



The Community Roots School Board Meeting

Tuesday, Jan. 24th, 2023 6:30 p.m.
229 Eureka Ave. Silverton

Agenda

1. Call meeting to order – Sarah
2. Reading of Community Roots School Mission Statement
– Matt (6:30)
*Rooted in our local community, we learn in an authentic Montessori environment,
growing as conscientious and joyful learners, inspired to lead in the world community.*
- Consent Agenda (6:35)
 - Approve January 24, 2023 Meeting Minutes
- Audience with Visitors (Audience members may make comments to the board on any topic)
(6:40)
- Administrator Report – Christen Kelly (6:50-6:55)
- Committee reports (Fundraising, Finance, Facilities) (6:55-7:05)
- Discussion Items and Actions (7:05-8:30)
 - Marketing
 - Executive Performance Review
 - 5 Year Budget Review

VISITORS: Meetings of the school board are for the members to conduct official school business. All meetings are open to the public, except executive sessions, which may be called according to Oregon law. Members of the public desiring to address the board are asked to contact the administrator at least one week in advance of the meeting. Large groups are asked to designate a primary spokesperson.



The Community Roots School Board Meeting Jan 24, 2022 Draft Minutes

Staff: Christen, Bridgett

Board Members: Matt, Jane, Virginia, Sarah, Jackie

Consent agenda: Virginia motions and Matt seconds to take off admin report, fundraising and facilities and finance for this meeting. All approved

All corrections to December 6th & 14th 2022 and approval of Jan. 10th 2023 board meeting minutes - Virginia motions and Jackie seconds - all approve

Audience with Visitors: Melissa Wagoner - shared PTO notes - Auction "Blossoming Minds" - new proposal for Cravehaven to head up Oktoberfest booth. Plant Sale is starting to be worked on and more t-shirts are for sale. Possible community building with creating a float with a movie watch. Dodgeball tournament for CRS marketing opportunity. PTO meetings were moved to Friday mornings in hopes for more attendance. \$490 for the go fund me account. Melissa has taken over Instagram as well.

Discussion Items and Actions:

School Restructuring - Jackie reiterated that the Middle School program's value is important to the community but the overall health of the school is ultimately the most important thing. Jane added that with 15 students as a 'break even' the MS wouldn't be able to sustain itself because with 15 students for one teacher is about max and we would need to hire another one eventually. Plus the board wants to give a competitive salary to our teachers.

Christen's recommendation to the board is to discontinue the MS. Virginia motions to approve and Matt seconds. All approve.

Christen will put out a message tomorrow regarding the board's decision.

Marketing - Finance committee would like to recommend around 2% of the ADM which would be around \$8000 towards the RFP. Hone in the marketing plan so that we could work with the budget and have specific goals with definitive timelines and requirements. Sarah recommends we need someone to be the head of this marketing plan. Virginia will discuss with our marketing plan and Matt will talk with a family member in heading up the marketing team. Board discussed on putting together a full year recommendation budget and possibly hiring someone to head out. We will find out on Monday if we are going to receive a \$50k grant.

Reserves - Jane says there's no district minimum for a reserve so it's completely up to us. \$150k would be a bare bones reserve to carry us through a bad year. District goal was to put away around 10% on good years but realistically they are only putting 4%. Right now we have over \$170k in our reserves. Our current savings is around 2.1% a year. The board discussed once ADM is consistent we could possibly increase our savings and the finance committee will discuss and come up with a plan for the future.

Strategic Plan - Sarah discussed she is working on grants, PTO is growing and moving in a good direction, retention is another big area - discussed how leadership team could use support for strengths and weaknesses. Christen's capacity for coaching teachers and individual meetings 3x a year. Christen does observations and check ins for each guide. Jane recommended requiring observations for parents with children moving into new guides.



The Community Roots School

February 2023

Administrator Report

Enrollment:

- Current: 95 students enrolled.

1. Enrollment

- a. One UE student withdrew, and one UE student transferred out
- b. We enrolled two new UE students – start date Feb 6th
- c. Enrolling one additional Kinder student starting in Feb. 7th
- d. Space still available in K and grades 4-8

2. District Communication

- a. Christen obtained forms from our insurance provider and is in process of signing up the classroom assistants to receive health insurance benefits (medical and dental) for the period Feb 1 – Sept 30 2023 as a newly eligible group.
- b. All new insurance forms have been submitted to Providence and Moda for processing
- c. Christen communicated with the Superintendent, Business Office, Tech Department, Food Services and Transportation staff regarding the restructuring of CRS' programs for the fall to be a K-6 program.

3. Educational Accountability & School News

- a. CogAt screenings are ongoing.
- b. SIA report for Q2 was submitted to ODE.
- c. CRS to submit a plan to ODE by March 15th regarding increasing group participation rates for state testing.
- d. Re-Enrollment Period has begun. Forms are due March 1st.
- e. We have seen an increase in outside observers to our school – specifically to observe Kinder and Lower Elementary for potential new students
- f. Communication went out to families to observe, partake in open office hours (Christen) and attend the open house this month to connect with our school.
- g. Planning has begun with Straub Outdoor school for our UE student's experience in April.
- h. Extra targeted reading/Language support for our LE classrooms is needed due to a disproportionate number of students in the SpEd track. Working on using Jess and parent volunteers to offer relief for our LE staff members.
- i. OWL (sexuality education) sessions have started for Upper Elementary students
- j. WiseMind is working with Kinder and Upper Elementary students on SEL for the weeks leading up to Spring Break; after Spring Break, they will work with Lower Elementary and Adolescents.
- k. Two Open Houses are on the calendar – one in February for current families, and another in March for prospective families.
- l. A "6th year experience" parent education night has been scheduled for 5th grade and Upper El families.

4. Budget & Finances

- a. Drafts for the 5 year budget and next years budget have begun. To be presented to Finance Committee and Board this month and next.
- b. Ongoing Grant applications are being submitted for additional funding.



5. **Community& Fundraising**

- a. Excellent turnout for January's PTO meeting – 15 participants.
- b. CRS Parent and Staff presence will be at a Silverton Farmer's Market Booth for February and March
- c. Parents have generously purchased t-shirts for students and staff to wear to promote our school and programs.
- d. The Banner for enrollment is slated to be up downtown the week of March 13th.
- e. Meadowlarks are prepping for Trivia Night that happens on February 11th – raising funds offset their Nature School trip to California.

**The Community Roots School
Statement of Financial Activities
As of 12/31/2022**

Description	Actual	Actual	Actual	Actual	Actual	Budget	Actual vs. Approved Budget
	8/31/2022	9/30/2022	10/31/2022	11/30/2022	12/31/2022	Approved Budget	
State School Fund—General Support	199,528.63	199,528.63	328,137.73	392,442.28	457,185.23	827,668.80	(370,483.57)
BEGINNING FUND BALANCE	-	-	-	-	171,212.39	-	171,212.39
SIA Funds	-	74,539.75	74,539.75	74,539.75	74,539.75	81,338.00	(6,798.25)
ESSER II	-	9,190.24	9,190.24	9,190.24	9,190.24	14,000.00	(4,809.76)
ESSER III	-	12,549.18	12,549.18	12,549.18	12,549.18	13,000.00	(450.82)
Fundraising	2,785.00	4,385.11	15,068.94	16,948.63	17,531.43	40,000.00	(22,468.57)
Grants	-	3,000.00	3,000.00	3,000.00	3,000.00	-	3,000.00
Supply Fees	-	3,600.00	4,437.75	4,437.75	4,437.75	5,250.00	(812.25)
Recharge Café	-	-	728.28	1,329.81	1,610.49	-	1,610.49
Total Revenue	202,313.63	306,792.91	447,651.87	514,437.64	751,256.46	981,256.80	(230,000.34)
General Funding							
Salaries	(15,453.82)	(56,389.98)	(104,246.56)	(150,195.56)	(195,462.28)	(503,953.86)	308,491.58
Substitute & Temporary Wages	-	-	-	(49.21)	(49.21)	(13,500.00)	13,450.79
Benefits	(5,669.50)	(16,725.02)	(28,611.79)	(39,681.93)	(50,813.62)	(129,064.83)	78,251.21
PERS	(1,983.33)	(7,553.01)	(13,556.55)	(19,171.89)	(24,727.72)	(108,048.51)	83,320.79
Computer Expenses	(1,008.00)	-	(5,890.83)	(2,570.63)	(3,178.67)	-	(3,178.67)
Consumable Supplies and Materials	(1,683.46)	(3,057.85)	(6,032.56)	(8,142.21)	(6,389.52)	(7,600.00)	1,210.48
Dues and Fees	-	(416.84)	(2,078.94)	(828.94)	(1,375.54)	(2,000.00)	624.46
Insurance	(7,116.00)	(7,116.00)	(7,116.00)	(7,256.00)	(7,804.83)	(7,500.00)	(304.83)
Professional Development	-	-	-	-	-	-	-
Professional Services	-	-	(718.20)	(718.20)	(718.20)	(18,000.00)	17,281.80
Rent	(637.60)	(956.40)	(4,290.42)	(1,862.30)	(2,462.30)	(55,000.00)	52,537.70
Rental - Other	(268.20)	(5,400.03)	(12,881.13)	(14,029.23)	(20,321.33)	(5,750.00)	(14,571.33)
Repairs and Maintenance	-	-	-	-	-	-	-
Transportation	-	-	-	-	(72.60)	(1,000.00)	927.40
Utilities	(691.72)	(1,207.40)	(1,922.78)	(2,268.64)	(3,425.81)	(6,100.00)	2,674.19
Other Expense	-	(5,135.00)	(13.80)	(39.60)	-	(5,000.00)	5,000.00
Total General Funding	(34,511.63)	(103,957.53)	(187,359.56)	(246,814.34)	(316,801.63)	(862,517.20)	545,715.57
SIA Funds							
Professional Development	-	-	-	-	-	(1,164.44)	1,164.44
Admin Salary - 40% 2022-23	-	(3,150.69)	(3,150.69)	-	(3,150.69)	(28,628.74)	25,478.05
Employer Burden Admin 2022-23	-	-	-	-	-	(9,997.50)	9,997.50

Non-Licensed Salary (AB) 2022-23	-	-	-	-	-	(31,000.00)	31,000.00
Employer Burden (AB) 2022-23	-	-	-	-	-	(10,547.32)	10,547.32
Total SIA Funds	-	(3,150.69)	(3,150.69)	-	(3,150.69)	(81,338.00)	78,187.31
ESSER II							
Professional Development - STAFF	1,300.00	(1,300.00)	(1,300.00)	(1,300.00)	(1,300.00)	(4,000.00)	2,700.00
Technology	1,528.77	(3,966.72)	(3,966.72)	(3,966.72)	(3,966.72)	(8,500.00)	4,533.28
PPE & Air Filtration	1,055.25	(4,158.38)	(4,158.38)	(4,424.34)	(4,424.34)	(1,500.00)	(2,924.34)
Total ESSER II	3,884.02	(9,425.10)	(9,425.10)	(9,425.10)	(9,691.06)	(14,000.00)	4,308.94
ESSER III							
Non-Licensed Salary (AB)	-	-	-	-	-	(7,919.99)	7,919.99
Intervention Programs/STAR	-	-	-	-	-	(5,080.01)	5,080.01
Total ESSER III	-	-	-	-	-	(13,000.00)	13,000.00
Citizen Bank							
Fundraising Expense			(420.00)	(420.00)	(2,177.00)	-	(2,177.00)
Merchant Fees			(84.58)	(173.27)	(173.27)	-	(173.27)
Fund Purchase	(5,135.00)		(5,135.00)	(5,135.00)	(10,624.05)	-	(10,624.05)
Total Citizen Bank	(5,135.00)	-	(5,639.58)	(5,728.27)	(12,974.32)	-	(12,974.32)
			-				
Cont Fund 1.25% of SSF Revenue	-	-	-	-	-	(10,345.86)	10,345.86
Reserve Fund .6% off of SSF Revenue	-	-		-	-	(4,966.01)	4,966.01
Total Expense	(30,627.61)	(116,533.32)	(205,574.93)	(261,967.71)	(342,617.70)	(986,167.07)	643,549.37
Net Revenue (Expense)	171,686.02	190,259.59	242,076.94	252,469.93	408,638.76	(4,910.27)	413,549.03
Citizens Bank Balance		164,432.17	175,249.17	178,369.98	172,387.41		

Executive Appraisal Instrument

The Executive Appraisal Instrument (EAI) supports formative and summative assessment of leadership practice in public Montessori schools. Blending research on authentic leadership, systems theory, and change management¹ together with extensive consultation with executive directors, principals, and heads of public Montessori schools, the tool anchors a comprehensive, skills-focused annual review protocol. In addition to the EAI, the system includes the following tools: Job Description, Essential Elements Rubric, Reflective Practice Inventory, Goal Setting, School Climate Survey, and an Annual Review Portfolio Checklist.

The EAI guides assessment across three Domains: **Leading Authentically**, **Leading Others**, and **Leading the Future**. Each Domain is broken into Standards, which are assessed according to sets of discrete Indicators. Together, Domains, Standards and Indicators comprise a picture of leader behavior that supports complex, relational, and mission-driven communities of educational practice, such as public Montessori schools. The EAI Domains are adapted from the Women in Leadership Model developed by Linkage, Inc.

LEADING OTHERS									
NOT PRESENT	RARELY PRESENT		OCCASIONALLY PRESENT		CONSISTENTLY PRESENT		PRESENT AS A STRENGTH	MODEL FOR THE COMMUNITY	
1	2	3	4	5	6	7	8	9	
WORKING TOWARD THE STANDARD		STANDARDS AND INDICATORS					WORKING BEYOND THE STANDARD		
FACILITATION AND TEAMWORK									
			<ul style="list-style-type: none"> Understands the feelings and perspectives of others, and assumes the best intentions of all. Is an excellent listener, giving full attention to those who are speaking. Actively seeks to enfranchise others, cultivating talent, respecting dissent, and celebrating success. Makes structured teamwork a priority of the school culture. 			7 9 8 9	This is a demonstrable strength; listening is the hallmark		
STEWARDSHIP									
Still gaining expertise in the specifics of the Montessori program, and how to advocate to external constituents Sometimes, work with families is undermined by a desire to please	4	3	<ul style="list-style-type: none"> Actively aims to elevate and amplify the work of the entire organization by preparing an environment that supports complex practice, protects against unwarranted intrusion from outside influences, and drives reflective practice through intentional teamwork. Explicitly puts the larger goals of the enterprise ahead of special interests, personal gain, or short-term fixes. 			8 9			
CLARITY AND CONSISTENCY									
			<ul style="list-style-type: none"> Able to convey high-level messages to external audiences in a compelling and persuasive manner. Verbal and written interactions are clear, crisp and accurate. Behavior is predictable; community members report feeling relaxed around leader. Decisions are made through a transparent and consistent process. Always prepared for events; opens and closes meetings on time. 			7 7 9 8 9			
NEGOTIATION AND CONFLICT RESOLUTION									
		4	<ul style="list-style-type: none"> Meticulous about promoting open, honest and direct communication across the school community—taking care to avoid triangles, splitting or other dysfunctional patterns of conflict management/avoidance. Decision-making processes are transparent, particularly in consultation with members of the faculty, family community, or board. Skillfully mediates conflict and maximizes outcomes of a deliberative process. 			7 6			

Using the Tool

The EAI should be used twice a year, as a joint project of the executive and the evaluator. Both score each Indicator from one to nine (marking scores of six and above to the right of the item, and scores below six to the left). Scores are totaled for the Standards and the Domains. The evaluator and the executive use Standard scores to identify specific areas of strength and growth, and Domain scores for a more holistic view of the leader's practice. In the sample (left), the executive is working close to or slightly below the standard is most of the indicators. While communication and compassion are clear strengths, this leader strains in the face of parental demands, which, at times, make her behavior unpredictable and opaque. The specificity enabled by this tool is meant to support coaching and planning for future improvement.

1 Gardner, William L., Claudia C. Cogliser, Kelly M. Davis, and Matthew P. Dickens. "Authentic Leadership: A Review of the Literature and Research Agenda." *The Leadership Quarterly* 22, no. 6 (2011): 1120–45; Neider, Linda L., and Chester A. Schriesheim. "The Authentic Leadership Inventory (ALI): Development and Empirical Tests." *The Leadership Quarterly* 22, no. 6 (December 2011): 1146–64; Senge, Peter M. *The Fifth Discipline: The Art and Practice of the Learning Organization*. Doubleday/Currency, 1990; Stroh, David Peter. *Systems Thinking For Social Change: A Practical Guide to Solving Complex Problems, Avoiding Unintended Consequences, and Achieving Lasting Results*. White River Junction, Vermont: Chelsea Green Publishing, 2015.

LEADING AUTHENTICALLY								
NOT PRESENT	RARELY PRESENT		OCCASIONALLY PRESENT	CONSISTENTLY PRESENT		PRESENT AS A STRENGTH	MODEL FOR THE COMMUNITY	
1	2	3	4	5	6	7	8	9
WORKING TOWARD THE STANDARD		STANDARD/INDICATORS					WORKING BEYOND THE STANDARD	
SELF-AWARENESS AND SELF-MANAGEMENT								
		<ul style="list-style-type: none"> • Displays a realistic appreciation of his/her strengths and weaknesses, and delegates responsibilities based, in part, on that awareness. • Manages her/his time effectively. • Remains calm in the face of stress. • Understands his/her emotional triggers and takes steps to mitigate their impact on the organization. 						
ENGAGEMENT IN THE MISSION AND MODELING FOR THE COMMUNITY								
		<ul style="list-style-type: none"> • Has a thorough grasp the school's mission, as made evident in written and verbal communication. • Is a consistent and reliable presence in all facets of school operation—from classrooms and common spaces to boardroom. • Embodies core values of the school with all community members—children, trained and untrained staff, families, and other stakeholders. • Intentionally practices grace and courtesy. 						
CURIOSITY AND FRIENDLINESS WITH ERROR								
		<ul style="list-style-type: none"> • Whether or not Montessori trained, deliberately demonstrates curiosity about what goes in classrooms, and seeks to build a deeper knowledge base of Montessori theory and practice. • Seeks feedback from all members of the community, and asking questions, and listening authentically to multiple points-of-view. • Willingly takes responsibility for errors and encourages others to take risks in order to improve practice. • Resilient and able to recover from setbacks. 						
COURAGE, INTEGRITY, AND HUMILITY								
		<ul style="list-style-type: none"> • Clearly puts the needs of the organization as a whole above individual preference or self-preservation. • takes consistent stands for the integrity of the school's mission and sustainability. 						
TOTAL STANDARD SCORES: Self-Awareness and Management ____/36 Engagement ____/36 Curiosity and Friendliness with Error ____/36 Courage, Integrity, and Humility ____/18								
TOTAL DOMAIN SCORE: _____/126								

LEADING OTHERS									
NOT PRESENT	RARELY PRESENT		OCCASIONALLY PRESENT		CONSISTENTLY PRESENT		PRESENT AS A STRENGTH		MODEL FOR THE COMMUNITY
1	2	3	4	5	6	7	8	9	
WORKING TOWARD THE STANDARD		STANDARD/INDICATORS					WORKING BEYOND THE STANDARD		
FACILITATION AND TEAMWORK									
		<ul style="list-style-type: none"> • Understands the feelings and perspectives of others, and assumes the best intentions of all. • Is an excellent listener, giving full attention to those who are speaking. • Actively seeks to enfranchise others, cultivating talent, respecting dissent, and celebrating success. • Makes structured teamwork a priority of the school culture. 							
STEWARDSHIP									
		<ul style="list-style-type: none"> • Actively aims to elevate and amplify the work of the entire organization by preparing an environment that supports complex practice, protects against unwarranted intrusion from outside influences, and drives reflective practice through intentional teamwork. • Explicitly puts the larger goals of the enterprise ahead of special interests, personal gain, or short-term fixes. 							
CLARITY AND CONSISTENCY									
		<ul style="list-style-type: none"> • Able to convey high-level messages to external audiences in a compelling and persuasive manner. • Verbal and written interactions are clear, crisp and accurate. • Behavior is predictable; community members report feeling relaxed around leader. • Decisions are made through a transparent and consistent process. • Always prepared for events; opens and closes meetings on time. 							
NEGOTIATION AND CONFLICT RESOLUTION									
		<ul style="list-style-type: none"> • Meticulous about promoting open, honest and direct communication across the school community—taking care to avoid triangles, splitting or other dysfunctional patterns of conflict management/avoidance. • Decision-making processes are transparent, particularly in consultation with members of the faculty, family community, or board. • Skillfully mediates conflict and maximizes outcomes of a deliberative process. 							
TOTAL STANDARD SCORES: Empathy _____/36 Stewardship _____/18 Clarity and Consistency _____/45 Negotiation and Conflict Resolution _____/27									
TOTAL DOMAIN SCORE: _____/126									

LEADING THE FUTURE									
NOT PRESENT	RARELY PRESENT		OCCASIONALLY PRESENT		CONSISTENTLY PRESENT		PRESENT AS A STRENGTH	MODEL FOR THE COMMUNITY	
1	2	3	4	5	6	7	8	9	
WORKING TOWARD THE STANDARD		STANDARD/INDICATOR					WORKING BEYOND THE STANDARD		
VISION AND MISSION									
		<ul style="list-style-type: none"> • Able to explain the vision and mission of the school in easy-to-understand language for a variety of audiences • Operational decisions are consistent with the vision and mission of the school. 							
SYSTEMS THINKING & STRATEGIC PLANNING									
		<ul style="list-style-type: none"> • Demonstrates a deep and flexible understanding of the complexity and interdependence of the school organization. • Creates and/or manages an ongoing process of continuous improvement, prioritizing time for deliberation. • Planning is based on ongoing cycles of implementation, feedback, and reflection. 							
CHANGE MANAGEMENT									
		<ul style="list-style-type: none"> • All members of the school community have opportunities to participate in strategic planning and reflection opportunities. • Unafraid to make and enforce decisions that may be unpopular individuals or selected stakeholders. • Confident yet respectful in responding to operational or strategic questions. • Interacts confidently and constructively with board members and other oversight officials. 							
TOTAL STANDARD SCORES: Vision and Mission _____/18 Systems Thinking and Strategic Planning _____/27 Change Management _____/36									
TOTAL DOMAIN SCORE: _____/81									

DOMAIN	CONSISTENTLY PRESENT	PERSONAL TOTAL
Leading Authentically	84/126	
Leading Others	84/126	
Leading the Future	54/81	

QUALITATIVE APPRAISAL

AREAS OF STRENGTH

List all areas with a score of 6 and above and describe specific instances of how this strength is evidenced in the leader's practice.

AREAS OF GROWTH

List all areas with a score of 4 and below and make specific recommendations for how the leader may address these areas.

OVERALL APPRAISAL

	APPROVED	2022-2023		2023-2024		2024-2025		2025-2026		2026-2027
Revenue				Year 2		Year 3		Year 4		Year 5
ADM/Enrollment -Total	112.5	110	98	96	105	100	110	105	115	110
Lunch Revenue		0.00		0.00		0.00		0.00		0.00
Fundraising		40,000.00		60,000.00		60,000.00		60,000.00		60,000.00
SIA Funds		81,338.00		70,000.00		70,000.00		70,000.00		70,000.00
Paddle Up		0.00		0.00		0.00		0.00		0.00
ReCharge Café		0.00		0.00		0.00		0.00		0.00
Birds from Auction		0.00		0.00		0.00		0.00		0.00
ESSER II		14,000.00								
ESSER III		13,000.00								
Donor Funds				10,000.00						
Grants (Octberfest, Lego, Judy's, misc.)				1,000.00						
Supply Fees - \$50 - \$75 in 19-20	105	5,250.00	85	4,250.00	120	6,000.00	125	6,250.00	125	6,250.00
ADM	\$7,357.06	827,668.80	7547.4	739,645.20	7600	798,000.00	7700	847,000.00	7800	897,000.00
Total Revenue		\$981,256.80		\$884,895.20		\$934,000.00		\$983,250.00		\$1,033,250.00
Expenses										
Personnel										
Certified 111	5		5		5		5		5	
Salaries		255,850.85		264,333.02		269,619.68		275,012.07		280,512.32
ESL, Lego, Extra Duty, mentoring		3,000.00		3,000.00		3,000		3,000.00		3,000.00
Benefits - full medical/health coverage		65,000.00		73,826.00		77,517.30		81,393.17		85,462.82
FICA/Medicare (7.65%)		19,572.59		20,221.49		20,625.91		21,038.42		21,459.19
Workers' Comp/Unemployment (.55%)		1,407.18		1,453.83		2,287.00		2,287.00		2,287.00
Family Med Leave Tax (.4%)	As of 01/01/23	1,023.40		1,057.33		1,617.72		1,650.07		1,683.07
PERS - Employer 211		7,525.03	16.66%	44,037.88	18.00%	48,531.54	18.00%	49,502.17	18.00%	50,492.22
PERS - Employer 213		39,656.88	8.00%	21,146.64	8.00%	21,569.57	8.00%	22,000.97	8.00%	22,440.99
End of year payout of leave		5,300.00		5,406.00		5,514.12		5,624.40		5,736.89
Sub-Total Teachers' Expenses		\$398,335.93		\$434,482.19		\$450,282.84		\$461,508.28		\$473,074.50
Administrator 113	40% in SIA	42,943.12		77,333.25		79,653.25		82,042.84		84,504.13
Curriculum Director										
FICA/Medicare (7.65%)		3,285.15		5,915.99		6,093.47		6,276.28		6,464.57
Benefits - full medical/health coverage		10,800.00		8,000.00		8,400.00		8,820.00		9,261.00
Workers' Comp/Unemployment (.55%)		236.19		425.33		438.09		451.24		464.77
Family Med Leave Tax (.4%)	As of 01/01/23	171.77		309.33		477.92		492.26		507.02
PERS - Employer 211		1,263.03	16.66%	12,883.72	18.00%	14,337.58	18.00%	14,767.71	18.00%	15,210.74
PERS - Employer 213		6,656.18	8.00%	6,186.66	8.00%	6,372.26	8.00%	6,563.43	8.00%	6,760.33
Sub-Total Admin & Cur Dir		\$65,355.44		\$111,054.29		\$115,772.58		\$119,413.75		\$123,172.57
Support Staff										
Office Manager 113	2%COLA	27,450.10		37,769.20		38,524.58		39,295.08		40,080.98
Operations Manager		0.00								
Non-Certified - Classified 112	6 EA+ 1 PTT	174,709.79	4 EA	106,515.36		108,645.67		110,818.58		113,034.95
FICA/Medicare (7.65%)		18,442.61		11,037.77		11,258.52		11,483.69		11,713.37
Benefits - full medical/health coverage				40,000.00						
Workers' Comp/Unemployment (.55%)		1,325.94		793.57		809.44		825.63		842.14
Family Med Leave Tax (.4%)	As of 01/01/23	0.00		865.71		883.02		900.68		918.70
PERS - Employer 211		15,580.01	16.66%	24,037.81	18.00%	26,490.65	18.00%	27,020.46	18.00%	27,560.87
PERS - Employer 213		37,367.38	8.00%	11,542.76	8.00%	11,773.62	8.00%	12,009.09	8.00%	12,249.27
Sub-Total Support Staff		\$274,875.83		\$232,562.17		\$198,385.50		\$202,353.21		\$206,400.27
Bookkeeper-Contract		0.00		0.00		0.00		0.00		0.00
Substitutes-contract		1,500.00		1,530.00		1,560.60		1,591.81		1,623.65
Substitutes - Teacher		8,000.00		8,160.00		8,323.20		8,489.66		8,659.46
Substitutes - Assistants		4,000.00		4,080.00		4,161.60		4,244.83		4,329.73
Sub-Total Contract Expenses		\$13,500		\$13,770		\$14,045		\$14,326		\$14,613
Staff Development										
Staff/Curriculum Development	ESSER			4,000.00		4,000.00		4,000.00		4,000.00
Sub-Total Staff Development		\$0		\$4,000		\$4,000		\$4,000		\$4,000
Operations & Maintenance										
Rent (included electric)		43,000.00		44,322.96		46,539.11		48,866.06		51,309.37
COVID Supplies & Air Filtration	ESSER									
Storage		3,750.00								
Utilities (water,sewer,garbage)		6,100.00		6,222.00		6,346.44		6,473.37		6,602.84

Custodial & Custodial Supplies		9,000.00		7,500.00		7,500.00		7,500.00		7,500.00
Middle School Rent & Utilities		12,000.00								
Sub-Total Operation & Maintenance		\$73,850		\$58,045		\$60,386		\$62,839		\$65,412
Food		\$0		\$0		\$0		\$0		\$0
Subtotal		\$0		\$0		\$0		\$0		\$0
Classroom Supplies & Equipment										
Grants										
Paddle Up		0.00		0.00		0.00		0.00		0.00
Fundraising Birds		0.00		0.00		0.00		0.00		0.00
ReCharge Café		0.00				0.00		0.00		0.00
Donor Supplies for Teachers										
Teacher Supplies	\$500 x 6	3,000.00	\$500 x 6	3,000.00	\$525 x 6	3,150.00	\$525 x 6	3,150.00	\$525 x 6	3,150.00
Distance Learning Curriculum		-0-		-0-		-0-		-0-		-0-
Intervention Programs/STAR	ESSER			6,000.00		6,000.00		6,000.00		6,000.00
Sub-Total Supplies & Equipment		\$3,000		\$9,000		\$9,150		\$9,150		\$9,150
Administration Costs										
Printing/Copies/Office Supplies		4,600.00		5,000.00		5,250.00		5,512.50		5,788.13
Copier Lease		2,000.00		2,500.00		2,500.00		2,575.00		2,652.25
Misc. Office - TC, etc.		4,000.00		4,500.00		4,500.00		4,635.00		4,774.05
December staff gear		1,000.00		1,030.00		1,030.00		1,060.90		1,092.73
Transportation		1000.00		1000.00		1000.00		1000.00		1000.00
Sub-Total Administration Costs		\$12,600		\$14,030		\$14,280		\$14,783		\$15,307
Board of Education Services										
Audit - tax prep		8,000.00		8,300.00		8,300.00		8,549.00		8,805.47
Policy & Dues		2,000.00		2,100.00		2,100.00		2,163.00		2,227.89
Legal		1,000.00		1,100.00		1,100.00		1,133.00		1,166.99
Annual Report				800.00		800.00		824.00		848.72
Worker's Compensation		2,500.00		2,600.00		2,600.00		2,678.00		2,758.34
Insurance Liability - PACE		7,500.00		7,800.00		7,800.00		8,034.00		8,275.02
Sub-Total Board of Education		\$21,000		\$22,700		\$22,700		\$23,381		\$24,082
ESSER II Funds										
Professional Development - STAFF		4,000.00								
Computer Software Guidepost										
Technology		8,500.00								
PPE & Air Filtration		1,500.00								
Sub-Total ESSER II		14,000.00								
ESSER III Funds										
Non-Licensed Salary (AB)		7,919.99								
FICA/Medicare		0.00								
Workers Comp/Unemployment		0.00								
PERS 211		0.00								
PERS 213		0.00								
Intervention Programs/STAR		5,080.01								
Sub-Total ESSER III		13,000.00								
SIA										
Professional Development		1,164.44				0.00				0.00
NCMPS DEI Conference & PD		0.00				0.00		0.00		0.00
Lic. Salaries - Monday 1/2 day		0.00				0.00		0.00		0.00
Employer Burden - Lic. Salaries		0.00				0.00		0.00		0.00
Admin Salary - Monday 1/2 Day		0.00				0.00		0.00		0.00
Employer Burden - Admin		0.00				0.00		0.00		0.00
Admin Salary (curriculum Dir)- 40% 2022-23		28,628.74				0.00		0.00		0.00
Employer Burden Admin 40% 2022-23		9,997.50				0.00		0.00		0.00
Non-Licensed Salary (AB) 2022-23	Outdoor Class	31,000.00		40,089.91		40,891.71		41,709.54		42,543.73
Employer Burden (AB) 2022-23		10,547.32		13,333.90		13,600.58		13,872.59		14,150.04
Sub-Total SIA		81,338.00		53,423.81		54,492.29		55,582.13		56,693.77
Cont Fund 1.25% of SSF Revenue		10,345.86		9,245.57		9,975.00		10,587.50		11,212.50
Reserve Fund .6% off of SSF Revenue		4,966.01		4,437.87		4,788.00		5,082.00		5,382.00
Sub-Total Contingency Funds		\$15,312		\$13,683		\$14,763		\$15,670		\$16,595
Total Expenses		\$986,167		\$966,751		\$958,257		\$983,007		\$1,008,500
Revenue less Expenses		-\$4,910		-\$81,856		-\$24,257		\$243		\$24,750