

**Thomas Edison Charter Schools Governing Board Meeting**  
**November 3, 2021 5:30 P.M.**  
**Edison North: 180 East 2600 North, North Logan, Utah 84321**

***Mission:** We provide all students the fundamental knowledge, tools, and discipline to become successful, reputable citizens in our country and to become high achievers in our ever evolving, demanding and complex society.*

**Agenda**

Conducting: Carol Hirschi

Pledge of Allegiance: Michelle Yost

1. 5:30 Adoption of Agenda
2. 5:31 Public Comment
3. 5:34 Approval of Minutes
4. 5:36 Board Training: Brian Carpenter Podcast and Discussion
5. 5:46 Board Training: Section 6000 Policies and Procedures Manual
6. 5:49 TECS Philosophy – Jim Peterson
7. 5:59 Financial Report – Jim Peterson
8. 6:04 Financial Forecast Tool – Jim Peterson
9. 6:14 Policy 1401 - Strategic Outcomes – Carol Hirschi
10. 6:20 Policy 5101 - Set contingency percentage goal
11. 6:23 Audit committee requirements – Olivia Kirkham
12. 6:28 Board Self-Evaluation – Carol Hirschi
13. 6:32 BOY DIBELS reading scores – Angela Barton
14. 6:42 Principal Reports: Shem Smith, Melani Kirk
15. 6:52 Vendor Personnel Requests: Melani Kirk, Shem Smith
16. 6:55 Adjourn

Electronic Participation: Potentially all due to COVID

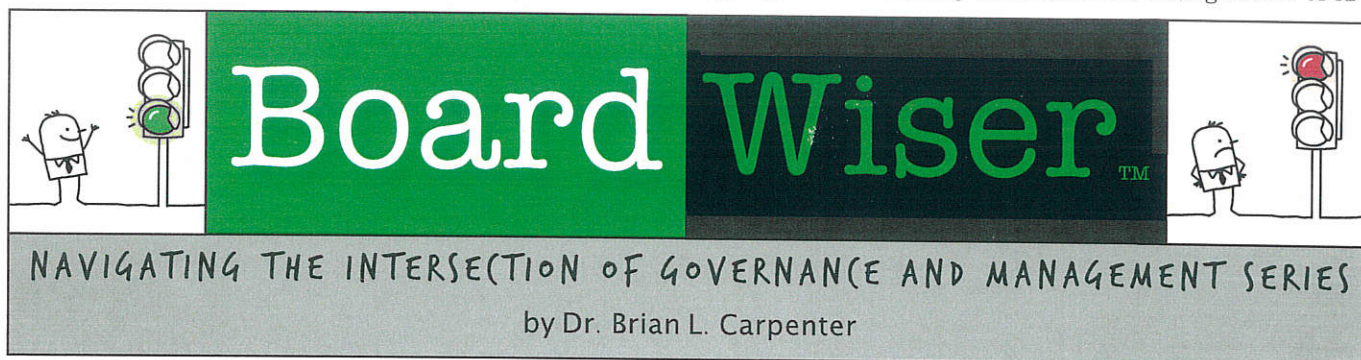
<https://meet.google.com/qxb-vpiv-btx>

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***July – December Governing Board meetings will be at Edison North.***

***January – June Governing Board meetings will be at Edison South.***

**In compliance with the Americans with Disabilities Act, persons requiring assistance or auxiliary services for these meetings should contact Carol Hirschi (435-770-1109).**



## Board Meetings Reflect the Board's Priorities. What Happens in Your Meetings?

Consider the following excerpt from the actual minutes of a charter school board whose director of food services was in the process of evaluating cafeteria tables in order to make a purchasing decision:

“The director of food services stated things are going well and would like the board members to come downstairs and see a possible table option.”

Let's be honest: this is *mind-numbing minutia*. Unfortunately in the charter school world, board meetings are full of it. Pick up any set of board minutes for a typical school and you're likely to see reports on Brownie Troop meetings, basketball camps, harmonically imbalanced flagpoles, whether teachers should wear blue-jeans on Fridays, student sock styles, and hot dog dinners. My all time favorite is still back-ordered chinese lightbulbs (see this month's Case in Point), though I have to say, a board member suggesting that “the school do something to commend the crossing guard for his continued service of being on duty and present to help parents & students” would take a close second in a contest for the most indiscriminate boardroom discussion.

There are two reasons why stuff like this gets reported and discussed in board meetings. First, a lot of minutia is feel-good stuff. We like to hear about teacher enthusiasm for the new school year, community support for the playground fundraiser, and parent turnout at the holiday musical because, well, it's just

good news. And in a country that has entire television networks apparently devoted to reporting bad news 24 hours a day, it makes us feel good to be a part of a school where nice things are happening.

The second--and more important--reason why the meetings of most charter school boards are often filled with minutia is that board meetings reflect a board's priorities. If the board's priority is to have a say in every bit of minutia, then its meetings will largely be a waste of time. In contrast, the meetings of a board whose priority is to end the black-white achievement gap, will reflect a regular focus on *how well* the school is progressing toward that outcome. Such boards know that 90% proficiency rates or higher are doable,<sup>1</sup> and that's what they talk about. In fact, they have little interest in anything but performance. Inviting their board members to view table options might even get you thrown out of the meeting.

So let me ask you, What are your board's priorities? Are its meetings a continual rallying point around student performance, or are they a place where no topic, no matter how inconsequential, is too small to warrant the board's attention. If the latter tends to be true, perhaps your board has never visited an ultra high-performing school. Doing so can be a good first step to re-aligning your board's meeting priorities.

<sup>1</sup> <http://www.leadandlearn.com/90-90-90>

### Board Self-Appraisal Questions/Recommendations

1. If an outsider was trying to determine your board's priorities by sitting in meetings or reading its minutes, what would she conclude?
2. When was the last time your board visited an ultra-high performing school?
3. How many times in the past year has your board had a *significant* discussion on student performance?

## Case in Point

### BACK-ORDERED (CHINESE LIGHTBULBS)

The following bullet points are actual excerpts (with the wording slightly revised to improve grammar and clarity, as well as provide anonymity, etc.) from the minutes of a *single* board meeting of a *real* charter school.

- “A board member made a motion to retain the facilities manager at the same compensation as in the current contract.”
- “The board discussed a revised organizational chart.”
- “The school is still awaiting the installation of an electronic sign and waiting for [the management company that operates the school] to send a check for \$10,250. The lights for the sign are imported from China and have not been received.”
- “Work on a nearby stoplight is in progress and expected to be completed by August.”
- “The vendor of the school’s sound system was contacted, whereupon it was discovered that some settings had been altered after the company had preset them. A board member recommended that they install a locked cabinet with designated key holders.”

It’s clear from these excerpts that this board’s priorities are misplaced. Besides a meeting brimming over with mind-numbing minutia, the discussion borders on being downright insulting to the school leader. (Is he really so obtuse that the solution to unauthorized access to the sound system necessitated the wisdom of the board to solve it?)

This case also illustrates that when a board is mired in minutia, the time that should have been devoted to discussing true priorities becomes squandered. In other words, when a board wastes its time on trivia, the things that it *should be focused on, such as student performance*, get short-changed, if discussed at all. In this case of the back-ordered-Chinese-lightbulbs board, the school is performing in the bottom 9% of public schools in its state (as measured by the percentage of students meeting or exceeding state standards in both math *and* English Language Arts).

Boy, oh boy.

It should be obvious that this school would be much better served by the board if it were to radically re-align its meeting priorities. My advice to that board for doing so was the same as I would give to any school with such an uninspiring performance: First, by a majority vote, if the board determines that it’s willing to continue using this management company, the board should direct it to analyze the causes or reasons why the school is floundering in the bottom decile. Next, management should be required to prepare a coherent action plan (one or two pages max) indicating its goals, along with the metrics that it will use to begin regularly tracking the school’s progress. If these goals meet with the board’s approval (also determined by a vote), the board’s meeting priority should be to evaluate the school’s progress. Nothing will be lost by leaving the lightbulbs to arrive when they arrive.

#### About This Publication & The Author

*BoardWiser™* is a publication of Brian L Carpenter PhD & Associates, LLC. It is available on an annual subscription basis and is intended to strengthen charter school performance by helping boards evaluate and excel at governance while refraining from entanglement in operations. To subscribe, visit [www.BrianLCarpenter.com](http://www.BrianLCarpenter.com). While *BoardWiser™* is intended to provide reliable governance training, it is not intended as legal advice, for which boards should consult a qualified attorney as well as the specific laws of the state in which their chartered school operates.

Dr. Brian L. Carpenter is widely regarded as one of the foremost authorities on charter school governance. Both of his books, *Charter School Board University* and *The Seven Outs: Strategic Planning Made Easy for Charter Schools* are used by schools, associations, and universities. For information on engaging Dr. Carpenter to conduct a board development retreat or to speak at your conference, call (989) 205-4182 or email him at [Brian@BrianLCarpenter.com](mailto:Brian@BrianLCarpenter.com).

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Exhibit A

*No portions of Exhibit "A" may be changed unless amended pursuant to Charter Agreement Sections 5.3*

1. Name of the charter school: **Thomas Edison Charter Schools**
2. Charter school applicant: **Thomas Edison Charter Schools**
3. Location: The charter schools shall be established in **North Logan** and **Nibley**, located within the **Cache County District**.

4. Mission statement:

**We provide all students the fundamental knowledge, tools, and discipline to become successful, reputable citizens in our country and to become high achievers in our ever evolving, demanding, and complex society.**

**The mission is carried out through a stimulating academic curriculum, focused on elemental skills development, in a structured classroom environment, with strong parental involvement.**

5. Purpose(s) of the charter school:

**a. Improve student learning by:**

- i) providing research-based, validated instructional methods,
- ii) providing training to all teachers (see b below),
- iii) providing an advanced, sequential curriculum in the math & language arts programs from kindergarten through middle school,
- iv) teaching at an advanced level and pace to pull the below average learners up while providing intervention instruction to struggling students,
- v) creating a positive learning environment by implementing the Glenn Latham classroom management method,
- vi) employing trained aides in the primary classrooms to decrease the student to adult ratio while increasing support to the classroom teachers, and
- vii) encouraging parental involvement in the classroom.

**b. Encourage the use of innovative teaching methods by:**

- i) providing training to all elementary teachers to deliver a research-based total language arts method,
- ii) employing 'directors of instruction' who evaluate, mentor, and provide real-time feedback to classroom teachers throughout the school year, and
- iii) periodically sending the directors of instruction and veteran teachers to conferences and training seminars to remain up-to-date as trained certified instructors and/or teacher-trainers in the methods taught at the school.

**c. Create new professional opportunities for educators that allow them to participate in designing and implementing the learning program** by participating in various Professional Learning Communities, school committees and being given opportunities to serve on school LAND Trust committees.

**d. Increase choice of learning opportunities for students by:**

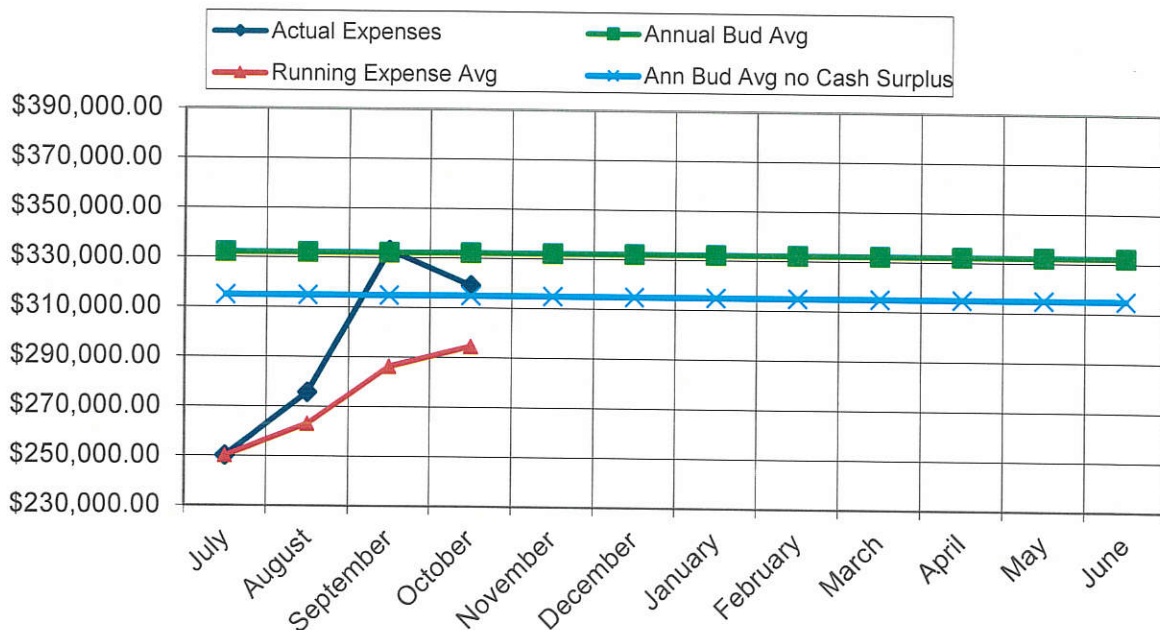
- i) offering an education program with an instructional philosophy and teaching environment not offered in the surrounding communities, and
- ii) working with the county busing system to locate bus-stops adjacent to the schools.

# Thomas Edison Charter School (North)

## Monthly Expenditures for FY22 (July '21 - June '22)

Month	Total Expenses	Comments
July	<b>\$250,137.27</b>	Annual Bldg/Umb Insurance (\$17.1k)
August	<b>\$275,795.86</b>	Davis Classroom Supply order 4.3k, parking lot 11.3k
September	<b>\$332,933.81</b>	Saxon 7.3k, Concrete work 3.3k, Audit 3k
October	<b>\$318,900.11</b>	
November		
December		
January		
February		
March		
April		
May		
June		
Running Total	<b>\$1,177,767.05</b>	
Running Average	<b>\$294,441.76</b>	
Annual Budget Monthly Avg	<b>\$332,073.23</b>	
Ann Bud Mon Avg w/o Cash Surplus	<b>\$314,829.24</b>	
Cummulative Surplus / (Deficit)	<b>\$150,525.86</b>	

### Monthly Expenses

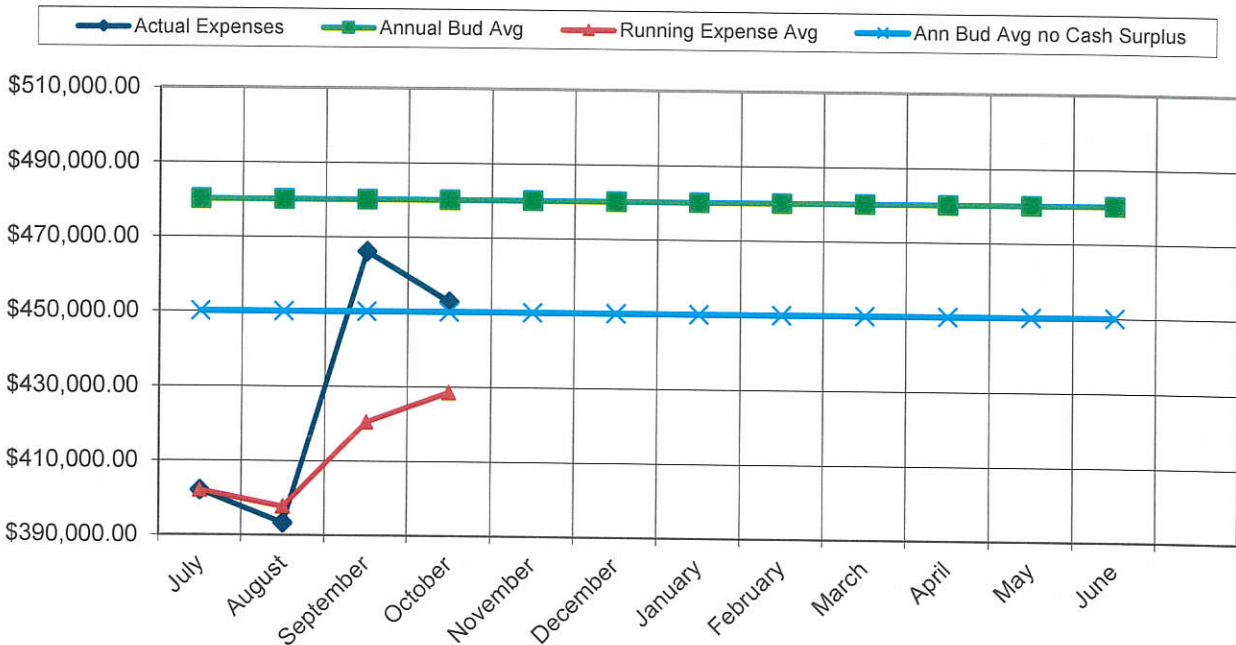


# Thomas Edison Charter School - South

## Monthly Expenditures for FY22 (July '21 - June '22)

Month	Total Expenses	Comments
July	<b>\$402,019.38</b>	Annual Bldg/Umb Insurance (\$25.6k)
August	<b>\$393,271.97</b>	Asphalt patch 3.7k, concrete lifting 1.9k, vocabulary notebooks 1.4k
September	<b>\$466,144.48</b>	21k Cameras, wall mounts, installation, Audit 3k
October	<b>\$452,772.12</b>	Computers 5.6k
November		
December		
January		
February		
March		
April		
May		
June		
Running Total	<b>\$1,714,207.95</b>	
Running Average	<b>\$428,551.99</b>	
Annual Budget Monthly Avg	<b>\$480,218.57</b>	
Ann Bud Mon Avg w/o Cash Surplus	<b>\$450,093.71</b>	
Cummulative Surplus / (Deficit)	<b>\$206,666.35</b>	

### Monthly Expenses



TECS North Budget: FY22 - FY28 (July 1, 2021 through June 30, 2028)

EXPENSES - 540 Maximum Students:				As of:													
NORTH CAMPUS Budget Projection				11/3/2021													
SALARIED STAFF PAYROLL				FY22		FY23		FY24		FY25		FY26		FY27		FY28	
				Number	Avg Salary	Salary Totals		Salary Totals		Total Salaries		Salary Totals		Salary Totals		Salary Totals	
						FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	
				Class													
<b>Administration</b>																	
	Principal:	1.0	\$92,249.00	\$92,249.00	r,q,i,c,k,sa	1.0	\$101,704.52	1.0	\$101,704.52	1.0	\$106,789.75	1.0	\$109,993.44	1.0	\$113,293.24	1.0	\$116,692.04
	Administrator Assistant:	0.0	\$0.00	\$0.00	ca,a,a2,c	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00
	Instructional Specialist I:	0.4	\$78,010.00	\$31,204.00	k,sa	0.40	\$32,764.20	0.40	\$34,402.41	0.40	\$36,122.53	0.40	\$37,206.21	0.40	\$38,322.39	0.40	\$39,472.06
	Instructional Specialist II:	0.35	\$72,425.70	\$25,349.00	k,sa	0.25	\$19,011.75	0.25	\$19,962.33	0.25	\$20,960.45	0.25	\$21,589.26	0.25	\$22,236.94	0.25	\$22,904.05
	Instructional Specialist III:	0.4	\$65,820.00	\$26,328.00	k,sa	0.4	\$27,644.40	0.4	\$30,477.95	0.4	\$32,001.85	0.4	\$32,961.90	0.4	\$33,950.76	0.4	\$34,969.28
<b>Faculty and staff</b>																	
	ESA Administrator FTE total:	1.0				1.0	\$175,130.00	1.0	\$153,480.47	1.0	\$156,069.27	1.0	\$163,872.73	1.0	\$168,788.91	1.0	\$173,852.58
	Teacher (K):	1.0	\$51,909.00	\$51,909.00	k,sa	1.0	\$55,542.63	1.0	\$57,764.34	1.0	\$60,074.91	1.0	\$61,877.16	1.0	\$63,733.47	1.0	\$65,645.47
	Teachers (1-8):	17.0	\$49,772.47	\$846,132.0	k,sa	17.0	\$905,361.24	17.0	\$941,575.69	17.0	\$979,238.72	17.0	\$1,008,615.88	17.0	\$1,038,874.36	17.0	\$1,070,040.59
	Music Teachers:	1.50	\$60,176.00	\$90,264.0	k,sa	1.50	\$96,582.48	1.50	\$100,445.78	1.50	\$104,463.61	1.60	\$114,770.69	1.60	\$118,213.81	1.60	\$121,760.22
	PE Teacher:	1.0	\$61,103.00	\$61,103.00	k,sa	1.0	\$65,380.21	1.0	\$67,995.42	1.0	\$70,715.24	1.0	\$72,836.69	1.0	\$75,021.79	1.0	\$77,272.45
	Technology Instructor:	1.0	\$56,849.00	\$56,849.00	k,sa	1.0	\$60,828.43	1.0	\$63,261.57	1.0	\$65,792.03	1.0	\$67,765.79	1.0	\$69,798.76	1.0	\$71,892.73
	Full-time Custodian/Maintenance Specialist:	1.0	\$43,785.00	\$43,785.00	k,sa	1.0	\$46,849.95	1.0	\$48,723.95	1.0	\$50,672.91	1.0	\$52,193.09	1.0	\$53,758.89	1.0	\$55,371.65
	Head Librarian:	1.0	\$55,675.00	\$55,675.00	k,sa	1.0	\$59,572.25	1.0	\$61,955.14	1.0	\$64,433.35	1.0	\$66,366.35	1.0	\$68,357.34	1.0	\$70,408.06
	Art Teacher:	1.0	\$50,944.00	\$50,944.00	k,sa	1.0	\$54,510.08	1.0	\$56,690.48	1.0	\$58,958.10	1.0	\$60,726.85	1.0	\$62,548.65	1.0	\$64,425.11
	Special Ed - Resource + SLP:	4.45	\$50,442.92	\$224,471.0	e,es,fs,sa	2.8	\$151,126.99	2.8	\$157,172.07	2.8	\$163,458.95	2.8	\$168,362.72	2.8	\$173,413.61	2.8	\$178,616.01
	Psychologist:	0.5	\$74,306.00	\$37,153.00	fa	0.5	\$39,753.71	0.5	\$41,343.86	0.5	\$42,997.61	0.5	\$44,287.54	0.5	\$45,616.17	0.5	\$46,984.65
	Counselor:	0.6	\$58,940.00	\$35,364.00	fa,sa	0.6	\$37,839.48	0.7	\$45,911.90	0.8	\$54,569.58	0.8	\$56,206.66	0.8	\$57,892.86	0.8	\$59,629.65
	Secretary:	1.0	\$44,630.00	\$44,630.00	a,c,k	1.0	\$47,754.10	1.0	\$49,664.26	1.0	\$51,650.83	1.0	\$53,200.36	1.0	\$54,796.37	1.0	\$56,440.26
	Receptionist:	2.0	\$32,498.50	\$64,997.00	k	2.0	\$69,546.79	2.0	\$72,328.66	2.0	\$75,221.81	2.0	\$77,478.46	2.0	\$79,802.82	2.0	\$82,196.90
	Board Recorder:	1.25hr/wk	\$900.00	\$900.00	l,lr	-	\$963.00	-	\$1,001.52	-	\$1,041.58	-	\$1,072.83	-	\$1,105.01	-	\$1,138.16
	Summer work '12 (Carpet Cleaning, etc.):			\$9,430.00	k,lr		\$1,673,606.00		\$1,701,611.35		\$1,775,834.64		\$1,853,289.23		\$1,915,761.07		\$1,972,933.90
	ESA - Non Administrator FTE total:	29.40					\$1,848,736.00		\$1,855,091.82		\$1,931,903.91		\$2,017,161.96		\$2,084,549.98		\$2,146,786.48
<b>Bonus/Training Stipend Budget</b>																	
	Perf Attend + Pers Time Cashout + Grant writing + Bonuses:			\$26,800.00	q,eb,cb		\$27,600.00		\$28,428.00		\$29,280.84		\$30,159.27		\$31,064.04		\$31,995.96
	Staff Training:			\$4,300.00	p,q		\$4,300.00		\$4,429.00		\$4,561.87		\$4,698.73		\$4,839.69		\$4,984.88
	<b>Total Bonuses &amp; stipends:</b>						\$31,100.00		\$31,900.00		\$32,857.00		\$33,842.71		\$34,857.99		\$35,903.73
<b>PART-TIME EMPLOYEES + SUBSTITUTES</b>																	
	Net Substitute pay (offset somewhat by unused aide time):	190 - days	\$100/day	\$19,000.00	k		\$20,140.00		\$21,348.40		\$22,629.30		\$23,308.18		\$24,007.43		\$24,727.65
	Custodians:	95	\$11.15	\$50,856.00	k,lr		\$53,907.36		\$57,141.80		\$60,570.31		\$62,387.42		\$64,259.04		\$66,186.81
	Classroom Aides:	319	\$13.74	\$156,965.46	c		\$166,383.39		\$176,366.39		\$186,948.37		\$192,556.82		\$198,333.53		\$204,283.53
	Kindergarten Aides:	58	\$14.65	\$29,569.56	c		\$31,343.73		\$33,224.36		\$35,217.82		\$36,274.35		\$37,362.58		\$38,483.46
	Special Ed Aides:	393	Hourly Wage	\$199,772.95	e,es,fs		\$211,759.33		\$224,464.89		\$237,932.78		\$245,070.76		\$252,422.89		\$259,995.57
	MTSS, For Lang, SLT, and Playground Aides:	49	\$13.98	\$44,177.20	wa		\$46,827.83		\$49,637.50		\$52,615.75		\$54,194.22		\$55,820.05		\$57,494.65
	<b>Total (Part-time employees + substitutes):</b>	914					\$500,341.17		\$530,361.64		\$562,183.34		\$595,914.34		\$613,791.77		\$632,205.52
	<b>Payroll Grand Total (Includes bonuses):</b>						\$2,380,177.17		\$2,417,353.45		\$2,526,944.25		\$2,646,919.00		\$2,733,199.74		\$2,814,895.73
<b>Employee Benefits (Net Cost - see 'Benefits formula' sheet):</b>							\$790,451.44		\$853,603.90		\$914,995.67		\$972,842.82		\$1,024,449.49		\$1,071,511.00
<b>GENERAL EXPENSES</b>																	
	Facilities Payments: \$11,546.5/mo: (NBH Bank DP Bond)				wa,lr		\$140,969.47		\$140,969.47		\$140,969.47		\$140,969.47		\$140,969.47		\$140,969.47
	USDA Direct Loan Reserve Fund:						\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
	Utilities @ \$5,900 per Month:				k,lr,l		\$60,840.00		\$63,273.60		\$65,804.54		\$68,436.73		\$71,174.19		\$74,021.16
<b>Services</b>																	
	Building improvement, misc. bldg. repair, snow-removal/landscape, & maintenance services			\$35,000.00	l												
	Other Contracted services (Orchestra Teacher, Audit, nurse, legal, technology, etc.)			\$56,889.00	l,k,lr,sn												
	Inservice & other training expenses (includes trvl & materials)			\$5,000.00	t,ra,q												
	Summer Spalding I & II training			\$5,000.00	t,p,ra												
	<b>Total Services:</b>						\$101,889.00		\$102,907.89		\$103,936.97		\$104,976.34		\$108,125.63		\$111,369.40
<b>Supplies</b>																	
	Textbooks & Lit sets			\$20,000.00	k,q,ra												
	Supplemental Instructional Materials			\$8,000.00	t												
	Music Supplies & Equipment			\$2,000.00	k,lr												
	Art Supplies			\$2,000.00	k,lr												
	Classroom Supplies			\$8,000.00	m,d												
	Library Supplies			\$7,000.00	lb,ra,k												
	PE supplies & Equipment			\$2,000.00	k,lr												
	CTE Supplies & Equipment			\$6,584.67	tl												
	Special Ed Supplies & Services			\$4,000.00	e,fs,es												
	Office supplies + Printing & Binding			\$17,000.00	k,lr,u												
	Nurse's office & first aid supplies			\$800.00	sn												
	Custodial / Cleaning supplies			\$12,500.00	k,l												
	Discretionary supplies			\$2,000.00	lr,u												
	<b>Total Supplies:</b>						\$91,884.67		\$92,803.52		\$93,731.55		\$94,668.87		\$97,508.93		\$100,434.20
<b>Equipment</b>																	
	Furniture & Fixtures (Desks & chairs, bulletin boards, lunch tables, etc.)			\$6,000.00	d,k												
	Technology (2 Mobile Computer Labs, Cart, Type-Right)			\$30,000.00	ot,k,lr												
	Special Projects (Parking lot, WiFi, & new Mobile Lab)			\$55,000.00	ot,k,lr												
				\$0.00	ot,k,lr												
	<b>Total Equipment Expenses</b>						\$91,000.00		\$91,910.00		\$72,829.10		\$73,557.39		\$75,764.11		\$78,037.04

TECS North Budget: FY22 - FY28 (July 1, 2021 through June 30, 2028)

				FY22	FY23	FY24	FY25	FY26	FY27	FY28
<b>Other</b>										
Miscellaneous (Advertising, food, dues-fines & fees, interest, appraisal, etc.)	\$5,000.00	k,lr			\$7,000.00					
Adminstrator Training Program	\$0.00	k,lr			\$0.00					
Copy Machine Service Agreements + New Copy Machine	\$15,000.00	k,lr			\$10,000.00					
Counseling & Guidance Program Expenses (\$x from FY21)	\$17,347.16	ct			\$20,200.00					
Board/UAPCS expenses	\$4,000.00	k,lr			\$4,200.00					
Student Activities	\$10,000.00	k,lr			\$4,200.00					
Insurance (Umbrella policy + building)	\$20,000.00	k,lr			\$18,000.00					
<b>Total Other:</b>				\$71,347.16	\$63,600.00	\$65,508.00	\$67,473.24	\$69,497.44	\$71,582.36	\$73,729.83
<b>Subtotal - General Expenses:</b>				\$557,930.30	\$555,464.48	\$542,779.63	\$482,608.79	\$563,039.78	\$576,413.63	\$590,217.16
<b>Cash-Surplus / Contingency:</b>				\$206,927.82	\$283,450.78	\$267,065.73	\$247,143.67	\$142,811.64	\$95,792.55	\$57,650.39
					\$3,520.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,480.00	\$4,480.00
<b>Purchased Professional &amp; Technical Services</b>										
Business and HR services (RAF):		a		\$40,392.00	\$41,199.84	\$42,023.84	\$42,864.31	\$43,721.60	\$44,596.03	\$45,487.95
Consulting Services (PCS)		a		\$9,000.00	\$8,500.00	\$8,500.00	\$9,000.00	\$9,000.00	\$9,500.00	\$9,500.00
				\$49,392.00	\$49,699.84	\$50,523.84	\$51,864.31	\$52,721.60	\$54,096.03	\$54,987.95
<b>EXPENSES GRAND TOTAL:</b>				\$3,984,878.73	\$4,163,092.45	\$4,306,309.12	\$4,405,378.60	\$4,520,222.24	\$4,617,188.95	\$4,721,409.02
<b>REVENUE:</b>										
Full capacity enrollment	540	("Full capacity" means 60 in K - 8)								
<b>Enrollment</b>	<b>Oct 1 Count</b>	<b>Credited ADM</b>	<b>Prior-yr enroll= 498</b>							
Number of Kindergarten students=	42	24.021	483.00	<b>Tot credited Stds (Oct 1)</b>	52	54	55	56	56	56
Number of 1st - 3rd grade students=	167	280.107	Prior yr K-3= 216		156	157	158	168	168	168
Number of 4th - 6th grade students=	161				168	168	168	160	161	162
Number of 7th & 8th grade students=	113	105.859			112	112	112	112	112	112
				<b>Tot Enrollment:</b>	<b>488.00</b>	<b>491.00</b>	<b>493.00</b>	<b>496.00</b>	<b>497.00</b>	<b>498.00</b>
Number of Regular Special Ed Add On =	74.341				74.341	75.572	75.880	76.342	76.496	76.650
Number of Special Ed Self-Contained Students=	18.091		57.00	<b>Number of K-8 students below capacity</b>	18.278	18.390	18.465	18.577	18.615	18.652
Number of Applied Technology Add-On WPU's=	5.606		57.00	<b>Actual # of students below capacity</b>	5.606	5.699	5.722	5.757	5.769	5.781
Number of Class Size Reduction WPU's=	40.111				40.111	40.775	40.941	41.191	41.274	41.357
Professional Staff rate=	0.06410		Prior yr Not P, Mobile, & LE#= 147.784		0.066665	0.069332	0.069332	0.071412	0.071412	0.073554
<b># WPU (K-12 October 1st enrollment + Hold Harmless)=</b>	<b>409.987</b>		Prior yr low income #= 117		416.189	419.005	420.408	422.681	423.552	424.423
"Regular Basic" WPU=	436.268		Prior yr req WPU= 476.7944		443.935	448.055	449.555	452.866	453.799	455.641
Total of WPU programs=	592.507		Prior yr tot WPU= 630.544		600.549	606.883	609.030	613.310	614.567	616.733
Special Ed & CTE WPU Value=	\$3,809				\$4,033.73	\$4,195.08	\$4,320.93	\$4,450.56	\$4,584.08	\$4,721.60
State Basic WPU (Current yr amount)=	\$3,809				\$4,033.73	\$4,195.08	\$4,320.93	\$4,450.56	\$4,584.08	\$4,721.60
<b>"Regular Basic" WPU Programs</b>										
State basic WPU:		k		\$1,561,640.63	\$1,678,796.39	\$1,757,759.18	\$1,816,553.68	\$1,881,169.20	\$1,941,595.86	\$2,003,955.07
Professional Staff @ pro_staff_rate*WPU_eff*Basic_WPU:		p		\$100,102.73	\$111,917.03	\$121,868.33	\$125,944.65	\$134,337.28	\$138,652.45	\$147,398.79
<b>"Restricted Basic" WPU Programs</b>										
Class Size Reduction (Restricted):	40.111 WPU's	c		\$152,782.83	\$161,797.01	\$171,055.96	\$176,905.30	\$183,321.26	\$189,201.59	\$195,269.74
Special Ed Add -on plus Ext Yr & State Prog Impact Aid (Restricted):	92.432 Students	e		\$361,345.13	\$373,599.30	\$400,709.00	\$416,099.48	\$433,814.35	\$448,632.32	\$463,952.69
Special Ed - Self contained (Restricted):	18.0906 Students	es		\$68,906.92	\$73,727.83	\$77,148.32	\$79,786.45	\$82,680.12	\$85,332.22	\$88,069.03
CCGP+ CTE-Add-on @ (Restricted): (\$1724 + \$4597 from FY20)	5.6064 WPU's	ct		\$27,675.83	\$22,614.77	\$23,908.91	\$24,726.49	\$25,623.26	\$26,445.17	\$27,293.33
				\$2,272,454.05	\$2,422,452.33	\$2,552,449.69	\$2,640,016.05	\$2,740,945.47	\$2,829,859.61	\$2,925,938.65
<b>"Related to Basic" Non-WPU Programs</b>										
Flexible Allocation - WPU Distribution (per WPU):	\$0.000	wa		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Enhancement for At-Risk Students @ \$ per WPU (Restricted):	\$66.460	r		\$22,495.04	\$20,960.54	\$21,142.71	\$21,252.01	\$21,324.88	\$21,434.18	\$21,470.62
Enhancement for Gifted and Talented @ \$ per WPU (Restricted):	\$5.265	g		\$2,158.38	\$2,191.03	\$2,205.85	\$2,213.24	\$2,225.21	\$2,234.37	\$2,234.37
Local Replacement @ \$ per Student:	\$2,694.000	lr		\$1,301,202.00	\$1,314,672.00	\$1,325,700.00	\$1,336,030.00	\$1,349,120.00	\$1,356,810.00	\$1,364,520.00
Local Replacement Lag @ \$ per Student:	\$0.000			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Educator Salary Adjustments (\$ per FTE) (Restricted):	FTE 29.400	sa		\$156,416.77	\$156,416.77	\$156,416.77	\$156,416.77	\$156,416.77	\$156,416.77	\$156,416.77
Small Charter School Base Funding:		a1		\$6,121.49	\$6,130.39	\$6,106.33	\$6,113.93	\$6,076.35	\$6,042.72	\$6,018.72
Teacher & Student Success Act Program:				\$72,577.55	\$73,675.53	\$74,173.92	\$74,422.27	\$74,824.75	\$74,978.90	\$75,133.04
Reading Achievement (Prior-yr WPU students):	1.950	ra		\$15,559.65	\$15,559.65	\$15,602.33	\$15,627.94	\$15,645.01	\$15,670.62	\$15,679.15
School Nurses (Restricted):	1.312	sn		\$633.70	\$640.26	\$644.19	\$646.82	\$650.75	\$652.06	\$653.38
Library Books and Supplies (\$ per prior yr ADM) (Restricted):	\$1,000	lb	\$120.00	\$596.79	\$601.73	\$604.69	\$606.67	\$609.63	\$610.61	\$611.60
			Prior yr ADM= 476.794	\$1,577,761.36	\$1,590,847.89	\$1,602,596.80	\$1,613,329.63	\$1,626,893.35	\$1,634,845.65	\$1,642,737.64
<b>One Time Appropriations</b>										
Teacher Supplies & Materials (\$ per tchr FTE) (Restricted):	Elig FTE 17.6	m		\$3,918.15	\$7,760.15	\$7,800.15	\$7,800.15	\$7,800.15	\$7,800.15	\$7,800.15
UPASS Administration (\$ per prior-year enrollment):	\$2.269	u		\$1,129.96	\$1,095.93	\$1,107.27	\$1,114.08	\$1,118.62	\$1,125.42	\$1,127.69
				\$5,048.11	\$8,856.07	\$8,907.42	\$8,914.23	\$8,918.76	\$8,925.57	\$8,927.84
<b>Land Trust &amp; Donations</b>										
School LAND Trust Program (Restricted to school plan):	\$152,564.000	t		\$66,181.94	\$61,101.50	\$61,734.02	\$62,113.54	\$62,366.54	\$62,746.06	\$62,872.56
Donations (Estimated):		d		\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
<b>Total: School Land Trust Program + estimated donations:</b>				\$67,181.94	\$62,601.50	\$63,234.02	\$63,613.54	\$63,866.54	\$64,246.06	\$64,372.56
<b>Federal Funds:</b>										
Federal Special Ed/Pre-School IDEA funds - Grand Totals (Restricted):		fs		\$62,433.26	\$78,334.66	\$79,121.19	\$79,505.16	\$79,598.11	\$79,312.06	\$79,432.33
<b>Total: Federal Funds:</b>				\$62,433.26	\$78,334.66	\$79,121.19	\$79,505.16	\$79,598.11	\$79,312.06	\$79,432.33
<b>REVENUE GRAND TOTAL:</b>										
				\$3,984,878.73	\$4,163,092.45	\$4,306,309.12	\$4,405,378.60	\$4,520,222.24	\$4,617,188.95	\$4,721,409.02
<b>Surplus:</b>										
				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Cash Surplus to Total Revenue Ratio (percentage):</b>										
				5.19%	6.81%	6.20%	5.61%	3.16%	2.07%	1.22%
<b>Total encumbered "unrestricted" funds from prev years:</b>										
		en		\$1,730,463.60	\$1,833,127.95	\$2,116,578.73	\$2,383,644.46	\$2,630,788.14	\$2,773,599.78	\$2,869,392.33

TECS South Budget: FY22 - FY28 (July 1, 2021 through June 30, 2028)

EXPENSES - 906 Maximum Students:				As of:																			
SOUTH CAMPUS Budget Projection				FY22 FTE	FY	22	Budget	11/3/2021															
SALARIED STAFF PAYROLL				Number	Avg Salary	Annual Total	Class	FY22	FY23		FY24		FY25		FY26		FY27		FY28				
								FTE	Salary Totals	FTE	Salary Totals	FTE	Total Salaries	FTE	Salary Totals	FTE	Salary Totals	FTE	Salary Totals	FTE	Salary Totals		
<b>Administration</b>																							
	Principal:	1.0	\$106,276.72	\$106,276.72	r,q,i,c,k,s			1.0	\$111,590.56	1.0	\$117,170.08	1.0	\$123,028.59	1.0	\$126,719.45	1.0	\$130,521.03	1.0	\$134,436.66	1.0	\$138,352.23	1.0	\$142,267.80
	Assistant Principal (BL):	1.0	\$71,188.67	\$71,188.67	ca,a,c,k			1.0	\$74,748.10	1.0	\$78,485.51	1.0	\$82,409.78	1.0	\$84,882.08	1.0	\$87,428.54	1.0	\$90,051.40	1.0	\$92,674.26	1.0	\$95,297.12
	Instructional Specialist I:	0.6	\$78,009.72	\$46,805.83	k,sa			0.6	\$49,146.12	0.6	\$51,603.43	0.6	\$54,183.60	0.6	\$55,809.11	0.6	\$57,483.38	0.6	\$59,207.88	0.6	\$60,926.39	0.6	\$62,600.89
	Instructional Specialist II:	0.4	\$72,425.00	\$28,970.00	k,sa			0.25	\$19,011.56	0.25	\$19,962.14	0.25	\$20,960.25	0.25	\$21,589.06	0.25	\$22,236.73	0.25	\$22,903.83	0.25	\$23,571.50	0.25	\$24,239.60
	Instructional Specialist II:	0.6	\$65,820.26	\$39,492.16	k,sa			0.6	\$41,466.76	0.6	\$45,717.11	0.6	\$48,002.96	0.6	\$49,443.05	0.6	\$50,926.34	0.6	\$52,454.13	0.6	\$53,977.42	0.6	\$55,500.71
<b>Faculty and staff</b>																							
	ESA Administrator FTE total:	2.0						2.0	\$295,963.11	2.0	\$312,938.27	2.0	\$328,585.18	2.0	\$338,442.74	2.0	\$348,596.02	2.0	\$359,053.90	2.0	\$369,607.78	2.0	\$380,164.66
	Teacher (K):	2.0	\$50,566.00	\$101,132.00	k,sa,ca			2.0	\$108,211.24	2.0	\$112,539.69	2.0	\$117,041.28	2.0	\$120,552.52	2.0	\$124,169.09	2.0	\$127,894.16	2.0	\$131,629.23	2.0	\$135,364.30
	Teachers (1-9):	24.4	\$51,431.19	\$1,254,921.00	k,sa,ca,sa			23.0	\$1,265,721.55	23.0	\$1,316,350.41	23.0	\$1,369,004.43	23.0	\$1,410,074.56	23.0	\$1,452,376.80	23.0	\$1,495,948.10	23.0	\$1,540,519.40	23.0	\$1,586,090.70
	Music Teachers:	1.50	\$57,203.33	\$85,805.00	k,sa			1.50	\$91,811.35	1.50	\$95,483.80	1.60	\$105,923.37	1.60	\$109,101.07	1.70	\$119,397.48	1.70	\$122,979.41	1.70	\$126,561.34	1.70	\$130,143.27
	PE/Health Teacher (0.8/0.2):	1.0	\$50,735.00	\$50,735.00	k,sa			1.0	\$54,286.45	1.0	\$56,457.91	1.0	\$58,716.22	1.0	\$60,477.71	1.0	\$62,292.04	1.0	\$64,160.80	1.0	\$66,030.66	1.0	\$67,900.52
	PE Teacher 2:	0.00	\$0.00	\$0.00	k,sa			0.00	\$0.00	0.77	\$0.00	0.77	\$0.00	0.77	\$0.00	0.77	\$0.00	0.77	\$0.00	0.77	\$0.00	0.77	\$0.00
	Computer/PE Teacher:	1.0	\$40,466.00	\$40,466.00	k,sa,lr			1.0	\$43,298.62	1.0	\$45,030.56	1.0	\$46,831.79	1.0	\$48,236.74	1.0	\$49,683.84	1.0	\$51,174.36	1.0	\$52,715.12	1.0	\$54,246.64
	CTE Teacher:	1.0	\$46,600.00	\$46,600.00	k,lr			1.0	\$49,862.00	1.0	\$51,856.48	1.0	\$53,930.74	1.0	\$55,548.66	1.0	\$57,215.12	1.0	\$58,931.57	1.0	\$60,694.98	1.0	\$62,500.40
	Special Ed - Resource + SLP:	4.950	\$57,293.74	\$283,604.00	e,es,fs,sa			4.5	\$277,401.95	4.5	\$288,498.03	4.5	\$298,380.28	4.5	\$307,331.69	4.5	\$316,551.64	4.5	\$326,048.19	4.5	\$335,869.14	4.5	\$345,390.59
	Psychologist:	0.5	\$74,306.00	\$37,153.00	fa,sa			0.5	\$39,753.71	0.5	\$41,343.86	0.5	\$42,997.61	0.5	\$44,287.54	0.5	\$45,616.17	0.5	\$46,984.65	0.5	\$48,297.18	0.5	\$49,649.69
	Counselor:	1.0	\$54,313.00	\$54,313.00	fa,sa			1.0	\$58,114.91	1.0	\$60,439.51	1.0	\$62,857.09	1.0	\$64,742.80	1.0	\$66,685.08	1.0	\$68,685.64	1.0	\$70,749.69	1.0	\$72,870.34
	Art Teacher 1:	0.54	\$24,220.00	\$13,078.80	fa,sa			0.5	\$12,957.70	1.0	\$26,952.01	1.0	\$28,030.10	1.0	\$28,871.00	1.0	\$29,737.13	1.0	\$30,629.24	1.0	\$31,511.37	1.0	\$32,322.50
	Art Teacher 2:	1.0	\$44,778.00	\$44,778.00	fa,sa			1.0	\$47,912.46	1.0	\$49,828.96	1.0	\$51,822.12	1.0	\$53,376.78	1.0	\$54,978.08	1.0	\$56,627.43	1.0	\$58,280.83	1.0	\$59,633.58
	Librarian:	0.0	\$0.00	\$0.00	fa,sa			0.8	\$0.00	0.8	\$0.00	0.8	\$0.00	0.8	\$0.00	0.8	\$0.00	0.8	\$0.00	0.8	\$0.00	0.8	\$0.00
	Receptionists:	3.38	\$25,134.99	\$88,128.62	k,sa			3.38	\$90,903.21	3.4	\$95,098.75	3.4	\$98,902.70	3.4	\$101,869.78	3.4	\$104,925.87	3.4	\$108,073.65	3.4	\$111,212.04	3.4	\$114,538.03
	Full-time Custodian:	1.00	\$41,573.00	\$41,573.00	k,sa			1.0	\$44,483.11	1.0	\$46,262.43	1.0	\$48,112.93	1.0	\$49,556.32	1.0	\$51,043.01	1.0	\$52,574.30	1.0	\$54,149.59	1.0	\$55,800.08
	Secretary & Board Recorder:	1.0	\$36,066.75	\$36,066.75	a,c,k			1.0	\$38,591.42	1.0	\$40,135.08	1.0	\$41,740.48	1.0	\$42,992.70	1.0	\$44,282.48	1.0	\$45,610.95	1.0	\$47,033.43	1.0	\$48,424.88
	Summer work - '13:			\$4,300.00	k,lr				\$2,182,654.17		\$2,227,709.69		\$2,330,677.49		\$2,428,691.13		\$2,501,419.86		\$2,583,353.84		\$2,660,722.46		\$2,743,103.02
<b>ESA - Non Administrator FTE total:</b>				38.040																			
<b>Bonus/Training Stipend Budget</b>																							
	Perf Attend + Pers Time Cashout + Grant writing + Bonuses:			\$33,500.00	eb,cb				\$25,300.00		\$26,059.00		\$26,840.77		\$27,645.99		\$28,475.37		\$29,329.63		\$30,191.29		\$31,061.95
	Staff Training Stipends:			\$12,000.00	p,q				\$12,000.00		\$12,360.00		\$12,730.80		\$13,112.72		\$13,506.11		\$13,911.29		\$14,317.17		\$14,733.66
<b>Total Bonuses &amp; stipends:</b>									\$45,500.00		\$37,300.00		\$38,419.00		\$39,571.57		\$40,758.72		\$41,981.48		\$43,240.92		\$44,519.61
<b>PART-TIME EMPLOYEES + SUBSTITUTES</b>				<b># Hrs/wk</b>	<b>Wage/(hr)</b>	<b>Tot Ann Wg</b>																	
	Net Substitute pay (offset somewhat by unused aide time):	130 - days	\$100/day	\$19,935.00	k				\$21,131.10		\$22,398.97		\$23,742.90		\$24,455.19		\$25,188.85		\$25,944.51		\$26,714.17		\$27,488.94
	Lunch, Media, Music, Counselor Sec. & Maintenance Aides:	52	\$11.53	\$21,677.40	k,lr				\$22,978.04		\$24,356.73		\$25,818.13		\$26,592.67		\$27,390.45		\$28,212.17		\$29,078.89		\$29,892.61
	Library Aides:	78	\$12.65	\$35,212.00	k,lr				\$37,652.47		\$39,911.62		\$42,306.32		\$43,575.51		\$44,882.77		\$46,229.26		\$47,616.75		\$48,949.24
	Custodians:	59	\$11.25	\$29,513.00					\$31,283.78		\$33,160.81		\$35,150.46		\$36,204.97		\$37,291.12		\$38,409.85		\$39,551.10		\$40,649.35
	Office Aide:	20	\$6.14	\$4,421.78	qp				\$4,687.08		\$4,968.31		\$5,266.40		\$5,424.40		\$5,587.13		\$5,754.74		\$5,927.24		\$6,104.74
	Classroom Aides:	511	\$12.70	\$232,247.13	c				\$246,181.96		\$260,952.88		\$276,610.05		\$284,908.35		\$293,455.60		\$302,259.27		\$311,317.92		\$320,549.67
	Kindergarten Aide(s):	58	\$12.84	\$26,659.42	c				\$28,258.98		\$29,954.52		\$31,751.79		\$32,704.35		\$33,685.48		\$34,696.04		\$35,736.11		\$36,816.68
	Special Ed & Speech Aides + SpEd Secretary:	407	\$13.81	\$201,003.58	e,es,sn,fs				\$213,063.79		\$225,847.62		\$239,398.47		\$246,580.43		\$253,977.84		\$261,597.18		\$269,464.52		\$277,587.86
<b>Total (Part-time employees + substitutes):</b>				1184.5					\$570,978.50		\$605,237.21		\$641,551.44		\$680,044.53		\$700,445.86		\$721,459.24		\$743,103.02		\$765,316.80
<b>Payroll Grand Total (Includes bonuses):</b>									\$3,091,866.05		\$3,166,210.01		\$3,323,586.20		\$3,476,892.41		\$3,581,067.18		\$3,695,390.58		\$3,806,120.30		\$3,921,441.11
<b>Employee Benefits (Net Cost - see 'Benefits formula' sheet):</b>							s,c,e,k,es		\$1,205,994.56		\$1,326,996.52		\$1,431,617.55		\$1,525,608.14		\$1,609,382.94		\$1,688,738.33		\$1,760,228.86		\$1,836,999.25
<b>GENERAL EXPENSES</b>																							
<b>Facility Costs: \$38,534/mo: (NBH Bank DP Bond)</b>							wa,lr		\$458,311.53		\$458,311.53		\$458,311.53		\$458,311.53		\$458,311.53		\$458,311.53		\$458,311.53		\$458,311.53
<b>Utilities @ \$7,100 per Month:</b>							k,lr		\$72,000.00		\$74,880.00		\$77,875.20		\$80,990.21		\$84,229.82		\$87,599.01		\$91,102.97		\$94,749.96
<b>Services</b>																							
	Building improvement, (e.g. roof repair), snow-removal/landscape, & maintenance services			\$120,000.00	wa,lr																		
	Other Contracted services (Custodial, Orchestra Teacher, Audit, nurse, legal, technology, etc.)			\$73,800.00	l,k,lr,sn																		
	Inservice/training expenses (includes trvl & materials)			\$20,000.00	k,lr																		
	Summer Spalding I & II training			\$10,000.00	t,lr,cp																		
<b>Total Services:</b>									\$223,800.00		\$226,038.00		\$228,298.38		\$230,581.36		\$237,498.80		\$244,623.77		\$251,962.48		\$259,494.94
<b>Supplies</b>																							
	Textbooks & Lit Sets			\$21,000.00	cp,k																		



# Scenario Control Page

## Administrative structure:

- a) Melani is South Principal going forward,
- b) Shem is North Principal from FY18 on,
- c) Brad Larsen is Vice Principal full-time at South,
- d) Carolyn & Angela are split 0.4/0.6, Jamie 0.25/0.25 between North & South campuses respectively.

## Expense forecast handles

- 5.0% Administrator salary increase percentage: FY23 through FY25\*
- 3.0% Administrator salary increase percentage: FY26 through FY28\*
- Administrator salary increase percentage: FY22
- 7.0% Salaried employee increase percentage: FY23
- 4.0% Salaried employee increase percentage: FY24 through FY25
- 3.0% Salaried employee increase percentage: FY26 through FY28
- Salaried employee increase percentage: FY22
- 6.0% Part-time employee increase percentage: FY23 through FY25
- 3.0% Part-time employee increase percentage: FY26 through FY28
- Part-time employee increase percentage: FY22
- 1.0% Services increase percentage: FY23 through FY25
- 3.0% Services increase percentage: FY26 through FY28
- 1.0% Supplies increase percentage: FY23 through FY25
- 3.0% Supplies increase percentage: FY26 through FY28
- 1.0% Equipment increase percentage: FY23 through FY25
- 3.0% Equipment increase percentage: FY26 through FY28
- 9.0% Med. Ins. Premium % increase: FY23
- 7.0% Med. Ins. Premium % increase: FY26
- 10.0% Med. Ins. Premium % increase: FY24
- 6.0% Med. Ins. Premium % increase: FY27
- 8.0% Med. Ins. Premium % increase: FY25
- 5.0% Med. Ins. Premium % increase: FY28

**Note:** When Shem takes over as Principal, he will receive a larger increase than shown above.

## Revenue forecast handles

- 5.9% WPU % increase: FY23
- 3.0% WPU % increase: FY25
- 3.0% WPU % increase: FY27
- 4.0% WPU % increase: FY24
- 3.0% WPU % increase: FY26
- 3.0% WPU % increase: FY28
- \$2,694 LRF amount/std: FY23
- \$2,710 LRF amount/std: FY25
- \$2,730 LRF amount/std: FY27
- \$2,700 LRF amount/std: FY24
- \$2,720 LRF amount/std: FY26
- \$2,740 LRF amount/std: FY28

## Outputs

Retained Cash Surplus days: **45**

Beg. FY	# Days-Cash Surplus	
	North	South
22	158.5	24.6
23	160.7	45.6
24	179.4	67.6
25	197.5	88.8
26	212.4	100.6
27	219.3	113.3
28	221.8	125.3

Beg. FY	Accumulated Cash Avail. For Debt Reduction	
	North	South
22	\$1,239,177	\$0
23	\$1,319,870	\$9,304
24	\$1,585,664	\$388,211
25	\$1,840,516	\$767,213
26	\$2,073,500	\$1,009,807
27	\$2,204,357	\$1,280,629
28	\$2,287,301	\$1,549,478

## Enrollment Projections

South Campus														
FY	K	1	2	3	Tot: 1-3	4	5	6	Tot: 4-6	7	8	Tot: 7-8	9	Total
21	75	57	73	66	196	70	75	82	227	78	74	152	0	650
22	93	80	69	83	232	72	75	84	231	86	81	167	0	723
23	90	90	80	70	240	82	76	77	235	86	80	166	0	731
24	90	89	90	80	259	72	82	76	230	77	85	162	0	741
25	90	89	89	90	268	80	72	82	234	75	76	151	0	743
26	90	89	89	89	267	90	80	71	241	82	74	156	0	754
27	90	89	89	89	267	88	90	78	256	70	80	150	0	763
28	90	90	89	89	268	89	88	90	267	77	68	145	0	770

North Campus														
FY	K	1	2	3	Tot: 1-3	4	5	6	Tot: 4-6	7	8	Tot: 7-8		Total
21	50	54	60	52	166	53	56	60	169	59	54	113		498
22	42	53	58	56	167	53	53	55	161	57	56	113		483
23	52	44	56	56	156	56	56	56	168	56	56	112		488
24	54	56	45	56	157	56	56	56	168	56	56	112		491
25	55	56	56	46	158	56	56	56	168	56	56	112		493
26	56	56	56	56	168	48	56	56	160	56	56	112		496
27	56	56	56	56	168	56	49	56	161	56	56	112		497
28	56	56	56	56	168	56	56	50	162	56	56	112		498

# STRATEGIC OUTCOMES (1 of 1)

Policies and Procedures Manual

1400—School Planning

Item #	Board President Signature	Original Approval Date	Last Amendment Date
1401		3-4-15	March 6, 2019

## .2019-2024

The strategic outcome goals below were written, where possible, to align with the education philosophy and mission statement of the school.

### STRATEGIC OUTCOME 1:

Accessing available test data, administration will set goals at the beginning of the year. Then they will review and report on student proficiency and growth to the board on an annual basis as end of year test results are available.

### STRATEGIC OUTCOME 2:

TECS students will meet or exceed the annual average growth compared to past cohorts as measured by the current trend-line on the in-house monthly testing report

### STRATEGIC OUTCOME 3:

**TECS will achieve a \*net promoter score of 60-80 on stakeholder surveys.**

\*A net promoter score (NPS) measures the willingness of customers to recommend a company's services. Customers or employees are asked, "On a scale of 0-10, how likely is it that you would recommend Thomas Edison Charter School to your friends, family or others?" Those that give you a 6 or below are detractors, a score of 7 or 8 are called passives, and a 9 or 10 are promoters. To calculate the Net Promoter Score, subtract the percentage of detractors from the percentage of promoters. Given the NPS range of -100 to +100, a "positive" score or NPS above 0 is considered "good", +50 is "excellent," and above 70 is considered "world class."

### STRATEGIC OUTCOME 4:

Directors of Instruction will report annually results from observations to determine if the 8:1 positive reinforcement ratio is being met.

### STRATEGIC OUTCOME 5:

95% of TECS students in 1<sup>st</sup>-8<sup>th</sup> grades will achieve high citizenship (defined as "outstanding" and/or "satisfactory" grades) and 95% of 8<sup>th</sup> grade will indicate future plans to achieve in post-high school education or training in their PCCR.

### STRATEGIC OUTCOME 6:

The number of students on the wait list will be at least 107% of capacity measured within one week after the lottery, and two weeks after school begins.

### STRATEGIC OUTCOME 7:

Edison South will pay off USDA Loan #2 by the end of FY19. Edison North will be in a position to pay off their portion of USDA Loan #1 by the end of FY21.

# CONTINGENCY FUND AND BUDGET DISCRETION POLICY

Policies and Procedures Manual

5000—Finances and Facilities

Item #	Board President Signature	Original Approval Date	Last Amendment Date
5101		September 1, 2010	November 7, 2019

The schools shall maintain a board approved contingency fund. The administrators shall have discretion over managing the budget approved by the board. Administrators shall also have discretion over purchases for the school. If the administrators need to use the contingency fund, they are required to seek board approval. The contingency fund percentage will be recorded yearly.

### Contingency Fund Percent Per Year:

Fiscal Year (FY) 2006: 0.57%

FY 2007: 2.9%

FY 2008: 4.1%

FY 2009: 2.2%

FY 2010: 10.3%

FY 2011: 9%

FY 2012: 4%

FY 2013: 5.5%

FY 2014: 3%

FY 2015: 5.34%

FY 2016: 5.2%

FY 2017: 6%

FY 2018: 6%

FY 2019: 3.5%

FY 2020: 5.4%

# FINANCIAL PROCEDURES (1 of 3)

Policies and Procedures Manual

5000—Finances and Facilities

Item #	Board President Signature	Original Approval Date	Last Amendment Date
5101a			August 5, 2015

The Thomas Edison Charter Schools purchasing procedures defines how bills are paid and reflected in the Schools' operating budgets. There are three main categories (defined below): Pre-approved in budget, Board approved and, Principal approved.

Purchases by any Thomas Edison employee require an approved requisition unless they fall into the Pre-Approved in the Budget category. The Business Manager will pay reimbursements when approved expense reimbursement forms are submitted. All financial activity is to be stored in a relational database. The board will review budget and financial reports monthly. The final budget for the current fiscal year, and the preliminary budget for the next fiscal year, will be reviewed during the final quarter of the current fiscal year. Final approval of both will typically occur at the June board meeting.

An independent auditor will review records and procedures at least annually for accuracy and report to the board.

All direct corporate and personal donations should be acknowledged by way of a letter signed by the Principal. The funds will be given to the Business Manager for deposit and to be entered into the database for tracking. The governing board will specify the budget category to which donations should be allocated unless specified by the donor.

**Pre-Approved in Budget:** These budget categories are pre-approved by the Thomas Edison board and should be paid by the Business Manager. All transactions will be entered into the TECS financial database.

- Payroll
- Benefits
- Facility and Property Maintenance
- Utilities
- Insurance

**Board Approved:** The following budget categories require board approval.

- Cash Surplus/Contingency
- Board Expenses

**Principal Approved:** The Principal has authority to purchase items in the remaining budget categories. In addition, the Principal has authorization to approve employee and volunteer reimbursement expense requisitions. Purchases or expenses requiring use of the contingency fund must be approved by the board. Once approved, the Business Manager pays expenses and the transactions are entered into the TECS financial database.

# FINANCIAL PROCEDURES (2 of 3)

Policies and Procedures Manual

5000—Finances and Facilities

Item #	Board President Signature	Original Approval Date	Last Amendment Date
5101a			

## FINANCIAL RESPONSIBILITY DISTRIBUTION PROCESS

Business Mgr.	Principal/Secretary	Governing Board	Auditor
Generate reports to Board and State	Acquire signatures as required	Receive and review monthly bank statements	Perform annual audit
Maintain category expenditure accounts	Maintain file of "pending delivery"	Approve expenditures	
Assign income to budget categories	Place orders as requested and approved	Delegate limited discretionary budget expenditures	
Maintain receipt and reconcile purchase file	Deliver items to appropriate party	Receive and review monthly budget reports	
Pay bills and reconcile Accounts Payable	Oversee annual inventory control process	Receive and review annual financial audit report	
Maintain accounting of income/expense by budget class	Sign checks (Principal(s)/Vice Principal(s)/Director(s) of Instruction)	Sign checks (Board President/Treasurer)	
Reconcile yearly statement		Maintain audit committee as specified in state rule	
		Determine budget categories for unspecified donations	

**PURCHASING STEPS:** (Please make sure you notate the campus for which you are purchasing.)

### Before You Place an Order

1. Complete requisition form including all the following applicable information:
  - A. Description of item
  - B. Item or Part Number
  - C. Quantity
  - D. Price
  - E. Extension of price
  - F. Vendor name, phone number and address
  - G. One or more options regarding purchasing

# FINANCIAL PROCEDURES (3 of 3)

Policies and Procedures Manual

5000—Finances and Facilities

Item #	Board President Signature	Original Approval Date	Last Amendment Date
5101a			

- H. Submitted by
  - I. Date
  - J. Attach receipt(s) to back of requisition (if applicable)
2. Submit requisition to Principal for authorization.
  3. If purchase requires usage of the contingency fund, requisition is referred for board approval.

## After Approved

1. Once all approvals are obtained, requisition is returned to individual who created the request or to the secretary for the order to be placed.
2. If request is for reimbursement, requisition is forwarded to Business Manager.
3. Once ordered and appropriately notated with order date, requisition is forwarded to Business Manager and a copy is kept with secretary to await delivery.
4. When item received, packing slip is attached to requisition. If an inventory item, it is labeled with an inventory tag and recorded on inventory control sheet with tag number, description, and location.
5. The item is then delivered by the Principal, Secretary, or Business Manager or their designee to the appropriate location for use or consumption.
6. Business Manager receives invoice, checks all documents for accuracy and receipt and processes invoice if not already paid.

Occasionally, a verbal approval is acceptable before placing the order; HOWEVER, a signature must be obtained before the file can be closed.

# GOVERNING BOARD PROCEDURES (8 of 26)

Policies and Procedures Manual

1000—Governance and Organization

Item #	Board President Signature	Original Approval Date	Last Amendment Date
1101a			



Board Self Evaluation

Name

School Year	Committee	Date	Self-Evaluation Scale
			4—Exceeds Expectations 3—Meets Expectations 2—Approaching Expectations 1—Needs Refinement

A. Demonstrates a complete vision and firm conviction of the schools' philosophy and purpose.			
		Score	Comments
1	Demonstrates a knowledge of school history and a regard for the founders' vision of the philosophy and educational program of the school.		
2	Frequently and thoroughly studies core documents including the Charter, TECS Bylaws, Policies and Procedures, and the Governing Board, Teacher and Parent Handbooks.		
3	References and applies core documents in decision making.		

B. Promotes the TECS mission			
		Score	Comments
1	Is an enthusiastic proponent of the program and should be the best public relations representative the school has.		
2	Builds collaborative relationships with staff, parents, and community stakeholders.		
3	Build a professional relationships with local political representatives.		
4	Apply a visionary approach by engaging in strategic goal setting and resource allocation, considering future opportunities and challenges.		

# GOVERNING BOARD PROCEDURES (9 of 26)

Policies and Procedures Manual

1000—Governance and Organization

Item #	Board President Signature	Original Approval Date	Last Amendment Date
1101a			

## C. Operate as outlined in the Charter and associated core documents.

		Score	Comments
1	Fulfill my responsibilities as outlined in the charter and bylaws.		
2	My subcommittee functions as defined in core documents and assumes responsibility for distinct areas of oversight.		
3	Adhere to all organizational policies and procedures outlined in core documents.		
4	Perform to my fullest capability the responsibilities, expectations and behaviors outlined in the charter and board policies.		

## D. Perform fiduciary duties in a legal, ethical and responsible manner.

		Score	Comments
1	Understand the expectations and obligations associated with public service and act as representatives of the public trust.		
2	Understand and fulfill fiduciary duties of care, loyalty and obedience.		
3	Engage in ongoing training and board development.		

## E. Applies principles of good governance in carrying out its duties.

		Score	Comments
1	Asserts collective authority and demonstrates unity in supporting its decisions.		
2	Develops school policies that are legally compliant, philosophically aligned with the schools' mission and considerate of stakeholders.		
3	Delegates managerial and operational responsibilities to school administrators and establishes accountability structures to ensure their fulfillment.		

# GOVERNING BOARD PROCEDURES (10 of 26)

Policies and Procedures Manual

1000—Governance and Organization

Item #	Board President Signature	Original Approval Date	Last Amendment Date
1101a			

## F. Engages in equal, informed and appropriate oversight of the schools' finances, facilities and legal matters.

		Score	Comments
1	Ensure the benefit of both schools and the detriment of neither.		
2	Acquire a general knowledge of the school's management and operations.		
3	Oversees the schools' finances, approves the annual budget and ensures fiscal accountability in the disbursement of public funds.		
4	Employs and evaluates the principals.		
5	Solicits feedback from stakeholders.		

## G. Ensures the TECS program is effective, accountable and compliant.

		Score	Comments
1	Uses objective, reliable data to evaluate the program's effectiveness.		
2	Collaborates with administration to generate strategic goals and monitors progress toward goal achievement.		
3	Ensures the schools are fulfilling all aspects of the charter agreement with the state.		
4	Remains informed of state and federal legal requirements and ensures their implementation.		

Date Set	Goal	Accomplished	Comments
1			
2			
3			
4			
5			

# Comparing Populations: mCLASS:DIBELS Next

View	Population	Time	Measure		
Segment Results by: District Report Level: Account Grade Divider: On Display Data As: Percentage	Show Students Enrolled: On Test Day Grade: All Grades District: Thomas Edison Charter District	School Year: 3 Years Period: 3 Periods	Measure: Composite Score Performance Measurement: Levels Level Filter: All Levels		
District	Well Below Benchmark	Below Benchmark	Benchmark	Above Benchmark	Total Students
↪ Utah State Board Of Education <span style="float: right;">Current as of 10/23/2021</span>					
<b>Grade K</b>	<b>Reference Data</b> Reference Point: <b>Account</b>				
19-20 BOY	9778(24%)	6765(17%)	6021(15%)	17823(44%)	40387 <b>59%</b>
20-21 BOY	10332(27%)	6730(17%)	5783(15%)	15856(41%)	38701 <b>56%</b>
21-22 BOY	10371(26%)	6717(17%)	5674(14%)	16598(43%)	39360 <b>57%</b>
Thomas Edison Charter District	26(21%)	23(19%)	17(14%)	55(46%)	121 <b>60%</b>
	23(18%)	20(16%)	15(12%)	67(54%)	125 <b>66%</b>
	26(19%)	15(11%)	17(13%)	78(57%)	136 <b>70%</b>
<b>Grade 1</b>	<b>Reference Data</b> Reference Point: <b>Account</b>				
19-20 BOY	11817(28%)	5792(14%)	6474(15%)	18360(43%)	42443 <b>58%</b>
20-21 BOY	16416(40%)	6242(15%)	5863(14%)	12722(31%)	41243 <b>45%</b>
21-22 BOY	13319(33%)	5419(13%)	5797(14%)	16157(40%)	40692 <b>54%</b>
Thomas Edison Charter District	37(27%)	19(14%)	18(13%)	62(46%)	136 <b>59%</b>
	40(37%)	21(19%)	9(8%)	40(36%)	110 <b>44%</b>
	38(29%)	15(11%)	15(11%)	64(49%)	132 <b>60%</b>
<b>Grade 2</b>	<b>Reference Data</b> Reference Point: <b>Account</b>				
19-20 BOY	9118(21%)	3451(8%)	9929(23%)	19976(48%)	42471 <b>71%</b>
20-21 BOY	11294(27%)	3746(9%)	9905(24%)	17154(40%)	42098 <b>64%</b>
21-22 BOY	10891(27%)	3171(8%)	9205(22%)	17819(43%)	41086 <b>65%</b>
Thomas Edison Charter District	9(7%)	13(10%)	28(22%)	76(61%)	126 <b>83%</b>
	18(14%)	8(6%)	30(23%)	77(57%)	133 <b>80%</b>
	19(15%)	10(8%)	32(25%)	66(52%)	127 <b>77%</b>

Grade 3	Reference Data	Reference Point: Account
	19-20 BOY	<p>10089(24%)    3557(8%)    8727(21%)    20131(47%)    42504 <b>68%</b></p>
	20-21 BOY	<p>10641(26%)    3749(9%)    8958(22%)    17255(43%)    40600 <b>65%</b></p>
	21-22 BOY	<p>11129(27%)    3644(9%)    8744(21%)    18330(43%)    41847 <b>64%</b></p>
Thomas Edison Charter District	19-20 BOY	<p>26(22%)    10(8%)    24(20%)    58(50%)    118 <b>70%</b></p>
	20-21 BOY	<p>23(20%)    12(10%)    25(22%)    56(48%)    116 <b>70%</b></p>
	21-22 BOY	<p>26(19%)    10(7%)    23(17%)    79(57%)    138 <b>74%</b></p>

Numbers represent the percent of students proficient.

	19-20 BOY	19-20 MOY	19-20 EOY	20-21 BOY	20-21 MOY	20-21 EOY	21-22 BOY	21-22 MOY	21-22 EOY
Composite Scores									
K	60	72	no scores	66	67	65	70		
1	59	76	no scores	44	65	65	60		
2	83	77	no scores	80	77	72	77		
3	70	76	no scores	70	76	84	74		
First Sound Fluency (FSF)									
K	65	77	NT	69	71	NT	75		NT
Phoneme Segmentation Fluency (PSF)									
K	not tested	85	no scores	NT	83	78	NT		
1	59	NT	NT	53	NT	NT	61	NT	NT
Nonsense Word Fluency - Correct Letter Sounds									
K	NT	73	no scores	NT	69	62	NT		
1	72	78	no scores	58	67	67	68		
2	76	NT	NT	74	NT	NT	72	NT	NT
Nonsense Word Fluency - Whole Words Read									
1st	58	78	no scores	53	65	70	56		
2nd	86	NT	NT	76	NT	NT	76	NT	NT
DIBELS Oral Reading Fluency (DORF) - Words Correct									
1st	NT	72	no scores	NT	64	60	NT		
2nd	70	70	no scores	66	57	64	68		
3rd	67	71	no scores	65	69	67	72		
DIBELS Oral Reading Fluency (DORF) - Accuracy									
1st	NT	73	no scores	NT	65	70	NT		
2nd	85	84	no scores	79	73	72	72		
3rd	66	77	no scores	68	74	80	76		
DIBELS Oral Reading Fluency (DORF) - Retell									
1st	NT	NT	no scores	NT	NT	57	NT		
2nd	63	63	no scores	75	76	72	83		
3rd	66	77	no scores	81	87	90	62		
DAZE (Reading Comprehension)									
3rd	67	78	no scores	57	64	69	69		

	Below Utah Average
	Above Utah Average
	More than 10% above Utah Average

All data is taken from Utah Data Gateway except for Sec Math and Biology which came from the SAGE portal. The numbers may vary slightly.

**Principal's Report to the School Board**  
**November 3, 2021**  
**Shem Smith, Principal**

**Strategic Outcome 1:** Accessing available test data, administration will set goals at the beginning of the year. Then they will review and report on student proficiency and growth to the board on an annual basis as end of year test results are available.

In a review of data with the USBE, we learned that TECS SpEd population outperforms the state summative proficiency measures in both ELA and Math. Despite seeing a significant increase in the number of SpEd students over the past few years, TECS has seen an increase to nearly 30% proficient in its struggling population. Not only is 30% well above the state averages, but the gap between those with disabilities and those without has narrowed at TECS more than the in the corresponding populations at the state level.

1. **LAND Trust:** We had our initial meeting for the FY22 council to introduce the LAND Trust purpose and funding. We will meet later this year to determine how the funds will be spent and to submit the final report for FY21.
2. **Utahgrants:** I have been working with Jamie Lewis to ensure a good transition as she assumes responsibilities for grant writing for the LEA. Traditionally, we apply for the following grants: IDEA (Special Education) and IDEA Preschool, Gifted and Talented Students (EASP), the Early Literacy Plan, Enhancement for At-Risk Students (EARS), Teacher Salary Supplemental Program (TSSP), and Results Driven Accountability (RDA). Our allotment for the combination of the various grants is nearly \$500,000. This year, as with last year, there were some additional COVID related grants that have provided an additional \$50,000+ that will be used to facilitate the provide additional personnel and some classroom audio equipment. Due to the cumbersome nature of the grants, the admin team decided that we needed someone to dedicate more time. Jamie's time has been increased by .25FTE to accommodate the need.
3. **Geography and Spelling Bees:** We had to cancel our Geography Bee due to the sponsor, National Geographic cutting the program this year. Our Spelling Bee will continue as planned later this month.
4. **Fall Fun Run:** We held a virtual Fall Fun Run on Saturday, September 25. We had over 70 runners in person. It was a great opportunity for families to exercise and enjoy the outdoors together. Runners were given 30 minutes to do as many laps as they could/wanted. They received an electronic ticket to enter in a drawing for different prizes. We announced the winners of the prize drawings at Morning Greeting the next week. We appreciate the sponsorship of USU athletics, Al's Sporting Goods, our PO, and many others that support the healthy lifestyles of all within our school community.
5. **Safety Week:** Our parent organization helped us fulfill one of the school wide assurances by conducting safety training of our students and staff. During the week, each morning greeting was extended a few minutes to allow students to hear from trained professionals about internet safety, safe school requirements (aka bully prevention), crosswalk and road safety, mental

health awareness, and physical activity and health. The PO also planned and carried out our maturation clinics via Bear River Health Department and Kids Empowered through the Family Center. We appreciate all that our PO does to help our students.

6. **Parent Teacher Conferences:** We enjoyed hosting over 96% of our elementary families (up from 94% last year) and 58% of our middle school families (up from 55% last year) during the two days of PTC. These numbers reflect the initial attempts during the week of PTC. Teachers are also encouraged make two additional attempts to meet with parents who do not come. With those additional efforts, we usually reach a few more of our TECS families to communicate, collaborate, and coordinate academic support for our students. We know the continuing concerns of the pandemic are still real with many of our families, but feel grateful to have so many who still want to prioritize their child's education.
  
7. **Class Parties:** We successfully celebrated the Fall class parties on Friday, Oct. 29. Students had a great time and parent volunteers did a great job organizing the events. I often tell visitors during the class parties that our students should know how to work hard and play hard too. Last year, we had to limit the numbers in each class. This year, we asked volunteers to be kept to a few as were necessary in order to keep the risk of exposure to a minimum. We have not heard of any issues to date, however, we did get feedback on some expired drinks that were donated. We will need to be more dutiful in future parties to ensure expired food and drink does not make it to our children.
  
8. **Giving Tree and Canned Food Drive:** We are currently identifying families in our school community that could use a little assistance. We are coordinating efforts between the student council and the faculty to raise a significant amount of food and goods that we can donate to support them in their need. Last year we collected over 2400 items and almost \$1,500 worth of gifts, I hope we can do better this year.
  
9. **Vendor Contract Approval:** ELuma for OT services. We reached out to several on-line vendors in recent weeks to find a replacement for our OT services.
  
10. **Quarantines, Cases, and Contact Tracing:** To date, we have had 21 cases at Edison North. There are currently three cases among students and staff. Also, there are no students that were identified in the contact tracing and, therefore, we have no students quarantined or subject to quarantine guidelines. We feel we have been very fortunate to be where we are in the school year, in the situation we are in. We have heard of nearby schools that have gone to Test-To-Stay protocols and feel blessed that we have not needed to employ those restrictive measures.

**11. Upcoming Events:**

Nov 1 - 5	Class Spelling Bees	
Nov 1	Open Enrollment Begins	
Nov 1	Full Staff Meeting	3:15 PM
Nov 2	Executive PO Meeting	2:00-3:00 PM
Nov 3	PO Committee Meeting - RSL Training Center	2:00-3:00 PM
Nov 3	Admin Meeting @ North	3:45 PM

Nov 3	Business Meeting @ North	4:30 PM
Nov 3	Governing Board Meeting - @ North Campus	5:30 PM
Nov 5	End of 2nd Grading Period - Dismiss @ 1:30 PM	1:30 PM
Nov 8 - 19	Food Drive - Student Council	
Nov 8	Dept PLC's	3:15 PM
Nov 10	Report Cards Go Home	
Nov 10	6th Grade Field Trip - Loveland Living Aquarium - NO HOT LUNCH	8:00-3:00
Nov 10	7th Grade Field Trip - Natural History Museum - NO HOT LUNCH	8:00-3:00
Nov 10	ACT Aspire Test for 8th Graders	8:30 - 1:30
Nov 10	Admin Meeting @ South	11:00 AM
Nov 12	Veteran's Day Assembly	12:30 PM
Nov 15	Split PLC's	3:15 PM
Nov 16	Executive PO Meeting	2:00-3:00 PM
Nov 17	Admin Meeting @ South	11:00 AM
Nov 17	Business Meeting @ North	12:00 PM
Nov 17	1st Grade Chorus - "Gratitude Attitude"	6:30 PM
Nov 18	History Fair - Setup	2:00 PM
Nov 19	History Fair - NO HOT LUNCH	
Nov 22 - Dec 15	Giving Tree	
Nov 23	School Spelling Bee - 4 thru 8 participate - 3rd may watch	8:30 AM
Nov 23	Thanksgiving Break - Dismiss @ 1:30 PM	1:30 PM
Nov 24 - 26	Thanksgiving Break - NO SCHOOL	
Nov 29	Letters of Intent Out	
Nov 29	Committee Meetings	3:15 PM
Dec 1	Admin Meeting @ North	3:45 PM
Dec 1	Business Meeting @ North	4:30 PM
Dec 1	Governing Board Meeting - @ North Campus	5:30 PM
Dec 2	Staff Christmas Party @ North Campus	6:00-8:00 PM
Dec 6	Letters of Intent Due	
Dec 6	Full Staff Meeting	3:15 PM
Dec 7	Executive PO Meeting	2:00-3:00 PM
Dec 8	Admin Meeting @ North	11:00 AM
Dec 8	Choir Concert Assembly - Christmas	1:00 PM
Dec 8	PO Committee Meeting - RSL Training Center	2:00-3:00 PM
Dec 13	Split PLC's	3:15 PM
Dec 15	Admin Meeting @ North	11:00 AM
Dec 15	Business Meeting @ North	12:00 PM

Dec 15	Kindergarten Program - Christmas Both Classes	6:30 PM
Dec 17	Elementary Grades - Sing Along (1st-5th Grades)	9:00 AM
Dec 17	Class Party - AM Kindergarten	9:35-10:35 AM
Dec 17	Class Party - PM Kindergarten	12:30-1:30 PM
Dec 17	Christmas Class Parties	12:30-1:30 PM
Dec 20 - 31	Christmas Break - <b>NO SCHOOL</b>	

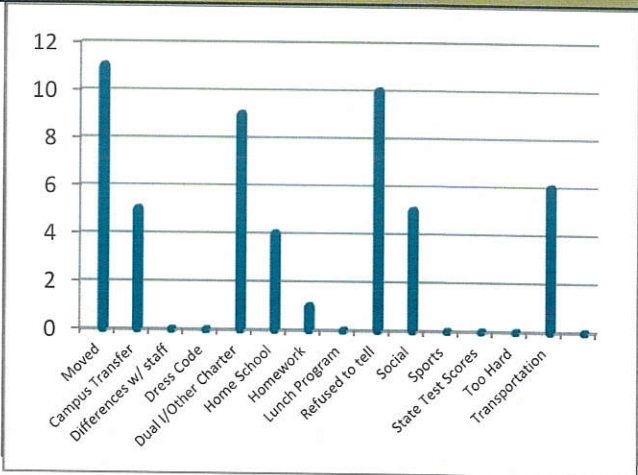
### Personnel Requests

**Kyla Wray-** Kyla found our posting on Indeed.com. She recognized the name of the school as one that a companion from her mission had told her was a place she worked and highly recommended. She is an education major at USU and is excited to get some good classroom experience in our MS Special Education program.

**Troy Leven-** Troy will be taking the position being vacated by Alicia Toscano. After 15 wonderful years at TECS, Alicia is moving on to accept a position at the Bear River Health Department. She will be missed. We were lucky to have interviewed several candidates three weeks ago when we anticipated we'd be expanding the positions in the front office. Because of that, we already had gone through the process and found Troy to be an excellent candidate.

Enrollment Report									
Grade	Current Count	Current Spaces	Projected	Openings	Pref. Waiting	Reg. Waiting	18-19 Count	Growth	
K	42	56	56	14	0	1	58	-16	-27.6%
1	53	56	56	3	0	0	60	-7	-11.7%
2	57	56	56	0	2	1	52	5	9.6%
3	56	56	56	0	0	3	60	-4	-6.7%
4	53	56	56	3	1	0	58	-5	-8.6%
5	53	56	56	3	1	0	53	0	0.0%
6	55	56	56	1	0	3	60	-5	-8.3%
7	57	56	56	0	5	4	55	2	3.6%
8	56	56	56	0	1	4	53	3	5.7%
<b>Total</b>	<b>482</b>	<b>504</b>	<b>504</b>	<b>24</b>	<b>10</b>	<b>16</b>	<b>509</b>	<b>-27</b>	<b>-5.4%</b>

Withdrawal Reason Count												
REASON	K	1	2	3	4	5	6	7	8	9	Total	%
Moved	2	4	0	2	1	0	1	1	0	0	11	21.6%
Campus Transfer	2	1	1	0	0	1	0	0	0	0	5	9.8%
Differences w/ staff	0	0	0	0	0	0	0	0	0	0	0	0.0%
Dress Code	0	0	0	0	0	0	0	0	0	0	0	0.0%
Dual I/Other Charter	3	0	0	1	0	1	1	2	1	0	9	17.6%
Home School	0	0	0	1	1	1	1	0	0	0	4	7.8%
Homework	1	0	0	0	0	0	0	0	0	0	1	2.0%
Lunch Program	0	0	0	0	0	0	0	0	0	0	0	0.0%
Refused to tell	6	1	0	0	1	1	1	0	0	0	10	19.6%
Social	0	2	1	0	0	0	0	1	1	0	5	9.8%
Sports	0	0	0	0	0	0	0	0	0	0	0	0.0%
State Test Scores	0	0	0	0	0	0	0	0	0	0	0	0.0%
Too Hard	0	0	0	0	0	0	0	0	0	0	0	0.0%
Transportation	1	0	3	0	0	0	1	0	1	0	6	11.8%
											0	0.0%
<b>Total</b>	<b>15</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>51</b>	



Number of Families	
2020-21	2021-22
326	

Part time students	
Elem	MS
0	0

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DIDN'T ENROLL	K	1	2	3	4	5	6	7	8	9	Total	%
DE-Refused to tell	1	0	0	0	0	0	0	0	0	0	1	12.5%
DE-Moved	1	0	1	0	1	0	0	0	0	0	3	37.5%
DE-Campus Transfer	0	0	0	1	0	0	0	0	0	0	1	12.5%
DE-Dual Immersion	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Home School	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Lunch Program	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Social	1	1	0	0	0	0	0	0	1	0	3	37.5%
DE-State Test Scores	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Too Hard	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Transportation	0	0	0	0	0	0	0	0	0	0	0	0.0%
DE-Waiting List	0	0	0	0	0	0	0	0	0	0	0	0.0%
<b>Didn't Enroll Total</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>8</b>	

Years of Attendance									
Years	1	2	3	4	5	6	7	8	%
New	13%	9%	2%	6%	19%	4%	4%	0%	7%
One		22%	10%	12%	11%	10%	7%	14%	11%
Two			12%	12%	6%	10%	12%	16%	8%
Three				10%	6%	10%	9%	7%	5%
Four					0%	10%	9%	4%	3%
Five						6%	2%	5%	2%
Six							9%	5%	2%
Seven								0%	1%
<b>ALL</b>	<b>87%</b>	<b>69%</b>	<b>76%</b>	<b>62%</b>	<b>58%</b>	<b>51%</b>	<b>49%</b>	<b>39%</b>	<b>61%</b>

**Thomas Edison Charter School South  
Principal's Report to the Governing Board  
November 3, 2021  
Melani Kirk, Principal**

- 1. Parent Teacher Conferences:** On October 12<sup>th</sup> and 13<sup>th</sup>, teachers worked long and hard to meet with parents. We ask that all elementary teachers have 100% attendance and that middle school teachers meet with all 6<sup>th</sup> grade students to do an SEP (Student Education Plan) and with 7<sup>th</sup>/8<sup>th</sup> grade students that have a C or below in their class.

I am once again very pleased with this year's attendance results in elementary. It took more work for our elementary teachers to get all parents to come in this year, but eventually they were all successful.

Kindergarten	Johnson - 100%	Hadsell - ?%	
1st	Bailey - 100%	Buchanan - 100%	Hadsell - 100%
2nd	Price - 100%	Johnson - 100%	Stott - 100%
3rd	Mitton - 100%	Fordham - 100%	Killpack - 100%
4th	Williams - 100%	Gunnell - 100%	Jordan - 100%
5th	Knight - 92%	Laursen - 100%	Mullen - 100%

**TOTAL % attendance for K-5 = 100%**

6th	76%	All 6 <sup>th</sup> grade students are expected to attend to fill out SEP forms.
7th - 8th	7 <sup>th</sup> -84% 8 <sup>th</sup> -80%	Students with C or lower are expected to attend.

Middle school P/T conferences were far from satisfactory. We have yet to make contact with some of our parents, as they are not returning phone calls or emails. Teachers have done a banner job of reaching out to parents. I will now be making phone calls to our parents that need to step it up.

- 1. Economically Disadvantaged:** Teachers did a great job this year following up with parents to return their economically disadvantaged forms. Jacqueline keeps track of this so we know from year to year. The number this year at Edison South is 231 students which is 32%. Last year was 33.3%. The year before that it was 31.4%.
- 2. COVID Update:** Overall, a huge thanks goes out to parents and students for their diligent efforts in helping our school remain COVID-free. We have had various students out either with COVID, quarantining, or staying home because they feel sick. We do have several students absent each day, but most are diligent in making up their work and staying on top of their academics. We are

thrilled to be in school and learning at our regular TECS high standards. Our daily average absent student percentage is 6.83%. That means that 93.1% of our students are present on a daily basis. For still being in the midst of a pandemic, I'm quite pleased with these numbers. Our total number of students/teachers since the first day of the school year that have had COVID is 26. We have had 33 quarantined (not COVID positive), and our current 14 day running total is two. The BRHD announced this morning that the vaccine has been approved for the 5-12 year olds and they will begin vaccine clinics for this age group immediately.

3. **Book Fair:** During parent-teacher conferences, we held our fall Scholastic Book Fair in the conference room. Total book sales came to \$3,749.98. Of that money, we received \$1,874.99 in scholastic dollars, a cash-out value of \$937.49. The library used \$207.79 to purchase books from the book fair, and the remaining \$833.60 will be used to purchase or replace classroom literature sets, other books needed by teachers for various subjects as well as purchase new books for the library.
4. **Socktober:** Our student council stepped up their game this year in hyping up students to bring in socks to donate. We ran Socktober during the entire month of October. In the end, we collected 1,815 pairs of socks to donate to families in our community. Mr. Merchant volunteered his head to be shaved by the class that brought in the most socks. Mrs. Hadsell's AM kindergarten gets to watch Mr. Merchant's hair be shaved.
5. **Class Parties:** On Friday, October 29<sup>th</sup>, class parties were held. As usual, parent volunteers did a fantastic job of helping students have a fun-filled, enjoyable event. Each elementary class ran their party from 1:25pm to 2:25pm. Students made projects, played games, had guest speakers and best of all (in their minds), had plenty of sugar.

Middle school typically does a dance for this party, but due to the set-up of our Spooktacular event, they had their party in classrooms and the cafeteria. They had lots of yummy treats, karaoke, Minute to Win It games, Studio C and other activities that they were able to enjoy together as a middle school. As usual, their favorite part was the socializing.

6. **Spooktacular Extravaganza:** Under the direction of PO president, Jess Hyer, we had our first ever Spooktacular Event. In the past we have had a Fall Festival which was huge amounts of work, but extremely successful and enjoyable for families. Jess wanted to try something different this year for our main school fundraiser. The Spooktacular turned out amazing! Staff participated in a Trunk or Treat portion that was loved by all. Staff went all out and dressed up in great costumes, decorated their vehicles and had a great time with families coming through to get candy. The Spook Alley was fantastic and kids of all ages loved it. Many hours of work, preparation and great ideas were put into making this an epic experience for our families. Along with these two main events, we also had a pumpkin carving contest, games and delicious concessions. Feedback on the event was overwhelmingly positive. Families loved it and are begging to do it again next year. Total revenue brought in was \$7,337.90. Expenses were only \$760.00, which is impressive for something of this magnitude. **Net profit was \$6,577.69.**
7. **USU practicum teachers:** We are currently hosting five practicum students from Utah State University, one practicum student and a student teacher. We love hosting future teachers because it gives them an opportunity to see and experience our program. Many of these USU

students have researched us further and applied for teaching positions with TECS due to their experience here.

***Upcoming Events***  
***November 2021***

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November 1 - 5	Classroom Spelling Bee
November 2	Giving Tree Begins
November 5	End of 2nd grading period
November 10	Veterans Day Assembly at 1:00 pm
November 11	Veterans Day Choir field trip to Assisted Living locations
November 18	8th grade Pre ACT
November 22	School Spelling Bee
November 23	Dismiss at 1:25 for Thanksgiving Break
November 24 - 26	No school - Thanksgiving Break

**Vendor Approvals:**

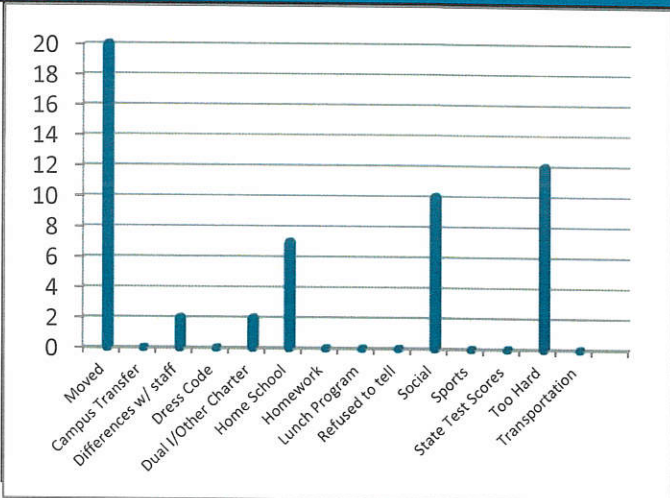
None at this time

**Personnel Requests:**

None at this time

Enrollment Report										
Grade	Current Count	Current Spaces	Projected	Openings	Pref. Waiting	Reg. Waiting	20-21		Growth	
K	92	96	85	4	0	0	74	18	24.3%	
1	80	90	80	10	0	0	57	23	40.4%	
2	68	90	75	22	0	0	71	-3	-4.2%	
3	82	90	80	8	0	0	63	19	30.2%	
4	73	90	70	17	0	0	70	3	4.3%	
5	75	90	75	15	0	0	75	0	0.0%	
6	85	90	80	5	0	0	80	5	6.3%	
7	83	90	85	7	0	0	78	5	6.4%	
8	81	90	80	9	0	0	72	9	12.5%	
<b>Total</b>	<b>719</b>	<b>816</b>	<b>710</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>640</b>	<b>80.2</b>	<b>12.5%</b>	

Withdrawal Reason Count												
REASON	K	1	2	3	4	5	6	7	8	9	Total	%
Moved	3	3	1	5	1	2	2	2	1		20	37.7%
Campus Transfer	0	0	0	0	0	0	0	0	0		0	0.0%
Differences w/ staff	1	0	1	0	0	0	0	0	0		2	3.8%
Dress Code	0	0	0	0	0	0	0	0	0		0	0.0%
Dual I/Other Charter	0	1	0	0	0	0	0	1	0		2	3.8%
Home School	1	1	0	0	1	1	0	2	1		7	13.2%
Homework	0	0	0	0	0	0	0	0	0		0	0.0%
Lunch Program	0	0	0	0	0	0	0	0	0		0	0.0%
Refused to tell	0	0	0	0	0	0	0	0	0		0	0.0%
Social	1	0	0	1	0	1	1	4	2		10	18.9%
Sports	0	0	0	0	0	0	0	0	0		0	0.0%
State Test Scores	0	0	0	0	0	0	0	0	0		0	0.0%
Too Hard	0	1	2	1	1	0	2	3	2		12	22.6%
Transportation	0	0	0	0	0	0	0	0	0		0	0.0%
												0.0%
<b>Total</b>	<b>6</b>	<b>6</b>	<b>4</b>	<b>7</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>12</b>	<b>6</b>	<b>0</b>	<b>53</b>	



Number of Families	
2021-22	2020-21

Part time students	
Elem	MS
0	0

11/3/2021 14:44

DIDN'T ENROLL	K	1	2	3	4	5	6	7	8	9	Total	%
DE-Refused to tell	0	1	1	0	0	1	1	0	0		4	9.1%
DE-Moved	7	1	1	4	3	1	3	1	0		21	47.7%
DE-Campus Transfer	0	0	0	0	0	0	0	0	0		0	0.0%
DE-Dual Immersion	0	0	0	0	0	0	0	0	0		0	0.0%
DE-Home School	2	0	2	2	0	0	0	0	0		6	13.6%
DE-Lunch Program	0	0	0	0	0	0	0	0	0		0	0.0%
DE-Social	0	0	0	0	0	0	2	1	0		3	6.8%
DE-State Test Scores	0	0	0	0	0	0	0	0	0		0	0.0%
DE-Too Hard	3	0	1	0	0	0	0	1	0		5	11.4%
DE-Transportation	3	0	1	1	0	0	0	0	0		5	11.4%
DE-Waiting List	0	0	0	0	0	0	0	0	0		0	0.0%
<b>Didn't Enroll Total</b>	<b>15</b>	<b>2</b>	<b>6</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>44</b>	

Years of Attendance									
Years	1	2	3	4	5	6	7	8	%
New									14%
One									14%
Two									6%
Three									2%
Four									3%
Five									2%
Six									0%
Seven									0%
<b>ALL</b>	<b>78%</b>	<b>75%</b>	<b>65%</b>	<b>62%</b>	<b>65%</b>	<b>48%</b>	<b>43%</b>	<b>39%</b>	<b>59%</b>

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