

The Varnett Public School Month End Board Report Finance and Federal May 31, 2020

Produced by Charter School Success

Presented by Jackie Hernandez

Table of Contents

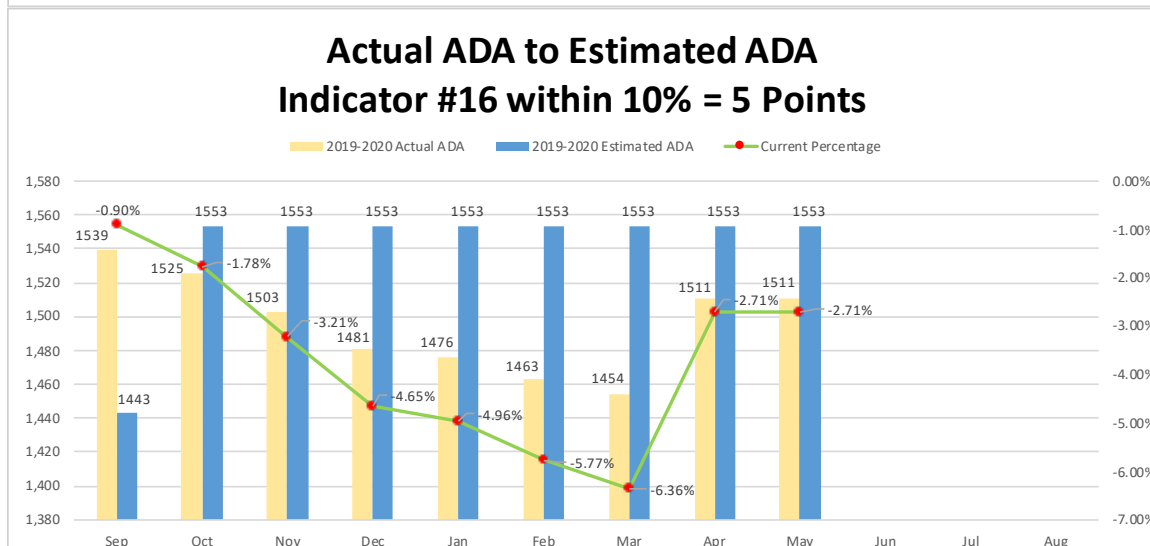
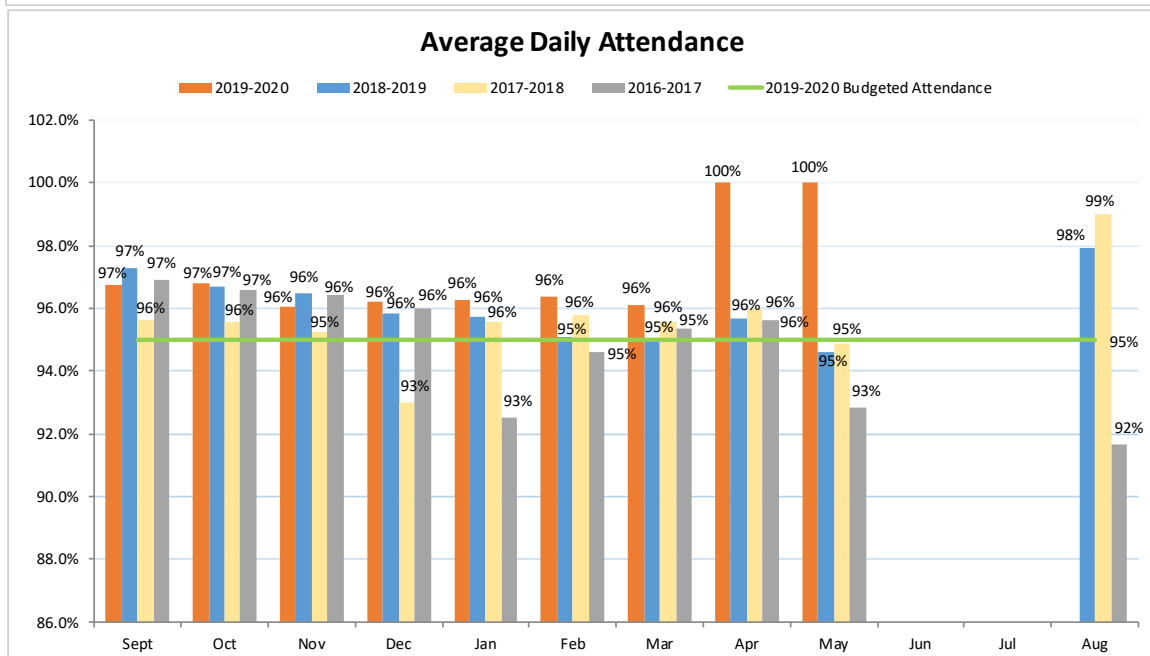
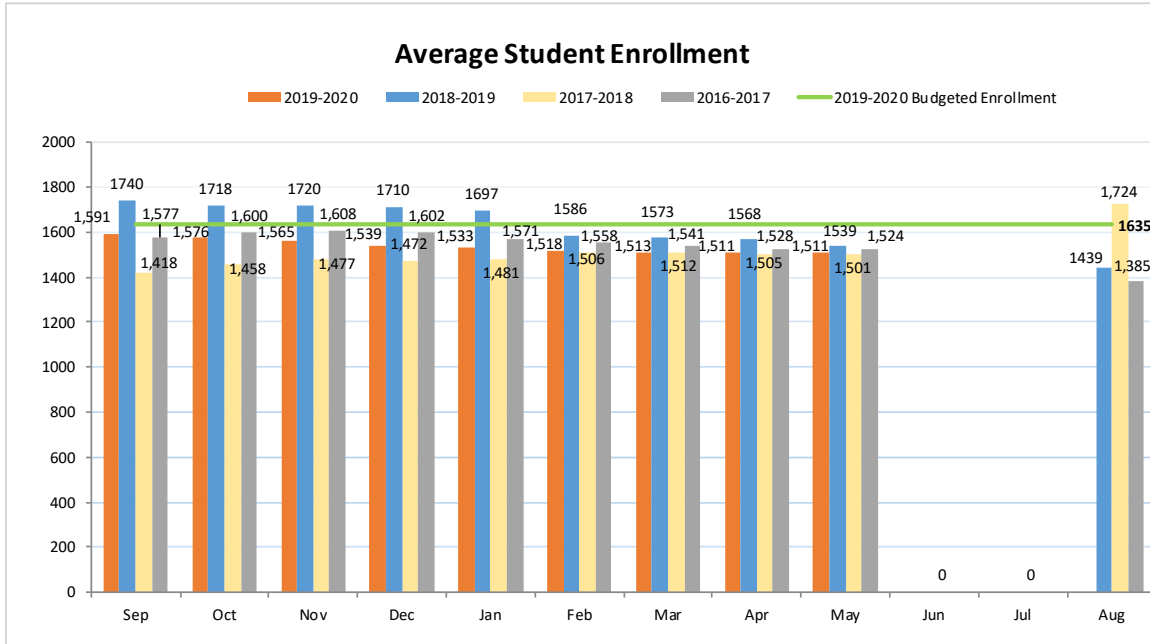
- √ 1 - Graphs: Enrollment, Attendance and Estimated ADA
- √ 2 - Graphs: Charter FIRST Budgeted Revenue vs. Summary of Finance ("SOF") and Budget to Actual Revenue
- √ 3 - Graphs: Charter FIRST Net Asset, Average Change in Assets, and Days of Cash On Hand
- √ 4 - Graphs: Charter FIRST Current, Long Term and Debt Service Coverage Ratios
- √ 5 - Graphs: Revenue vs. Expenditure, Monthly Revenue vs. Expenditure and Unrestricted Cash
- √ 6 - Graphs: Charter FIRST Debt to Capital and Administrative Cost Ratio
- √ 7 - Report: Financial Analysis
- √ 8 - Report: All Funds Budget to Actual Comparison Report
- √ 9 - Report: 240 & 420 Comparison Report
- √ 10 - Report: Special Program Intent Allotment & Maintenance of Effort Compliance Report
- √ 11 - Report: Federal Program Fiscal Status
- √ 12 - Report: Federal Programs Component Status Report
- √ 13 - Report: Human Resources Status Report
- √ 14 - Report: PEIMS Support Update
- √ 15 - Report: Observations, Recommendations and Reminders



Charter School Success

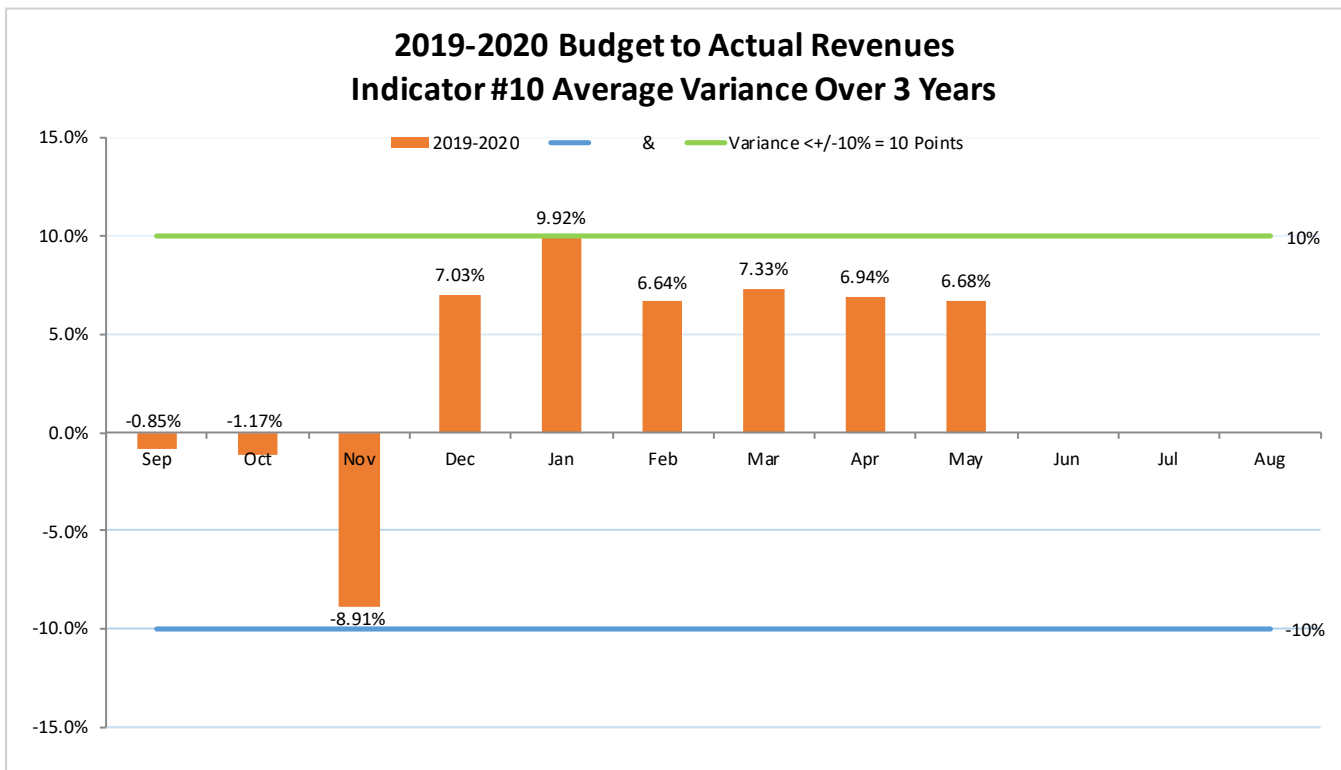
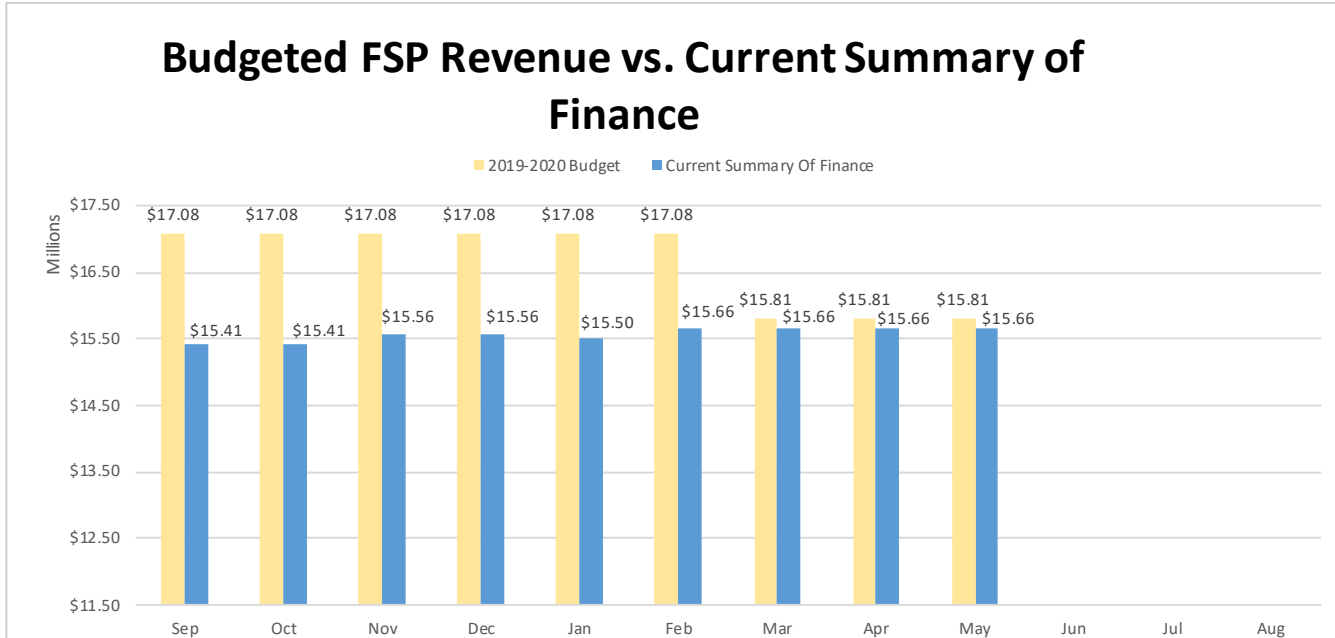
The Varnett Public School

Enrollment, Attendance & Estimated ADA ^{v1}



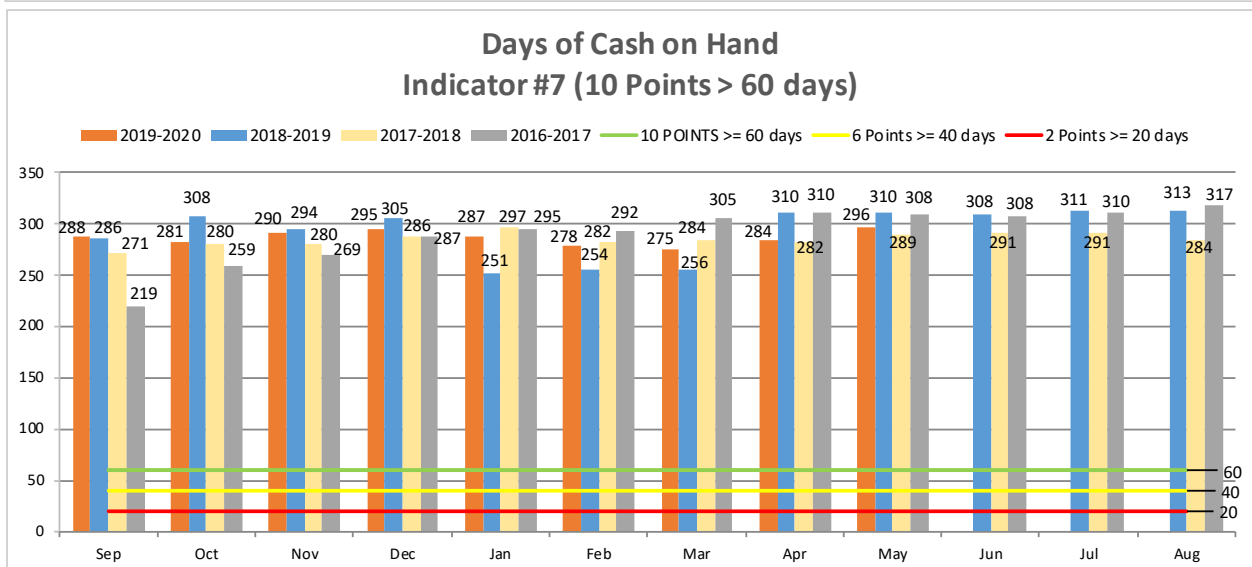
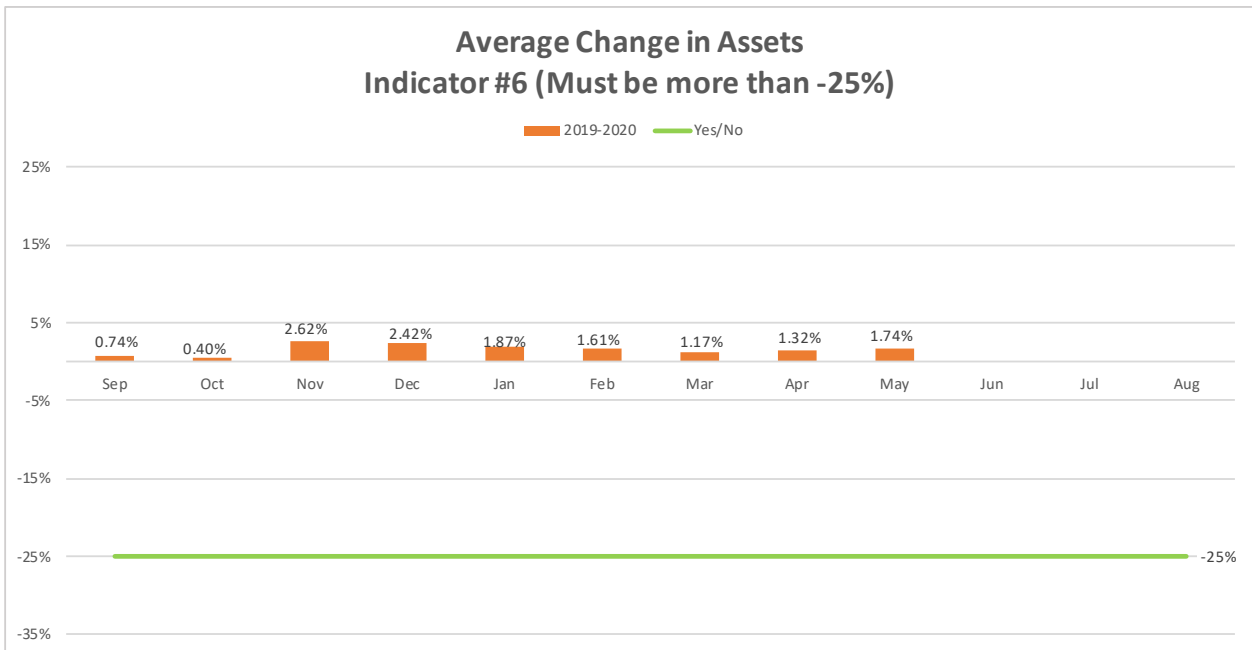
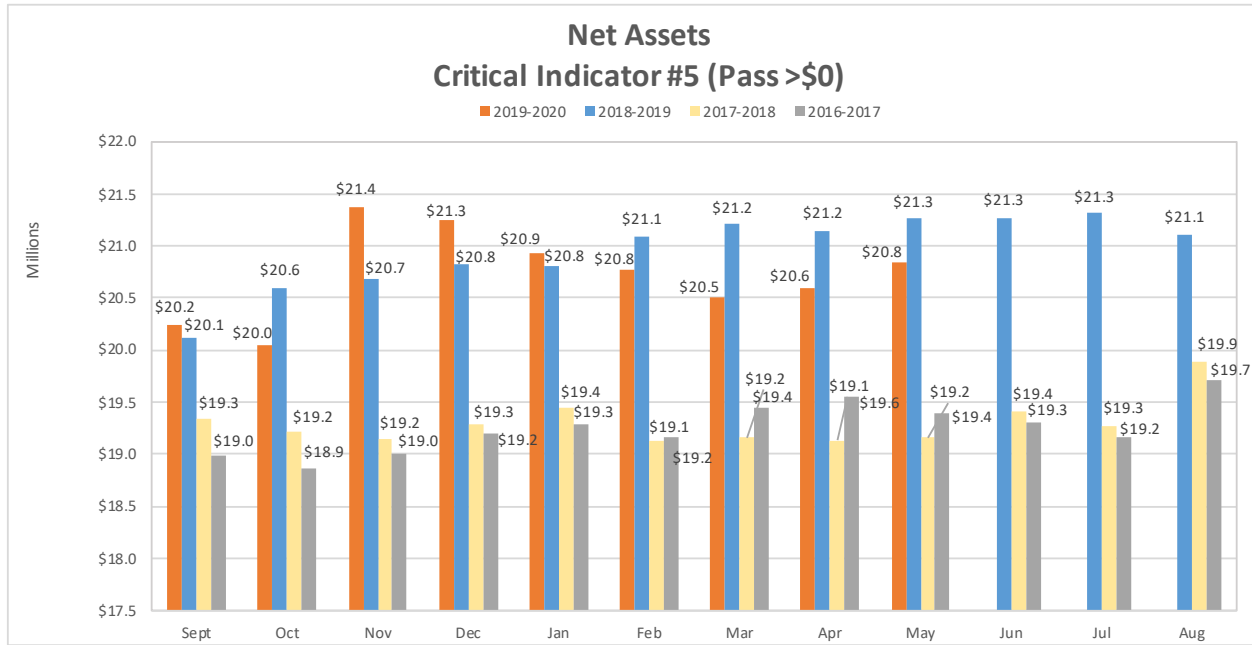
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Summary of Finance & Budget to Actual Revenue ^{v1}



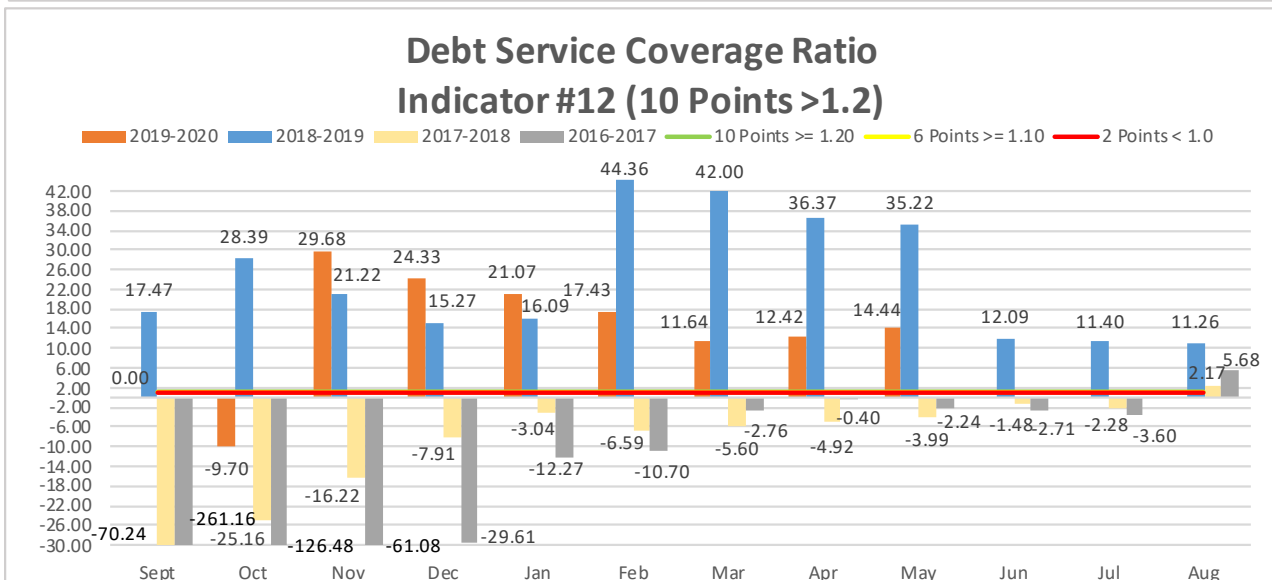
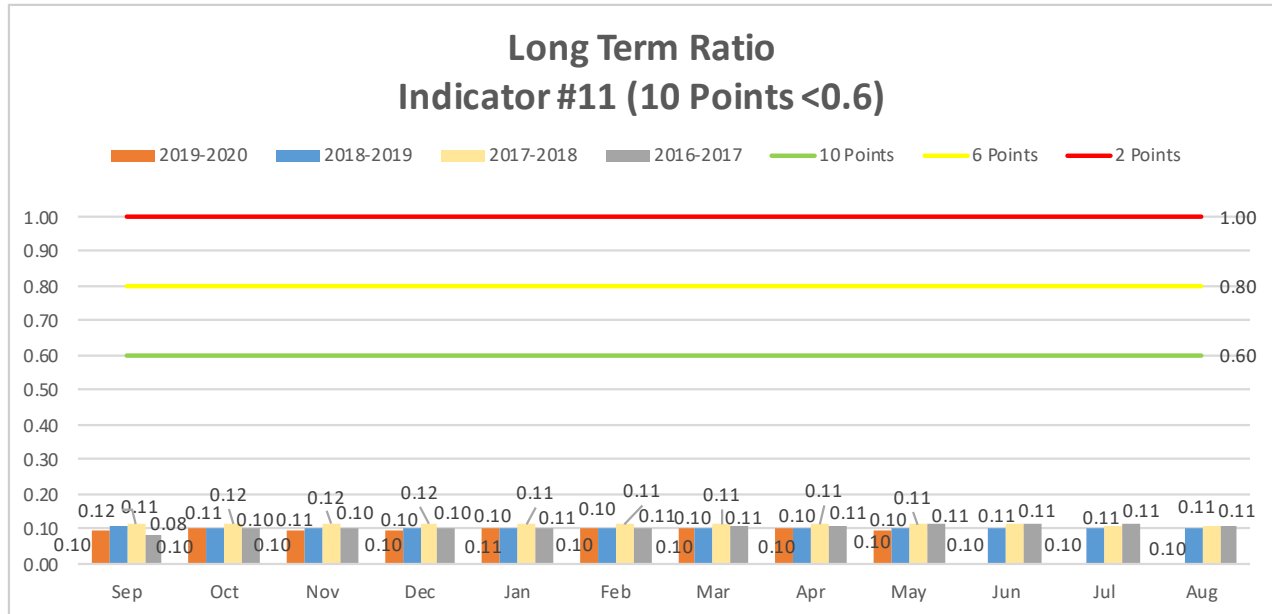
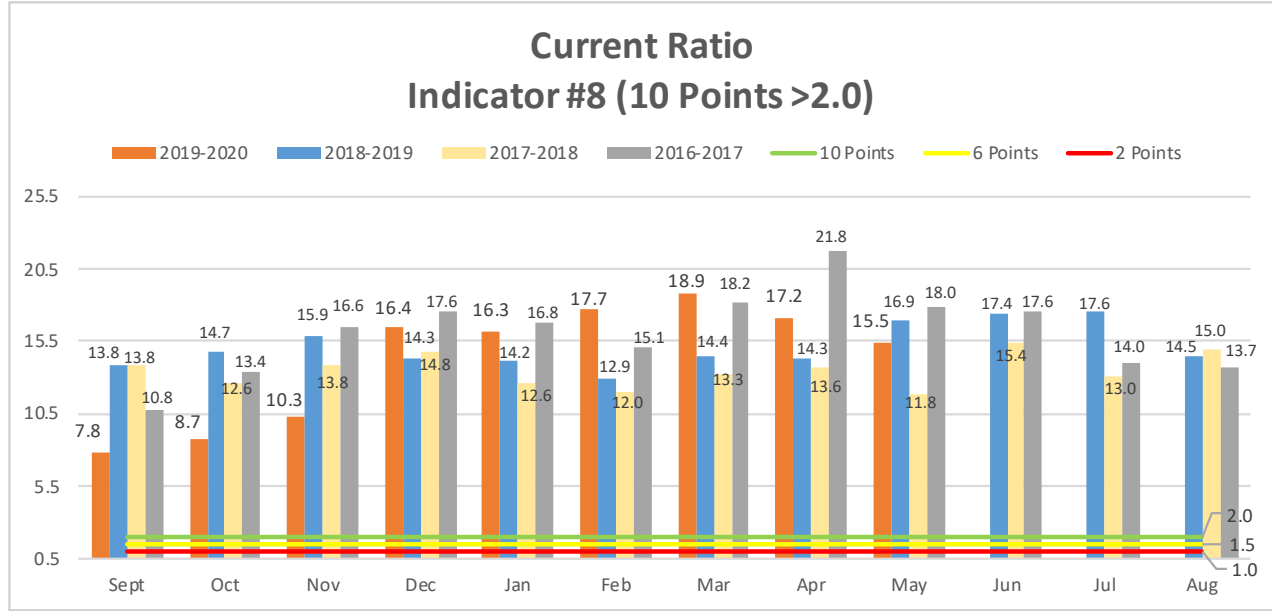
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Charter FIRST Indicators #5, 6 & 7 ^{v1}



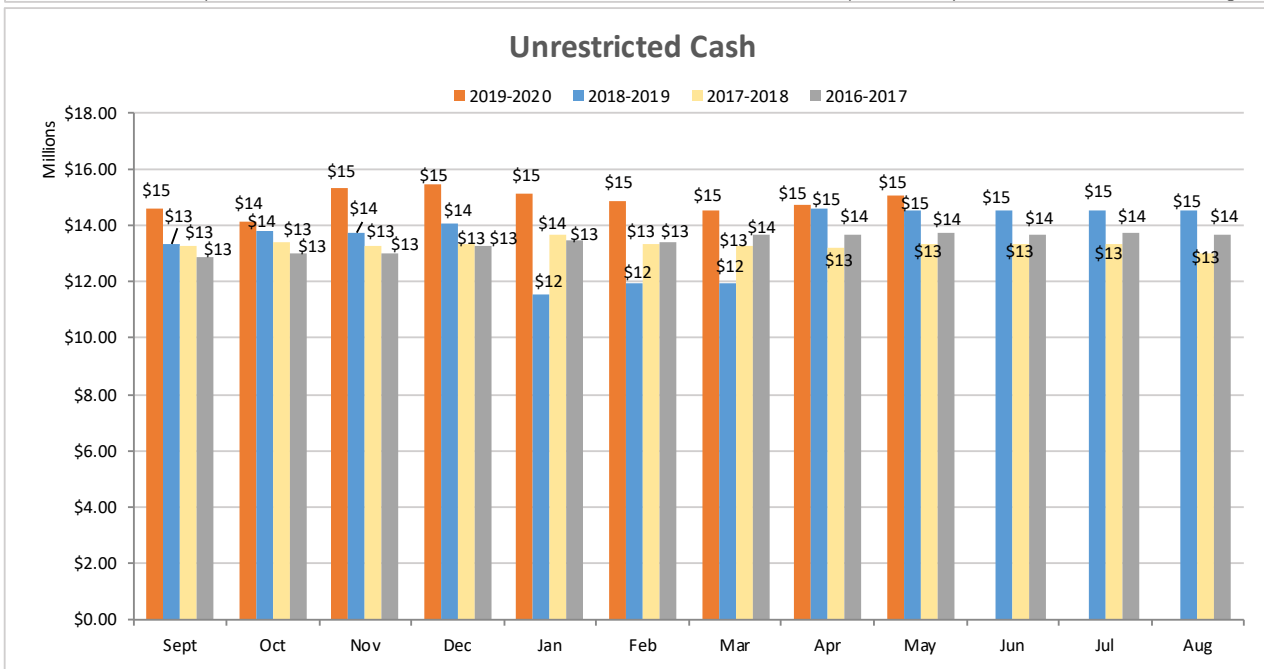
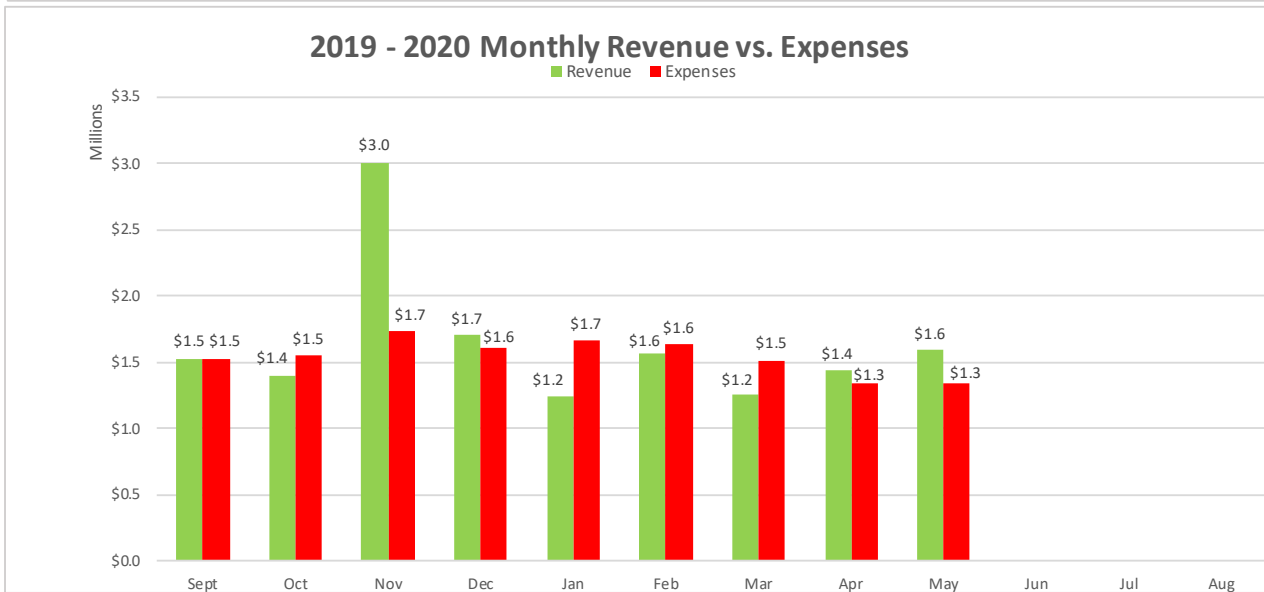
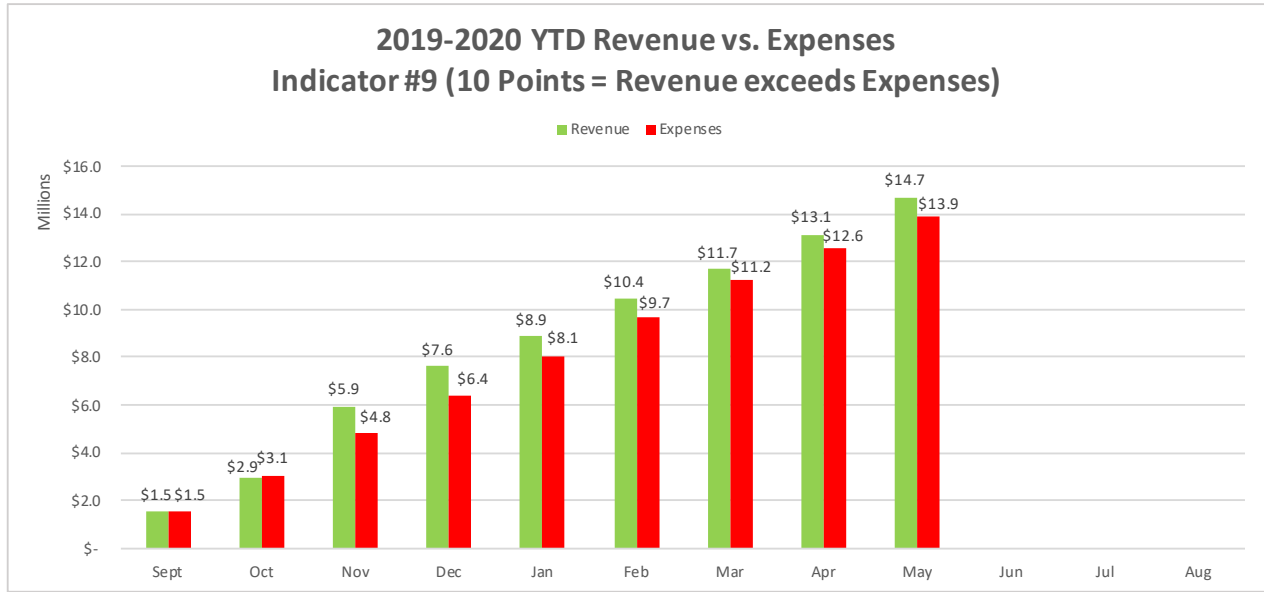
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Charter FIRST Indicators #8, 11 & 12 ^{√1}



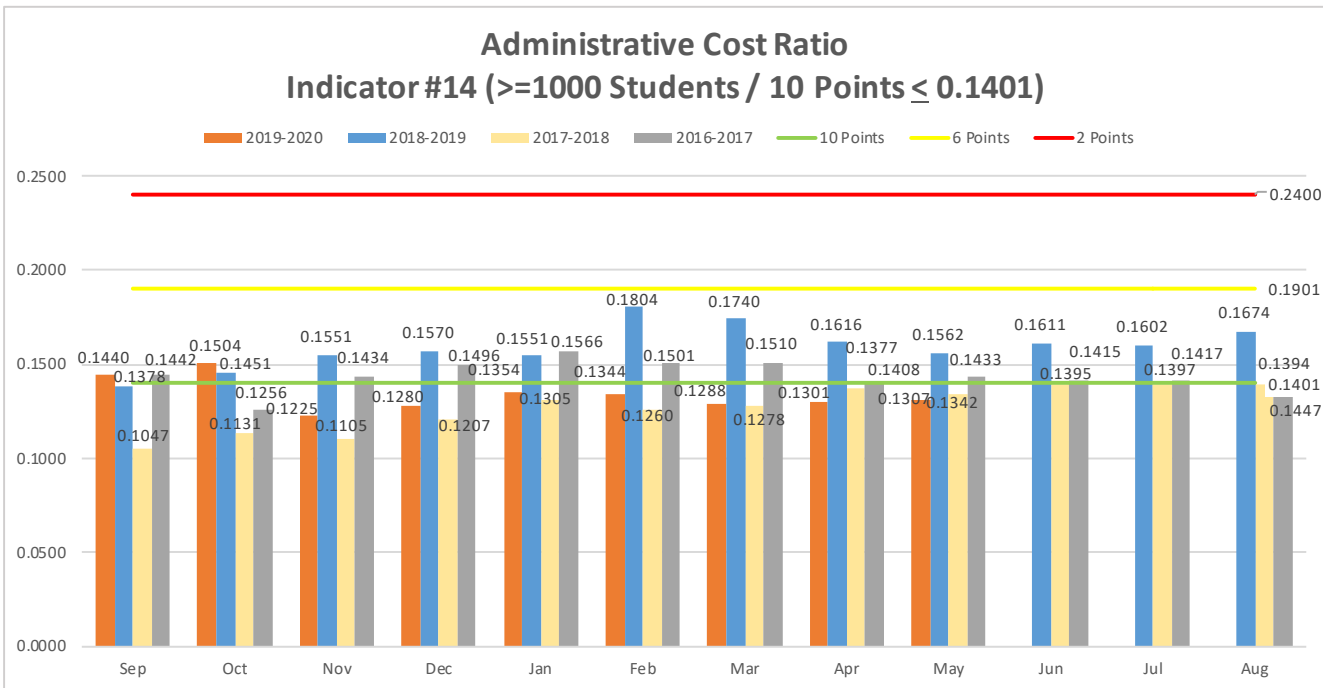
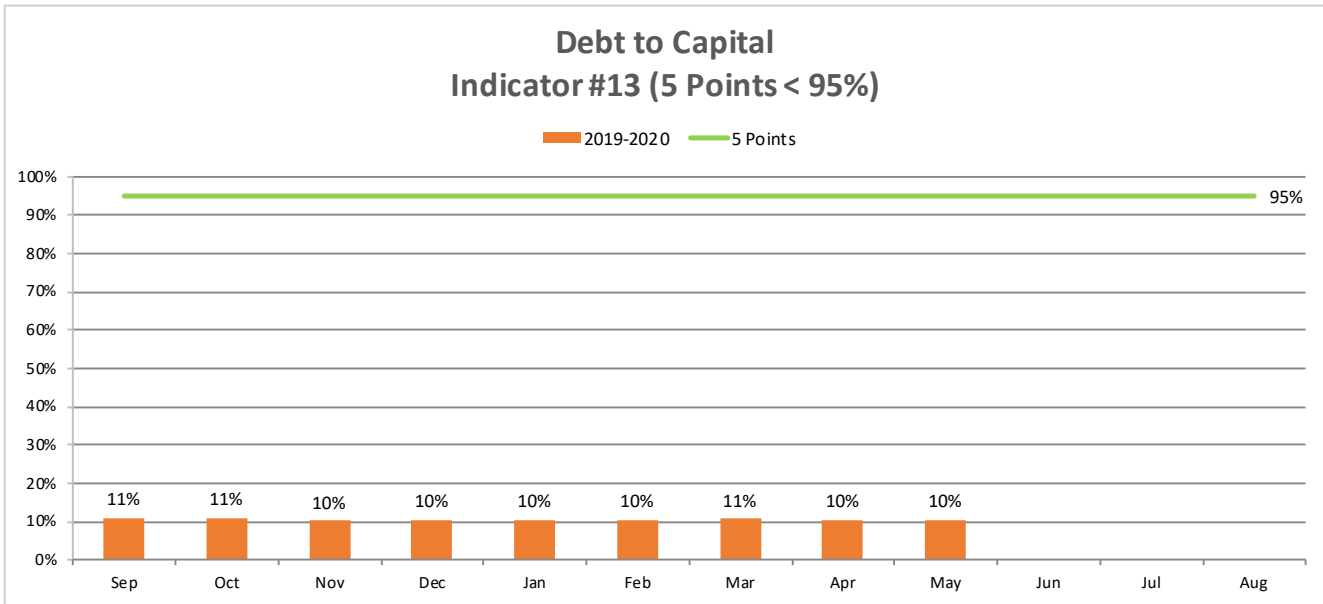
The Varnett Public School

Charter FIRST Indicator #9 Revenue vs. Expense & Cash √1



The Varnett Public School

Charter FIRST Indicator #13 & 14 ^{√1}



The Varnett Public School
2019 - 2020 Financial Trend Analysis

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
Percent of Year Completed	8%	17%	25%	33%	42%	50%	58%	67%	75%	83%	92%	100%
Statement of Financial Position												
Current Assets	\$ 15,539,439	\$ 15,075,520	\$ 16,242,548	\$ 15,837,641	\$ 15,497,226	\$ 15,240,508	\$ 14,904,751	\$ 15,074,412	\$ 15,425,164	√3		
Total Assets	\$ 24,666,383	\$ 24,202,464	\$ 25,369,492	\$ 24,654,055	\$ 24,313,640	\$ 24,056,922	\$ 23,721,165	\$ 23,890,826	\$ 24,241,578	√3		
Current Liabilities	\$ 1,979,772	\$ 1,726,089	\$ 1,576,827	\$ 964,282	\$ 953,153	\$ 862,099	\$ 789,601	\$ 878,020	\$ 995,894	√3		
Total Liabilities	\$ 4,420,331	\$ 4,158,136	\$ 3,991,987	\$ 3,396,730	\$ 3,385,601	\$ 3,286,123	\$ 3,213,625	\$ 3,293,585	\$ 3,394,410	√3		
Statement of Activities												
Total Revenue YTD	\$ 1,529,089	\$ 2,926,762	\$ 5,934,843	\$ 7,638,277	\$ 8,880,920	\$ 10,443,086	\$ 11,691,750	\$ 13,125,109	\$ 14,712,122	√5		
Total Expenses YTD	\$ 1,524,083	\$ 3,068,089	\$ 4,798,383	\$ 6,405,782	\$ 8,065,192	\$ 9,696,727	\$ 11,208,649	\$ 12,552,307	\$ 13,889,395	√7		
Statistics												
420 General Fund Monthly Expenses	\$ 1,307,061	\$ 1,377,986	\$ 1,561,775	\$ 1,439,949	\$ 1,391,915	\$ 1,514,589	\$ 1,339,662	\$ 1,216,281	\$ 1,870,851			
Total Monthly Expenses	\$ 1,524,083	\$ 1,544,007	\$ 1,730,293	\$ 1,607,400	\$ 1,659,410	\$ 1,631,535	\$ 1,511,923	\$ 1,343,657	\$ 1,337,088			
Unrestricted Cash	\$ 14,606,412	\$ 14,142,493	\$ 15,309,521	\$ 15,473,059	\$ 15,132,644	\$ 14,875,926	\$ 14,540,169	\$ 14,709,831	\$ 15,035,515	√3		
Cash Flow (Red if negative - Green if Positive)	\$ 97,847	\$ (463,919)	\$ 1,167,028	\$ 163,538	\$ (340,415)	\$ (256,718)	\$ (335,757)	\$ 169,661	\$ 325,684			
Enrollment and Attendance												
Enrollment for the Month (1635 Budget)	1591	1576	1565	1539	1533	1518	1513	1511	1511	√12		
Percent Attendance (95% Budget)	96.7%	96.8%	96.1%	96.2%	96.3%	96.4%	96.1%	100.0%	100.0%	R		
Enrollment Budget to Actual	(44)	(59)	(70)	(96)	(102)	(117)	(122)	(124)	(124)			
Charter First Indicators												
Indicator #5, Net Asset Balance	\$ 20,246,052	\$ 20,044,329	\$ 21,377,506	\$ 21,257,325	\$ 20,928,039	\$ 20,770,799	\$ 20,507,540	\$ 20,597,241	\$ 20,847,167	From Page 8		
Indicator #6, Average Change in Net Assets	0.74%	0.40%	2.62%	2.42%	1.87%	1.61%	1.17%	1.32%	1.74%			
Indicator #7, Days of Cash on Hand	288	281	290	295	287	278	275	284	296	R		
Indicator #8, Current Ratio	7.85	8.73	10.30	16.42	16.26	17.68	18.88	17.17	15.49	R		
Indicator #9, Revenue vs. Expenses	\$ 5,006	\$ (141,327)	\$ 1,136,460	\$ 1,232,494	\$ 815,728	\$ 746,360	\$ 483,101	\$ 572,802	\$ 822,728	R		
Indicator #10, Budgeted to Actual Revenues	-0.85%	-1.17%	-8.91%	7.03%	9.92%	6.64%	7.33%	6.94%	6.68%			
Indicator #11, Long Term Ratio	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	R		
Indicator #12, Debt Service Coverage Ratio	No Debt	-9.70	29.68	24.33	21.07	17.43	11.64	12.42	14.44			
Indicator #13, Debt to Capitalization	10.76%	10.82%	10.15%	10.27%	10.41%	10.45%	10.57%	10.50%	10.32%			
Indicator #14, Administrative Cost Ratio >1000 Students	0.1440	0.1504	0.1225	0.1280	0.1354	0.1344	0.1288	0.1301	0.1307			
Indicator #16, ADA within 10% of annual estimated ADA	-0.90%	-1.78%	-3.21%	-4.65%	-4.96%	-5.77%	-6.36%	-2.71%	-2.71%			
Green would receive 100% of the total points												
Yellow would receive 60% - 99% of the total points												
Orange would receive 20% - 59% of the total points												
Red would receive less than 20% of total points												
					Total Expense May 2020 YTD	\$13,889,395	√8					
					Total Expenses April 2020 YTD	\$12,552,307	√9					
					Total Expenses May 2020 Total	\$1,337,088	A					
					Expenses Per Schedule	\$1,337,088						
					Variance	\$ -						
					Total Expenses May 2020 YTD	\$13,889,395	√10					
					Total Expenses April 2020 YTD	\$12,552,307	√11					
					Total 420 Expenses May 2020	\$12,361,899						
					Total 420 Expenses Per Schedule	\$10,491,048						
					Total 420 Expenses May 2020	\$1,870,851	B					

The Varnett Public School
2019-2020 Budget to Actual Report from Combined Board Report ^{v1}
May 31, 2020
75% of the Year Completed

	Original Budget	Revised Budget	Actual	% of Revised Budget
Revenues				
Total Local Funds	\$ 143,717	\$ 1,569,909	\$ 1,492,492	95.1%
Total State Funds	17,084,313	15,813,442	11,803,358	74.6%
Total Federal Funds	2,284,101	2,398,095	1,416,111	59.1%
Transfers	64,500	64,500	161	0.2%
TOTAL REVENUE	\$ 19,576,631	\$ 19,845,946	\$ 14,712,122	74.1%
Expenses				
11 Instruction	\$ 11,516,172	\$ 11,632,218	\$ 6,362,339	54.7%
12 Library & Media Resources	188,830	188,830	119,593	63.3%
13 Curriculum and Staff Development	751,387	750,749	368,124	49.0%
21 Instructional Leadership	70,000	70,000	8,400	12.0%
23 School Leadership	1,512,456	1,512,456	1,098,369	72.6%
31 Guidance and Counseling	260,519	260,519	208,236	79.9%
32 Social Work	-	-	-	
33 Health Services	225,149	225,149	147,985	65.7%
34 Transportation	1,148,431	1,148,431	584,756	50.9%
35 Food Service - 6000	1,165,429	1,166,429	727,541	62.4%
35 Food Service - 8000	-	-	161	
36 Extracurricular	58,748	68,249	48,656	71.3%
41 General Administration	1,065,358	1,065,358	829,811	77.9%
51 Plant Maintenance & Operations	3,176,956	3,175,956	2,202,243	69.3%
52 Security Monitoring	256,658	256,658	86,282	33.6%
53 Data Processing Services	742,794	951,119	763,347	80.3%
61 Community Services	438,404	438,404	244,345	55.7%
71 Debt Service	61,200	61,200	46,333	75.7%
99 Capital	60,000	60,000	42,874	71.5%
00 Transfers	64,500	64,500	-	
TOTAL EXPENSES	\$ 22,762,991	\$ 23,096,224	\$ 13,889,395	60.1%
Change in Net Assets	\$ (3,186,360)	\$ (3,250,278)	\$ 822,728	
Net Assets, beginning of year	\$ 20,024,439	20,024,439	\$ 20,024,439	
Net Assets, ending of year	\$ 16,838,080	\$ 16,774,161	\$ 20,847,167	To Page 7

Variance Notes by Function:

Note: Variances will be explained if variance from percent year complete is greater than 5% or significance of variance is needed to be addressed.

Local Funds - Local funds are increased by the payment from United States Treasury for Restitution.

Federal Funds - Federal funds are received on an approved reimbursement basis

- 1) Function 11 - This function is lower due to fund 410 (State Textbook Fund). Only .10% has been expensed.
- 2) Function 12 - This function is lower due to Misc Contracted Services/Travel. An amendment may need to be considered.
- 3) Function 13 - This function is lower in Contracted Services for the Region Service Center which are for training registrations.
- 4) Function 21 - Although Contracted Services have been encumbered in this function, they have yet to be expensed.
- 5) Function 33 - This function is low in expenses for contracted services
- 6) Function 34 - This function is lower than expected because of services not being used due to school closure days for COVID.
- 6) Function 35 - This function is lower than expected because of services not being used due to school closure days for COVID.
- 8) Function 52 - Contracted Services for this function are lower than expected. A budget amendment is needed to correct this.
- 9) Function 61 - This function is used for marketing purposes which may have more expenses.

The Varnett Public School
2019-2020 Budget to Actual 240 & 420 Report ^{v1}
May 31, 2020
75% of the Year Completed

	240 Budget	240 Revised Budget	240 Actual	% of 240 Revised Budget		420 Budget	420 Revised Budget	420 Actual	% of 420 Revised Budget
Revenues									
Total Local Funds	\$70,000	\$70,000	\$43,371	62.0%		\$62,000	\$1,486,778	\$1,403,356	94.4%
Total State Funds	\$4,880	\$4,880	\$5,595	114.7%		\$17,079,433	\$15,808,562	\$11,616,713	73.5%
Total Federal Funds	\$1,002,090	\$1,002,090	\$627,765	62.6%		\$0	\$0	\$0	-
Transfers	\$64,500	\$64,500	\$161	0.2%		\$0	\$0	\$0	-
TOTAL REVENUE	\$ 1,141,470	\$ 1,141,470	\$ 676,892	59.3%		\$ 17,141,433	\$ 17,295,340	\$ 13,020,069	75.3%
Expenses									
00 No Function	\$0	\$0	\$0	-		\$64,500	\$64,500	\$0	-
11 Instruction	\$0	\$0	\$0	-		\$10,436,167	\$10,436,167	\$5,841,766	56.0%
12 Library & Media Resources	\$0	\$0	\$0	-		\$188,830	\$188,830	\$119,593	63.3%
13 Curriculum and Staff Development	\$0	\$0	\$0	-		\$518,805	\$518,805	\$244,019	47.0%
21 Instructional Leadership	\$0	\$0	\$0	-		\$70,000	\$70,000	\$8,400	12.0%
23 School Leadership	\$0	\$0	\$0	-		\$1,512,456	\$1,512,456	\$1,098,369	72.6%
31 Guidance and Counseling	\$0	\$0	\$0	-		\$260,519	\$260,519	\$208,236	79.9%
32 Social Work	\$0	\$0	\$0	-		\$0	\$0	\$0	-
33 Health Services	\$0	\$0	\$0	-		\$225,149	\$225,149	\$147,985	65.7%
34 Transportation	\$0	\$0	\$0	-		\$1,148,431	\$1,148,431	\$584,756	50.9%
35 Food Service	\$1,165,429	\$1,166,429	\$727,541	62.4%		\$0	\$0	\$161	-
36 Extracurricular	\$0	\$0	\$0	-		\$22,000	\$22,000	\$6,000	27.3%
41 General Administration	\$0	\$0	\$0	-		\$1,065,358	\$1,065,358	\$829,811	77.9%
51 Plant Maintenance & Operations	\$0	\$0	\$0	-		\$3,175,956	\$3,175,956	\$2,202,243	69.3%
52 Security Monitoring	\$0	\$0	\$0	-		\$256,658	\$256,658	\$86,282	33.6%
53 Data Processing Services	\$0	\$0	\$0	-		\$951,119	\$951,119	\$763,347	80.3%
61 Community Services	\$0	\$0	\$0	-		\$283,780	\$283,780	\$131,725	46.4%
71 Debt Service	\$0	\$0	\$0	-		\$61,200	\$61,200	\$46,333	75.7%
99 Capital	\$0	\$0	\$0	-		\$60,000	\$60,000	\$42,874	71.5%
00 Transfers	\$0	\$0	\$0	-		\$0	\$0	\$0	-
TOTAL EXPENSES	\$ 1,165,429	\$ 1,166,429	\$ 727,541	62.4%		\$ 20,300,928	\$ 20,300,928	\$ 12,361,899	60.9%
Change in Net Assets	\$ (23,959)	\$ (24,959)	\$ (50,649)			\$ (3,159,495)	\$ (3,005,588)	\$ 658,170	

The Varnett Public School

State FSP Special Program Intent Allotment & IDEA-B Maintenance of Effort Compliance Report ^{√1}

Percent of Year Completed	Sept 8%	Oct 17%	Nov 25%	Dec 33%	Jan 42%	Feb 50%	Mar 58%	Apr 67%	May 75%	June 83%	July 92%	Aug 100%
IDEA-B Maintenance of Effort												
Test 2 - State and Local - Last year of compliance 2017-2018	\$ 383,560	\$ 383,560	\$ 383,560	\$ 383,560	\$ 383,560	\$ 383,560	\$ 383,560	\$ 383,560	\$ 352,719			
Test 2 - YTD Total Expenses - Fund 199/420 - PIC 23, 33	\$ 43,561	\$ 73,170	\$ 115,419	\$ 146,248	\$ 171,891	\$ 200,293	\$ 207,275	\$ 213,135	\$ 216,209			
Test 4 - Per-Capita S&L - Last year of compliance 2015-2016	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990	\$ 7,990			
Test 4 - Per-Capita S&L - Total Expenses - Fund 199/420 - PIC 23, 33	\$ 807	\$ 1,355	\$ 2,137	\$ 2,708	\$ 3,183	\$ 3,709	\$ 3,838	\$ 3,947	\$ 4,004			
Percent Expended	11%	19%	30%	38%	45%	52%	54%	56%	61%			
Special Education Allotment												
23-Special Education Adjusted Allotment (spend 55% of amount)	117,948	117,948	361,416	361,417	385,814	408,081	408,081	407,967	407,904			
55% of Allotment	64,871	64,871	198,779	198,779	212,198	224,445	224,445	224,382	224,347			
YTD Total Expenses - Fund 199/420 - PIC 23, 33 (Budget \$501,934)	43,561	73,170	115,419	146,248	171,891	200,293	207,275	213,135	216,209			
Percent Expended	67%	113%	58%	74%	81%	89%	92%	95%	96%			
Dyslexia												
37- Dyslexia (spend 100% of amount)	641	641	641	641	641	641	641	642	642			
100% of Allotment	641	641	641	641	641	641	641	642	642			
YTD Total Expenses - Fund 199/420 - PIC 37 (Budget \$800)	-	-	-	-	-	-	800	800	800			
Percent Expended	0%	0%	0%	0%	0%	0%	125%	125%	125%			
State Compensatory Education Allotment												
24-Compensatory Education Allotment (spend 55% of amount)	2,079,541	2,079,541	2,079,541	2,079,541	2,079,541	2,337,648	2,337,648	2,339,887	2,339,887			
55% of Allotment	1,143,748	1,143,748	1,143,748	1,143,748	1,143,748	1,285,706	1,285,706	1,286,938	1,286,938			
YTD Total Expenses - Fund 199/420 - PIC 24, 30 (Budget \$2,082,643)	35,153	80,837	132,148	176,635	234,576	282,224	732,681	842,663	953,685			
Percent Expended	3%	7%	12%	15%	21%	22%	57%	65%	74%			
Bilingual Education Allotment												
25-Bilingual Education Adjusted Allotment (spend 55% of amount)	367,272	367,272	373,463	373,463	366,775	364,204	364,204	364,553	364,553			
55% of Allotment	202,000	202,000	205,405	205,405	201,726	200,312	200,312	200,504	200,504			
YTD Total Expenses - Fund 199/420 - PIC 25, 35 (Budget \$520,465)	18,109	29,473	242,296	259,647	271,220	281,380	296,118	307,195	323,594			
Percent Expended	9%	15%	118%	126%	134%	140%	148%	153%	161%			
Early Education Allotment												
36-Early Education Allotment (100%)	754,323	754,323	754,323	754,323	754,323	754,323	754,323	755,046	755,046			
100% of Allotment	754,323	754,323	754,323	754,323	754,323	754,323	754,323	755,046	755,046			
YTD Total Expenses - Fund 199/420 - PIC 36 (Budget \$754,323)	-	-	-	-	-	-	412,185	467,675	526,695			
Percent Expended	0%	0%	0%	0%	0%	0%	55%	62%	70%			

Projected Compliant		Compliant	
Projected Non-Compliant		Non-Compliant	

Program Intent Code ("PIC") Fiscal Notes:

1) The State Special Education allotment is over budget for the percentage of year complete. These expenses need to be evaluated with current Maintenance of Effort and total expenditures.

The Varnett Public School
May 31, 2020
Federal Program Fiscal Status ✓1

2019-2020 Federal Risk Rating: Low - Fiscal Year 75% Complete

Fund	Object Code	NOGA Exp. Reporting Budget	Budget Accounting System	YTD Expense	% Expended	YTD Revenue	% Revenue Received	NOTES/COMMENTS
211 TITLE I, PART A	6100 - Payroll	\$ 826,712	\$ 826,712	\$ 398,993	48%	\$ 398,993.00		211 TITLE I, PART A The 2019-2020 grant period began 09/01/2019 and will continue through 09/30/2020. A Carryover amount of \$85,446 is included.
	6200- Contract Services	100	100		0%			
	6300 - Supplies	100	100	40,626	40626%	40,626.00		
	6400 - Other Expenses							
	Total	\$ 826,912	\$ 826,912	\$ 439,619	53%	\$ 439,619	53%	
211.IP Title I	6100 - Payroll	\$ -	\$ -					211.IP, Title I This is the School Improvement Grant for the Northeast Campus.
	6200- Contract Services	74,500	74,500	18,393	25%	18,393.00		
	6300 - Supplies	30,500	30,500	14,396	47%	14,396.00		
	6400 - Other Expenses	15,000	15,000	5,499	37%	1,599.00		
	Total	\$ 120,000	\$ 120,000	\$ 38,288	32%	\$ 34,388	29%	
224 IDEA B	6100 - Payroll	\$ 247,450	\$ 247,450	\$ 129,154	52%	\$ 129,154.00		224 IDEA B The 2019-2020 grant period began 09/01/2019 and will continue through 09/30/2020.
	6200- Contract Services							
	6300 - Supplies							
	6400 - Other Expenses							
	Total	\$ 247,450	\$ 247,450	\$ 129,154	52%	\$ 129,154	52%	
225 IDEA B PK	6100 - Payroll							225 IDEA B PK This grant was written for the funds to be spent on pre-school supplies. Recommendation is to determine allowable expenses to allocate to this fund by the end of the grant period.
	6200- Contract Services							
	6300 - Supplies	12,505	12,505		0%			
	6400 - Other Expenses							
	Total	\$ 12,505	\$ 12,505	\$ -	0%	\$ -	0%	
240 CHILD NUTRITION	6100 - Payroll	\$ 543,978	\$ 543,978	\$ 381,996	70%			240 CHILD NUTRITION The majority of revenue for this fund is determined by claim reports and is usually a month behind expenses. Due to COVID-19 and the reduction in meals served and continued payroll expense, the general fund will have to cover difference.
	6200- Contract Services	2,534	2,534		0%			
	6300 - Supplies	611,221	611,221	296,058	48%			
	6400 - Other Expenses	8,696	8,696	1,955	22%			
	Total	\$ 1,166,429	\$ 1,166,429	\$ 680,009	58%	\$ 676,731	58%	
255 TITLE II, PART A	6100 - Payroll	\$ 65,156	\$ 65,156	\$ 6,818	10%	\$ 6,818		255 TITLE II, PART A The 2019-2020 grant period began 09/01/2019 and will continue through 09/30/2020. A Carryover amount of \$66,402 is included.
	6200- Contract Services	65,908	65,908	17,975	27%	17,975		
	6300 - Supplies	3,500	3,500		0%			
	6400 - Other Expenses							
	Total	\$ 134,564	\$ 134,564	\$ 24,793	18%	\$ 24,793	18%	
263 TITLE III, PART A-ELA	6100 - Payroll	\$ 75,334	\$ 75,334	\$ 50,485	67%	\$ 50,485.00		263 TITLE III, PART A - ELA The 2019-2020 grant period began 09/01/2019 and will continue through 09/30/2020. A Carryover amount of \$1,754 is included.
	6200- Contract Services							
	6300 - Supplies							
	6400 - Other Expenses							
	Total	\$ 75,334	\$ 75,334	\$ 50,485	67%	\$ 50,485	67%	
289 TITLE IV PART A	6100 - Payroll	\$ -	\$ -	\$ -				289 TITLE IV PART A The 2019-2020 grant period began 09/01/2019 and will continue through 09/30/2020. A Carryover amount of \$53,298 is included.
	6200- Contract Services	100	100		0%			
	6300 - Supplies	109,588	109,588		0%			
	6400 - Other Expenses	100	100		0%			
	Total	\$ 109,788	\$ 109,788	\$ -	0%	\$ -	0%	
289.F2 PROJECT SERV HURRICANE RECOVERY	6100 - Payroll	\$ 9,027	\$ 9,027	\$ -	0%			PROJECT SERV HURRICANE RECOVERY The grant period began 03/15/2018 and will end 03/15/2020. Recommendation is to determine allowable expenses to allocate to this fund by the end of the grant period.
	6200- Contract Services							
	6300 - Supplies							
	6400 - Other Expenses							
	Total	\$ 9,027	\$ 9,027	\$ -	0%	\$ -	0%	
289.F3 RESTART HURRICANE RECOVERY	6100 - Payroll	\$ 93,299	\$ 93,299	\$ -	0%			PROJECT SERV HURRICANE RECOVERY The grant period began 08/09/2018 and will end 04/26/2020. Recommendation is to determine allowable expenses to allocate to this fund by the end of the grant period.
	6200- Contract Services							
	6300 - Supplies							
	6400 - Other Expenses							
	Total	\$ 93,299	\$ 93,299	\$ -	0%	\$ -	0%	
429 SCHOOL SAFETY & SECURITY GRANT	6100 - Payroll	\$ -	\$ -	\$ -				SCHOOL SAFETY & SECURITY GRANT The grant period began 01/21/2020 and will end 05/31/2021. Recommendation is to determine allowable expenses to allocate to this fund by the end of the grant period.
	6200- Contract Services	21,000	21,000		0%			
	6300 - Supplies	6,847	6,847		0%			
	6400 - Other Expenses							
	Total	\$ 27,847	\$ 27,847	\$ -	0%	\$ -	0%	
Grand Total		\$ 2,823,155	\$ 2,823,155	\$ 1,362,348	48%	\$ 1,355,170	48%	

Color Coding Key	
	Greater than +/- 5%
	Within +/- 5%
	Fully Expended

The Varnett Public School
May 31, 2020
Federal Program Component Status: √1

2019-2020 Federal Risk Rating Low - Fiscal Year 92% Complete

Summer 2019 Activities		
ESSA Grant 2018 - 2019	Status	Notes
Final Amendment Submitted - due June 3		
Gun free Schools Report due June 28		
Program Evaluations		
Begin preparing Compliance Report due September 30		
ESSA Planning 2019-2020	Status	Notes
C.N.A & CIP & DNA/DIP Finalize planning		
Application - Deadline September 3		
Review Federal Program Procedures Manual		CSS has requested but not received Varnett Fed Grants Manual
Supplement, Not Supplant Methodology completed		
Update Contact Information page in eGrants		
IDEA B	Status	Notes
Final Amendment 2018-2019 - June 28		
Application 2019-2020 - Deadline September 3		
Fall/Winter 2019 Activities		
ESSA Grant 2019-2020	Status	Notes
Negotiations Complete		
Substitute Time and Effort Approval - by September 15		
NOGA Received		
Submit 2018-2019 Compliance Report due September 30		
C.N.A & CIP & DNA/DIP translated		Needs to be translated
Parent & Fam. Engagement Policies: District & Campus		District PFE policy shared.
School Parent Compact; Updated annually		To be updated per district request
Title I Annual Meeting - end of 1st grading period		
Parent Notifications - (First 6 weeks)		
Fed_PIC budget - Excel Doc. completed- September 30		Review to be completed with Mrs. Smith and Karen E.
HQ Paraprofessionals		
Title I Comparability - November		
District Equity Plan - November		only if selected for submission by TEA
SC3001 Needs Assessment, Priorities, & Prog. Outcomes		
PR1500/Equity Data Survey - SpEd para only		Due July 31, 2020
Semi-Annual Certification Semester 1 - January*		
School Report Card- Federal Compliance - January		On the district website
NOGA Received - Max Entitlement & Carry Over		
IDEA B Grant - 2019-2020	Status	Notes
Negotiations		
NOGA Received		
Excess Cost Worksheet - After October Snapshot		
SHARS Survey submission - October		
NOGA Received-Max Entitlement & Carry Over		
Spring 2020 Activities		
ESSA Grant	Status	Notes
C.N.A./CIP DNA/DIP Planning Begins 2020-2021		
Update Contact information in eGrants		
Submit Indirect Cost Survey for 2020-2021 March		
Submit SC5003 for 2020-2021 - April		
Budget Amendment Considerations		
IDEA B Grant	Status	Notes
Budget Amendment Considerations		
Summer 2020 Activities		
ESSA Grant 2019-2020	Status	Notes
Final Amendment Submitted (deadline extended)		
Semi-Annual Certification Semester 2 - June		
Begin preparing Compliance Report		
Conduct Program Evaluation		
Gun Free Schools Report - in June		
IDEA B Grant - 2019-2020	Status	Notes
Final Amendment Submitted - June 15, 2020		
ESSA Grant 2020-2021	Status	Notes
Application Open - Early June		
Submit the ADC Form for 2020-2021		
Negotiations		
NOGA Received		
ESSA Planning 2020-2021	Status	Notes
C-N-A/CIP planning finalized		
Update Federal Programs Manual		
Complete Supplement Not Supplant Methodology		
SpEd Consolidated Grant 2020-2021	Status	Notes
Application Open - Early June		
Complete		
In Progress		
Delinquent		
Not Applicable		

The Varnett Public School
May 31, 2020
Human Resource Status Report ✓1

Spring 2019 Activities	Status	Notes
New Year Positions Budgeted		Varnett and CSS are discussing this during budget talks.
New Year Salary Decisions Completed		New Salaries approved by the board.
Offer Letters sent to Employees intending to return		Offer letters were sent to the staff.
Handbook Review		The Handbook is complete and has been reviewed by CSS, Varnett & the Board.
Handbook Supplements Review		CSS has reviewed the supplement material and has sent it back to Varnett.
Employee Job Description Reviews		Job Descriptions are being reviewed by a Varnett Committee. - Approved
Fingerprinting Transition		CSS has requested Varnett grant us access to the system so that we can help facilitate. Varnett has decided to keep this in-house.
Summer 2019 Activities	Status	Notes
HR Calendars		Calendars have been approved by Varnett and their board.
Employee Supplementary Documents		Items were reviewed by CSS and Varnett. They are complete.
Employee Manual Approved		Awaiting the document from Varnett to review.
Healthcare Provider Selected		Keeping the same provider. There have been changes in pricing.
Open Enrollment Completed		Insurance Selected - Open Enrollment Inservice Dates set.
Ancillary Insurance Provider Selected		Insurance Selected - Open Enrollment Inservice Dates set.
Ancillary Insurance Enrollment		Insurance Selected - Open Enrollment Inservice Dates set.
LOA's Delivered		LOA's were emailed to Varnett Staff for delivery.
Fall 2019 Activities	Status	Notes
LOA's Delivered		All requested LOA's have gone out to the staff.
HROS System		Varnett has decided not to move forward with an electronic HR system.
Benefits/PR		CSS & Varnett have moved this to the appropriate team members on both sides.
Prepare employee data for Year-end/W-2		These will be completed in January.
Mid-Year PEIMS - Prepared/Submitted		Was completed on January 24th.
W-2 preparation & submission		These will be completed in January.
Spring 2020 Activities	Status	Notes
New Year Positions Budgeted		This process has begun.
New Year Salary Decisions Completed		This process has begun.
Offer Letters sent to Employees intending to return		The process has begun. Document is being reviewed.
Benefits Review		This process should begin in March 2020.
Handbook Review		CSS has reviewed the handbook and has sent back comments to Varnett.
Handbook Supplements Review		CSS has reviewed the supplement material and has sent it back to Varnett.
Employee Job Description Reviews		CSS has reviewed the job descriptions and have sent them back to Varnett.
Annual Reporting	Status	Notes
Federally funded & SCE EEs Have Signed Job Desc.		All job descriptions have been sent to all staff members.
Instructional Paras are Highly-Qualified		CSS needs to verify this with Varnett. - Varnett Completed this. Ref. HB3 increase.
Fall PEIMS - Staff Data Prepared/Submitted		Original Submission has been completed. Working through completing.
Fingerprinting Audit, Statement of Compliance		Submitted to TEA on November 14, 2019
W-2 Data - Prepared/Issued/Submitted		All W-2's were delivered and filed with the Social Security Administration.
Mid-Year PEIMS - Prepared/Submitted		The final submission was sent in.
ACA Reporting - Prepared/Submitted		These were sent to the staff and have been submitted to the IRS.
Service Records Updated		CSS needs to verify this with Varnett if this was completed.
Miscellaneous Issues	Notes	
This is where we list any out of the ordinary	Content Description	
Grievance Investigations	Content Description	
Special Project Support	Content Description	
Policy Revisions	Content Description	

Key
Complete
In Progress
Delinquent
Not Applicable

The Varnett Public School
 May 31, 2020
 PEIMS Support Status $\sqrt{1}$

Fall 2019 Activities			Spring 2019 Activities		
Beginning of Year Tasks	Status	Notes	Cycle 4 Completion Tasks	Status	Notes
Initial Unique ID assignment file processed			Attendance Reports Reviewed		
Initial Unique ID enrollment tracking file processed			Six weeks FSP report submitted		
No Show Students removed from SIS			Membership rosters complete		
Calendar and Instructional Minute Audit			Cycle 5 Completion Tasks	Status	Notes
PEIMS Extended Year Submission (SUB 4)	Status	Notes- Extended school year data- SPED, LEP and Dual Credit	Attendance Reports Reviewed		N/A- Due to COVID
Interchange files processing-errors sent to district			Six weeks FSP report submitted		
TSDS file- fatal free. District reviewing data for integrity.			Cycle 6 Completion Tasks	Status	Notes
Submission complete			Attendance Reports Reviewed		N/A- Due to COVID
PEIMS Extended Year Resubmission (SUB 4)	Status	Notes- Extended school year data- SPED, LEP and Dual Credit	Six weeks FSP report submitted		
Interchange files being processed-errors sent to district		N/A	Class Roster Winter Data Collection	Status	Notes
TSDS file- fatal free. District reviewing data for integrity.			Interchange files processing-errors sent to district		Submission due to TEA on April 23, 2020
Submission complete			TSDS file- fatal free. District reviewing data for integrity.		
PEIMS Fall Submission (SUB 1)	Status	Notes- Student, Staff, Special Programs, Organization and Budget	Submission complete		
Interchange files processing-errors sent to district		Submission due to TEA on December 5, 2019	Summer 2020 Activities		
TSDS file- fatal free. District reviewing data for integrity.			PEIMS Summer Submission (SUB 3)	Status	Notes- Student, Discipline, Course completion, Staff, Graduation and Attendance
Submission complete			Interchange files processing-errors sent to district		Submission due to TEA on June 18th, 2020
Cycle 1 Completion Tasks	Status	Notes	TSDS file- fatal free. District reviewing data for integrity.		
Attendance Reports Reviewed			Submission complete		
Six weeks FSP report submitted			PEIMS Summer Resubmission (SUB 3)	Status	Notes- Student, Discipline, Course completion, Staff, Graduation and Attendance
Membership rosters complete			Interchange files processing-errors sent to district		
Campus ID of Residence Audit			TSDS file- fatal free. District reviewing data for integrity.		
Leavers updated in SIS			Submission complete		
Verify student coding (focus on special programs)			ECDS Core Collection- PK	Status	Notes- PK reading assessment data submission
Winter 2019 Activities			Interchange files processing-errors sent to district		PK- BOY & EOY assessment data due to TEA on July 16, 2020
PEIMS Fall Resubmission (SUB 1)	Status	Notes- Student, Staff, Special Programs, Organization and Budget	TSDS file- fatal free. District reviewing data for integrity.		
Interchange files processing-errors sent to district		Submission due to TEA on January 16, 2020	Submission complete		
TSDS file- fatal free. District reviewing data for integrity.			RF Tracker Submission	Status	
Submission complete			Interchange files processing-errors sent to district		Submission due to TEA on July 30, 2020
ECDS Core Collection- KG	Status	Notes- Kindergarten reading assessment data submission	TSDS file- fatal free. District reviewing data for integrity.		
Interchange files processing-errors sent to district		KG- BOY assessment data due to TEA on January 30, 2020	Submission complete		
TSDS file- fatal free. District reviewing data for integrity.			Rollover (MTGR)	Status	Notes- Process to transition SIS from one school year to the next
Submission complete			Retentions properly coded in SIS		
SPPI-14 Submission	Status		Required prep work complete		
Interchange files processing-errors sent to district		N/A	Calendars built in SIS		
TSDS file- fatal free. District reviewing data for integrity.			Master Schedule input in SIS		
Submission complete			Attendance Manual Updated		
Cycle 2 Completion Tasks	Status	Notes	Student Registration Packet Updated		
Attendance Reports Reviewed			Ongoing Activities		
Six weeks FSP report submitted			Unique ID assignment		Required for all newly enrolled students
Cycle 3 Completion Tasks	Status	Notes	Unique ID enrollment tracking submission		Required weekly during the academic year
Attendance Reports Reviewed					
Six weeks FSP report submitted					
Color Coding Key:			Acronym Key		
Complete			Complete		
In Progress			In Progress		
Delinquent			Delinquent		
Not Applicable			Not Applicable		
			TSDS- Texas Student Data System		
			SIS- Student Information System		
			FSP- Foundation School Program		
			ECDS- Early Childhood Data Systems		
			MTGR- Move to Grade Reporting		

The Varnett Public School
Month End Board Report
Observations, Recommendations and Reminders ^{v1}
May 31, 2020

Produced by Charter School Success
Presented by Jackie Hernandez

Observations and Recommendations:

Overall

- 1) Year-to-date net change in assets is a gain of \$822,728.
- 2) Enrollment is currently at 1511 students with a percentage rate of 100% for attendance. The original budget is based on 1635 students with a rate of 95% attendance.
- 3) The current state estimated payment report showed Foundation School Program revenue of \$15.66M and the current budget at \$15.81M.

Cash

- 4) Days of cash on hand is at 296 days or \$15,035,515 in unrestricted cash.

Charter FIRST

- 5) All Charter FIRST indicators are green.

Budget

- 6) Overall budget revenue is at 74.10% which is below the year -to-date percentage of 75% complete. Overall current expenses are at 60.10% which is also below the current year-to-date percentage.

Federal Grants & Program Intent Code Allotments ("PIC")

- 7) **Unexpended Federal Grants**: There are several grants that were not fully expended as of August 2019. IDEA B PreK (225); Title IV Part A (289); IDEAB PreK (225). All 2018-2019 federal grants were expensed in full or were at the approved roll forward amount as of 09/30/2019.
- 8) **Maintenance of Effort**: Based on current year-to-date expenditures, the charter is in line to meet compliance for IDEA-B Maintenance of Effort. The Special Education expenses need to be evaluated with Maintenance of Effort by fiscal year end.
- 9) **PIC Allotment**: Based on current year-to-date expenditures, the charter will be in compliance for all PIC Allotment spending

Reminders:

- 1) All monthly supporting documentation to produce these reports including bank reconciliation for the month can be found in the client shared Dropbox for your convenience.