



On My Mind

"Remember, teamwork begins by building trust. And the only way to do that is to overcome our need for invulnerability." - Patrick Lencioni

Role Priorities

The Senior Director of Finance and Human Resource assists the CEO on all financial and human resources functions of the LEA. Budget preparation, school business operations and oversight of district accounting policies and practices. Along with HR leadership manager counsel, and development and implementation of effective human resource strategies.

September Priorities

Select HRIS
and
On-boarding
System

- **Outcome:** Met Onboarding platform (JazzHR). Did not select HRIS platform.
- **Causes:** Collaborated with the strategy team to select the on-boarding system. I did not create a ROI for HRIS platforms.
- **Solution/Next Steps:** Complete review of HRIS platforms with Versa HR consultant.

Train all
Expensify
Card holders.

- **Outcome:** Train Expensify cardholders on policy and procedures.
- **Causes:** Research P-card policies and tailored them to Kairos needs.
- **Solution/Next Steps:** Completed Expensify card training.

Complete
Wellness
Reimbursement
Policy

- **Outcome:** September 30 goal was met.
- **Causes:** Strong support from KG and United Healthcare
- **Solution/Next Steps:** Introduce policy to staff on October 18

October Priorities

1. Ensure entire staff get train on FERPA
2. Complete Purchase/Procurement Policy
3. Have 80% of staff handbook complete

Support Needed

- Continue to support our team with consultants, feedback and words of affirmation.

an integrated community of self-directed learners, leaders, and citizens

EXECUTIVE SUMMARY TWO MONTH PERIOD ENDED AUGUST 31, 2022

	Actual DESE Payment	Budgeted DESE Payment	End of Year Expected Payment		
Actual ADA	352	383.7	355.4		
					<u>Cash On Hand</u>
Projected ADA	352	383.7	352	Total Expenses	2,247,498.61
Summer ADA	45.37	48.75	45.4	Budget Year Days	92
FRPL Count	35.99	25.72	36	Daily Expenses	24,429.33
IEP Count	0	0	0	Ending Cash Balance	2,304,655.34
Total WADA	433.36	458.17	433.40	Days of Cash	94
PER WADA	\$9,225	\$9,400	\$9,225		
TOTAL	\$3,997,607	\$4,306,798	\$3,998,115		<u>Forecasted Fund Balance %</u>

REVENUE OVER/(UNDER) EXPENSE ACTUAL YTD

Revenue Actual YTD	\$ 2,000,760.94
Expense Actual YTD	\$ 2,247,498.61
YTD Over/(under)	\$ (246,737.67)

REVENUES

Revenue Actual YTD	\$ 2,000,760.94
Revenue Budgeted YTD	\$ 2,186,739.09
YTD Over/Under	\$ (185,978.15)

EXPENSES

Expense Actual YTD	\$ 2,247,498.61
Expenses Budgeted YTD	\$ 2,379,036.38
YTD Over/Under	\$ 131,537.77

STATEMENT OF CASH FLOWS

Beginning Cash & Cash Equivalents	\$ 3,238,721
Net Revenue (Ties to YTD Income Statement)	\$ (246,737.67)
Adjustment to beg. fund balance	\$ 171.15
Payroll Clearing	\$ (31,749.30)
Payroll Deduction Health and Life Ins. hold	\$ (1,600.33)

Forecasted Total Revenue	18,006,848.46
September ending Cash Balance	2,304,655.34
Forecasted Total Expense	20,227,487.49
Forecasted Ending Fund Balance	84,016.31
Fund Balance Percentage	0%

Financial Highlights:

- 1. We received \$194,500 from Opportunity Trust.**
- 2. Request for reimbursement was submitted for \$242,797.25 from ESSER III. This payment will reflect in October Financials.**
- 3. DESE has not approved several charter school budgets. Once approved we will request reimbursement for \$453,000.**

EXECUTIVE SUMMARY TWO MONTH PERIOD ENDED AUGUST 31, 2022

Payroll Deduction Teacher Retirement Payable	\$ (24,149.70)
Adjustments to reconcile	\$ (57,328.18)
Net cash provided by operating activities	\$ (304,065.85)
Facilities Buildings and Remodeling	\$ (630,000.00)
Net increase (decrease) in Cash	\$ (934,065.85)

Cash at end of period \$ 2,304,655.34

STATEMENT OF FINANCIAL POSITION

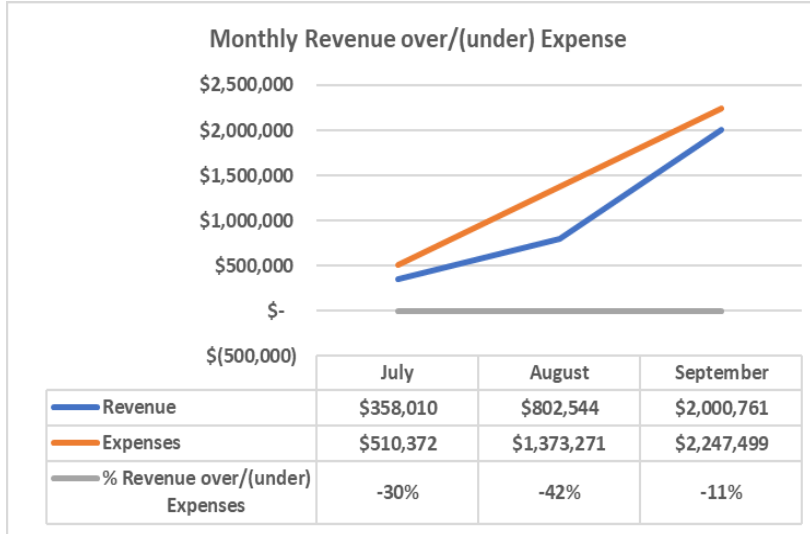
Total Current Assets	\$ 2,304,655.34
Total Fixed Assets	\$ 969,202.28
Total Assets	\$ 3,273,858
Total Liabilities	\$ (26,541.93)

Equity

Opening balance equity	\$ 3,547,137.22
Net Revenues	\$ (246,737.67)

Total Equity \$ 3,300,399.55

Total Liabilities and Equity \$ 3,273,857.62



Kairos Academies

Statement of Activity

July - Sept 2022

	10 General Fund	20 Teachers Fund	42 Capital Projects Fund	Total
Revenue				
0000-5100 Revenues from Local Sources				
0000-5113 School District Trust Fund (Proposition C)	155,304.94			155,304.94
0000-5141 Interest	0.58			0.58
0000-5151 Food Sales to Pupils	3,506.70			3,506.70
0000-5161 Food Sales to Adults	0.00			0.00
0000-5171 Student Activities Student Fees	0.00			0.00
0000-5172 Bookstore Sales	800.64			800.64
0000-5179 Other Student Activity Income	1,035.00			1,035.00
0000-5192 Gifts	199,462.55			199,462.55
0000-5198 Miscellaneous Revenues	4,260.44			4,260.44
Total 0000-5100 Revenues from Local Sources	\$ 364,370.85	\$ 0.00		\$ 364,370.85
0000-5300 Revenues from State Sources				
0000-5311 Basic Formula - State Monies	511,636.02	608,043.98		1,119,680.00
0000-5319 Basic Formula - Classroom Trust Fund	42,560.42	0.00		42,560.42
Total 0000-5300 Revenues from State Sources	\$ 554,196.44	\$ 608,043.98	\$ 0.00	\$ 1,162,240.42
0000-5400 Revenues from Federal Sources				
0000-5412 Medicaid	3,189.74			3,189.74
0000-5422 ESSER III Revenue	70,659.31			70,659.31
0000-5423 ESSER II Revenue	0.00			0.00
0000-5441 IDEA Entitlement Funds, Part B IDEA	0.00			0.00
0000-5445 School Lunch Program	13,368.62			13,368.62
0000-5446 School Breakfast Program	1,698.77			1,698.77
0000-5451 Title I	345,492.98			345,492.98
0000-5461 Title IV.A Student Support and Academic Enrichment	9,273.28			9,273.28

0000-5465 Title II.A	23,466.97			23,466.97
0000-5471 School Child Nutrition Program	0.00			0.00
0000-5497 Other Federal Sources	7,000.00			7,000.00
Total 0000-5400 Revenues from Federal Sources	\$ 474,149.67	\$ 0.00	\$ 0.00	\$ 474,149.67
0000-5800 Amounts Received From Other LEAs				0.00
0000-5841 Transportation Sharing, Non-Disabled	0.00			0.00
Total 0000-5800 Amounts Received From Other LEAs	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total Revenue	\$ 1,392,716.96	\$ 608,043.98	\$ 0.00	\$ 2,000,760.94

Expenditures

0000-6100 Salaries

1131-6111 MS Instruction FT	66,007.06	274,176.75	340,183.81
1151-6111 HS Instruction FT	21,717.07	141,050.61	162,767.68
0000-6121 Substitutes		26,238.62	26,238.62
1221-6151 Special Education FT	16,248.22	13,281.73	29,529.95
1411-6111 Student Activities Salaries		6,168.50	6,168.50
1411-6131 Student Activities Supp Pay			0.00
2112-6151 Attendance/Registrar	8,510.32		
2113-6151 Social Worker		10,847.82	10,847.82
2122-6151 Counseling - Restore. Justice	30,341.28		
2322-6151 Community Relations	39,997.09		39,997.09
2411-6151 Other Student Support - noncert	146,214.59		146,214.59
2211-6151 Improvement of Instruction	15,328.08		15,328.08
2222-6151 Library			0.00
2321-6151 Office of Superintendent - noncert	155,540.89		155,540.89
2331-6151 Support Services - Tech	12,424.07		12,424.07
2511-6151 Business Office	18,105.38		18,105.38
2643-6151 Talent Director	10,417.35		10,417.35
2645-6151 Nurse	8,899.58		8,899.58
2911-6151 Support Services - noncert	36,675.19		36,675.19

Total 0000-6100 Salaries	\$ 586,426.17	\$ 471,764.03	\$ 0.00	\$ 1,058,190.20
0000-6200 Benefits and Taxes				
6211/6211 Retirement	86,727.03	70,774.23		157,501.26
6231 Social Security	35,341.80	28,677.29		64,019.09
6232 Medicare	8,233.99	6,706.79		14,940.78
6241 Employee Insurance/Workers comp	48,071.93	30,121.64		78,193.57
Total 0000-6200 Benefits and Taxes	\$ 178,374.75	\$ 136,279.95	\$ 0.00	\$ 314,654.70
0000-6XXX-1 Staff-Related Costs				
2213-6319 Prof Dev (Instructional) Professional Services	15,019.70			15,019.70
2213-6343 Prof Dev (Instructional) Travel	1,771.29			1,771.29
2213-6411 Prof Dev Supplies	2,060.46			2,060.46
2323-6319 Staff Relations Professional Services	0.00			0.00
2323-6411 Staff Relations Supplies	2,618.81			2,618.81
2644-6319 Prof Dev (Non-Instructional) Professional Services	\$ 1,594.11			1,594.11
Total 0000-6XXX-1 Staff-Related Costs	\$ 23,064.37	\$ 0.00	\$ 0.00	\$ 23,064.37
0000-6XXX-2 Rent				
2542-6333 Facilities Rent	273,987.20			273,987.20
Total 0000-6XXX-2 Rent	\$ 273,987.20	\$ 0.00	\$ 0.00	\$ 273,987.20
0000-6XXX-3 Occupancy Service				
2542-6319 Facilities Professional Services	59,070.00			59,070.00
2542-6332 Facilities Repairs and Maintenance	2,335.00			2,335.00
2542-6411 Facilities Supplies	6,862.94			6,862.94
2542-6521 Facilities Capital Projects	10,543.98			10,543.98
2546-6412 Security Tech Supplies	0.00			0.00
Total 0000-6XXX-3 Occupancy Service	\$ 78,811.92	\$ 0.00	\$ 0.00	\$ 78,811.92
0000-6XXX-4 Student Expense, Direct				
1131-6319 MS Instruction Professional Services	1,482.35			1,482.35
1131-6337 MS Instruction Tech Install, Repair, Maintenance	0.00			0.00
1131-6411 MS Instruction Supplies	2,264.60			2,264.60
1131-6412 MS Instruction Tech Supplies	9,383.00			9,383.00
1131-6431 MS Instruction Textbooks	8,390.10			8,390.10

1151-6337 HS Instruction Tech Install, Repair, Maintenance	13,032.49				13,032.49
1151-6311 HS Services - Tuition	2,901.92				2,901.92
1151-6411 HS Instruction Supplies	836.58				836.58
1151-6412 HS Instruction Tech Supplies	749.96				749.96
1151-6431 HS Instruction Textbooks	0.00				0.00
1221-6319 Special Education Professional Services	2,690.00				2,690.00
1221-6411 Special Education Supplies	1,814.54				1,814.54
1411-6319 Student Activities Professional Services	10,134.02				10,134.02
1411-6411 Student Activities Supplies	5,036.01				5,036.01
1913-6319 Tuition to Other Districts	0.00				0.00
2142-6319 Psychological Services Professional Services	6,698.50				6,698.50
2152-6319 Speech Pathology Professional Services	13,956.25				13,956.25
2162-6319 Occupational Therapy Professional Services	0.00				0.00
2191-6319 Behavior Professional Services	0.00				0.00
2211-6319 Inst Support Professional Services	51.25				51.25
Total 0000-6XXX-4 Student Expense, Direct	\$ 79,421.57	\$ 0.00	\$ 0.00	\$ 79,421.57	
0000-6XXX-5 Student Expense, Indirect					
2134-6411 Nursing Supplies	924.18				924.18
2211-6411 Inst Support Supplies	0.00				0.00
2411-6319 Office of the Principal Professional Services	4,750.00				4,750.00
2562-6319 Food Preparation Professional Services	0.00				0.00
2562-6471 Food Supplies/Contracted Food Service	3,911.26				3,911.26
2562-6541 Food Preparation Equipment	0.00				0.00
2563-6391 Food Delivery Contracted Food Service	0.00				0.00
2911-6319 Building Operations Professional Services	257.00				257.00
Total 0000-6XXX-5 Student Expense, Indirect	\$ 9,842.44	\$ 0.00	\$ 0.00	\$ 9,842.44	
0000-6XXX-6 Office and Business Expense					
2311-6315 Board Audit	0.00				0.00
2311-6317 Board Legal	14,338.70				14,338.70
Retirement Payback	219,514.22				219,514.22
2311-6352 Board Liability Insurance	7,362.50				7,362.50

2321-6271 Exec Admin Unemployment	0.00			0.00
2321-6319 Exec Admin Professional Services	51,797.61			51,797.61
2321-6343 Exec Admin Travel	7,392.43			7,392.43
2321-6361 Exec Admin Communications	359.00			359.00
2321-6371 Exec Admin Dues and Memberships	979.00			979.00
2321-6391 Exec Admin Platforms	4,796.19			4,796.19
2321-6411 Exec Admin Supplies	18,481.15			18,481.15
2321-6412 Exec Admin Tech Supplies	4,919.30			4,919.30
2331-6316 IT Admin Data Processing	9,422.60			9,422.60
2331-6319 IT Admin Professional Services	1,499.39			1,499.39
2331-6338 IT Admin Tech Rental	1,305.56			1,305.56
2331-6412 IT Admin Tech Supplies	16,446.57			16,446.57
2511-6319 Business Office Professional Services	46,301.43			46,301.43
2511-6411 Business Office Supplies	169.31			169.31
Total 0000-6XXX-6 Office and Business Expense	\$ 405,084.96	\$ 0.00	\$ 0.00	\$ 405,084.96
0000-6XXX-7 Transportation				
2551-6319 Contracted Pupil Transportation Professional Services	0.00			0.00
2551-6341 Contracted Pupil Transportation To and From School	0.00			0.00
2551-6342 Other Contracted Pupil Transportation - Non-Route	4,441.25			4,441.25
Total 0000-6XXX-7 Transportation	\$ 4,441.25	\$ 0.00	\$ 0.00	\$ 4,441.25
PayPal Fees				0.00
Total Expenditures	\$ 1,639,454.63	\$ 608,043.98	\$ 0.00	\$ 2,247,498.61
Net Revenue	-\$ 246,737.67	\$ 0.00	\$ 0.00	-\$ 246,737.67

Original FY23 Budget and YTD Forecast

Calendar Days YTD	25.21%	Budget Before	9/30/2022
FY23 Budget	YTD %	Forecast	YTD %
400,257.00	38.80%	262,269.00	59.22%
0.00			
20,071.41	17.47%	8,519.04	41.16%
0.00			
13,790.00	0.00%	6,849.96	0.00%
0.00			
0.00			
401,480.00	49.68%	425,499.96	46.88%
0.00		6,941.04	61.38%
0.00			
\$ 835,598.41	43.61%	\$ 710,079.00	51.31%
4,998,089.99	22.40%	4,161,156.00	26.91%
0.00		81,299.04	52.35%
\$ 4,998,089.99	23.25%	\$ 4,242,455.04	27.40%
24,681.85	12.92%	59,587.68	5.35%
1,359,483.14	5.20%	1,951,884.00	3.62%
0.00			
117,597.09	0.00%	70,000.00	0.00%
60,460.08	22.11%	86,286.24	15.49%
7,188.01	23.63%	4,569.96	37.17%
827,780.75	41.74%	194,040.01	178.05%
20,000.00	46.37%	20,000.00	46.37%

58,304.98	40.25%	22,492.00	104.33%
0.00			
437,772.04	1.60%	752,523.00	0.93%
\$ 2,913,267.94	16.28%	\$ 3,161,382.89	15.00%

0.00			
\$ 0.00		\$ 0.00	
\$ 8,746,956.34	22.87%	\$ 8,113,916.93	24.66%

1,606,934.72	21.17%	1,091,607.00	31.16%
593,232.92	27.44%		
311,650.14	9.48%	30,000.00	98.43%
24,174.00	25.52%		
11,700.00	0.00%	7,200.00	2160.29%
48,091.44	22.56%		
172,344.74	23.21%		
283,851.01	51.51%		
491,752.21	3.12%		
22,963.41	0.00%		
586,166.36	26.54%		
49,008.81	25.35%		
138,447.44	13.08%		
45,475.17	19.57%		
152,398.14	24.07%		

\$	4,538,190.51	23.32%	\$	1,121,607.00	94.35%
	676,212.94	23.29%			
	280,642.41	22.81%			
	65,634.11	22.76%			
	391,421.79	19.98%			
\$	1,413,911.25	22.25%	\$	0.00	
	44,280.00	33.92%		3,000.00	500.66%
	4,500.00	39.36%		6,400.00	27.68%
	3,750.00	0.00%			
	8,800.00	29.76%		5,232.00	50.05%
\$	61,330.00	37.61%	\$	14,632.00	157.63%
	1,087,496.19	25.19%		694,752.96	39.44%
\$	1,087,496.19	25.19%	\$	694,752.96	39.44%
	11,000.00	537.00%			
	20,000.00	11.68%		4,350.08	53.68%
	174,603.67	3.93%		602,121.32	1.14%
	995,080.00	1.06%			
	0.00			1,800.00	0.00%
\$	1,200,683.67	6.56%	\$	608,271.40	12.96%
	45,709.26	3.24%		544,550.64	0.27%
	24,492.06	0.00%			
	11,370.00	19.92%		30,299.44	7.47%
	63,423.29	14.79%		260,899.10	3.60%
	32,986.60	25.43%		9,782.40	85.77%

17,342.38	4.82%		
6,340.00	11.83%		
4,313.40	0.00%		
0.00		272,754.36	0.99%
4,250.00	42.70%		
81,044.00	12.50%	123,791.88	8.19%
42,282.00	11.91%	9,866.50	51.04%
0.00			
17,004.00	39.39%	26,951.00	24.85%
38,974.36	35.81%	21,869.20	63.82%
33,974.36	0.00%	20,270.40	0.00%
0.00		110,114.76	0.00%
0.00		281,888.28	0.02%
\$ 423,505.71	18.75%	\$ 1,713,037.96	4.64%
3,130.21	29.52%	500.00	184.84%
0.00			
220.00	0.00%	7.00	0.00%
2,710.00	144.33%	119,454.96	3.27%
15,000.00	0.00%		
74,338.56	0.00%		
0.00		254,900.76	0.10%
\$ 95,398.77	10.32%	\$ 374,862.72	2.63%
25,250.00	0.00%	14,375.00	0.00%
50,000.00	28.68%	12,330.08	116.29%
359,830.00	61.00%		
38,999.38	18.88%	67,750.29	10.87%

	0.00		20,000.04	0.00%
	66,305.43	78.12%	483,101.88	10.72%
	4,500.00	164.28%		
	4,924.80			
	3,662.50	26.73%	4,620.00	21.19%
	0.00			
	6,078.58	304.04%	13,306.16	138.89%
	838.19	586.90%		
	34,800.00	27.08%	48,528.00	19.42%
	14,567.40	10.29%		
	3,349.30	38.98%	3,186.00	40.98%
	7,527.68	218.48%	62,758.00	26.21%
	63,039.49	73.45%	119,950.00	38.60%
	0.00		1,000.08	16.93%
\$	683,672.75	59.25%	\$ 850,905.53	47.61%
	3,750.00	0.00%		
	286.67	0.00%	2,811.96	0.00%
	7,920.00	56.08%	5,940.00	74.77%
\$	11,956.67	37.14%	\$ 8,751.96	50.75%
\$	9,516,145.52	23.62%	\$ 5,394,021.53	41.67%
-\$	769,189.18	32.08%	\$ 2,719,895.40	-9.07%

2379036.38