

## **MINUTES – May 23, 2016 - TRCS Board of Directors Meeting**

**Mission Statement:** We will support each student's continuing discovery and development of self and community by providing a learning environment that is relevant, active and project oriented. All aspects of the student's experience at Two Rivers Community School will enhance his/her natural learning power.

**Members Present:** Harrison Sterne, Lindsay Masland, Jason White, David Rizor, Shari Williamson, Bryan Martin, Lynnwood Brown, Karen Trefz, Natalie Oransky, Jonathan Carpenter, Laura Mallard, Lindsay Carroll

### CALL TO ORDER

- Meeting called to order by Shari at 5:36 p.m.
- Quorum established with 8 voting members present at call to order

### MISSION STATEMENT

- Mission statement read by Shari

### APPROVAL OF MAY 23, 2016 BOD MEETING AGENDA

**ACTION: Harrison moved to approve tonight's meeting agenda (*attached to these minutes as Exhibit A, with revisions to authorize Title I submission, audit agreement*); Lindsay seconded – PASSED by consent**

### APPROVAL OF APRIL 25, 2016 BOD MEETING MINUTES

**ACTION: Harrison moved to approve April 25, 2016 minutes; seconded by Laura – PASSED by consent**

### CONFLICTS OF INTEREST

- None

## GOVERNANCE PROCESS POLICIES

- EL-9
  - Read by Harrison

**ACTION: Laura moved to re-commit to the above GP policies; seconded by Karen – PASSED by consent**

## PUBLIC COMMENTS

- None

## REPORTS

- Development Director
  - Development Director Board Report (*attached to these minutes as Exhibit B*)
  - 45% of our community has given, including 100% of Board and approximately 65% of staff
  - Final solicitation for the fiscal year will focus on why we need/ask people to give, including the 100% participation
  - Focus for next year includes newly formed development committee, further described in the attached report (*Exhibit B*)
  - Lynnwood notes that the Development Committee is defined in our Bylaws as a Board committee, and we need to make sure we do not act inconsistently with it
    - Ryan notes that this committee being strong is essential to reach our goal of the school having a ongoing, meaningful fundraising presence
  
- Director's Report
  - Director's Report (*attached to these minutes as Exhibit C*)
  - Last day of school is June 9, 2016
  - 8<sup>th</sup> grade graduation is the afternoon of June 8, 2016
  - EOGs begin this Friday
    - This Tuesday-Wednesday, K-2 is finishing MClass
  - 188 is currently our enrollment number going into next year
    - K, 2, 4, 5, and 6 have a wait list
    - Today we have 173 students
  - We need to approve our agreement with auditors, including the \$150 raise they

requested, and the filing of Title I application

- Laura noted that it appeared to her that the teachers are not aware of the resources each other have

**ACTION: Lynnwood moved to approve the contract with the auditor; seconded by Harrison – PASSED by consent**

**ACTION: Jason moved to authorize David to file the Title I application; seconded by Lynnwood – PASSED by consent**

- Finance Committee/Treasurer
  - Budget Transfers – Request for Authorization (*attached to these minutes as Exhibit D*)
    - \$1600 change for advertising, and design budget for architect change of \$660 based on additional wrap-up costs
      - We have all of the deliverables from the architect
    - Ryan notes that we should be including the pass-through fundraising when we state how much the school has raised, and this has not been happening
      - Natalie says pulling numbers directly from the budget and claiming them as fundraised will not work, because not all of the money showing up on the budget report for pass-through fundraising was actually donated
    - Laura notes that we should be careful not to automatically approve additional expenses just because they come to us
  - We are about 99% of the way done to building a budget for next year
    - We need to make sure that our fundraising pitch includes the same spending priorities as those listed as priorities in our budget

**ACTION: Lynnwood moved to approve the Budget Transfers in *Exhibit D*; Laura seconded – PASSED by consent**

**ACTION: Laura moved to approve the 2016-2017 proposed Budget in *Exhibit E* based upon 181 enrollment; Jonathan seconded – PASSED by consent**

**ACTION: Lynnwood moved that we approve that any shortfalls in salaries, per contracts, will come out of reserves if enrollment and state allocation leaves us short; Laura seconded – PASSED by consent**

COMMUNITY MEETING

- Tomorrow, May 23, 2016 at 5:00 p.m.
  - Agenda *attached to these minutes as Exhibit F*
  - We are trying to get the community's input on our strategic plan pillars, expectations
- 
- Harrison moved that we go into executive session; Jonathan seconded – PASSED by consent

ADJOURN

- Lynnwood moved to adjourn the meeting; Jason seconded – PASSED by consent
- 
- May 23, 2016 TRCS Board of Directors meeting adjourned at 8:40 p.m.

**Director's Report  
May 23, 2016**

Director's Report  
May 23, 2016

1. The last day of school will be June 9.
2. 8<sup>th</sup> Grade Graduation is June 8<sup>th</sup>.
3. EOGs Take place during the last two weeks of school, beginning May 27<sup>th</sup>.
4. Interviews are underway for the 1<sup>st</sup> & 2<sup>nd</sup> grade aide positions and the EC teacher/Coordinator position. The 2<sup>nd</sup> grade teacher resigned this week and that position has been posted on our website with newspaper to follow this weekend.
5. The current student count for next year is 188-189
  - K – 22 with wait list
  - 1<sup>st</sup> – 20 with no wait list
  - 2<sup>nd</sup>- 22 with a wait list
  - 3<sup>rd</sup> – 16 with 3 former students possibly returning
  - 4<sup>th</sup>- 22 with a wait list
  - 5<sup>th</sup> – 22 with a wait list
  - 6<sup>th</sup> – 22 with a wait list
  - 7<sup>th</sup> – 21 with 1 left to confirm and no wait list
  - 8<sup>th</sup> – 21 with no wait list

State Submissions

- Principal's Monthly Report
- Employee Workplace Conditions Survey -98% response rate, results will be released in June

**Key Performance Indicators:**

No informal grievance meetings were held by the Director

No formal grievance meetings were held with the Director

Enrollment Report for the Period of   April 25   to   May 23  

<b>Grade</b>	<b>Current</b>	<b>Prior</b>	<b>Change</b>	<b>Capacity</b>	<b>Current Target</b>	<b>Comments</b>	<b>Wait List</b>
K	21	21	0	22	22		0
1	22	22	0	22	22		0
2	14	13	1	22	22		0
3	22	22	0	22	22		0
4	18	19	-1	22	22		0
5	20	19	1	22	22		0
6	19	19	0	22	22		0
7	21	20	1	22	22		0
8	16	16	0	22	22		0
TOTAL	173	171	2	198	198		0

## **Key Organizational Decisions Calendar:**

**September:**

**October:**

**November:**

**December:**

**January:**

**February:**

**March:**

### **School Board Appreciation Month Celebration**

Open Enrollment/Open Houses

Board members attend open houses to meet potential families

**April:**

Lottery Held @ this meeting

Draft budget discussed at this meeting (based on data available)

Formal approval of Contracts for next year (Buffalo Cove, other programs)

Plan ahead for board retreat agenda

**May:**

### **Teacher Appreciation Month celebrated**

Budget approved at this meeting

Staff contract (contracted & salaried staff) renewals approved at this meeting

Community Meetings held in early May

## **Looking Forward**

**September**

Board Meeting: Sept @ 5:30

Finance:

Excom:

**October**

Board Meeting: Oct. @ 5:30 pm

Finance:

Excom:

**November**

Board Meeting: Nov. @ 5:30 pm

Finance:

Excom:

### **December**

Board Meeting: No board meeting this month

Finance:

Excom: Dec.

### **January**

Board Meeting: Jan. @ 5:30 pm

Finance:

Excom:

### **February**

Board Meeting – February @ 5:30 pm

Finance –

Excom –

### **March**

Board Meeting – March 21 @ 5:30 pm

Finance –

Excom – March 16 @ 8:15

### **April**

Board Meeting – April 25 (Lottery) @ 5:30 pm

Finance –

Excom –

### **May**

Board Meeting – May 23<sup>th</sup> @ 5:30 pm

Finance –

Excom –

### **June**

Board Retreat Dates – TBA

Excom-

### **July**

Board Meeting – July 25<sup>th</sup> @ 5:30 pm

Excom-



Exhibit D

MAY 2016 FINANCE COMMITTEE (BOD)  
BUDGET TRANSFERS - REQUEST FOR AUTHORIZATION

Fund Balance Appropriate @ July 1, 2015 310,324 (includes \$24,256 in Legacy @ July 1)  
 Previously approved Revenue Budget Transfers this year (thru 4/25/16) (145,295)  
 Previously approved Expense Budget Transfers this year (thru 4/25/16) (88,935)  
 Through Previous BOD Meeting - Forecasted Reserves at June 30, 2016 253,964  
 Current cash on hand May 21 = \$416,019 (incl \$41,708 in Legacy)  
 RE loan bal - \$165K -10 yr fixed 5.25%; LOC bal=\$0 (zero) - avail. \$85K

Item Description	Current Budget	Proposed Change	Updated Budget	Comments
<b>Change in Revenue</b>				
Field Trips	\$159	694	\$853	Update for April actuals
Fundraising - Student Fees	\$3,425	22	\$3,447	Update for April actuals
Fundraising - Middle School	\$10,000	906	\$10,906	Update for April actuals
Fundraising - PTO	\$1,170	1,520	\$2,690	Update for April actuals
Fundraising - Legacy / Interest	\$14,832	4,261	\$19,093	Update for April actuals
<b>Subtotal - Revenue Changes</b>		<b>7,403</b>		
<b>Change in Expense</b>				
3 - Books & Supplies - Postage	\$1,000	624	\$1,624	Update for April actuals
6 - Contracted Student Services - Field Trips	\$470	1,251	\$1,721	Update for April actuals
8 - Admin Svcs - Advertising	\$6,500	1,600	\$8,100	Estimated remaining advertising costs
11 - Facilities - Architect Fees	\$2,258	1,690	\$3,948	Closeout facility programming line-item Architect contract
16 - Fundraising - Middle School	\$10,800	816	\$11,616	Update for April actuals
16 - Fundraising - Garden	\$600	203	\$803	Update for April actuals
16 - Fundraising - Arts	\$4,500	225	\$4,725	Update for April actuals
<b>Subtotal - Expense Changes</b>		<b>6,409</b>		

Net impacts of "budget transfers" to / (from) reserves this period 994  
 June 30, 2016 - Estimated Total Reserves 254,958

Includes Legacy

FOR BOARD AWARENESS (no immediate authorization required; potential financial exposure items) Comments

1/4 Salary Gap (Apx)	21,000
1/4 Salary Gap Benefits	5,300
Total Potential Increase	26,300
50% of 1/4 built into budget at 170 & 175	
Total Remaining Salary Gap (approx)	\$63,000
Plus appx Benefits	\$16,000
Total	\$79,000
<b>Assumptions</b>	
1. 1/2 of 1/4 salary gap increase guaranteed	
The rest of the potential 1/4 gap would be looked at in November	
2. No Spanish/Music teacher considered until enrollment is over 185	
3. No office help until enrollment is over 185	
4. Grant for EC Risk Pool to pay for 1 on 1 teacher--this may be as much as 18k short	
5. Per-pupil Revenue at 2014-15 level	
6. EC per pupil at 2014-15 level	
7. Enrollment at 180 students for initial break even (without raises)	
8. EC Enrollment at 35 students	
9. No other increases in revenue or expense	
10. Development Director Salary included with benefits and no offsetting increase in revenue	
11. Fundraised amount to cover Development Director <b>NOT</b> included	
12. #16 Fundraising lines zero out between revenue and expense	
13. Benefits at same cost levels as 2015-16--likely to increase	
14. New EC Teacher Coordinator at same level as 2015-16 salary-should be projected at \$45,000	
15. All additional students are projected to be from Watauga for funding projections	
16. Full 1/4 gap salary increase is included at 185 students	

ENROLLMENT SCENARIOS Per Pupil									
Amount	# of Students	Total	# of Students	Total	# of Students	Total	# of Students	Total	Total
5,163	170	877,710	175	903,525	181	934,503	185	955,155	
2,937	35	102,795	35	102,795	35	102,795	35	102,795	
		980,505		1006,320		1,037,298		1,057,950	
ENROLLMENT SCENARIOS									
			170		170		175		185
Line Item Description	April Budget Update	Actuals thru April 30	May Budget Update	comments	# of Students	Total	# of Students	Total	# of Students
<b>State Revenue</b>									
Rev-Charter Schools	926,438	917,842	926,438		877,710	903,525	934,503	955,155	
Rev-Charter Schools-CWD	75,876	65,541	75,876		102,795	102,795	102,795	102,795	
Rev-Ch Sch Reserve	33,450	15,739	33,450	Risk Pool is for new students. We won't know until school starts.					
Risk pool				Estimate 35,000 plus benefits for EC 1 on 1 teacher. (lgs 50k)	32,000	32,000	32,000	32,000	
<b>Total</b>	<b>1,035,764</b>	<b>999,122</b>	<b>1,035,764</b>		<b>1,012,505</b>	<b>1,038,320</b>	<b>1,069,298</b>	<b>1,089,950</b>	
<b>Local Revenue</b>									
Sales Tax	4,045	2,023	4,045	Adjusted to current year revenue	4,045	4,045	4,045	4,045	
Field Trips	159	853	853	This is a plizer holder for field trip	1,000	1,000	1,000	1,000	
Contributions	100	100	100	see spending priorities / dev't					
Various	2,165	2,165	2,165	see spending priorities / dev't					
DOE	22,208	22,208	22,208		22,208	22,208	22,208	22,208	
Ashe Cty	23,757	13,198	23,757	16 students @ \$164.98 * 9 months	23,757	23,757	23,757	23,757	
Avery Cty	1,880	836	1,880	1 student @ \$202.98 per day * 9	1,827	1,827	1,827	1,827	
Caldwell County	2,478	1,802	2,478	2 students @ \$697/day * 180 days	2,491	2,491	2,491	2,491	
Watauga Cty	417,092	209,534	417,092	160 students @ \$230.51/month * 12 months	417,092	428,730	448,092	459,156	
F&F Watauga	5,180	5,180	5,180	6 students @ 124.67 * 9 months	5,180	5,180	5,180	5,180	
Wilkes	6,687	4,234	6,687	6 students @ \$116 AURA/Arts moved to #16 AURA/Arts	6,687	6,687	6,687	6,687	
Arts Grants									
Fundraising - General	3,145	3,145	3,145		3,500	3,500	3,500	3,500	
Fundraising-student fees	3,425	3,447	3,447		3,500	3,500	3,500	3,500	
Fundraising - snack	4,000	3,624	4,000		4,000	4,000	4,000	4,000	
Fundraising - Middle School	10,000	10,906	10,906		13,000	13,000	13,000	13,000	
Fundraising - Garden	500	500	500		600	600	600	600	
Fundraising - Buffalo Cove	6,000	3,285	6,000		6,200	6,200	6,200	6,200	
Fundraising - AURA	4,500	897	4,500	Change Name to Arts	2,000	2,000	2,000	2,000	
Fundraising - PTO	1,170	2,690	2,690		5,000	5,000	5,000	5,000	
Fundraising - yearbook	1,500	200	1,500		1,800	1,800	1,800	1,800	
Fundraising - St Council	324	324	324		300	300	300	300	
Fundraising - Fam Asst	323	293	323	see spending priorities / dev't plan	250	250	250	250	
Fundraising - Class Sponsorships	160	160	160		250	250	250	250	
Fundraising - Earthfare	3,000	2,711	3,000		3,000	3,000	3,000	3,000	
Fundraising (Events managed by DevDir)	1,700	-	1,700	see spending priorities / dev't plan	40,000	40,000	40,000	40,000	
Fundraising - Legacy	14,100	14,842	14,842	removed until fundraising plans final					
Fundraising - Legacy Interest	732	4,251	4,251	see spending priorities / dev't plan					
Fundraising - Scholarships				see spending priorities / dev't plan	1,000	1,000	1,000	1,000	
<b>Total</b>	<b>540,330</b>	<b>313,406</b>	<b>547,733</b>		<b>568,687</b>	<b>580,325</b>	<b>599,687</b>	<b>610,751</b>	
<b>Federal Funds</b>									
Title I-050	12,101	12,101	12,101						
IDEA-060	30,759	30,759	30,759		14,569	14,569	14,569	14,569	
REAP-091	2,230	-	2,230		23,451	23,451	23,451	23,451	
IDEA-118	200	207	200		2,230	2,230	2,230	2,230	
<b>Total Federal Funds</b>	<b>45,290</b>	<b>43,067</b>	<b>45,290</b>	current year allocation	<b>40,750</b>	<b>40,750</b>	<b>40,750</b>	<b>40,750</b>	
<b>Before &amp; After School</b>									
<b>Total Revenue</b>	<b>1,643,384</b>	<b>1,376,696</b>	<b>1,650,787</b>		<b>20,000</b>	<b>20,000</b>	<b>1,679,395</b>	<b>1,725,735</b>	<b>1,761,451</b>

ENROLLMENT SCENARIOS Per Pupil						
Amount	# of Students	Total	# of Students	Total	# of Students	Total
5,163	170	877,710	175	903,523	181	934,503
2,937	35	102,795	35	102,795	35	102,795
		980,505		1,006,320		1,057,950
ENROLLMENT SCENARIOS						
Line Item Description	April Budget Update	Actuals thru April 30	May Budget Update	comments	170	175
					181	185
<b>EXPENSES</b>						
<b>1. Salaries &amp; Bonuses</b>						
Total Salaries	982,387	761,709	982,387		913,800	913,800
<b>2 Benefits</b>						
Social Security 7.65%	70,999	52,969	70,999		69,905.7	69,905.7
Soc Sec Risk Pool	1,505	939	1,505			
Soc Sec 060	1,041	860	1,041			
Soc Sec 050	2,711	2,186	2,711			
Soc Sec 091	158	-	158			
State Retirement 15.5%	135,545	106,318	135,545		135,827	135,827
St Ret Risk Pool						
St Ret DOE					0	0
Hospital 5377*22	135,499	97,979	135,499		118,294	118,294
Hospital Risk Pool						
Unemployment 1.61%	8,750	4,774	8,750		9,000	9,000
Sly Increase					2,100	2,100
<b>Total Benefits</b>	<b>356,208</b>	<b>266,025</b>	<b>356,208</b>		<b>335,126</b>	<b>335,126</b>
<b>3 Books &amp; Supplies</b>						
Textbooks	100	-	100		3,700	3,700
Library Books	200	-	200		200	200
Instructional Supplies	9,000	3,705	9,000		9,000	9,000
EC Instruct Supplies	660	660	660		325	325
Ec Instructional Supplies 118					200	200
Health Supplies	400	117	400		400	400
Art Supplies	400	-	400		400	400
B&A Sch Supplies	150	46	150		300	300
Office Supplies	9,000	7,378	9,000		9,000	9,000
BOD Supplies	600	491	600		850	850
Postage	1,000	1,624	1,624		1,000	1,000
Memberships	750	235	750		1,575	1,575
Sales Tax	4,500	3,516	4,500		4,500	4,500
<b>Total Books &amp; Supplies</b>	<b>26,760</b>	<b>17,772</b>	<b>27,384</b>		<b>31,450</b>	<b>31,450</b>
<b>4 Technology</b>						
Instructional Software	1,000	898	1,000		3,000	3,000
Non-Cap Hardware	50	-	50		-	-
Office Software	100	96	100		750	750
Non-Cap Office hdw	500	496	500		500	500
<b>Total Tech</b>	<b>1,650</b>	<b>1,490</b>	<b>1,650</b>		<b>4,250</b>	<b>4,250</b>
<b>5 Non-Cap Equipment &amp; Leases</b>						
Instructional Equip	300	287	300		1,500	1,500
Reproduction Costs	5,000	4,021	5,000		5,000	5,000
Office Equipment	100	42	100		2,000	2,000
Playgrnd Equip-360	-	-	-		500	500
<b>Total Non-Cap Equip</b>	<b>5,400</b>	<b>4,350</b>	<b>5,400</b>		<b>9,000</b>	<b>9,000</b>
<b>6 Contracted Student Services</b>						
Instructional Services	26,225	20,100	26,225		27,000	27,000
EC Services	12,000	8,400	12,000		12,000	12,000
Psych Services	-	-	-		500	500
Speech Service	22,000	17,645	22,000		22,000	22,000
Speech St Reserve	2,200	-	2,200		2,200	2,200

ENROLLMENT SCENARIOS Per Pupil									
Amount	# of Students		Total	# of Students		Total	# of Students		Total
	5,163	170		877,710	175		903,525	181	
2,937	35	102,795	35	102,795	35	102,795	35	102,795	
		980,505		100,630		1,037,298		1,057,950	
ENROLLMENT SCENARIOS									
Line Item Description	April Budget Update	Actuals thru April 30	May Budget Update	comments					
Field Trips	470	1,721	1,721		170	175	181	185	
<b>Total Contracted</b>	<b>62,895</b>	<b>47,866</b>	<b>64,146</b>		<b>64,700</b>	<b>64,700</b>	<b>64,700</b>	<b>64,700</b>	<b>64,700</b>
<b>7 Staff Development</b>									
Workshop Expenses	5,000	3,618	5,000		12,000	12,000	12,000	12,000	12,000
Workshop Exp 091	2,230		2,230		2,230	2,230	2,230	2,230	2,230
EC Workshop EC 118	745	207	745		500	500	500	500	500
<b>Total Staff Development</b>	<b>7,975</b>	<b>3,825</b>	<b>7,975</b>		<b>14,730</b>	<b>14,730</b>	<b>14,730</b>	<b>14,730</b>	<b>14,730</b>
<b>8 Administrative Services</b>									
Advertising	6,500	5,944	8,100		6,500	6,500	6,500	6,500	6,500
Audit Services	8,710	8,710	8,710		8,710	8,710	8,710	8,710	8,710
Bank Fees	1,000	634	1,000		1,200	1,200	1,200	1,200	1,200
Financial Svcs	19,350	13,168	19,350		19,350	19,350	19,350	19,350	19,350
Gen Admin	17,000	10,122	17,000		15,000	15,000	15,000	15,000	15,000
Legal Services	5,000	4,000	5,000		5,000	5,000	5,000	5,000	5,000
Power School	8,700	6,584	8,700		8,700	8,700	8,700	8,700	8,700
Tech Support	3,000	2,703	3,000	reduced from \$5000	3,000	3,000	3,000	3,000	3,000
Human Resources	650	595	650		650	650	650	650	650
Other Tax Pmts	1,500	1,304	1,500		2,000	2,000	2,000	2,000	2,000
<b>Total Admin/Services</b>	<b>71,410</b>	<b>53,764</b>	<b>73,010</b>		<b>70,110</b>	<b>70,110</b>	<b>70,110</b>	<b>70,110</b>	<b>70,110</b>
<b>9 Insurances</b>									
Workers Comp	6,600	3,662	6,600		6,600	6,600	6,600	6,600	6,600
Gen Liability	11,437	7,648	11,437		11,437	11,437	11,437	11,437	11,437
<b>Total Insurances</b>	<b>18,037</b>	<b>11,310</b>	<b>18,037</b>		<b>18,037</b>	<b>18,037</b>	<b>18,037</b>	<b>18,037</b>	<b>18,037</b>
<b>10 Rents &amp; Debt Service</b>									
Debt Service-Principal	6,574	5,561	6,574		12,153	12,153	12,153	12,153	12,153
Debt Svc-Interest	11,294	10,509	11,294		9,428	9,428	9,428	9,428	9,428
Mod Space Rental	46,096	37,519	46,096		46,096	46,096	46,096	46,096	46,096
Carrol Co Parking	26,400	24,200	26,400		26,400	26,400	26,400	26,400	26,400
<b>Total Rents &amp; Debt Service</b>	<b>90,364</b>	<b>77,789</b>	<b>90,364</b>		<b>94,077</b>	<b>94,077</b>	<b>94,077</b>	<b>94,077</b>	<b>94,077</b>
<b>11 Facilities</b>									
Architect Fees	2,258	1,989	3,948						
Bldg Repairs & Maint	11,500	10,177	11,500		13,600	13,600	13,600	13,600	13,600
Bldg Supplies & Materials	3,500	2,773	3,500		5,000	5,000	5,000	5,000	5,000
Contracted Custodial	12,000	6,655	12,000		12,000	12,000	12,000	12,000	12,000
Custodial Equip & Supplies	4,000	3,843	4,000		5,000	5,000	5,000	5,000	5,000
Security Monitoring	1,000		1,000		1,000	1,000	1,000	1,000	1,000
<b>Total Facility</b>	<b>34,258</b>	<b>25,437</b>	<b>35,948</b>		<b>36,600</b>	<b>36,600</b>	<b>36,600</b>	<b>36,600</b>	<b>36,600</b>
<b>12 Utilities</b>									
Electricity	17,000	14,202	17,000		18,000	18,000	18,000	18,000	18,000
Natural Gas	2,500	2,491	2,500		6,000	6,000	6,000	6,000	6,000
Water & Sewer	4,000	3,013	4,000		4,200	4,200	4,200	4,200	4,200
Waste Management	5,500	4,435	5,500		5,500	5,500	5,500	5,500	5,500
Telephone	5,576	4,891	5,576		5,500	5,500	5,500	5,500	5,500
<b>Total Utilities</b>	<b>34,576</b>	<b>29,032</b>	<b>34,576</b>		<b>39,200</b>	<b>39,200</b>	<b>39,200</b>	<b>39,200</b>	<b>39,200</b>
<b>13 Nutrition &amp; Food</b>									
Other Food B&A	800	521	800		1,000	1,000	1,000	1,000	1,000
Other Food Office	3,500	2,721	3,500		4,000	4,000	4,000	4,000	4,000
<b>Total Nutrition &amp; Food</b>	<b>4,300</b>	<b>3,242</b>	<b>4,300</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

ENROLLMENT SCENARIOS Per Pupil									
Amount	# of Students		Total	# of Students		Total	# of Students		Total
	5,163	170		877,710	175		903,525	181	
2,937	35	102,795	35	102,795	35	102,795	35	102,795	
		980,505		1006320		1,037,298		1,057,950	
ENROLLMENT SCENARIOS									
Line Item Description									
April Budget Update	Actuals thru April 30	May Budget Update	comments	170	175	181	185		
<b>14 Capital Purchases</b>									
Cap Computers	1,000	-		1,000				2,000	2,000
Total Cap Purch	1,000	-		1,000				2,000	2,000
<b>15 Transportation &amp; travel</b>									
Vehicle Repair & Svc monthly	182	182		182	1,600	1,600		1,600	1,600
Vehicle Supplies	150	37		150				400	400
Vehicle Gas & Diesel	250	2		250	500	500		500	500
Travel	2,000	971		2,000	4,500	4,500		4,500	4,500
Total Transportation	2,582	1,192		2,582	7,000	7,000		7,000	7,000
<b>#16 Fundraising</b>									
General	3,243	3,243		3,243	3,500	3,500		3,500	3,500
Student	3,700	422		3,700	3,700	3,700		3,700	3,700
Snack (5th grade) (\$0)	4,700	4,645		4,700	4,500	4,500		4,500	4,500
Middle School (\$0)	10,800	11,616		11,616	13,000	13,000		13,000	13,000
Garden	600	803		803	600	600		600	600
Scholarships (\$1,000)	90	90		90	1,000	1,000		1,000	1,000
Buffalo Cove	6,200	3,300		6,200	6,200	6,200		6,200	6,200
AURA (Arts name change)	4,500	4,725		4,725	1,500	1,500		1,500	1,500
PTO (\$2,000)	3,500	1,583		3,500	5,000	5,000		5,000	5,000
Yearbook (\$0)	1,600	1,527		1,600	1,800	1,800		1,800	1,800
St Council (\$924 - 119) segregate	119	119		119	200	200		200	200
Farm Asst (\$0)	-	-		-	250	250		250	250
Carwash	-	-		-	-	-		-	-
Class Sponsorship	160	-		160	100	100		100	100
Earthfare (\$3,000 - \$2,500) (K letter land)	2,500	2,367		2,500	2,500	2,500		2,500	2,500
Event Expense (managed by Dev Dir)	1,700	1,606		1,700	20,000	20,000		20,000	20,000
Total Fundraising	43,412	36,046		44,656	63,850	63,850		63,850	63,850
<b>Total Expenses</b>	1,743,213	1,340,849		1,749,622	1,708,930	1,708,930		1,708,931	1,717,361
Net Revenue minus expense (66,988) (29,535) 20,804 44,090									

TRCS spending priorities, LEGACY & Fundraising planning ('16-'17 year) - BOD (rev May 21)									
Item Description	Total Guesstimate	Ind in '16-'17 balanced budget	High priority-early FY - Ops reserves*	High priority-early FY - Legacy**	Q4'16 / Q1'17 - Ops Reserves*	Q4'16 / Q1'17 - Legacy**	(Raise money) Next Year Legacy proposed use / or Donation Match	Future FY via budget, donation, Legacy	actions / comments
Salary Adjustments	65,000	10,500	10,500	-	-	-	-	44,000	21K included in budget at at 185 enrollment (full 1/4 plan increase)
Teacher Computers	15,000	2,000	-	2,000	-	5,000	6,000	-	Estimate 18 computers @ \$500 plus software & accessories
Pre-K Skills program	3,500	-	-	3,500	-	-	-	-	2 hours/day aide @ \$12, 140 days; plus materials
Endowment	10,000	-	-	10,000	-	-	-	-	\$10,000 is minimum entry point for endowment
Playground Equipment	15,000	-	-	15,000	-	-	-	-	David to validate values, be sure to include allowance for prep, install, insurance etc
Science Kit Refurbishment	3,000	-	-	2,000	-	-	-	1,000	-
Classroom Smartboards/Document Cameras	4,000	-	-	2,000	-	-	2,000	-	Possibly ELMO MO-1 @ \$346
Screening Tools (Star Math, Star Reading)	3,000	1,000	2,000	-	-	-	-	-	Current lower cost options may exist such as Moby Max
4 Dissecting Microscopes	300	-	-	300	-	-	-	-	Middle School/Share with other grades
General Classroom Support (personnel)	30,000	-	-	-	-	-	-	30,000	General Support person--Office & General could be combine or duties shifted
Office Help	30,000	-	-	-	-	-	-	30,000	Office & General could be combined. Office could be part time at 12-18K
Music	16,000	-	-	-	-	-	5,000	11,000	This cost may be higher due to instrument cost
2 Vans (25-30) or School Bus (60 - 70)	75,000	-	-	-	-	-	-	75,000	David to validate values (used van = \$30K; used bus = \$45K)
Spanish	16,000	-	-	-	-	-	-	16,000	-
Set of 6 11.5 in acer laptops w/charging station	2,800	-	-	-	-	-	-	2,800	1st grade request--possible transfer of ipads to another class--possible teacher Donors choose request
5 Brock Magniscopes	875	-	-	-	-	-	-	875	1st grade request to share with primary
Additional ipads @ \$400 each	10,000	-	-	-	-	2,500	5,000	2,500	general teacher request with no numbers of ipads needed attached to request
Lower campus phys ed eqmt plan	1,000	-	-	-	-	-	1,000	-	estimate without plan
2nd & 3rd Grade Aides to full time	23,000	-	-	-	-	-	-	23,000	cost \$10,000 salary plus \$20,000 benefits
Kinder-Book Bags	130	-	-	-	-	-	130	(0)	Actual online price
Kinder-Closet	750	-	-	-	-	-	-	750	Estimate-
	324,355	13,500	12,500	34,800	-	7,500	19,130	236,925	
<b>Reserves Summary</b>									
	7/1 on-hand		Early FY Balance	Later FY	Later FY				
	213,250	(12,500)	200,750	-	200,750				
	41,708	(34,800)	6,908	(7,500)	(592)				
	254,958		207,658		200,158				

Reserves Summary				
	7/1 on-hand	Early FY Balance	Later FY	Later FY
*Change in Operating account balance	213,250	(12,500)	200,750	-
**Change in Legacy account balance	41,708	(34,800)	6,908	(7,500)
	254,958		207,658	

**Community Meeting Agenda**  
**May 24, 2016**  
**5pm-6pm**

- 5:00pm      Welcome and School Updates
- Enrollment
  - Fundraising
  - Community Engagement
  - Other 2016-17 Changes
- 5:15pm      Strategic Planning
- Introduction
    - Academics: Lindsay M., Jason, Natalie
      - Clint's Room
    - Community: Shari, Laura, Hannah, Rachel
      - Adam's Room
    - Sustainability: Karen, Lynnwood, Lindsay C.
      - Kelly's Room