



St. Croix Preparatory Academy
Board Meeting Agenda
April 13, 2021

1. Call to Order
2. Open Forum
3. Board Calendar 2
4. Consent Agenda (Board Minutes, Executive Director Report)
 - A. Board Minutes 5
 - B. Executive Director Report 8
5. Agenda
 - A. Board Election Update
 - B. Four (4) vs. Five (5) Day a Week in MS/US 13
 - C. 2021-2022 Distance Learning vs. Application to Provide Virtual Learning (Informational) 14
 - D. 2021-2022 Budget Preliminary Review 16
 - E. PPP Loan - Preliminary Plans (Discussion)
6. Adjourn Meeting



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ANNUAL BOARD CALENDAR 2020-2021

July	Responsible	Notes/Status
No Meeting		

August	Responsible	Notes/Status
		Open
Retreat Planning		Completed
Status of School Opening		Completed
Vote on Board Officers <ul style="list-style-type: none"> Chair Vice Chair Secretary/Board Clerk Treasurer 		Completed

September	Responsible	Notes/Status
Annual Report Approval for 2019-2020	J. Gutierrez	Completed
Seat New Board Members		Completed
Board Members Sign Conflict of Interest Forms		Completed (via Charter Assurances)
Review of MCA Test Scores	J. Gutierrez	N/A
Learning Model Review – Status	Principals	Completed
Q Comp Site Goals		Completed

October	Responsible	Notes/Status
File Charter Assurances with Friends	J. Gutierrez	Done
Board Retreat		Open
Review Strategic Plan		Open

November	Responsible	Notes/Status

Financial Statement Review		Completed
Audit Acceptance		Completed
World's Best Workforce Approval		Completed
MDE Assurance of Compliance		Completed

December	Responsible	Notes/Status
No Meeting		

January	Responsible	Notes/Status
Board Election Timeframe Discussion		Completed
Approve School Calendar		Next Month

February	Responsible	Notes/Status
Financial Statement Review		
Board Election Timeframe Discussion		Completed January
Approve School Calendar		

March	Responsible	Notes/Status
Approve Open Enrollment Period for Next Year		Completed
Approve Board Calendar for Next Year <ul style="list-style-type: none"> Meetings Election Retreat 		Move to May

April	Responsible	Notes/Status
Annual Budget Introduction		
Compensation Plan Introduction		
Succession Planning Update		To June

May	Responsible	Notes/Status
Q Comp Report Presentation		
Financial Statement Review		
Compensation Plan Approval		

Initial review of Employee Handbook		
Board Election		
Approve Annual Budget		

June	Responsible	Notes/Status
Advisory Board Presentations		
Technology Presentation		
Public Hearing on Fees - 2021		
New Board Member Training		
Q Comp Approval		
Executive Director Review		
Chief Operations Officer Review		
Read Well by Third Grade Approval		
Approval of Employee Handbook		
Introduction/approval of Family Handbook		
Annual Finance Designations for Next Year <ul style="list-style-type: none"> Identified Official with Authority Official Newspaper Designation of Depository Account Signatories Collateralize Funds in Excess of FDIC Insurance Delegation of Authority to Make Electronic Funds Transfers 		



Members Present: C. Brown, K. Denzer, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, A. Melendres

Members Absent: S. Mueller

Board Advisors Present: J. Gutierrez, K. Gutierrez, A. Kleinboehl, A. Sacharison

Call to Order

R. Hajlo called the board meeting to order at 6:02 pm.

Open Forum

There was one request to speak at the Open Forum: Alison Sachs (parent).

Consent Agenda

Agenda includes the Board Calendar, the board minutes from the February 16 and February 21 board meetings and the Executive Director's Report. Enrollment is down 16 and there have been offers extended to families in 9th grade. Intent to Return forms will be sent out soon to current families, 470 Chromebooks have arrived and being prepped for MCA testing.

Motion to approve the Consent Agenda: C. Brown

Second: N. Donnay

Approved: All

Approve Open Enrollment Period for 2022-2023 School Year

The open enrollment period establishes the timeline for our lottery pool which includes applications received between the first day of the school year and the first Friday in January.

Motion to approve the Open Enrollment period for the 2022-2023 School Year as August 30, 2021-January 7, 2022: D. Keyes

Second: K. Denzer

Approved: All

Board Election Timeline & Status

The 2021 board election will be Tuesday, May 16. There are two open parent board seats and one open teacher board seat. Board nominations are due on Thursday, April 8 and so far two parents have submitted nomination forms. The names of the nominees will be published in the April 15 Parent Update.

Approve Revised Learning Model Transition Plan

The Covid Response Team/Back to School Committee has made a recommendation to begin 4 days/week in person learning for the Middle School and Upper School starting on March 17 with two days off for transition planning.

Motion to approve moving to 4 days in person learning for the Middle School and Upper School starting on Wednesday, March 17 with Monday, March 15 and Tuesday, March 16 as transition planning days: K. Denzer

Second: D. Keyes

Approved: All



Motion to cancel the Tuesday, March 16 board meeting and move the April 20 board meeting up to Tuesday, April 13: K. Denzer

Second: N. Donnay

Approved: All

There was discussion.

- The School updated the Regional Support Team (RST) on St. Croix Prep's back to school plan moving forward. RST shared the two primary mitigation strategies are still masks and 6' physical distancing; and since the 6' cannot be maintained, we may see more students quarantined with a positive case.
- There was discussion about the Covid variant that has impacted Carver County in athletic programs.
- As of this date, there have been no Covid cases within the school; the number of students being sent home due to symptoms is increasing, but that could be attributed to the season.
- We are waiting for additional guidelines for prom, graduation, and other year end activities.
- Moving to a 5 day/week in person learning model will be discussed at the April 13 board meeting. Administration and teachers need to ensure there are enough resources and time available to support both the in person students and the distance learners.

Adjourn Meeting

Motion to adjourn the meeting at 6:19 pm: K. Denzer

Second: J. Gottschalk

Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy



Members Present: C. Brown, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes

Members Absent: K. Denzer, A. Melendres, S. Mueller

Board Advisors Present: J. Gutierrez, K. Gutierrez

Call to Order

R. Hajlo called the board meeting to order at 8:33 am.

Resolution to Approve Application for Federal Protection Program (PPP) Loan

The Paycheck Protection Program Loan funded through the CARES Act and run thru a newly established loan program with the Small Business Association (SBA). This is a federally funded loan forgiveness program that the school is eligible for as a non-profit.

If the loan is funded, the school will apply for forgiveness of the loan once the loan amount has been expended (approximately 90 days).

Kelly Gutierrez presented the Resolution to Approve Application for Federal PPP Loan (attached).

There was discussion.

Motion to approve Resolution to Approve Application for Federal PPP Loan as presented: J. Gottschalk

Second: C. Brown

Approved: All

Adjourn Meeting

Motion to adjourn the meeting at 8:49 am: D. Keyes

Second: N. Donnay

Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy



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Executive Director's Report to the Board

Date of Report: April 2021

Report Prepared By: Jon Gutierrez

Operational Items:

- Weekly meetings with administrative leadership and individual leadership team members – A. Sachariason, W. Renner, J. Karetov, K. Gutierrez, P. Rosell, B. Blotske, R. Dippel, C. Olson; and weekly administrative leadership meeting.
- Weekly meetings with Covid-19 Response team, MDE, and MDH, when appropriate.
- Weekly meetings with Back to School Committee and Covid-19 Response team, discussing the learning model transition plan recently adopted by the Board.
- Continued work with St. Croix Prep Foundation, including development of marketing materials, strategic launching of preliminary meetings, etc.
- Preparation and conducting of annual S&P call for investors, bond rating, etc.
- Preliminary Graduation planning based on revised capacity guidance from MDH and MDE. This also includes forthcoming events, celebrations, banquets, etc.
- Discussions and planning for 2021-2022 distance learning vs. MDE on-line approval, MCA administration, 2021-2022 budget, PPP options, etc.
- Monitoring intent to return feedback and 2021-2022 enrollment.

Grade	2020-21 Enrollment	2021-2022 Enrollment
Kindergarten	90	142
1 st Grade	92	79
2 nd Grade	90	79
3 rd Grade	90	75
4 th Grade	90	61
LS Total	452 (0)	436 (+27)
5 th Grade	93	52
6 th Grade	93	74
7 th Grade	92	46
8 th Grade	90	23
MS Total	368 (0)	195 (+16)
9 th Grade	98	40
10 th Grade	99	7
11 th Grade	93	7
12 th Grade	90	1
Super Seniors	0	

US Total	380 (0)	55 (-11)
School Total	1,200 (0)	686 (+32)

Professional Development: *See Attachment*



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J. Gutierrez
Professional Development Plan
2020-2021

Month	Category	Title	Description/Comments
July 2020	Code Switch Podcast – 24 minutes	The Undocumented Americans, NPR – Conversations about Race	
	Code Switch Podcast – 37 minutes	Can we talk about Whiteness, NPR – Conversations about Race	
	Code Switch Podcast – 21 minutes	Being “Outdoorsy” when you are Black or Brown, NPR – Conversations about Race	Representation, cultural heritage, cost of entry, National Park Service Statistics, This Land is Your Land (song)
	Course Hero Videos	Invisible Man – Summaries and Analysis	
	Code Switch Podcast – 49 minutes	The Fierce Debate Over High Standards, NPR – Conversations about Race	Ron Brown College Prep in DC
	Code Switch Podcast – 29 minutes	Why Now, White People, NPR – Conversations about Race	White people influencing white people, Trump language – Covid -19
	Book	White Fragility: Why It’s so Hard for White People to Talk About Racism, by Robin Diangelo	
	Essay	<i>White Privilege: Unpacking the Invisible Knapsack</i> , by Peggy McIntosh	
	Video – 53 minutes	<i>Money as an Instrument of Change</i> -- Chamath Palihapitiya, CEO Social Capital	
	Book	<i>Invisible Man</i> , by Ralph Ellison	
August 2020	Code Switch Podcast – 23 minutes	A Decade of Watching Black People Die	
	Lecture – 59 minutes	<i>Invisible to Whom? Ralph Ellison, Double Consciousness, and African American Identity Politics</i> , by Pellom McDaniels, Emory University	
	Lecture – 2 hours 11 minutes	Ralph Ellison’s “Invisible Man”, Revisited, Reapplied, and Repurposed – multiple scholars at NYU-Florence.	
	TED Lecture – 11 minutes	The Cost of Code Switching, by Chandra Arthur	
	Lecture – 1 hour 7 minutes	CIDRAP – Osterholm Update, Reopening Schools, Part 1	Center for Infectious Disease Research and Policy
	Lecture – 1 hour 7 minutes	CIDRAP – Osterholm Update, Reopening Schools, Part 2	
	Conference Calls, MDE Planning Guides, Legal Counsel, Friends of Education Meetings	Covid-19 and School Opening Guidance	
	Podcast – 56 minutes	Bret Weinstein and John McWhorter: George Floyd Protests and Race in America	
	Video 9 minutes	John McWhorter, How Anti-racism hurts Black People	
	Video 9 minutes	John McWhorter & Cornel West on reparations	

September 2020	Video 50 minutes	Glenn Loury & John McWhorter – the Unraveling, a review of White Fragility and related matters	
	Video 66 minutes	Glenn Loury & John McWhorter – A Critical Look at the 1619 Project	
	Podcast – 90 minutes	Jeff Wright (Odyssey) - Circe	
	Podcast – 72 minutes	Jeff Wright (Odyssey) – Odysseus in the Underworld	
	Podcast – 126 minutes	Jeff Wright (Odyssey) – Sirens, Scylla, Charybdis and some Cows	
October 2020	Podcast – 93 minutes	Jeff Wright (Odyssey) -- Calypso	
	Podcast – 94 minutes	Jeff Wright (Odyssey) -- Telemachus, Menelaus, and Helen of Troy	
	Book	The Odyssey, by Homer (I try to read The Iliad and The Odyssey once a year)	
	Book	Gilgamesh Epic	
	Lecture 1 – 50 minutes	Dr. Joseph Hughes (Missouri State University) – The Heroic Quest	
	Lecture 2 – 50 minutes	Dr. Joseph Hughes (Missouri State University) - Gilgamesh	
	Video Lecture – 22 minutes	Gilgamesh Epic, Part 1 -- Tim McGee	
	Video Lecture – 14 minutes	Gilgamesh Epic Part 2 – Tim McGee	
November 2020	Video Lecture – 15 minutes	Epic of Gilgamesh, Gilgamesh – Paul Joseph Krause	
	Video Lecture – 41 minutes	Epic of Gilgamesh, Enkidu – Paul Joseph Krause	
	Book – Poem	Inferno, Dante Alighieri	
	Video Lecture – 24 minutes	Epic of Gilgamesh, Humbaba and the Plant of Life – Paul Joseph Krause	
	Video Lecture – 89 minutes	The Epic of Gilgamesh – Andrew George	
	Video Lecture – 37 minutes	Noah’s Flood and the Epic of Gilgamesh – Bruce Gore	
	Video Lecture – 50 minutes	Introduction to Inferno, Tim McGee	
	Book	The Prince – Niccolo Machiavelli	
December	Book	I Know Why The Caged Birds Sing, by Maya Angelou	
	Video Lecture – 73 minutes	The Biology of Humans at our Best and Worst – Robert Sapolsky	
	Book	Why We Sleep, Unlocking the Power of Sleep and Dreams, by Matthew Walker	
January	Book	The Time Machine, H.G Wells	
	Book	Range: Why Generalists Triumph in a Specialized World, by David Epstein	
	Video Training – 68 minutes	Covid 19 Saliva Test Training	
	Book	Losing the Race: Self-Sabotage in Black America, by John McWhorter	
	Webinar – 60 minutes	MDE – Learning Models, Planning Days,	
	Podcast – 32 minutes	Code Switch – From the Fringe to the Capitol	
	Book	The Tyranny of Merit: What’s Become of the Common Good? - -by Michael Sandel	
February	Podcast – 4 hours	The Rabbit Hole – 8 episodes	Radicalization on the “left/right” via social media, youtube, explanation of

			algorithms, filter bubbles, issues of free speech, etc.
	Podcast – 56 minutes	Glenn Loury – John McWhorter: Reckoning with the Capitol Riot	
	Podcast – 70 minutes	Glenn Loury – John McWhorter: Wokebusters	
	Podcast – 19 minutes	Glenn Loury – John McWhorter: Critical Race theory's rising hegemony	
	Podcast – 66 minutes	Glenn Loury – John McWhorter: A Critical Look at the 1619 Project	
	Podcast -- 6+ hours	Gangster Capitalism – NRA – 9 episodes	
	Podcast – 5 hours	David Duke's Rise to power and prominence	
March	Book	The 1619 Project, A Critique, by Phillip W. Magness (American Institute for Economic Research)	
April	Book	Exit, Voice, and Loyalty: Responses to Decline in Firms, Organizations, and States, by Albert O. Hirschman, 1970.	
	Book	The Righteous Mind, Why Good People Are Divided by Politics and Religion, by Jonathan Haidt	
	Podcast – 55 minutes	Glenn Loury and Daniel Markovits – The Meritocracy Trap	



Four (4) Day vs. Five (5) Day Discussion Middle School and Upper School

After migration of Middle School and Upper School transition back into the building four (4) days a week, we accelerated the board meeting to April 13 to finalize this decision.

The Administration team recommends we continue with the current schedule which includes four (4) days of in-person learning and one (1) day of distancing learning.

The key rationale for continuing on this schedule is due to the administration of the Minnesota Comprehensive Assessments (MCA) during the month of April and May. The Minnesota Department of Education has communicated that these assessments are required for all students attending Minnesota public schools (including distance learners). With the hopes of maximizing the number of distance learners taking these tests, we have scheduled the following Fridays for distance learning MCA administration:

- Friday, April 16 – Upper School, Grades 9, 10, 11 – Reading, Math, Science
- Friday, April 23 – Middle School, Grades 5-8 – Reading
- Friday, April 30 – Middle School, Grades 5, 8 – Science, Math
- Friday, May 14 – Lower School, Grade 3, 4 – Reading
- Monday, May 17 – Lower School, Grade 3, 4 – Math

For the protection and honor of those who have selected distance learning as their preferred learning model, we want to minimize student presence in the building while they are testing.

Note: Since Lower School is in-person five (5) days a week, the testing schedule will require that May 14 and May 17 are distance learning days for the Lower School.



2021-2022 ON-LINE LEARNING APPLICATION VS. DISTANCE LEARNING

Background: Prior to the Covid-19 pandemic (March 2020) only schools that had been approved by the Minnesota Department of Education (MDE) could provide on-line learning instruction. MDE approval was considered/granted after the school had submitted an application related to their proposed on-line learning environment.

Distance Learning during the Covid-19 Time Period. During the Covid-19 pandemic (March 2020 to current), each school is offering distance learning (on-line learning) to address the learning needs/choices during the pandemic.

MDE Application for On-line Learning. MDE is extending the deadline (to April 30) for 2021-2022 On-Line Learning applications. Important information related to this is:

- Many schools are submitting this application and planning on offering a form of on-line learning next school year. Many schools are doing this to protect their enrollment (and thus their funding).
- Many schools believe that MDE will require schools to offer distance learning to families next school year, regardless of whether the school has an approved application on file.
- The strength of St. Croix Prep lies in its in-person connections between students and faculty, the culture created through presence in the classroom and during activities, and the community created through a school focused on academics, character, and leadership. For this reason, there is no desire by administration to submit an application to be authorized as an on-line learning provider.
- Stillwater did a survey related to a virtual academy and only received 171 positive responses; they will not have a separate on-line learning division, but they may offer a couple of on-line classes where appropriate.

If St. Croix Prep were to submit an Application. The following would be suggested:

- We would not recommend on-line learning for students in grades K-6.
- We would need to find faculty who are willing to teach on-line classes. This may not be difficult for some subject areas (English, History), but may be for others (Math, Science). We can use current faculty but we do not want it to conflict with their in-person schedules/students.
- We would not want to have hybrid classes, but have a completely separate on-line learning division -- thus we would need to recruit and enroll students for specific grades (e.g. 20 -30 students per grade) and build out the division based on the first year enrollment.
- We need additional time to analyze the details related to this.

Recommendation: St. Croix Prep will NOT complete and submit an application to enable on-line learning for the 2021-2022 school year. If MDE does not allow schools to offer distance



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learning without an application, we will utilize our waitlist to fill enrollment vacancies from student departures.

St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	<u>Preliminary 2021-2022</u>	<u>Reforecasted 2020-2021</u>	<u>Variance</u>
<u>Enrollment Projections</u>			
Number Students Grade HK	0	0	
Number Students Grade K	90	90	0
Number Students Grade 1	90	91	(1)
Number Students Grade 2	90	90	0
Number Students Grade 3	90	90	0
Number Students Grade 4	90	90	0
Number Students Grade 5	90	93	(3)
Number Students Grade 6	90	93	(3)
Number Students Grade 7	90	92	(2)
Number Students Grade 8	90	91	(1)
Number Students Grade 9	100	97	3
Number Students Grade 10	100	96	4
Number Students Grade 11	90	84	6
Number Students Grade 12	80	80	0
<u>Enrollment totals by state pupil unit weighting category</u>			
Total Number of Students Grade K	90	90	0
Total Number of Students Grade 1-3	270	271	(1)
Total Number of Students Grade 4-6	270	276	(6)
Total Number of Students Grade 7-12	550	540	10
Total Number of Students	<u>1,180</u>	<u>1,177</u>	3
Total Number of Current Year Pupil Units	<u>1,290.00</u>	<u>1,285.00</u>	5

Management has elected to omit substantially all disclosures, government-wide financial statements and required supplementary information. No

St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	Preliminary 2021-2022	Reforecasted 2020-2021	Variance
State Revenue Assumptions and Calculations			
General Education Revenue			
State Averages Per Pupil Unit	\$6,633	\$6,567	
Inflation Rate Assumption-Basic only	1.0%	2.0%	
Basic Excluding Transportation	\$6,323.90	\$6,260.98	
Gifted and Talented	13.00	13.00	
Transportation Sparsity (SCPA does not receive)	0.00	0.00	
Sparsity	30.33	30.33	
Operating Capital	226.53	226.53	
Equity	116.20	116.20	
Referendum	32.35	32.35	
Transportation (SCPA doesn't receive-resident district provides)	0.00	0.00	
Per Pupil Unit State Revenue	6,742.31	6,679.39	
Pension Adjustment	0.00	0.00	
Total Per Pupil Unit State Revenue	\$6,742.31	\$6,679.39	
Total General Education State Revenue	8,697,583	8,583,013	
	Free 5%	5%	
	Reduced 2%	2%	
Compensatory Revenue			
	estimate	per MDE 01.23.2020	
A: Number of Students prior yr. (current year for 1st year)	1177	1207	
B: Number of Free Lunch Students prior yr. (or current year for 1s	54	55	
C: Number of Reduced Lunch Students prior yr. (current yr. for 1st	20	20	
D: Adjusted Counts = 100% Free, 50% Reduced - (A)	63.38	65.00	
E: Concentration Portion	0.05	0.05	
F: Concentration Factor (lesser of 1 or Conc. Portion/ .8)	0.07	0.07	
G: PU = .6 * D * F	2.56	2.63	
H: Initial Revenue	14,833	15,038	
Miscellaneous Adjustment (Rounding)	0	1,631	
I: Short Year Factor	1	1	
Calculated Compensatory State Revenue ((A) x (B))	14,833	16,668	
EL (English Learner) State Aid			
	estimate	estimate	
Prior Year EL Eligible ADM	25	25	
Current Year EL Eligible ADM	25	25	
ADM Served	1180	1177	
Adjusted EL ADM	25	25	
EL Marginal Cost Pupils	25	25	
EL Revenue	17,600	17,452	
Concentration Portion	0.0212	0.0210	
Concentration Factor	0	0	
EL Pupil Units	5	5	
EL Concentration Revenue	1151	1129	
Rounding Adjustment	0	0	
Total EL Aid	18,751	18,581	
Pension Adjustment - new in FY19			
Member Salaries	5,137,336	5,086,471	
Pension Adjustment Rate	0.84%	0.63%	
Total Pension Adjustment Revenue	43,154	32,045	

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St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	<u>Preliminary 2021-2022</u>	<u>Reforecasted 2020-2021</u>	<u>Variance</u>
<u>Building Lease Aid:</u> Lesser of line a or b below:			
Building Lease Exp.	<u>1,927,200</u>	<u>1,935,668</u>	
Add'l PUN for PSEO (begin in FY18)	<u>30.00</u>	<u>19.00</u>	
a) Aid at \$1,314 per pupil unit (PSEO begin in FY18)	<u>1,734,480</u>	<u>1,713,456</u>	
b) Aid at 90% of Lease	<u>1,734,480</u>	<u>1,742,101</u>	
Lesser of \$1,314/p.u. or 90% of lease payment	<u>1,734,480</u>	<u>1,713,456</u>	
Estimated Proration of Lease Aid Revenue	<u>100.0%</u>	<u>100.0%</u>	
Total Prorated Building Lease Aid Revenue	<u>1,734,480</u>	<u>1,713,456</u>	
Lease Aid Revenue per pupil unit (before proration)	<u>1314</u>	<u>1314</u>	
<u>Building Lease Aid Analytical</u>			
Lease Aid Revenue that would need to be generated to cover exp at 90%. Max per Statute is \$1,314	<u>1,314</u>	<u>1,336</u>	
How many more PUN would we need to maximize lease aid?	<u>0</u>	<u>22</u>	
<u>Long-Term Facilities Maintenance Revenue</u>			
Revenue per Adjusted Pupil Unit	<u>\$132</u>	<u>\$132</u>	
Proration	<u>100.0%</u>	<u>100.0%</u>	
Total Long-Term Facilities Maintenance Revenue	<u>170,280</u>	<u>169,620</u>	
<u>Special Education Revenue</u>			
Non-ADSIS Rate	<u>estimate - 92.0%</u>	<u>estimate - 92.0%</u>	
State Special Education Aid & Tuition Billing	<u>1,903,900</u>	<u>1,823,639</u>	
ADSIS Rate	<u>55% of PY</u>	<u>55% of PY</u>	
ADSIS Aid	<u>164,568</u>	<u>160,088</u>	
Total Special Education Revenue	<u>2,068,468</u>	<u>1,983,727</u>	

Management has elected to omit substantially all disclosures, government-wide financial statements and required supplementary information. No

St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	<u>Preliminary 2021-2022</u>	<u>Reforecasted 2020-2021</u>	<u>Variance</u>
General Fund - Revenues			
<u>State Aids</u>			
General Education Revenue	8,697,583	8,583,013	114,570
Pension Adjustment Revenue	43,154	32,045	11,109
EL Aid	18,751	18,581	170
Compensatory Revenue	17,470	16,668	802
Subtotal	8,776,958	8,650,307	126,651
Alternative Compensation (Q Comp)	303,600	311,400	(7,800)
Shared Time	0	0	0
Adjustment - py over/under	0	0	0
Building Lease Aid	1,734,480	1,713,456	21,024
Long-Term Facilities Maintenance	170,280	169,620	660
Endowment Aid	49,046	53,422	(4,376)
Literacy Aid	81,477	81,477	0
Safe Schools - One Time Aid in FY20	0	0	0
Other Miscellaneous State Aids	0	0	0
TRA and PERA Special Funding Situations	0	0	0
Special Education Aid	2,068,468	1,983,727	84,741
Total State Aids	13,184,309	12,963,409	220,900
<u>Federal Revenue</u>			
Title Funds	9,528	9,700	(172)
CARES/CRF/WC	0	386,797	(386,797)
Federal Special Ed	193,578	182,900	10,678
PPP Loan		1,413,080	(1,413,080)
Total Federal Revenue	203,106	1,992,477	(1,789,371)
<u>Other Revenue</u>			
Out of State Tuition	0	4,750	(4,750)
Fees from Patrons (5)	93,000	70,000	23,000
Extracurricular Fees (6)	266,000	187,000	79,000
Field Trips (12)	30,000	500	29,500
Fundraising - Development (1)	580,000	205,000	375,000
Fundraising - Parent Group (2)	95,000	40,000	55,000
Fundraising - Booster Club (3)	31,100	2,000	29,100
Fundraising - Other (4)	7,500	0	7,500
Third Party Billing	2,000	3,327	(1,327)
Interest Earnings	0	25,000	(25,000)
Other Donations and Gifts	0	0	0
Miscellaneous Revenues (14)	1,000	1,000	0
Resale of Goods	0	3,000	(3,000)
Total Other Revenue	1,105,600	541,577	564,023
Total General Fund Revenue	14,493,015	15,497,463	(1,004,448)

St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

Preliminary
2021-2022

Reforecasted
2020-2021

Variance

General Fund - Expenditures

Inflation Assumptions

Salaries	1.0%	actual
Other costs	2.0%	2.0%

Expenditures

24.1%

24.6%

100s Salaries	4,920,696	4,944,319	(23,623)
200s Benefits	1,187,894	1,216,241	(28,347)
305 Contracted Services	600,000	590,000	10,000
320 Communications Services	38,000	33,000	5,000
329 Postage	2,000	2,100	(100)
330 Utilities	176,000	184,000	(8,000)
340 Property & Casualty Insurance	35,000	33,000	2,000
350 Repairs and Maintenance	488,000	424,000	64,000
360 Transportation (Field Trips)	18,000	0	18,000
366 Travel and Conferences	30,000	15,000	15,000
369 Field Trips (Admissions)	12,000	500	11,500
348-370 Lease Expense			0
Lease Payment per 9-30-16 Bond Run	1,699,558	1,699,558	(0)
Current Lease Payment - July 2016 and August 2016	0	0	0
Capital Improvement Fund	126,000	126,000	0
Other Costs (Audit, Accounting, Legal, Trustee Fee, S&P)	31,625	31,625	0
To maximize lease aid (roll into Capital Improvements)	70,017	78,485	(8,468)
F348 370 Lease Expense	1,927,200	1,935,668	(8,468)
370 Other Rentals and Operating Leases	74,000	74,000	0
401/455/465 General Supplies	70,000	68,700	1,300
P 810 Maintenance Supplies	90,000	104,000	(14,000)
405 Non-Instructional Software & Licensing	83,000	100,000	(17,000)
430/456/466 Instructional Supplies	80,000	72,000	8,000
460 Textbooks and Workbooks	46,000	40,000	6,000
461 Standardized Tests	32,000	32,000	0
490 Food	8,200	8,200	0
520 Building Improvements	134,000	88,000	46,000
530 Furniture and Other Equipment	40,000	135,000	(95,000)
555/556 Technology Equipment	115,000	60,000	55,000
580 Capital Equipment Leases	59,000	65,000	(6,000)
820 Dues and Memberships	38,000	40,000	(2,000)
891 TRA and PERA Special Funding Situations	0	0	0
898 Scholarships	1,200	1,200	0
899 Miscellaneous	0	0	0
Management has elected to omit substantially all disclosures, governmentwide financial statements and required supplemental information			0

St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	<u>Preliminary</u> <u>2021-2022</u>	<u>Reforecasted</u> <u>2020-2021</u>	<u>Variance</u>
C 217 Graduation (217)	33,000	33,000	0
C 339 COVID-19 Related Expenditures	0	236,975	(236,975)
Var. Extra Curricular Activities (6)	341,000	274,000	67,000
Var. Fundraising - Development (1)	755,000	260,000	495,000
Var. Fundraising - Parent Group (2)	95,000	40,000	55,000
Var. Fundraising - Booster Club (3)	31,100	5,000	26,100
Var. Fundraising - Other (4)	7,500	0	7,500
F335 Q Comp	303,600	311,400	(7,800)
F372 Third Party Billing PRG 400	2,000	3,327	(1,327)
F372 Third Party Billing PRG 420	0	0	0
P422 ADSIS	299,215	282,954	16,261
740 State Special Ed excl ADSIS	2,069,456	1,982,216	87,240
401/414/433 Title Expenditures	9,528	9,700	(172)
151-154/174 CARES/CRF/WC	0	386,797	(386,797)
419/420/425 Federal Special Ed Expenditures	193,578	182,900	10,678
910 General Fund Transfer to Other Funds	0	0	0
Total General Fund Expenditures	14,445,167	14,274,197	170,970
General Ed Salaries and Benefits as a percentage of State Aids (excluding Spec Ed & Lease Aid)	72%	73%	-1%
Check Figure	14,445,167	14,274,197	170,970
Change in Fund Balance - General Fund	47,849	1,223,266	(1,175,417)
Beginning General Fund Balance	5,439,922	4,216,656	1,223,266
Ending General Fund Balance	5,487,771	5,439,922	47,849
Fund Balance Percentage of Expenditures - General Fund	38.0%	38.1%	

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St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	<u>Preliminary 2021-2022</u>	<u>Reforecasted 2020-2021</u>	<u>Variance</u>
Food Service - Revenue & Expenditure Summary and Projections			
Food Service Revenue	502,140	299,178	202,962
Transfer from General Fund	0	0	0
Food Service Expenditures	497,791	363,326	134,465
Change in Fund Balance - Food Service Fund	4,349	(64,148)	68,497
Beginning Food Service Fund Balance	<u>259,230</u>	<u>323,378</u>	<u>(64,148)</u>
Ending Food Service Fund Balance	263,579	259,230	
Check Figure			
Community Service - Revenue & Expenditure Summary and Projections			
Community Service (All Day K moved to General Fund beginning F	118,895	28,930	89,965
Transfer from General Fund	0	0	0
Community Service Expenditures	107,475	30,469	77,006
Change in Fund Balance - Community Service Fund	11,420	(1,539)	12,959
Beginning Community Service Fund Balance	<u>81,934</u>	<u>83,473</u>	<u>(1,539)</u>
Ending Community Service Fund Balance	93,354	81,934	11,420
Check Figure			

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St. Croix Preparatory Academy #4120-07
Long-Range Budget Projection Model
Budget Model 4.9.21

	Preliminary <u>2021-2022</u>	Reforecasted <u>2020-2021</u>	<u>Variance</u>
Schoolwide Activity			
Total Revenues	15,114,050	15,825,571	(711521)
Total Expenditures	15,050,433	14,667,992	382441
Change in Fund Balance - Schoolwide	63,617	1,157,579	(1093962)
Beginning Schoolwide Fund Balance	<u>5,741,647</u>	<u>4,584,068</u>	<u>1157579</u>
Ending Schoolwide Fund Balance	5,805,265	5,741,647	
Fund Balance Percentage of Annual Expenditures	per audit 38.6%	39.1%	
Debt Service Coverage Ratio	1.22	1.86	
Days Cash on Hand	126	124	

Payroll Variance FY22 to FY21 General Ed (excluding Sped)

FY22 Budget (Prelim)

Description & Explanation of Variance from FY21 to FY22		FY22	Reforecasted FY21	Variance fr PY	% Increase (Decrease) from PY
Administration		776,495	826,054	(49,558)	-6.0%
Decrease attributed to W. Renner retirement- position not replaced (\$96K). This decrease partially offset with admin pay increases (\$46K)					
District Support Services		466,149	421,209	44,940	10.7%
for District Support Coordinator. Position was established in FY21, funded with CARES Act funding, and is recommended be continued for 1 year (\$45K)					
Instructional Support Services		148,725	136,596	12,129.0	8.9%
Increase above 2% Cost of Living target is attributed to proposed increase in Tech Assistant and Tech Coordinator pay due to increased duties and workload (\$9K)					
Pupil Support Services		167,782	146,872	20,910	14.2%
Increase above 2% Cost of Living target due to increase in Health Room Sub to allow for School Nurse to use FY21 accrued comp time (\$18K)					
Sites and Buildings		158,900	131,726	27,174	20.6%
Increase above 2% Cost of Living target due to return of FY21 furloughed Building Attendant (\$20K)					
Lower School (20.0 FTE)		889,243	910,137	(20,894)	-2.3%
Increase is below the 2% COL target primarily due to retirement of staff w/ 20+ yrs experience.					
Middle School (19.8 FTE)		887,786	876,510	11,276	1.3%
Increase within the 2% COL target					
Upper School (25.9 FTE)		1,329,252	1,302,309	26,943	2.1%
Increase within the 2% COL target					
Other		132,075	128,244	3,831	3.0%
Increase above the 2% COL target due to addition of misc stipend positions (\$4K)					
Total Gen Ed (Fund 1) Salaries		4,956,407	4,879,656	76,750	1.6%