

Amistad High School Committee
Agenda
Wednesday, September 17, 2014, 4:30 p.m. - 5:15 p.m.
403 James Street, New Haven

Call to order (4:30 p.m.)

Committee Discussion and Board Business

Business:

1. Confirm 2014-16 Meeting Dates/Discuss Location
2. Approve May 28, 2014 Minutes
3. Financial Report

Principal Report (Chris Bostock)

Facilities Report (Michael Kerin)

Adjourn

Amistad Academy High School Committee
Proposed Resolutions

1. Approve Previous Meeting Minutes
 - NOW THEREFORE BE IT RESOLVED THAT, the Amistad High School Committee hereby approves the 5/28/14 Meeting Minutes as drafted.
 - Moved by: _____ Seconded by: _____
 - In Favor _____ Opposed: _____ Abstain: _____
2. Approve Financial Report
 - NOW THEREFORE BE IT RESOLVED THAT, the Amistad High School Committee hereby accepts the financial report as presented.
 - Moved by: _____ Seconded by: _____
 - In Favor _____ Opposed: _____ Abstain: _____

DRAFT

Amistad High School Committee

MINUTES

Wednesday, May 28, 2014, 4:15 p.m. - 5:15 p.m.

130 Edgewood Avenue

Board Attendance:

Lorraine Gibbons, AA Board - Yes
Andrew Lachman, AA Board - Yes
Caroline Williams, AA Board - Yes
Melinda Hamilton, AA Board - Yes
Andrew Boas, AFBA Board - Yes
Cornelius Medas, AFBA Board - Yes
Max Perez, AFBA Board - No
Richard Ferguson, ECCP Board - Yes
Carolyn Greenspan, ECCP Board - Yes
William Heins, ECCP Board - Yes
D. Scot Kerr, AF Network Support - Yes
Chris Bostock, School Leadership - Yes

Call to Order (Caroline Williams)

Meeting was called to order at 4:28 pm

Mr. Bostock gave the committee his Principal report

- Year 2 takeaways
 - Very solidly Chris' school
 - Build on missteps from Year 1
 - Had to non-renew college counselor
- 3 year priority around reading; turn our school into a reading school
- Writing school vs. reading school
 - Writing is very strong, but scholars are not reading strongly enough to form original thoughts.
 - No one will leave the 10th grade unless they are reading on grade level
- Reading assessment - STAR vs. F&P

Mr. Bostock described shared practice vs. consistent practice and creating a direct instruction vocabulary block - shaving 2 minutes off each class to create this in am

Lorraine Gibbons joined at 4:34

Andy Boas joined the call via phone at 4:38

Andrew Lachman joined the meeting at 4:44

Committee Discussions and Business

1. Approve April 3, 2014 Minutes (Resolution 1)

Moved: Melinda Hamilton

Seconded: Carolyn Greenspan

All in favor.

2. Financial Report (William Heins)

Mr. Heins reviewed the financial health of the high school indicating that expenses have continued to be trimmed throughout the year to make up the shortfall from lower enrollment.

Review and approve YTD Financials (Resolution 2)

NOW THEREFORE BE IT RESOLVED THAT, the Amistad High School Committee hereby accepts the YTD Financial report dated 4/30/14 as presented.

Moved: Dick Ferguson

Second: Carolyn Greenspan

All in Favor

Facilities Report

Mr. Ferguson reported that the building committee met separately and is working to resolve an insurance issue, but that the construction of the new school on Dixwell Avenue is on schedule and on budget.

4. Approval of Hall Pass Policy (Resolution 4)

Mr. Bostock gave an overview of the policy and how it is in practice at the school. Ms. Hamilton reviewed the opinion of attorney Liz Adams that the policy is fair and reasonable.

Mr. Lachman objected to the idea of the board getting involved in approval of a specific policy at this level, indicating that the school and Achievement First are responsible for setting and administering individual policy. The decision was tabled.

Adjourn The meeting adjourned at 5:22. Minutes taken by Scot Kerr, External Relations

Financial Materials for AF Amistad HS for Board Meeting on Sept. 17th, 2014

Executive Summary

9/14/2014

Note that enrollment amounts are not finalized until Oct. 1st with the State of Connecticut, so current estimates are preliminary. However, all Amistad academies are on track to be fully enrolled as of the end of August.

July 2014 to August 2014 actual vs. budget – AF Amistad High

- Amistad high school has started the year on track with its budget. Variances exist in salaries, which are tracking below budget but may be increased later in the year, and are higher than budgeted in areas of supplies and transportation.

Amistad Academy -- Consolidated (note: includes Amistad portion of HS, not entire HS)

Actuals as of:

8/31/2014



	YEAR TO DATE			Full Year			Comments to Board
	Budget	Actual	Variance (Actuals-Budget)	Budget	Forecast	Variance (Actuals-Budget)	
Income							
Total General Operating Revenue	1,806,567	1,810,739	4,172	10,839,400	10,839,400	-	Final enrollment is not set until Oct. 1st, but at the moment appears to be on track.
Total Other Public Revenues	92,103	1,191	(90,912)	1,270,795	1,270,802	7	
Total Special Education Funding	39,155	-	(39,155)	234,931	234,931	-	
Total Public Revenue	1,937,825	1,811,929	(125,895)	12,345,125	12,345,132	7	
Total Private Revenue	388,167	68,450	(319,717)	2,329,000	2,329,000	-	
Total Other Revenue	1,632	1,198	(434)	9,792	9,792	-	
Total Income	2,327,623	1,881,577	(446,047)	14,683,917	14,683,924	7	
Expenses							
Personnel Expenses							
School Salaries and Wages							Lower forecast due to high school.
Total School Salaries and Wages	1,263,717	1,247,096	(16,621)	7,582,304	7,510,599	(71,705)	
Total Other Personnel Costs	1,640	23,522	21,882	302,050	302,173	123	
Total Salaries and Wages	1,265,357	1,270,618	5,261	7,884,354	7,812,772	(71,582)	
Total Bonuses	-	19,286	19,286	296,151	297,731	1,580	
Total Taxes & Benefits	219,045	184,504	(34,541)	1,338,787	1,328,224	(10,563)	
Total Temporary Staff	11,625	4,046	(7,579)	69,750	69,750	-	
Total Personnel Expenses	1,496,027	1,478,453	(17,574)	9,589,042	9,508,477	(80,565)	
Non - Personnel Expenses (OTPS)							
Total Program Support Activities	5,770	14,055	8,285	421,683	423,733	2,050	
Total Program Materials & Supplies	115,727	75,418	(40,308)	524,270	530,651	6,380	
Total Operations	2,603	20,627	18,025	713,444	725,744	12,300	
Total Technology	200,490	52,524	(147,965)	447,413	448,477	1,063	
Total General & Administrative	39,695	68,534	28,839	330,818	330,818	-	
Total Physical Plant	181,312	149,816	(31,496)	1,040,517	1,040,517	-	
Total Supplemental Program	16,167	18,768	2,601	113,414	111,118	(2,296)	
Direct to School Services	29,322	-	(29,322)	175,930	175,930	-	
AF Charter Management Fee	193,782	-	(193,782)	1,162,695	1,162,695	1	
Total Non Personnel Expenses	784,866	399,743	(385,123)	4,930,184	4,949,682	19,498	
Total Operating Expenses	2,280,893	1,878,196	(402,697)	14,519,226	14,458,159	(61,067)	
Contingencies	24,342	-	(24,342)	146,051	146,051	-	
Total Expenses	2,305,235	1,878,196	(427,039)	14,665,277	14,604,210	(61,067)	
Surplus / (Deficit)	22,388	3,380	(19,008)	18,640	79,714	61,074	

(Plus) Estimated capitalizable expenses 43,463

 (Less) Estimated depreciation expense
for expenses incurred in the current
and previous years (1,579,556)

 (Plus) Estimated philanthropy received
at Achievement First due school but
not yet designated 15,270

Adjusted Surplus/(Deficit) (1,517,442)

Estimated Capitalizable Expenses include those assets acquired this year and currently charged against Expenses, which will be transferred to Fixed Assets at the current year end. Given how early it is in the year, very little has been spent to date.

Depreciation for current and past years includes an estimate of the current year depreciation attributable to assets acquired during the year and in prior years. It is based on a 3 year depreciation for technology, 5 years for furniture and 10 years for site improvements.

This is philanthropy received by AF which is not designated to a specific school, so sits at AF until the proper distribution is determined. The amount due a specific schools is an estimate until the final accounting is done for the year. At this point in the year, very little has been received.

Amistad Academy Elementary School

Actuals as of:

8/31/2014


	YEAR TO DATE			Full Year			Comments to Board
	Budget	Actual	Variance (Actuals-Budget)	Budget	Forecast	Variance (Actuals-Budget)	
Income							
Total General Operating Revenue	815,833	830,684	14,851	4,895,000	4,895,000	-	Final enrollment is not set until Oct. 1st, but at the moment appears to be on track.
Total Other Public Revenues	47,036	-	(47,036)	597,536	597,536	-	
Total Special Education Funding	17,040	-	(17,040)	102,240	102,240	-	
Total Public Revenue	879,910	830,684	(49,226)	5,594,777	5,594,777	-	
Total Private Revenue	57,500	10,500	(47,000)	345,000	345,000	-	
Total Other Revenue	333	497	164	2,000	2,000	-	
Total Income	937,743	841,681	(96,062)	5,941,777	5,941,777	-	
Expenses							
Personnel Expenses							
School Salaries and Wages							
Total School Salaries and Wages	501,795	493,890	(7,905)	3,010,772	2,988,976	(21,796)	Salaries tracking slightly below budget
Total Other Personnel Costs	-	4,175	4,175	123,513	123,513	-	
Total Salaries and Wages	501,795	498,065	(3,730)	3,134,285	3,112,489	(21,796)	
Total Bonuses	-	-	-	121,144	121,144	-	
Total Taxes & Benefits	88,435	88,706	271	538,785	525,139	(13,646)	Forecast for benefits slightly below budget.
Total Temporary Staff	7,618	947	(6,670)	45,705	45,705	-	
Total Personnel Expenses	597,848	587,718	(10,130)	3,839,919	3,804,477	(35,442)	
Non - Personnel Expenses (OTPS)							
Total Program Support Activities	3,833	7,275	3,442	149,213	149,213	-	
Total Program Materials & Supplies	49,205	39,919	(9,286)	275,955	275,955	-	
Total Operations	1,000	17,780	16,780	278,100	278,100	-	
Total Technology	65,516	20,177	(45,339)	163,045	163,045	-	
Total General & Administrative	16,664	28,274	11,610	138,909	138,909	-	
Total Physical Plant	72,790	73,388	598	420,431	420,431	-	
Total Supplemental Program	-	-	-	-	-	-	
Direct to School Services	12,167	-	(12,167)	73,000	73,000	-	
AF Charter Management Fee	87,991	-	(87,991)	527,946	527,946	-	
Total Non Personnel Expenses	309,166	186,814	(122,353)	2,026,598	2,026,598	-	
Total Operating Expenses	907,014	774,532	(132,482)	5,866,517	5,831,075	(35,442)	
Contingencies	12,222	-	(12,222)	73,331	73,331	-	
Total Expenses	919,236	774,532	(144,704)	5,939,848	5,904,407	(35,442)	
Surplus / (Deficit)	18,507	67,149	48,642	1,928	37,370	35,442	

Amistad Academy Middle School

Actuals as of:

8/31/2014



	YEAR TO DATE			Full Year			Comments to Board
	Budget	Actual	Variance (Actuals-Budget)	Budget	Forecast	Variance (Actuals-Budget)	
Income							Final enrollment is not set until Oct. 1st, but at the moment appears to be on track.
Total General Operating Revenue	660,000	668,158	8,158	3,960,000	3,960,000	-	
Total Other Public Revenues	41,221	-	(41,221)	520,503	520,503	-	
Total Special Education Funding	13,785	-	(13,785)	82,711	82,711	-	
Total Public Revenue	715,006	668,158	(46,848)	4,563,214	4,563,214	-	
Total Private Revenue	166,667	32,550	(134,117)	1,000,000	1,000,000	-	
Total Other Revenue	1,128	497	(631)	6,767	6,767	-	
Total Income	882,800	701,205	(181,595)	5,569,981	5,569,981	-	
Expenses							
Personnel Expenses							Despite current salaries being slightly below budget, forecast is that they will be slightly above.
School Salaries and Wages							
Total School Salaries and Wages	504,189	496,872	(7,316)	3,025,131	3,044,725	19,594	
Total Other Personnel Costs	-	7,802	7,802	101,000	101,000	-	
Total Salaries and Wages	504,189	504,674	486	3,126,131	3,145,725	19,594	
Total Bonuses	-	32,688	32,688	113,428	113,428	-	
Total Taxes & Benefits	87,340	53,454	(33,886)	535,290	536,776	1,487	
Total Temporary Staff	3,017	2,050	(967)	18,100	18,100	-	
Total Personnel Expenses	594,545	592,866	(1,679)	3,792,949	3,814,029	21,081	
Non - Personnel Expenses (OTPS)							
Total Program Support Activities	1,800	561	(1,239)	129,400	129,400	-	
Total Program Materials & Supplies	46,750	12,408	(34,342)	165,500	165,500	-	
Total Operations	1,500	(20)	(1,520)	229,200	229,200	-	
Total Technology	85,600	14,896	(70,704)	192,095	192,095	-	
Total General & Administrative	13,980	22,682	8,702	122,680	122,680	-	
Total Physical Plant	56,249	54,335	(1,914)	332,896	332,896	-	
Total Supplemental Program	-	-	-	65,000	65,000	-	
Direct to School Services	12,167	-	(12,167)	73,000	73,000	-	
AF Charter Management Fee	71,501	-	(71,501)	429,004	429,004	-	
Total Non Personnel Expenses	289,546	104,862	(184,684)	1,738,774	1,738,774	-	
Total Operating Expenses	884,091	697,728	(186,363)	5,531,723	5,552,804	21,081	
Contingencies	5,833	-	(5,833)	35,000	35,000	-	
Total Expenses	889,925	697,728	(192,197)	5,566,723	5,587,804	21,081	
Surplus / (Deficit)	(7,124)	3,477	10,601	3,258	(17,823)	(21,081)	

Amistad Academy High School

Actuals as of:

8/31/2014



8/31/2014	YEAR TO DATE			Full Year			Comments to Board	Full Year	Full Year	Full Year
	Budget	Actual	Variance (Actuals-Budget)	Budget	Forecast	(Actuals- Budget)		Forecast	Forecast	Forecast
Income							Final enrollment is not set until Oct. 1st, but at the moment appears to be on track.			
Total General Operating Revenue	806,667	760,724	(45,943)	4,840,000	4,840,000	-		1,984,400	1,210,000	1,645,600
Total Other Public Revenues	9,380	2,904	(6,476)	372,574	372,591	17		152,762	93,148	126,681
Total Special Education Funding	20,317		(20,317)	121,901	121,901	-		49,979	30,475	41,446
Total Public Revenue	836,364	763,628	(72,736)	5,334,475	5,334,492	17		2,187,142	1,333,623	1,813,727
Total Private Revenue	400,000	61,950	(338,050)	2,400,000	2,400,000	-		984,000	600,000	816,000
Total Other Revenue	417	497	80	2,500	2,500	-		1,025	625	850
Total Income	1,236,780	826,075	(410,706)	7,736,975	7,736,992	17	3,172,167	1,934,248	2,630,577	
Expenses							Salaires are currently forecast to be somewhat below budget, but may catch up during the year.	0	0	0
Personnel Expenses								0	0	0
School Salaries and Wages								0	0	0
Total School Salaries and Wages	628,618	625,203	(3,415)	3,771,710	3,602,190	(169,520)		1,476,898	900,548	1,224,745
Total Other Personnel Costs	4,000	28,160	24,160	189,115	189,415	300		77,660	47,354	64,401
Total Salaries and Wages	632,618	653,363	20,745	3,960,825	3,791,605	(169,220)		1,554,558	947,901	1,289,146
Total Bonuses	-	(32,688)	(32,688)	150,192	154,045	3,853		63,158	38,511	52,375
Total Taxes & Benefits	105,536	103,278	(2,259)	645,641	649,534	3,894		266,309	162,384	220,842
Total Temporary Staff	2,417	2,557	140	14,500	14,500	-		5,945	3,625	4,930
Total Personnel Expenses	740,571	726,510	(14,062)	4,771,157	4,609,685	(161,473)		1,889,971	1,152,421	1,567,293
Non - Personnel Expenses (OTPS)							Slightly higher supplies costs. Higher anticipated spending on busing.	0	0	0
Total Program Support Activities	333	15,169	14,835	348,950	353,950	5,000		145,120	88,488	120,343
Total Program Materials & Supplies	48,223	56,319	8,096	201,988	217,550	15,562		89,196	54,388	73,967
Total Operations	250	6,994	6,744	502,791	532,791	30,000		218,444	133,198	181,149
Total Technology	120,424	42,563	(77,861)	225,057	227,650	2,593		93,337	56,913	77,401
Total General & Administrative	22,075	42,875	20,800	168,850	168,850	-		69,229	42,213	57,409
Total Physical Plant	127,494	53,884	(73,610)	700,465	700,465	-		287,191	175,116	238,158
Total Supplemental Program	39,431	45,775	6,344	118,083	112,483	(5,600)		46,118	28,121	38,244
Direct to School Services	12,167	-	(12,167)	73,000	73,000	-		29,930	18,250	24,820
AF Charter Management Fee	83,636	-	(83,636)	501,818	501,820	2		205,746	125,455	170,619
Total Non Personnel Expenses	454,033	263,579	(190,454)	2,841,003	2,888,559	47,557	1,184,309	722,140	982,110	
Total Operating Expenses	1,194,604	990,088	(204,516)	7,612,160	7,498,244	(113,916)	3,074,280	1,874,561	2,549,403	
Contingencies	15,333	-	(15,333)	92,000	92,000	-	37,720	23,000	31,280	
Total Expenses	1,209,938	990,088	(219,850)	7,704,160	7,590,244	(113,916)	3,112,000	1,897,561	2,580,683	
Surplus / (Deficit)	26,843	(164,013)	(190,856)	32,815	146,748	113,933	60,167	36,687	49,894	