (23,335.00)	\$ 44,941.77	-193%
115				
116	<b>FOOD SERVICE FUND - 02</b>			
117				
118	<b>REVENUES</b>			
119	State Revenues (s2%%,3%%)	\$ 100.00	\$ 26.40	26%
120	Federal Revenues (4%%,5%%)	800.00	84.72	11%
121	Sale of Lunches and Other Local Revenue (s0%%)			#DIV/0!
122	Transfer from General Fund			#DIV/0!
123	<b>TOTAL REVENUES</b>	\$ 900.00	\$ 111.12	12%
124				
125				
126	<b>EXPENDITURES</b>			
127	Salaries (o1%%)	0		
128	Benefits (o2%%)	0		
129	Purchased Services (o3%%)	0		
130	Supplies and Materials (o4%%)	1000	0	0%
131	Other (Specify)	0		
132				
133	<b>TOTAL EXPENDITURES</b>	\$ 1,000.00	\$ -	0%
134				
135	<b>FOOD SERVICE FUND 02 - NET INCOME</b>	\$ (100.00)	\$ 111.12	12%
136				
137	<b>COMMUNITY SERVICE FUND - 04</b>			
138				
139	<b>REVENUES</b>			
140	State Revenues (s2%%,3%%)	0	0	
141	Federal Revenues (s4%%,5%%)	0		
142	Other Local Revenues (s0%%)	4,275.00	900.00	21%
143	Transfer from General Fund	0		
144	<b>TOTAL REVENUES</b>	\$ 4,275.00	\$ 900.00	21%
145				
146				
147	<b>EXPENDITURES</b>			

La Crescent Montessori STEM School  
Profit/Loss Statement  
For the Year to Date Ending 09/30/17

	A	B	C	D
148	Salaries (o1%%)	\$ 30,173.00	\$ 1,988.70	7%
149	Benefits (o2%%)	4,483.00	354.75	8%
150	Purchased Services (o3%%)	-	-	#DIV/0!
151	Supplies and Materials (o4%%)	-	-	#DIV/0!
152	Other (Specify)	-	-	#DIV/0!
153	TOTAL EXPENDITURES	\$ 34,656.00	\$ 2,343.45	7%
154				
155				
156	COMMUNITY SERVICE FUND 04 - NET INCOME	\$ (30,381.00)	\$ (1,443.45)	5%
157				
158				
159	Fund Balance at Beginning of the Year	\$ 210,781.00	\$ 210,781.00	
160	Net Income Year to Date	(53,816.00)	43,609.44	
161	Ending Fund Balance	\$ 156,965.00	\$ 254,390.44	

La Crescent Montessori STEM School  
Cashflow  
For the Month Ended September 30, 2017

Period Beginning	9/1/2017
Period Ending	9/30/2017
	REAL
Cash at Beginning of Period	\$ 7,562.96
Cash at End of Period	\$ 31,687.66

**Operations**

Cash receipt from	
State/Fed Funding	\$ 82,458.35
Tuition	900.00
Local Income	17.84
Classroom Funds	1269.77
Grants (G5-servs)	
Reimburse Corps Utilities	2496.00
Inter-Fund Transfer	
Miscellaneous	
Total Cash receipts	<u>\$ 87,141.96</u>
Cash paid for	
Payroll	44691.75
Rent	6666.67
Grants/G5	
Maintanance/Repair	
Excel/MN Enery/City	1349.11
curriculum/equipment	120.04
Technology/equipment	147.88
Ace Telephone	1079.56
Staff & Board Training	15.00
Office Expenses	713.04
Fees for Service-Business	4700.58
Building supplies/mat	187.72
Equipment Lease	316.83
Building Construction	
Insurance	948.00
Advertising	170.00
Special Education	
Milk	
Classroom Purchases	1911.08
Membership Dues	
Miscellaneous	
Total Cash paid for	<u>\$ 63,017.26</u>
<b>Net Cash Flow</b>	<b><u>\$ 24,124.70</u></b>





**LaCrescent Montessori Academy #4054**  
**SHR and SF Outstanding Payments**  
 9/30/2017

Bank: FNB  
 Acct#:

Co	Pmt No	Grp	Code	Name	Pmt Date	Check No	Pmt Type	Amount	
4054	7704	1	1485	360BRANDS, INC	9/22/2017	7930	Check	885.00	
4054	7689	1	1002	AcenTek	9/22/2017	7931	Check	1,079.56	
4054	7695	1	1353	ALLAN MC CORMICK	9/22/2017	7933	Check	6,666.67	
4054	7705	1	1490	CCS Technologies	9/22/2017	7934	Check	67.33	
4054	7709	1	1513	MELISSA BERBERICH	9/22/2017	7937	Check	5.18	
4054	7710	1	1514	RELIABLE PEST MANAGEMENT	9/22/2017	7943	Check	128.25	
4054	7707	1	1499	SMITH SCHAFFER & ASSOCIATES, LTD	9/22/2017	7946	Check	3,600.00	
4054	7703	1	1469	Studies Weekly	9/22/2017	7947	Check	76.50	
4054	7699	1	1386	Tammy Stremcha	9/22/2017	7948	Check	125.01	
4054	7697	1	1367	WINONA AGENCY	9/22/2017	7950	Check	948.00	
4054	7691	1	1010	XCEL ENERGY	9/22/2017	7951	Check	1,073.76	
4054	7711	1	1012	PERA	9/22/2017	7952	Check	10.00	
4054	7713	1	1434	Ashliegh Bartz	9/29/2017	7953	Check	204.61	
4054	7712	1	1172	ELAN VISA	9/29/2017	7954	Check	1,246.82	
4054	7714	1	1455	Melissa Crowley	9/29/2017	7955	Check	20.00	
						<b>Bank</b>	<b>FNB</b>	<b>Total</b>	16,136.69
								<b>Total</b>	16,136.69



Period Beginning	7/1/2017	8/1/2017	9/1/2017	9/1/2017	10/1/2017	11/1/2017	12/1/2017	1/1/2018	2/1/2018	3/1/2018	4/1/2018	5/1/2018	6/1/2018
Period Ending	7/31/2017	8/31/2017	9/30/2017	9/30/2017	10/31/2017	11/30/2017	12/31/2017	1/31/2018	2/28/2018	3/31/2018	4/30/2018	5/31/2018	6/30/2018
	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL	REAL
Cash at Beginning of Period		\$ (16,238.46)	\$ 7,562.96	\$ 7,562.96	\$ 28,898.30	\$ 33,256.64	#####	#####	\$ 15,095.66	\$ (9,094.00)	\$ 4,869.34	\$ (1,075.32)	#####
Cash at End of Period	#####	\$ 7,562.96	\$ 28,898.30	\$ 31,687.66	\$ 33,256.64	\$ 24,966.98	#####	#####	\$ (9,094.00)	\$ 4,859.34	\$ (1,075.32)	\$ (10,051.65)	\$ (5,249.00)

**Operations**

Cash receipt from

-767528	\$	844,819.77	State/Fed Funding	\$ 42,856.59	\$ 80,504.83	\$ 71,000.00	\$ 82,458.35	\$ 63,000.00	\$ 64,000.00	#####	#####	\$ 60,000.00	\$ 64,000.00	\$ 64,000.00	\$ 60,000.00	\$ 65,000.00
-4275	\$	5,175.00	Tuition				900.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00	475.00
-1750	\$	1,832.29	Local Income		64.45	200.00	17.84	200.00	200.00	200.00	200.00	200.00	200.00	145.00	145.00	60.00
	\$	1,269.77	Classroom Funds				1269.77									
-36178.4	\$	45,486.56	Grants (GS-servs)		9308.16	10000.00		9000.00					15000.00		2178.40	
	\$	7,488.00	Reimburse Corps Utilities				2496.00	1248.00			1248.00		1248.00			1248.00
-44625	\$	45,000.00	Inter-Account Transfer		45000.00											
-7000	\$	7,000.00	Miscellaneous							3000.00			4000.00			
-861356.4	\$	958,071.39	Total Cash receipts	\$ 42,856.59	#####	\$ 81,200.00	\$ 87,141.96	\$ 73,923.00	\$ 64,675.00	#####	#####	\$ 60,675.00	\$ 84,923.00	\$ 64,620.00	\$ 62,798.40	\$ 66,783.00

Cash paid for

607,474.35	\$	651,586.93	Payroll	36830.50	36590.33	40000.00	44691.75	55000.00	55000.00	55000.00	55000.00	55000.00	55000.00	55000.00	55000.00	55000.00	\$ 3474.35
80,000.00	\$	86,666.66	Rent	13333.32	6666.66	6666.66	6666.67	6666.66	6666.66	6666.66	6666.66	6666.66	6666.66	6666.66	6666.66	6666.66	
	\$	69.24	Grants/GS		69.24												
3,500.00	\$	3,105.59	Maintanance/Repair	105.59		500.00		500.00		500.00		500.00		500.00		500.00	
8,000.00	\$	14,839.76	Excel/MN Enery/City	1292.64	1378.01	1082.00	1349.11	1082.00	1082.00	1082.00	1082.00	1082.00	1082.00	1082.00	1082.00	1082.00	
6,695.00	\$	7,592.04	curriculum/equipment		777.00	3000.00	120.04			2000.00			1695.00				
700.00	\$	10,569.92	Technology/equipme	302.46	9419.58		147.88										700.00
4,200.00	\$	5,286.80	Ace Telephone	359.50	347.74	350.00	1079.56	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	
12,300.00	\$	13,979.24	Staff & Board Training		1664.24		15.00				12300.00						
1,800.00	\$	3,178.13	Office Expenses		965.09	600.00	713.04	300.00		300.00				300.00			
24,000.00	\$	32,856.64	Fees for Service-Busir	3057.18	2098.88	3600.00	4700.58	1800.00	2000.00	2000.00	3600.00	2000.00	2000.00	2000.00	2000.00	2000.00	
2,000.00	\$	2,158.80	Building supplies/mat		571.08	200.00	187.72	100.00	100.00	200.00	100.00	200.00	100.00	200.00	200.00	100.00	
8,000.00	\$	10,866.49	Equipment Lease	316.83	3564.83	666.00	316.83	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	
44,625.00	\$	46,331.17	Building Construction		46331.17												
9,000.00	\$	7,898.00	Insurance				948.00		3000.00	40.00		2000.00		1000.00	810.00	100.00	
4,000.00	\$	3,184.77	Advertising	14.77			170.00		1000.00			1000.00		1000.00		1000.00	
29,250.00	\$	20,000.00	Special Education			2000.00		2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	2000.00	
1,000.00	\$	1,000.00	Milk			200.00		100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	
	\$	1,911.08	Classroom Purchases				1911.08										
14,000.00	\$	16,114.43	Membership Dues	3482.26	632.17	1000.00		1000.00	1000.00	2000.00	1000.00	1000.00	1000.00	1000.00	1000.00	2000.00	
	\$	-	Miscellaneous														
			Total Cash paid for	\$ 59,095.05	#####	\$ 59,864.66	\$ 63,017.26	\$ 69,564.66	\$ 72,964.66	#####	#####	\$ 84,864.66	\$ 70,959.66	\$ 70,564.66	\$ 71,774.73	\$ 61,980.35	

860,544.35

<b>Net Cash Flow</b>	<b>#####</b>	<b>\$ 23,801.42</b>	<b>\$ 21,335.34</b>	<b>\$ 24,124.70</b>	<b>\$ 4,358.34</b>	<b>\$ (8,289.66)</b>	<b>\$ (3,981.66)</b>	<b>\$ (5,889.66)</b>	<b>#####</b>	<b>#####</b>	<b>\$ 13,963.34</b>	<b>\$ (5,944.66)</b>	<b>\$ (8,976.33)</b>	<b>\$ 4,802.65</b>
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