



**The Leadership School**

STUDENT LEADERSHIP AT THE CENTER OF LEARNING

## The Leadership School

### TLS April 25, 2023 Board Meeting

Published on April 24, 2023 at 12:03 PM CDT

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#### Date and Time

Tuesday April 25, 2023 at 6:00 PM CDT

#### Location

The Leadership School  
1785 Pennsylvania Ave  
Pagedale, MO 63133

All board meetings will be fully in person.

<https://zoom.us/j/93648300851?pwd=RnJ0YlFzYy9qeE9vQ3MvR1RvR2JQUT09>

Attendees can still join via Zoom using the link below.

Or the following:

- Meeting ID: 936 4830 0851
- Passcode: TLS2021

Per Missouri Revised State Statute Section 610.021, the Board of Directors may close this meeting for an Executive Session to discuss permissible subjects.

This notice is published at our school site (1785 Pennsylvania Ave Pagedale, MO 63133) and on our website (<https://theleadershipschoolstl.org>).

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>

	Purpose	Presenter	Time
A. Call the Meeting to Order			1 m
B. Record Attendance			2 m
<b>II. FY 24 Budget Presentation</b>			<b>6:03 PM</b>
A. EdOps Presentation	Discuss	Deanne Henderson	30 m
<b>III. Action Items</b>			<b>6:33 PM</b>
A. Approve March 28, 2023 Minutes	Vote	Lennel Hunter	5 m
B. Approve March 2023 monthly financials	Vote	Deanne Henderson	10 m
<b>IV. Board Business</b>			<b>6:48 PM</b>
A. June Retreat Agenda	Discuss	Lennel Hunter	5 m
<b>V. Board Committee Reports</b>			<b>6:53 PM</b>
A. Finance + Facilities Committee	Discuss	Deanne Henderson	5 m
B. Development Committee	Discuss	Brooke Black	5 m
C. Governance Committee	Discuss	Gerren McHam	5 m
D. School Performance Committee	Discuss	Chardae Rigdon	5 m
<b>VI. Executive Director Report</b>			<b>7:13 PM</b>
A. Fall 2023 Enrollment Update	Discuss	Kimberly Townsend	15 m
B. 2023 - 2024 Staffing Update	Discuss	Kimberly Townsend	15 m
C. Upcoming Events	Discuss	Kimberly Townsend	10 m
<b>VII. Closing Items</b>			<b>7:53 PM</b>

	Purpose	Presenter	Time
<b>A. Next Steps</b>	Discuss	Lennel Hunter	5 m
<b>B. Adjourn Meeting</b>	Vote		1 m

# Coversheet

## EdOps Presentation

**Section:** II. FY 24 Budget Presentation  
**Item:** A. EdOps Presentation  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** TLS FY24 Budget Draft.xlsx.pdf

## The Leadership School FY24 Budget Draft

<u>Income Statement</u>	<u>SY20-21</u>	<u>SY21-22</u>	<u>SY22-23</u>	<u>SY23-24</u>
Students	-	-	86	144
Employees				
Instructional	-	-	5	9.5
Support	-	-	1	2
Admin	-	-	6	7
<b>Total Employees</b>	-	-	<b>12</b>	<b>19</b>
Revenue				
Local Revenue	-	-	-	106,127
State Revenue	-	-	825,519	1,572,424
Federal Revenue	-	-	237,286	309,956
Private Grants and Donations	164,863	161,558	823,739	627,500
Earned Fees	31,514	24,199	13,231	6,700
Donated Revenue	-	-	-	-
<b>Total Revenue</b>	<b>196,377</b>	<b>185,757</b>	<b>1,899,775</b>	<b>2,622,706</b>
Operating Expense				
Salaries	30,337	169,583	614,613	1,122,106
Benefits and Taxes	2,321	12,973	133,592	289,048
Staff-Related Costs	-	1,356	10,499	15,000
Rent	13,480	20,000	172,522	181,296
Occupancy Service	-	3,308	113,402	134,268
Student Expense, Direct	-	22,366	241,414	274,850
Student Expense, Indirect	-	-	59,157	101,654
Office & Business Expense	34,461	46,582	363,769	203,598
Transportation	-	-	144,782	221,142
<b>Total Operating Expense</b>	<b>80,599</b>	<b>276,168</b>	<b>1,853,751</b>	<b>2,542,962</b>
<b>Net Operating Income</b>	<b>115,777</b>	<b>(90,411)</b>	<b>46,024</b>	<b>79,744</b>
<b>Total Expenses</b>	<b>80,599</b>	<b>276,168</b>	<b>1,853,751</b>	<b>2,542,962</b>
<b>Net Income</b>	<b>115,777</b>	<b>(90,411)</b>	<b>46,024</b>	<b>79,744</b>
<b>Analysis</b>	<b>SY20-21</b>	<b>SY21-22</b>	<b>SY22-23</b>	<b>SY23-24</b>
Beginning Cash Balance	-	136,777	46,366	92,390
	115,777	(90,411)	46,024	79,744
<b>Ending Cash Balance</b>	<b>115,777</b>	<b>46,366</b>	<b>92,390</b>	<b>172,134</b>
<b>Days of Cash</b>	<b>524</b>	<b>61</b>	<b>18</b>	<b>25</b>
<b>Gross Margin</b>	<b>59%</b>	<b>-49%</b>	<b>2%</b>	<b>3%</b>
<b>Fund Balance</b>			<b>5%</b>	<b>7%</b>

Notes

End of Year Students; See Enrollment Plan

1 Kinder; 2 teachers each: 1st-3rd grade; 3 PT in-house subs; 1 Instructional Coach  
1 Counselor + Walking Counselor  
Add Admin Asst.

Prop C funding begins  
\$9,735 per WADA payment at 156 WADA  
Title Funds, ESSER Mental Health grant, Food Revenue  
\$200k Opportunity; CSGF \$150k; New Schools \$127,500  
\$150k additional  
BAC + MISC rev

3% increase to existing staff  
\$6k for Health Insurance  
PD  
Based on contract  
Based on projections from year 1 actuals  
Reviewed and aligned with school plans  
Food Service cost  
Fewer start up consulting and capital expense  
3 Buses at \$426.87 per route for 168 days

		4.19	
Version		1	Notes
Date			2
			3
<b>Key Assumptions</b>			
Justification for new version		Initial Version	
<b>Population</b>			
Target Students		175	
Underenrollment %		16%	
Start of Year Students		147	
Attrition		2%	
End of Year Students		144	
Attendance %		92%	
ADA Calculated		134	
Summer Expected %		55%	
Hours Summer Program		124	
<b>WADA</b>			
Foundation Resident		\$9,735	1% increase
Prop C		\$1,360	Rates published by DESE
CTF		\$450	Rates published by DESE
Summer WADA		4.19	
FRL WADA		18.09	Plan to collect food apps
LEP WADA		0	
IEP WADA		0	
Total WADA		156.18	
<b>Staff</b>			
Total FTEs		19	
6100 Inflation		3%	
6200 Employee Benefits/FTE		\$6000/ee	
Workman's Comp		\$25,876	
<b>Totals</b>			
<b>Total Rev</b>		<b>\$2,622,706</b>	
Salary + Ben		\$1,411,155	
Third Pary Vendors		1,131,808	
<b>Total Exp</b>		<b>\$2,542,963</b>	
<b>Net</b>		<b>\$79,743</b>	
# School Days		168	
6600			
Interest on Debt			
Principal Reduction			

4

5

6



Account	SY22-23	SY23-24
<b>Revenue</b>		
Local Revenue		
5113 · Proposition C (Sales Tax)	-	106,127
Local Revenue Total	-	106,127
State Revenue		
5311 · Basic Formula	750,698	1,497,603
5312 · Transportation	74,821	74,821
State Revenue Total	825,519	1,572,424
Federal Revenue		
5412 · Medicaid	9,000	20,000
5422 · Cares Esser III	-	23,000
5445 · Food Service-Lunch	37,431	65,033
5446 · Food Service-Breakfast	15,264	30,015
5448 · Food Service-Snacks	2,268	-
5451 · Title I	157,587	156,172
5465 · Title II	15,736	15,736
Federal Revenue Total	237,286	309,956
Private Grants and Donations		
5192 · Donations	823,739	627,500
Private Grants and Donations Total	823,739	627,500
Earned Fees		
5181 · BAC	4,155	4,200
5198 · Miscellaneous Revenue	9,076	2,500
Earned Fees Total	13,231	6,700
Revenue Total	1,899,775	2,622,706
<b>Expenses</b>		
Salaries		
1111-6111 · ES Instruction Cert FT	119,700	332,595
1111-6151 · ES Instruction NC FT	18,321	-
1111-6153 · ES Instruction Subs	59,524	120,000
1191-6131 · Summer Instr Supp Pay	-	21,000
2122-6111 · Counseling Cert FT	-	93,925
2122-6151 · Counseling NC FT	43,542	-
2213-6111 · PD Cert FT	-	60,000
2321-6151 · Exec Admin NC FT	215,750	115,360
2322-6151 · Community Serv NC FT	-	123,350
2329-6151 · Other Exec Admin NC FT	39,792	100,000
2329-6161 · Other Exec Admin NC PT	2,500	-
2511-6151 · Bness Off NC FT	101,503	155,876
3812-6122 · Afterschool Cert PT	5,569	-
3812-6161 · Afterschool NC PT	8,413	-
Salaries Total	614,613	1,122,106
Benefits and Taxes		
1111-6211 · ES Instruction Cert PRS	12,349	32,162
1111-6221 · ES Instruction NC PRS	273	8,232
1111-6231 · ES Instruction Soc Sec	10,602	28,061
1111-6232 · ES Instruction Medicare	2,479	6,563
1111-6241 · ES Instruction Emp Ins	11,179	51,000
1191-6231 · Summer Instr Soc Sec	-	1,302
1191-6232 · Summer Instr Medicare	-	305
1191-6241 · Summer Instr Emp Ins	-	-
2122-6211 · Counseling Cert PRS	-	9,083
2122-6221 · Counseling NC PRS	3,261	-

2122-6231 · Counseling Soc Sec	2,514	5,823
2122-6232 · Counseling Medicare	588	1,362
2122-6241 · Counseling Emp Ins	5,579	12,000
2213-6211 · PD Cert PRS	-	5,802
2213-6231 · PD Soc Sec	-	3,720
2213-6232 · PD Medicare	-	870
2213-6241 · PD Emp Ins	-	6,000
2311-6261 · Board WC	4,062	3,000
2321-6221 · Exec Admin NC PRS	15,465	7,914
2321-6231 · Exec Admin Soc Sec	12,321	7,152
2321-6232 · Exec Admin Medicare	2,882	1,673
2321-6241 · Exec Admin Emp Ins	13,005	6,000
2322-6221 · Community Servn NC PRS	-	8,462
2322-6231 · Community Serv Soc Sec	-	7,648
2322-6232 · Community Serv Medicare	-	1,789
2322-6241 · Community Serv Emp Ins	-	12,000
2329-6221 · Other Exec Admin NC PRS	2,953	6,860
2329-6231 · Other Exec Admin Soc Sec	2,426	6,200
2329-6232 · Other Exec Admin Medicare	568	1,450
2329-6241 · Other Exec Admin Emp Ins	3,256	6,000
2511-6221 · Bness Off NC PRS	7,546	10,693
2511-6231 · Bness Off Soc Sec	5,867	9,664
2511-6232 · Bness Off Medicare	1,372	2,260
2511-6241 · Bness Off Emp Ins	11,667	18,000
3812-6221 · Afterschool NC PRS	159	-
3812-6231 · Afterschool Soc Sec	780	-
3812-6232 · Afterschool Medicare	182	-
3812-6241 · Afterschool Emp Ins	257	-
<b>Benefits and Taxes Total</b>	<b>133,592</b>	<b>289,048</b>
<b>Staff-Related Costs</b>		
2213-6319 · PD Prof Serv	6,025	10,000
2213-6411 · PD Supplies	1,474	-
2642-6319 · Recruitment Prof Serv	3,000	5,000
<b>Staff-Related Costs Total</b>	<b>10,499</b>	<b>15,000</b>
<b>Rent</b>		
2542-6333 · Facilities Rent	172,522	181,296
<b>Rent Total</b>	<b>172,522</b>	<b>181,296</b>
<b>Occupancy Service</b>		
2541-6319 · Maint of Plant Prof Serv	33,000	-
2542-6319 · Facilities Prof Serv	2,000	-
2542-6331 · Facilities Janitorial	29,979	78,000
2542-6332 · Facilities Rep & Mait	641	1,000
2542-6334 · Facilities Equip Rent	2,158	1,739
2542-6336 · Facilities Trash Remov	3,543	4,944
2542-6338 · Rentals Of Computers And Related	-	-
2542-6339 · Facilities Oth Prop Serv	15,317	10,400
2542-6361 · Facilities Phone/Internet	17,098	36,985
2542-6411 · Facilities Supplies	8,190	-
2546-6319 · Security Svcs Prof Serv	1,476	1,200
<b>Occupancy Service Total</b>	<b>113,402</b>	<b>134,268</b>
<b>Student Expense, Direct</b>		
1111-6319 · ES Instruction Prof Serv	70,125	99,500
1111-6391 · ES Field Trip	4,599	4,000
1111-6411 · ES Instruction Supplies	17,500	4,000

1111-6412 · ES Instruction Tech Supplies	27,002	36,550
1111-6431 · Textbooks	75,793	67,500
1111-6543 · ES Instruction Tech Equipment	17,395	8,300
2113-6319 · Soc Work Prof Serv	-	25,000
2134-6319 · Nursing Prof Serv	22,500	25,000
2134-6411 · Nursing Supplies	3,500	-
3912-6411 · Par Involve Supplies	3,000	5,000
Student Expense, Direct Total	241,414	274,850
Student Expense, Indirect		
2563-6391 · Food Delivery Contracted Food Service	941	1,654
2563-6471 · Food Delivery Snack	58,217	100,000
Student Expense, Indirect Total	59,157	101,654
Office & Business Expense		
2114-6412 · Technology Supplies	15,175	21,693
2311-6315 · Board Audit	1,500	9,000
2311-6317 · Board Legal	2,500	2,500
2311-6352 · Board Liab Insur	4,385	4,385
2321-6319 · Exec Admin Prof Serv	30,219	-
2321-6371 · Executive Admin-Dues and Memberships	470	-
2321-6411 · Exec Admin Supplies	324	400
2322-6319 · Community Serv Prof Serv	11,810	17,000
2322-6411 · Community Serv Supplies	8,229	2,000
2329-6319 · Other Exec Admin Prof Serv	1,800	1,800
2331-6319 · IT Admin Prof Serv	28,393	27,500
2331-6412 · IT Admin Tech Supplies	7,475	3,600
2411-6319 · Building Admin Prof Serv	1,000	1,000
2411-6411 · Building Adminl Supplies	500	500
2511-6319 · Bness Off Prof Serv	13,000	5,000
2511-6411 · Bness Off Supplies	6,793	7,000
2511-6412 · Bness Off Tech Supplies	18,623	4,200
2525-6319 · Financial Accounting Services Prof Serv	56,059	71,020
2572-6411 · Purchasing Services Supplies	105,268	25,000
2572-6541 · Purchasing Services Equipment	50,246	-
Office & Business Expense Total	363,769	203,598
Transportation		
2551-6341 · Transportation - Contracted, Non-Disabled Students Home	144,282	215,142
2551-6342 · Transportation - Contracted, Non-Disabled Students Non-F	501	6,000
Transportation Total	144,782	221,142
Expenses Total	1,853,751	2,542,962
<b>NET ORDINARY INCOME</b>	<b>46,024</b>	<b>79,744</b>
<b>TOTAL EXPENSES</b>	<b>1,853,751</b>	<b>2,542,962</b>
<b>NET INCOME</b>	<b>46,024</b>	<b>79,744</b>
Cash Flow Adjustments		
Cash Flow Adjustments Total	0	-
<b>CHANGE IN CASH</b>	<b>46,024</b>	<b>79,744</b>
Starting Cash Balance	46,366	92,390
Change In Cash	46,024	79,744
<b>ENDING CASH BALANCE</b>	<b>92,390</b>	<b>172,134</b>

SY24-25	SY25-26
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214,523	292,936
214,523	292,936
2,045,012	2,865,915
180,766	255,662
2,225,778	3,121,577
25,000	30,000
-	-
91,046	117,059
42,021	54,027
-	-
101,430	130,410
17,500	22,500
276,997	353,996
352,500	273,750
352,500	273,750
6,790	9,603
-	-
6,790	9,603
3,076,587	4,051,862
486,573	597,170
-	-
123,600	127,308
21,630	22,279
96,743	99,645
-	-
61,800	63,654
118,821	122,385
127,051	130,862
178,000	183,340
-	-
160,553	165,369
-	-
-	-
1,374,770	1,512,013
47,052	57,746
8,479	8,733
37,831	44,918
8,848	10,505
69,000	81,000
1,341	1,381
314	323
6,000	6,000
9,355	9,636
-	-

5,998	6,178
1,403	1,445
12,000	12,000
5,976	6,155
3,832	3,947
896	923
6,000	6,000
7,500	10,000
8,151	8,396
7,367	7,588
1,723	1,775
6,000	6,000
8,716	8,977
7,877	8,113
1,842	1,897
12,000	12,000
12,211	12,577
11,036	11,367
2,581	2,658
12,000	12,000
11,014	11,344
9,954	10,253
2,328	2,398
18,000	18,000
-	-
-	-
-	-
-	-
364,623	402,234
20,000	30,000
-	-
10,000	10,000
30,000	40,000
224,111	230,835
224,111	230,835
154,000	154,000
-	-
87,516	89,266
1,122	1,144
1,951	1,990
5,547	5,658
9,000	18,000
11,669	11,902
41,497	42,327
-	-
1,346	1,373
313,649	325,662
1,500	2,000
5,497	7,774
4,375	5,625

14,875	19,125
17,500	22,500
11,406	16,131
34,354	48,588
34,354	48,588
-	-
-	-
123,861	170,332
2,272	3,214
137,417	194,353
139,689	197,566
-	-
10,000	10,000
5,000	10,000
6,026	8,522
-	-
-	-
550	777
23,361	33,040
2,748	3,887
2,474	3,498
26,250	33,750
4,947	6,997
1,500	2,000
500	500
6,871	9,718
7,200	7,200
-	-
78,000	84,000
34,354	48,588
-	-
209,780	262,478
295,642	418,135
8,245	11,661
303,887	429,796
3,084,368	3,570,914
<b>(7,781)</b>	<b>480,948</b>
<b>3,084,368</b>	<b>3,570,914</b>
<b>(7,781)</b>	<b>480,948</b>
-	-
<b>(7,781)</b>	<b>480,948</b>
172,134	164,353
(7,781)	480,948
<b>164,353</b>	<b>645,301</b>

	FY23	FY 24	FY 25	FY 26	FY 27	FY 28	FY29
	BUDGET						
K	25	25	25	50	50	50	50
1ST	50	50	50	50	50	50	50
2ND	50	50	50	50	50	50	50
3RD		50	50	50	50	50	50
4TH			50	50	50	50	50
5TH				50	50	50	50
6TH					50	50	50
7TH						50	50
8TH							50
<b>AVAILABLE SEATS</b>	<b>125</b>	<b>175</b>	<b>225</b>	<b>300</b>	<b>350</b>	<b>400</b>	<b>450</b>

UNDER ENROLLMENT	<b>30%</b>	<b>16%</b>	<b>12%</b>	<b>8%</b>	<b>4%</b>	<b>4%</b>	<b>3%</b>
BEGINNING OF YR STUDENTS	<b>87</b>	147	198	275	335	385	435
ATTRITION	<b>0%</b>	2%	2%	2%	2%	2%	2%
END OF YEAR STUDENTS	<b>86</b>	144	194	270	328	377	426
ATTENDANCE %	<b>92%</b>	<b>92%</b>	<b>92%</b>	<b>92%</b>	<b>92%</b>	<b>92%</b>	<b>92%</b>
ADA CALCULATED	80	134	180	250	305	351	396

# Coversheet

## Approve March 28, 2023 Minutes

**Section:** III. Action Items  
**Item:** A. Approve March 28, 2023 Minutes  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** 2023\_03\_28\_board\_meeting\_minutes (5).pdf



APPROVED



**The Leadership School**

STUDENT LEADERSHIP AT THE CENTER OF LEARNING

## The Leadership School

# Minutes

## TLS March 28, 2023 Board Meeting

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### Date and Time

Tuesday March 28, 2023 at 6:00 PM

### Location

The Leadership School  
1785 Pennsylvania Ave  
Pagedale, MO 63133

All board meetings will be fully in person.

<https://zoom.us/j/93648300851?pwd=RnJ0YlFzYy9qeE9vQ3MvR1RvR2JQUt09>

Attendees can still join via Zoom using the link below.  
Or the following:

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### Directors Present

A. Williams, C. Rigdon (remote), D. Henderson, G. McHam (remote), L. Hunter

### Directors Absent

B. Black

### Ex Officio Members Present

K. Townsend

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## Non Voting Members Present

K. Townsend

## Guests Present

Carmen Harris, D. Wright, Denitria Neil (remote), Rashad Sullivan (remote)

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## I. Opening Items

### A. Call the Meeting to Order

L. Hunter called a meeting of the board of directors of The Leadership School to order on Tuesday Mar 28, 2023 at 6:00 PM.

### B. Record Attendance

## II. Board Business

### A. Schedule Board Retreat

No discussion at this time

### B. Use of Board OnTrack

## III. Action Items

### A. Approve Minutes

G. McHam made a motion to Approve February 28, 2023 minutes.  
A. Williams seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

G. McHam	Aye
C. Rigdon	Aye
D. Henderson	Aye
B. Black	Absent
L. Hunter	Aye
A. Williams	Aye

### B. Approve February 2023 monthly financials

A. Williams made a motion to Approve February 2023 monthly financials.  
G. McHam seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

L. Hunter	Aye
D. Henderson	Aye
C. Rigdon	Aye
G. McHam	Aye
B. Black	Absent
A. Williams	Aye

### C. Approve FY22 (July 1, 2021 - June 30, 2023) Form 990

G. McHam made a motion to Approve FY22.  
D. Henderson seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

G. McHam Aye  
C. Rigdon Aye  
L. Hunter Aye  
A. Williams Aye  
D. Henderson Aye  
B. Black Absent

**D. Approve 2023-2024 School Calendar**

A. Williams made a motion to Approve 2023 -2024 school calendar.  
C. Rigdon seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

D. Henderson Aye  
G. McHam Aye  
L. Hunter Aye  
C. Rigdon Aye  
A. Williams Aye  
B. Black Absent

**IV. Board Committee Reports**

**A. Development Committee**

No update at this time

**B. Finance + Facilities Committee**

1. Discussed financial status in reference to new hire (open position) and will further discuss when meeting with the Director.
2. Discussed moving forward with phase II of building construction project as well as needed repairs to current building.
3. Update on finding for new consultant or the possibility of reaching out to other consultants to assist or advise for the next fiscal year.

**C. Governance Committee**

No update at this time

**D. School Performance Committee**

No update at this time

**V. Executive Director Report**

**A. Fall 2023 Enrollment Update**

1. Update on Fall 2023 enrollment and registration progress

2. Discussed the number of applications per week in an effort to reach student enrollment goal.
3. Discussed possibilities of Parent Ambassadors to help connect with possible parents and students.
4. Discussed building a partnership with other companies and daycares.
5. Discussed potential kindergartners attending summer school.
6. Discussion on staffing update and budgeting for new Coaching position and Administrative Assistant for Operations.

## **B. 2023 - 2024 Staffing Update**

## **C. Upcoming Events**

- Parent Teachers Conference
- Family University
- Round Up Events

## **VI. Closing Items**

### **A. Next Steps**

Provide updated information on Board Retreat and planning dates.

### **B. Adjourn Meeting**

C. Rigdon made a motion to Adjourn meeting.

A. Williams seconded the motion.

The board **VOTED** to approve the motion.

#### **Roll Call**

A. Williams	Aye
D. Henderson	Aye
L. Hunter	Aye
C. Rigdon	Aye
G. McHam	Aye
B. Black	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,  
L. Hunter

# Coversheet

## Approve March 2023 monthly financials

**Section:** III. Action Items  
**Item:** B. Approve March 2023 monthly financials  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** TLS - Monthly Presentation - March 2023.pdf  
CheckRegisterbyType.pdf  
AP Aging\_MAR 23.pdf



**The Leadership School**

STUDENT LEADERSHIP AT THE CENTER OF LEARNING

# March 2023 Financials

PREPARED APR'23 BY



- **Executive Summary**
- **Key Performance Indicators**
- **State Revenue**
- **Forecast Overview**
- **Cash Forecast**
- **Appendix**

# Executive Summary

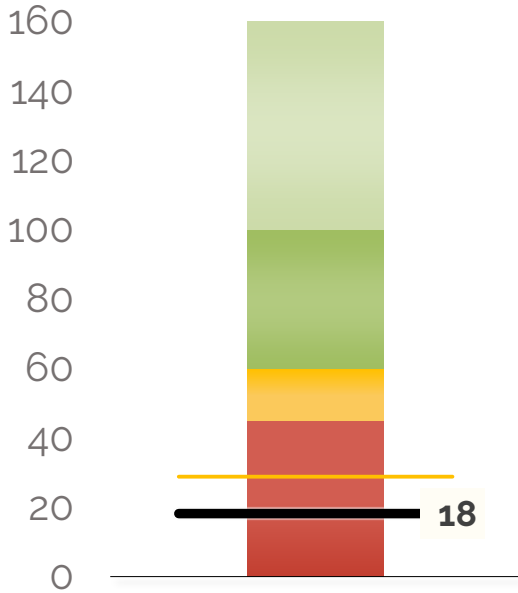
- We are currently forecasting a net income of \$46k which is \$55k less than the budgeted net income of \$101k.
- Our cash balance is forecasted to end the year at \$92k, a \$10k increase from last month. Year end Fund balance forecast is 5%.
- March forecast changes include:
  - Revenue \$5k up due to 76 ADA, up 1 point from last month.
  - Expenses forecast reduced \$5k. TLS is working to control expenses in all areas.
- The Leadership School is preparing the FY24 budget for approval in May.



# Key Performance Indicators

## Days of Cash

Cash balance at year-end divided by average daily expenses

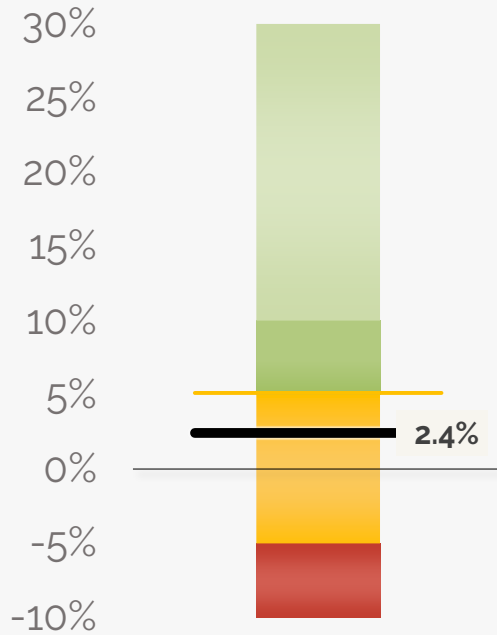


### 18 DAYS OF CASH AT YEAR'S END

The school will end the year with 18 days of cash. This is below the recommended 60 days

## Gross Margin

Revenue less expenses, divided by revenue

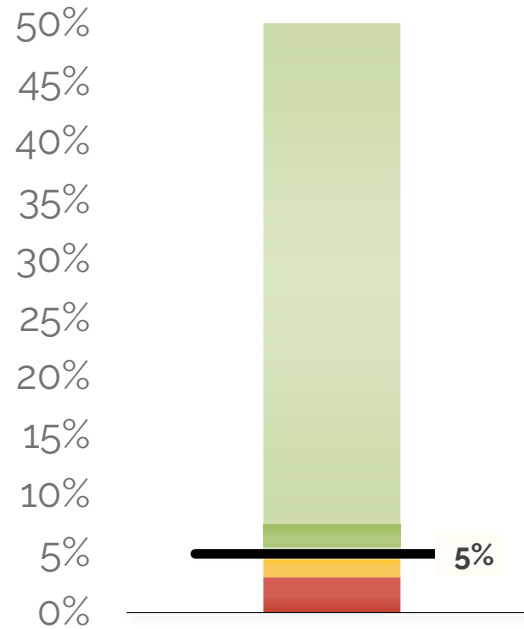


### 2.4% GROSS MARGIN

The forecasted net income is \$46k, which is \$55k below the budget. It yields a 2.4% gross margin.

## Fund Balance %

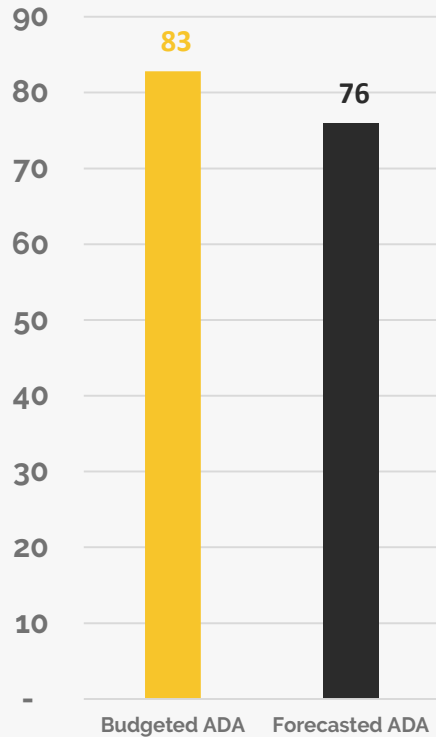
Forecasted Ending Fund Balance / Total Expenses



### 4.98% AT YEAR'S END

The school is projected to end the year with a fund balance of \$92,390. Last year's fund balance was \$46,366.

## Student Expectations



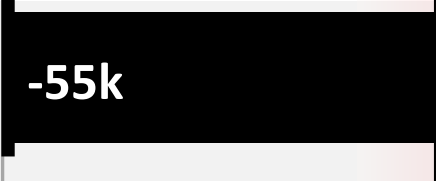


The school now forecasts 76 ADA for SY22-23. The budget target was 83.

## \$117K Less Per-Pupil Funding Than Expected

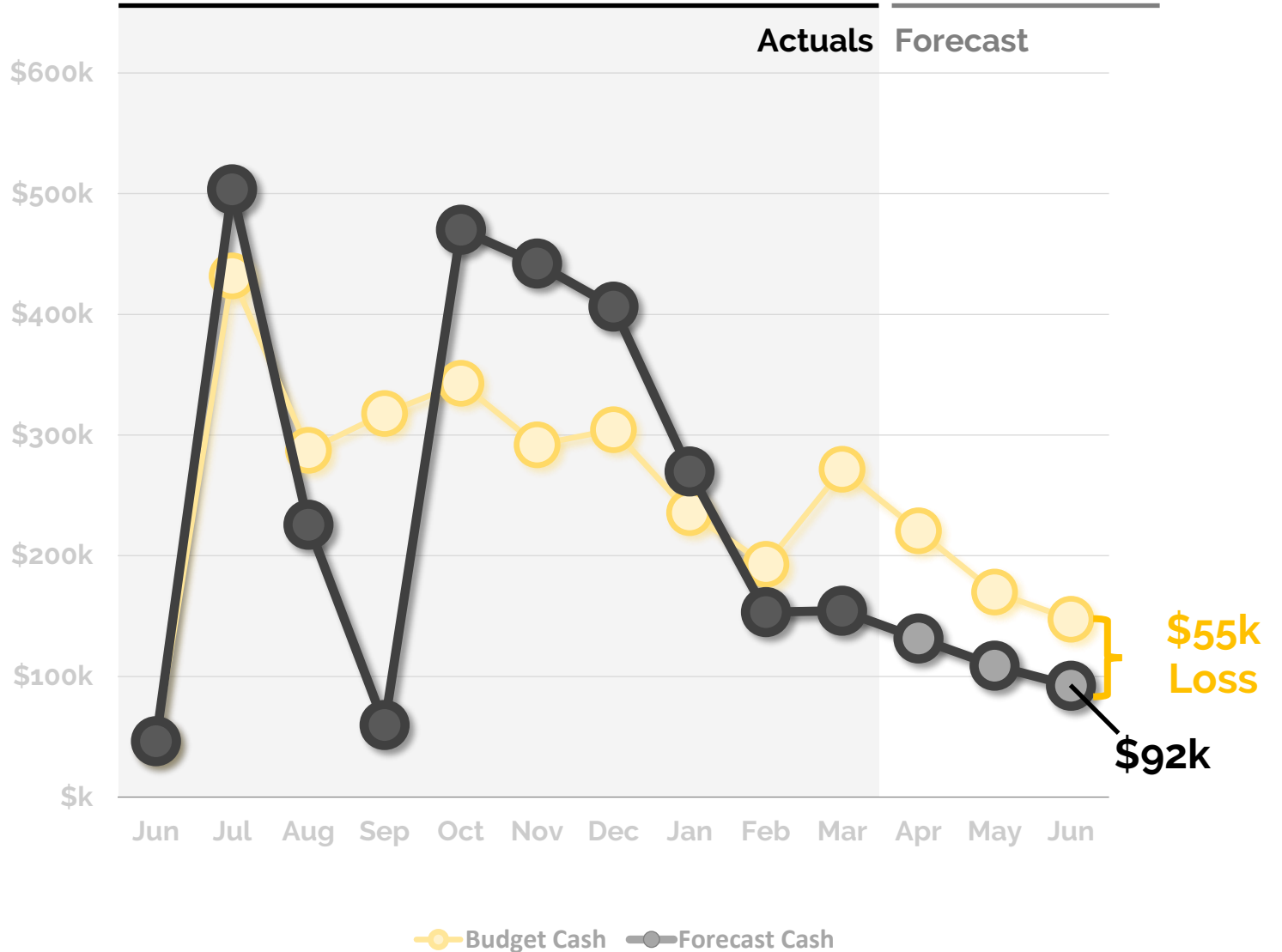
	Current Forecast	SY22-23 Budget	Difference	Financial Gain / (Loss)
<b>Enrollment</b>	<b>86</b>	<b>90</b>	<b>-4</b>	
<b>Attendance</b>	<b>91.9%</b>	<b>92.0%</b>	<b>-0.1%</b>	
<b>Total ADA</b>	<b>76</b>	<b>83</b>	<b>-7</b>	
Regular Term K-12	76	83	-7	-32k
FRL Count	36	75	-39	
<b>FRL Weight</b>	<b>3</b>	<b>13</b>	<b>-10</b>	<b>-86k</b>
IEP Count	0	0	0	
<b>IEP Weight</b>	<b>0</b>	<b>0</b>	<b>0</b>	
LEP Count	2	2	0	
<b>LEP Weight</b>	<b>0</b>	<b>0</b>	<b>0</b>	
WADA	79	95	-16	
Per WADA Payment	9639	9235	404	
<b>State Aid</b>	<b>\$750,698</b>	<b>\$867,861</b>	<b>-\$117,163</b>	<b>-117k</b>

# Forecast Overview

	Forecast	Budget	Variance	Variance Graphic	Comments
Revenue	\$1.9m	\$2m	-\$69k		Revenue less than budget due to State Food WADA reduction and less Federal Medicaid and food reimbursement.
Expenses	\$1.9m	\$1.9m	\$14k		Compared to budget, a 14k savings overall as first year spending details are aligned with school plans.
<b>Net Income</b>	<b>\$46k</b>	<b>\$101k</b>	<b>-\$55k</b>		

## 18 Days of Cash at year's end

We forecast the school's year ending cash balance as **\$92k**, **\$55k** below budget.





# QUESTIONS?

Please contact your EdOps Finance Team:

Anne Nichols

[anichols@ed-ops.com](mailto:anichols@ed-ops.com)

816-985-5144

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	<i>Actual</i>	<i>Budget</i>	<i>Variance</i>	<i>Forecast</i>	<i>Budget</i>	<i>Variance</i>	<i>Remaining</i>
<b>Revenue</b>							
Local Revenue	-	-	-	-	-	-	-
State Revenue	611,777	624,860	(13,083)	825,519	867,861	(42,342)	213,742
Federal Revenue	141,173	191,931	(50,758)	237,286	286,956	(49,670)	96,113
Private Grants and Donations	823,739	814,200	9,539	823,739	814,200	9,539	-
Earned Fees	13,231	-	13,231	13,231	-	13,231	-
<b>Total Revenue</b>	<b>1,589,919</b>	<b>1,630,991</b>	<b>(41,072)</b>	<b>1,899,775</b>	<b>1,969,017</b>	<b>(69,242) ①</b>	<b>309,855</b>
<b>Expenses</b>							
Salaries	465,828	479,354	13,526	614,613	639,138	24,525	148,785
Benefits and Taxes	102,688	121,931	19,243	133,592	162,575	28,983	30,904
Staff-Related Costs	6,745	9,750	3,005	10,499	12,500	2,001	3,754
Rent	127,198	118,054	(9,144)	172,522	157,406	(15,116)	45,324
Occupancy Service	80,402	111,750	31,348	113,402	149,000	35,598	33,000
Student Expense, Direct	226,802	159,407	(67,395)	241,414	212,543	(28,871)	14,612
Student Expense, Food	43,004	75,038	32,034	59,157	100,050	40,893	16,154
Office & Business Expense	328,911	247,919	(80,992)	363,769	324,847	(38,922)	34,859
Transportation	97,827	82,500	(15,327)	144,782	110,000	(34,782)	46,955
Total Ordinary Expenses	1,479,404	1,405,703	(73,701)	1,853,751	1,868,058	14,308	374,347
<b>Total Expenses</b>	<b>1,479,404</b>	<b>1,405,703</b>	<b>(73,701)</b>	<b>1,853,751</b>	<b>1,868,058</b>	<b>14,308 ②</b>	<b>374,347</b>
<b>Net Income</b>	<b>110,516</b>	<b>225,288</b>	<b>(114,773)</b>	<b>46,024</b>	<b>100,958</b>	<b>(54,934) ③</b>	<b>(64,492)</b>
Cash Flow Adjustments	(2,325)	-	(2,325)	0	-	0	2,325
<b>Change in Cash</b>	<b>108,191</b>	<b>225,288</b>	<b>(117,097)</b>	<b>46,024</b>	<b>100,958</b>	<b>(54,934)</b>	<b>(62,167)</b>

① REVENUE: \$69K BEHIND

② EXPENSES: \$14K AHEAD

③ NET INCOME: \$55K behind

Monthly Financials

Income Statement	Actual									Forecast			TOTAL
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
<b>Revenue</b>													
State Revenue	0	0	0	372,550	52,151	62,118	0	12,971	111,987	71,247	71,247	71,247	825,519
Federal Revenue	0	0	0	0	16,146	47,674	18,887	7,122	51,344	32,038	32,038	32,038	237,286
Private Grants and Donations	514,200	2,500	600	150,000	152,619	0	0	3,819	0	0	0	0	823,739
Earned Fees	0	2,906	2,275	2,730	413	794	1,130	2,955	28	0	0	0	13,231
<b>Total Revenue</b>	<b>514,200</b>	<b>5,406</b>	<b>2,875</b>	<b>525,280</b>	<b>221,330</b>	<b>110,586</b>	<b>20,017</b>	<b>26,868</b>	<b>163,359</b>	<b>103,285</b>	<b>103,285</b>	<b>103,285</b>	<b>1,899,775</b>
<b>Expenses</b>													
Salaries	25,710	48,460	51,556	56,196	57,880	65,049	56,427	52,289	52,260	51,640	51,073	46,073	614,613
Benefits and Taxes	4,652	9,979	12,244	11,277	15,930	13,790	12,432	11,223	11,161	10,658	10,559	9,687	133,592
Staff-Related Costs	2,126	0	1,190	311	1,969	350	50	231	519	1,251	1,251	1,251	10,499
Rent	0	0	36,551	15,108	15,108	15,108	15,108	15,108	15,108	15,108	15,108	15,108	172,522
Occupancy Service	1,160	11,680	2,904	9,006	13,566	7,425	10,873	12,598	11,190	11,000	11,000	11,000	113,402
Student Expense, Direct	3,000	63,963	36,721	15,627	43,022	10,242	23,322	5,855	25,051	4,871	4,871	4,871	241,414
Student Expense, Food	0	0	0	0	18,654	6,883	4,265	6,116	7,086	5,385	5,385	5,385	59,157
Office & Business Expense	20,888	147,050	26,385	12,143	38,040	11,388	34,254	25,316	13,448	11,620	11,620	11,620	363,769
Transportation	501	0	0	0	40,126	16,221	0	14,514	26,466	15,652	15,652	15,652	144,782
Total Ordinary Expenses	58,035	281,131	167,551	119,668	244,294	146,456	156,731	143,250	162,289	127,183	126,518	120,646	1,853,751
<b>Total Expenses</b>	<b>58,035</b>	<b>281,131</b>	<b>167,551</b>	<b>119,668</b>	<b>244,294</b>	<b>146,456</b>	<b>156,731</b>	<b>143,250</b>	<b>162,289</b>	<b>127,183</b>	<b>126,518</b>	<b>120,646</b>	<b>1,853,751</b>
<b>Net Income</b>	<b>456,165</b>	<b>-275,726</b>	<b>-164,676</b>	<b>405,612</b>	<b>-22,964</b>	<b>-35,870</b>	<b>-136,714</b>	<b>-116,382</b>	<b>1,070</b>	<b>-23,898</b>	<b>-23,233</b>	<b>-17,361</b>	<b>46,024</b>
Cash Flow Adjustments	1,096	-2,331	-1,184	4,842	-5,023	41	113	-85	207	775	775	775	0
<b>Change in Cash</b>	<b>457,261</b>	<b>-278,056</b>	<b>-165,861</b>	<b>410,454</b>	<b>-27,988</b>	<b>-35,829</b>	<b>-136,601</b>	<b>-116,467</b>	<b>1,277</b>	<b>-23,123</b>	<b>-22,458</b>	<b>-16,586</b>	<b>46,024</b>

	<i>Previous Year End</i>	<i>Current</i>	<i>Year End</i>
	<i>6/30/2022</i>	<i>3/31/2023</i>	<i>6/30/2023</i>
<b>Assets</b>			
Current Assets			
Cash	46,366	154,557	92,390
Total Current Assets	46,366	154,557	92,390
<b>Total Assets</b>	<b>46,366</b>	<b>154,557</b>	<b>92,390</b>
<b>Liabilities and Equity</b>			
<b>Liabilities</b>			
Current Liabilities			
Other Current Liabilities	0	-2,325	0
Total Current Liabilities	0	-2,325	0
Total Long-Term Liabilities	0	0	
<b>Total Liabilities</b>	<b>0</b>	<b>-2,325</b>	
<b>Equity</b>			
Unrestricted Net Assets	46,366	46,366	46,366
Net Income	0	110,516	46,024
<b>Total Equity</b>	<b>46,366</b>	<b>156,882</b>	<b>92,390</b>



The Leadership School  
04/18/2023 7:34 PM

**Check Register by Type**

Page: 1  
User ID: SAS

<b>Payee Type: Vendor</b>		<b>Check Type: Automatic Payment</b>				<b>Checking Account ID: 1</b>		
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>	
162	03/09/2023	X			BAMBOOHR	Bamboo HR	175.00	
163	03/05/2023	X			CRICKET	Cricket Wireless	90.00	
164	03/27/2023	X			ZOOM	Zoom	15.99	
165	03/03/2023	X			GSUITE	Google Suite	3,712.96	
166	03/17/2023	X			NEXTIVA	Nextiva	448.78	
167	03/01/2023	X			SCCHARTER	SC Charter - Rent	15,107.80	
168	03/16/2023	X			SELECTIVE	Selective Insurance Co	0.00	
169	03/17/2023	X			WELLSFARGO	Wells Fargo Vendor	137.98	
170	03/13/2023	X			REPUBLIC	Republic Services	411.97	
171	03/23/2023	X			LEVEL3	Level 3 Communications, LLC	1,710.70	
175	03/30/2023	X			COSTCO	Costco Wholesale	62.43	
187	03/24/2023	X			MIDWESTBNK	Midwest Bank Credit Card	3,025.53	
Checking Account ID: 1					Void Total:	0.00	Total without Voids:	24,899.14
Check Type Total:		Automatic Payment			Void Total:	0.00	Total without Voids:	24,899.14

<b>Payee Type: Vendor</b>		<b>Check Type: Check</b>				<b>Checking Account ID: 1</b>		
<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Check Amount</u>	
80086397	03/08/2023	X			CINTAS	Cintas Corp	72.66	
80086507	03/08/2023	X			MANDYSON	Imani Dyson	1,000.00	
80086508	03/08/2023	X			FIRSTSTUDE	First Student Bus	10,244.88	
80086509	03/08/2023	X			CLEANSTRAT	Cleaning Strategies	6,175.00	
80112693	03/14/2023	X			CINTAS	Cintas Corp	72.66	
80112694	03/14/2023	X			SCHOOLSPEC	School Specialty LLC	378.57	
80112850	03/14/2023	X			ROTTLER	Rottler Pest Solutions	98.00	
80113222	03/14/2023	X			PAYPOOL	Paypool LLC	130.10	
80184946	03/17/2023	X			SCHOOLSPEC	School Specialty LLC	39.82	
80184947	03/17/2023	X			CINTAS	Cintas Corp	242.03	
80185194	03/17/2023	X			FIRSTSTUDE	First Student Bus	16,221.06	
80185195	03/17/2023	X			DEACONESS	Deaconess Nurse Ministry	3,942.04	
80185705	03/17/2023	X			CSD	CSD Insurance Trust	5,239.95	
80185706	03/17/2023	X			WARFORDS	Warford's Classic Catering & Food Service	7,085.64	
80217011	03/21/2023	X			BOXWOOD	Boxwood Landscaping	1,642.00	
80241006	03/27/2023	X			CINTAS	Cintas Corp	68.83	
80241205	03/27/2023	X			MOCPSA	Missouri Charter Public School Association	470.00	
80241379	03/27/2023	X			COCA	Center of Creative Arts	19,950.00	
80241380	03/27/2023	X			SHANDS	Shands, Elbert, Gianoulakis, Giljum Law Firm	95.00	
80241547	03/27/2023	X			EDOPS	EdOps	5,000.00	
80241548	03/27/2023	X			LITETECH	Lite Technology Solutions, LLC	1,000.00	
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Grand Total:					Void Total:	0.00	Total without Voids:	104,067.38



# Accounts Payable Aging Summary

As of **3/31/2023**

**The Leadership School**

CLIENT: The Leadership School		REPORT DATE: 4/18/2023 8:27:19 PM ET				
Payee	Current	1-30	31-60	61-90	>90	Total
<b>Cintas Corp</b>	\$450.37	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$450.37</b>
<b>Cleaning Strategies</b>	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$6,500.00</b>
<b>CSD Insurance Trust</b>	\$5,239.95	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$5,239.95</b>
<b>EdOps</b>	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$5,000.00</b>
<b>First Student, Inc</b>	\$13,659.84	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$13,659.84</b>
<b>Lite Technology Solutions, LLC</b>	\$500.00	\$0.00	\$0.00	\$2,705.00	\$0.00	<b>\$3,205.00</b>
<b>MC Mechanical Services</b>	\$1,114.99	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$1,114.99</b>
<b>Office Essentials</b>	\$322.90	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$322.90</b>
<b>Paypool LLC</b>	\$129.56	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$129.56</b>
<b>Rottler Pest Solutions</b>	\$98.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$98.00</b>
<b>Shands, Elbert, Gianoulakis &amp; Giljum, LLP</b>	\$304.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$304.00</b>
<b>Warford's Classic Catering &amp; Food Service</b>	\$0.00	\$5,889.76	\$0.00	\$0.00	\$0.00	<b>\$5,889.76</b>
<b>Total:</b>	<b>\$33,319.61</b>	<b>\$5,889.76</b>	<b>\$0.00</b>	<b>\$2,705.00</b>	<b>\$0.00</b>	<b>\$41,914.37</b>