



PCCS Board of Director's Meeting
AGENDA
Tuesday, March 23, 2010 7:00 PM
Anna B. Comstock Building – Conference Area
1531 Jones Point Road
Grayslake, IL 60030

Call to Order

President Geoff Deigan

Pledge of Allegiance

Motion to Approve Agenda

Discussion Agenda

1. Review Legal Bills
 - January 31, 2010 - Hodges, Loizzi, Eisenhammer, Rodick & Kohn (\$53.00)
2. Second Reading: Proposed Amended Policy 900.1 - Fundraising
3. Second Reading: Proposed Amended Policy 900.3 – Maintenance/Accountability of Donor Records
4. Second Reading: Policy 600.8.10- Internet Usage
5. Approve Proposed FY-11 School Calendar
6. First Reading: Amended Policy 600.1 – Class Size
7. Review & Rescind Policy 400.5 – Staff Acceptable Network Usage Policy
8. Review & Rescind Policy 900.2 - Donations

Public Comment

10 Minutes

Closed Session

Discussion related to 5ILCS 120/2(c) 1-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

9. Executive Director Search Contract Discussion
10. FY-11 Compensation Schedule
11. FY-11 Staffing Plan

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi annual review of the minutes mandated by Section 2.06

12. Review Closed Session Minutes: 2/23/2010, Special Meeting – 3/11/10 & 3/12/2010

Discussion related to 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees

Consent Agenda

13. March Director's Report - includes Principal's, Manager's of Benefits & Facilities, Director of Development and Business Manager's Report
14. Financial Statements, February 2010
15. Treasurer's Report and Finance Committee Report
16. Human Resource Committee Report
17. Governance Committee Report
18. Communications/Public Relations and Fund Raising Committee Report
19. Excellence in Academic Programs Advisory Committee Report
20. President's Report
21. PSO Report
22. Review Human Resource Committee Meeting Minutes – 2/15/2010
23. Approve Human Resource Committee Meeting Minutes – 2/15/2010
24. Review Open Session Minutes –2/23/10, Exec. Comm.- 2/28/10, Special Mtg. – 3/11/10 & 3/12/10
25. Motion to Approve Open Session Minutes –2/23/10, Exec. Comm.- 2/28/10, Special Mtg. – 3/11/10 & 3/12/10
26. Motion to Accept Reports on Consent Agenda

Public Comment

10 Minutes

Action Agenda – New Business

- 1A - Authorize Payment of Legal Bills- \$53.00
- 2A – Adopt Amended Policy 900.1 - Fundraising
- 3A – Adopt Amended Policy 900.3 – Maintenance/Accountability of Donor Records
- 4A – Adopt Amended Policy 600.8.10- Internet Usage
- 5A - Approve FY-11 School Calendar
- 7A – Approve Rescinded Policy 400.5 – Staff Acceptable Network Usage Policy
- 8A - Approve Rescinded Policy 900.2 – Donations
- 9A – Authorize a tentative contract for the Executive Director Position
- 12A – Approve Closed Session Minutes: 2/23/2010, Special Meeting – 3/11/10 & 3/12/2010

New Business - Future Agenda Topics

10 Minutes

Adjourn

Thank you for attending the meeting of the PCCS Board of Education. You are asked to limit your remarks to the Public Comment opportunities and to under four minutes. Respect and courtesy toward everyone present is expected. Public comment by any person acknowledged is not to be interrupted by anyone else. Individual board members do not respond to public comment, nor does the board at its business meeting engage in discussion with the public.

For questions or comments, please e-mail the Board at board@pccs.ws. Board e-mails are received and responded to by the Board President as soon as possible, usually within a week. Other board members are also informed of these correspondences prior to each monthly board meeting. The PCCS Board of Directors:

Steve Achtemeier, Treasurer	Dr. Eric Hebert	Elizabeth Stearns
Geoff Deigan, President	Tom Keenan	Dean Thorson
Mark Dybas, Secretary	Dr. Barb Provost, Vice President	John Wylie

A sample copy of the board documents for this meeting is available for viewing either on the school web site or in the office beginning Friday afternoon, March 19, 2010.

Prairie Crossing Charter School is a public school that transforms our children through academic discovery and interaction with our unique natural, ecological, and community resources.

1531 Jones Point Road
Grayslake, IL 60030-3536

847-543-9722 Phone
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School Director: Myron Dagley
Principal: Brian Greene

Visit us at prairiecrossingcharterschool.org



To: Members, Board of Directors

From: Myron

Re: 2nd Reading/Adoption of Amended Policy #900.1, Fundraising

Date: 3-18-10

Background Information:

When the Board previously reviewed this policy and another some discussion centered on including a reference in our policy to the rights of donors as a best practice for 501 3(C) organizations. Subsequent to that discussion, a sample statement was provided to me by board member, Elizabeth Stearns. After reviewing same and discussing such a practice with Sarah, I have made a further amendment to our policy on fundraising to include the rights of donors as discussed at the last meeting.

The attached amended policy statement contains the added language. It is my belief that this policy statement is now ready for adoption by the Board.

Administration's Recommendation:

The administration respectfully recommends that the Board of Directors adopt amended policy # 900.1, Fundraising effective immediately.

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Prairie Crossing Charter School
Board of Director's Policy

Policy # 900.1

Development and Community Relations.

**Prairie Crossing Charter School
Fundraising Policy**

Prairie Crossing Charter School (PCCS) fundraises through soliciting donations, conducting fundraising events, soliciting advertisements and sponsorships from businesses and individuals, and submitting grant proposals to government agencies, family and corporate foundations, and other granting agencies.

The PCCS administration shall review every prospective donor and donation. The administration will base its review upon factors including, but not limited to, those listed below. If the administration rejects a prospective donor or donation, it will communicate this decision to the prospective donor and provide the reasons for the rejection. If the administration has a question as to whether a potential donor or donation should be accepted or rejected, it may ask the PCCS Board for a final decision.

Donations or donors may be rejected by the PCCS Board or administration for reasons including, but not limited to, the following:

- State or federal laws that restrict or limit the prospective donor's product/service line. Consideration will be given as to whether these restrictions apply to adults and/or minor students served by PCCS;
- Illegal or improper issues associated with the prospective donor's product/service line.
- Consideration will be given to how significant and widespread these are;
- Restrictions tied to the donation that PCCS cannot or is not interested in accommodating; or
- The donor promotes adult products or products inappropriate for children.

. The donor or its products are not compatible with the PCCS Mission and Values

All donations to PCCS are nonrefundable. When cash or in-kind donations are made by companies or foundations, public acknowledgement may be provided. When cash or in-kind donations are made by family members of current PCCS students, such donations shall remain confidential to the extent practicable; public acknowledgement of such donations may only be provided when the donor requests such acknowledgement to be made. PCCS recognizes that some donors may wish to keep their identities confidential; however, PCCS recognizes that complete confidentiality cannot be maintained regarding donations. PCCS may be required to disclose the identity of donors on tax forms consistent with the requirements of the Internal Revenue Code and its regulations as well as other federal and state laws. PCCS shall comply with all applicable state and federal laws, including, without limitation, applicable nondiscrimination laws, in the implementation of this Policy and its Procedures.

Donors will be recognized in an appropriate manner. Recognition and benefits may include, but not be limited to, recognition in publications, special plaques, assignment of named gift opportunities, and donor recognition events. When a donor makes a pledge commitment to a particular campaign, the

Prairie Crossing Charter School
Board of Director's Policy

Policy # 900.1

Development and Community Relations.

School will work with the donor to finalize the specific recognition for the gift.

The Priage Crossing Charter School adheres to the following rights listed in the "Donor Bill of Rights" developed by the American Association of Fund Raising Council (AAFRC), Association for Healthcare Philanthropy (AHP), Council for Advancement and Support of Education (CASE), and the National Society of Fund Raising Executives (NSFRE):

Philanthropy is based on voluntary action for the common good. It is a tradition of giving and sharing that is primary to the quality of life. To assure that philanthropy merits the respect and trust of the general public, and that donors and prospective donors can have full confidence in the not-for-profit organizations and causes they are asked to support, we declare that all donors have these rights:

1. To be informed of the organization's mission, of the way the organization intends to use donated resources, and of its capacity to use donations effectively for their intended purposes.
2. To be informed of the identity of those serving on the organization's governing board, and to expect the board to exercise prudent judgment in its stewardship responsibilities.
3. To have access to the organization's most recent financial statements.
4. To be assured their gifts will be used for the purposes for which they were given.
5. To receive appropriate acknowledgment and recognition.
6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by law.
7. To expect that all relationships with individuals representing organizations of interest to the donor will be professional in nature.
8. To be informed whether those seeking donations are volunteers of the organization or hired solicitors.
9. To have the opportunity for their names to be deleted from mailing lists that an organization may intend to share.
10. To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.

The School Director is authorized to promulgate Procedures to implement this Policy. The Procedures shall include, but not be limited to, the specific procedures for solicitation and for training of staff and volunteer solicitors.

Adoption Dates: 11 November 2005

Amended and readopted:



To: Members, Board of Directors

From: Myron

Re: 2nd Reading/Adoption of amended policy # 900.3, Maintenance and Accountability of Donor Records.

Date: 3-18-10

Background Information:

As part of the Board's discussion of this policy statement on first reading the observation was made that the policy appears to be a mixture of policy and procedure. I have again reviewed the proposed amended policy statement and find it both appropriate and necessary. My rationale follows:

- The Board of Director's hires one individual, the Executive Director.
- The Executive Director hires and supervises all other employees. Inherent in that fact is the expectation that the roles of those hired are established by the Executive Director.
- As occupants of the executive director position change over time, so too may the roles and responsibilities of those persons then employed to fill other subordinate positions.
- To preserve our integrity as a not for profit agency, it is desirable that policy prescribe some aspects of professional conduct and responsibility attributable to specific positions within the organization.

It is my thesis that the amendments to the policy #900.3 are relevant and necessary to accomplish the preservation of such assigned conduct and responsibility, even though some language borders on procedure. In some cases even procedure is best grounded in policy.

Administrative Recommendation:

The administration respectfully recommends that the Board of Directors adopt amended policy #900.3 as presented effective immediately.

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Prairie Crossing Charter School
Board of Director's Policy

Policy # 900.3

Development and Community Relations.

Maintenance and Accountability
of Donor Records
Donation
Policy Addendum

~~The Director of Development shall oversee the receipt of all donations. The PCCS Board Treasurer shall open all donations, unless the donation is addressed to another individual. The School will cause a log of the donor, amount and source (i.e. check number, cash or stock information) to be maintained, and stamp any checks "for deposit only" to the designated account, and turn over to the Business Manager all donations and preliminary records for processing and verification.~~

~~The donation will be forwarded to the Development Director, who will then make the deposit, update the donor data base and send out a thank you in a timely manner. The PCCS Business Manager board treasurer shall open and review bank statements for all the building accounts to verify accuracy of deposits.~~

~~The Business Manager, Director of Development, School Director, Administrative Assistant, and Board Treasurer may routinely~~ Only these two individuals will have access to donor information. Exceptions will be made only for the School's auditors and attorneys who may need information to complete their required duties.

~~It shall be expected that all decisions of the School Director and Director of Development shall be made impartially and without regard for the record of giving established by any parent or constituent of the Prairie Crossing Charter School~~

~~**This log will be kept by the treasurer during the fiscal year and made available to the auditors and lawyers if requested.~~

Adoption Dates: 19 October 2008

Reviewed and Amended: March 23, 2010

Prairie Crossing Charter School
Board of Director's Policy

Policy # 600.8.10

Instructional

Computer Network and Internet Safety, Access and Usage*

This Policy and its implementing Rules and Regulations are intended to serve as a guide to the scope of the District's authority and the safe and acceptable use of the District's computers, computer network, and Internet access. This Policy governs all use of District computers, the District's local and/or wide area network, and access to the Internet through District computers or the District's local and/or wide area network, which will be collectively referred to in this Policy and its implementing Rules and Regulations as the District's "computer network."

The District's computer network is part of the educational curriculum and is not intended to be used as a public forum for general use. Access to the computer network is a privilege, not a right. The Board of Directors has a duty to insure that the manner in which the computer network is used does not conflict with the basic educational mission of the District. Use of the District's computer network may be restricted in light of the maturity level of students involved and the special characteristics of the school environment.

Access to the District computer network is consistent with and beneficial to the educational mission of the District. Such access serves as a natural extension of the educational lessons learned within the classroom by providing access to educational resources and reference materials, by reinforcing the specific subject matter taught, by requiring the use of critical thinking skills, by promoting tolerance for diverse views, and by teaching socially appropriate forms of civil discourse and expression. Therefore, students, teachers, administrators, other employees of the District, Board of Education members and Board Committee Members shall be allowed access to the District computer network consistent with the District's curriculum, educational mission and this Policy and its implementing Rules and Regulations.

The District shall not permit use of the computer network which:

- a. Disrupts the proper and orderly operation and discipline of the school;
- b. Threatens the integrity or efficient operation of the District's computer network;
- c. Violates the rights of others;
- d. Is socially inappropriate or inappropriate for a student's age or maturity level;
- e. Is primarily intended as an immediate solicitation of funds;
- f. Is illegal or for illegal purposes of any kind;
- g. Constitutes gross disobedience or misconduct

The School Director and Principal are authorized to implement this Policy and its Administrative Regulations, and to designate appropriate staff members to assist them in doing so. Further, the School Director is directed to review periodically the Administrative Regulations and amend same as needed to assure that they continue to assure access to the computer network in a safe, proper, and efficient manner.

*This policy incorporates suggested language provided by the law Firm, Hodges, Loizzi, Eisenhammer, Rodick, & Kohn to its clients.

Legal References: 20 U.S.C. § 6777; 47 U.S.C. § 254(h), (l); 47 C.F.R. § 54.520; 105 ILCS § 5/27-13.3 (eff. 1-1-2009)

Reviewed and Adopted:



To: Members, Board of Directors

From: Myron

Re: Adoption of Proposed School Calendar, FY-11

Date: 3-18-10

Background Information:

At the February board meeting we discussed the relative merits of starting our school year a week later than usual next late summer. The consensus seemed to be that the current pattern of school calendars has served us well and that there were distinct disadvantages to starting the school year later.

Given those perceptions, the administration has reviewed the current model further, prepared a proposed calendar for next year which follows that model, and is bringing same forth for adoption. We are now getting several calls weekly asking for the beginning and ending dates for next year as our parent and staff constituents are building their personal calendars which are increasingly complex. Closure on this issue will be timely now even if some are unsatisfied with the continuation of the current model.

Administrative Recommendation:

The administration respectfully recommends that the Board of Directors adopt the proposed school calendar for FY-11.

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Prairie Crossing Charter School 2010 - 2011





August 2010						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	ER	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2010						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	ER	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2010						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November 2010						
S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	ER	ER	20
21	22	23	ER	25	26	27
28	29	30				

December 2010						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

LEGEND	
	Vacation
	Holidays
	Teacher Inservice
	End of Trimester

Aug. 9-13No School: Teacher Inservice
 Aug. 16First Day of School / Early Release

Sept. 6 No School: Labor Day
 Sept. 15 Early Release

Oct. 8No School: Teacher Inservice
 Oct. 11 No School: Columbus Day

Nov. 5 End of 1st Trimester (57 days)
 Nov. 11 No School: Veterans Day
 Nov. 12Report Cards Home
 Nov. 18 Conferences - Early Release
 Nov. 19Conferences - Early Release
 Nov. 24 Early Release
 Nov. 25-26 No School: Thanksgiving

Dec. 20-Jan. 2 ... No School: Winter Break

Jan. 3 School Reconvenes
 Jan. 12 Early Release
 Jan. 17 No School: MLK Jr. Day

Feb. 11 No School: Teacher Inservice
 Feb. 25 End of 2nd Trimester (65 days)

Mar. 4..... Report Cards Home
 Mar. 10..... Conferences – Early Release
 Mar. 11..... Conferences – Early Release
 Mar. 28 - Apr. 1 Spring Break: No School

Apr. 4 School Reconvenes
 Apr. 22 No School: Teacher Inservice

May 11 Early Release
 May 30 No School: Memorial Day

June 2 8th Grade Graduation
 June 3Early Release: End of 3rd Trimester (63 days)
 June 3Last Day: Report Cards Home
 June 6-10 Proposed Emergency Days

 Days missed due to inclement weather will be made up on subsequent week days at the end of the year.

Early Release Dismissal at 1:00 p.m

January 2011						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	ER	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

February 2011						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2011						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	ER	ER	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2011						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	ER	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2011						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	ER	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2011						
S	M	T	W	T	F	S
			1	2	ER	4
5	ED	ED	ED	ED	ED	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



To: Members, board of Directors

From: Myron

Re: 1st Reading Proposed Amendments to Policy #600.1, Class Size

Date: 3-19-10

Background Information:

In its current form, Policy # 600.1 limits class size to 20 students. The administration current has the authority to add one student to a class on a temporary basis if doing so assists in maintaining the school at maximum enrollment. Two years ago the Board authorized policy exception and allowed us to increase class size to 22 students at the lower grade level for the same reason. Currently the policy directs that if a student voluntarily leaves a class which has been increased, the class size should revert to 20 students.

Projections for next year would have all classes except kindergarten above twenty (20) students. The administration has made recommended revisions to the policy which is attached in an effort to accommodate recent and ongoing efforts at maximizing our enrollment. It is essential that we do this to achieve the maximum income we can achieve from ISBE. Even if that were not our objective, a majority of our classes would exceed limits set by policy without this change.

The proposed revision has been thoroughly vetted by the Governance Committee. That committee has authorized bringing this proposed revision to the board for a first reading.

Administration's Recommendation:

The administration respectfully recommends that the Board of Directors declare a first reading on the amendments to Policy #600.1 as presented.

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Prairie Crossing Charter School
Board of Director's Policy

Policy # 600.1

Instructional

Class Size Policy

Class Size

Small class size is critical to the mission of Prairie Crossing Charter School (PCCS) to foster student-directed, experiential, and inquiry-based learning. Establishing a predictable, maximum class size is important for planning and budgeting purposes. Individual classes at all grade levels will contain a maximum of ~~22~~20 students. Exceptions may be made only as indicated below.

Expanding Class Size

State funding for PCCS is based on total enrollment for the school. Therefore, maintaining maximum enrollment is necessary to receive all available funding.

If a class has fewer than ~~22~~20 students enrolled and has no students on the waiting list to be admitted, the administration may decide to add one additional student to other classes until the maximum enrollment for the school (~~number of classes X 20 students~~) is achieved. Whenever possible, additional students will be added to upper grade classes, where intense, individualized instruction in literacy skills occurs less frequently than in earlier grades.

Addition of one student to a class is considered a temporary exception to the policy, and class size will automatically return to ~~22~~20 upon a student leaving the class (attrition). If a student leaves a class containing ~~22~~24 students, the administration will determine if a new student will be admitted to replace the departing student so as to reach/maintain maximum enrollment for the school. The administration may choose not to replace a departing student in a class of ~~22~~24, but rather to add an additional student to a different class if necessary to maintain maximum school enrollment.

Notwithstanding anything above to the contrary, no class shall ever contain more than 24 students, and in no event shall total school enrollment exceed 370 in district students.

Adoption Dates: 16 March 2004

Amended and adopted:



To: Members, Board of Directors
From: Myron
Re: Director's Report, March 23, 2010 Meeting
Date: 3-18-10

Outreach Campaign:

With our annual lottery behind us as of March 1, 2010, we have begun the process of reviewing our 2009-2010 Outreach Campaign. A more comprehensive report will be submitted to ISBE on or before April 1, 2010, but I wanted to share to preliminary data and some observations I will be contributing to the final analysis.

First, I want to commend Dil Dybas for the leadership she brought to the table in orchestrating this year's campaign. She faithfully completed the task of reactivating an administrative taskforce giving guidance to the effort and for the first time we had representation from areas of our population actually serving on the task force. A faculty member from CLC who is well connected in the Latino Community gave much appreciated council as did another individual who operates a child care agency located in the heart of the Fremont District 79 area. Dil has prepared a comprehensive narrative explaining our time lines used, the instruments of communication used, the contacts made, etc. The taskforce composition was then completed with staff and parents of our own agency along with Dil and me.

We have decided to further populate the taskforce and keep it organized. It will meet every other month commencing in May until late fall at which time it will resume meeting monthly to guide the campaign for FY-12.

Many new ideas have already been generated to increase the circulation of information across the geographic areas. I would recommend that we discontinue attempting to take our "open house" concept on the road, for only one of three locations generated any attendance at all, and that one was in a day care center where a small number of parents attended. The open houses we host on campus are always well attended, as they were this year, and those coming get to "see that school" about which they have heard. Seeing our location, our classrooms, our gym, our garden areas, etc. is worth more than dozens of pictures. It serves a real "hands on" purpose. It is especially comforting to the parents of prospective kindergarten students.

The preliminary data looks like this:

of Registrations for Lottery Participation=198

of Kindergarten Sibs seated=17

of 39 new kindergarten students seated by lottery

of students remaining on wait lists=159

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Waitlists by Grade Level

K=50 1st=33 2nd=22 3rd=13 4th=21 5th=10 6th=5 7th=4 8th=1

If we assume all the newly seated and current students remain other than exiting eighth graders, our enrollment on the first day of school would be:

K=40, 1st=42, 2nd=42, 3rd=44, 4th=42, 5th=42, 6th=42 7th=41, 8th=42 plus 1 Out of District,

Total =377 plus 1 OD

While we annually experience some attrition during late July and August, there is good reason to expect that these numbers are a “reasonable basis” upon which to base FY-11 and Enrollment and Budget estimates.

FY-11 Budget Development Progressing:

While some may have been frustrated by the experience, the administration presented a comprehensive initial draft of next year’s operational budget. It was constructed upon a foundation of assumptions included in which were some major impact centers. These were:

- School districts have been alerted to the fact we should expect a \$500 dollar per student reduction in our state aid payments. This would represent a potential loss of \$180,000 plus in revenue. We used this expectation in our draft 1B.
- We have been alerted that state categorical aid is in jeopardy, even yet this year, and may not be realized at all next year. We reduced our expectation by about 50% in draft 1B, another \$25,000 or so.
- We included maintenance project costs which have been ignored for too long. This represented an increase in costs of \$100,000.
- We included “reasonable” compensation adjustments for staff whose income has been frozen at FY-09 levels. This included achieving parity for our teachers as compared to regional averages.
- We based our enrollment upon the data included in the previous section of this communication.

In the final form, our Draft 1B budget was not in balance by more than \$200,000. Any budget we adopt and submit to ISBE must be in balance.

Our next steps, which have already begun will be to identify strategies which will reduce projected costs while striving to maintain essential strengths in program. We expect to develop Draft 2 for presentation to the Finance Committee and Board of Directors in April, revise if necessary thereafter and adopt the operational budget at the May, 2010 Board of Director’s Meeting. It is highly likely that we will need to include some reductions in staff to achieve this outcome. We can hardly be expected to be dramatically different, when virtually every district in the state is doing the same thing. It is painfully clear that state and local government entities must maintain and/or do more with less! PCCS is no exception!

Important Events:

This Friday evening the inaugural gathering of the PCCS Alumni Organization is being held. We have had the assistance of Mrs. Colleen McMahan (mom of Erin and Cory, former graduates) who has created some magnificent photographs of each graduating class since 2006. These will be on display Friday evening and then will be hung here on campus for all to see. A new tradition is born, perhaps one to be carried into the future. We’ll bring them to the Board meeting for you to see as well.

The planning for our Volunteer Appreciation Breakfast goes forth. This week our invitations were issued giving some hint of the agenda for that morning. Please mark your calendars for April 19, 2010 at 9:00 A.M. Representatives of both the administration and instructional staff will be making comments to those assembled. It is just “our way of saying thank you” to this vital component of our School. We function only because of our

volunteer work force whose gifts to this school are their labors of love and passion! I extend my thanks to Dil Dybas and Sarah Kirch for their leadership with respect to this new experience. I hope to see all of you there.

As the year end draws closer, I remind us all that our graduation ceremony is scheduled for June 3, 2010. This will be an anniversary celebration as our first class of graduates will also be graduating from high school this May/June. Some representatives of that class will be participating in our ceremony as an added honor, both to themselves and this year's class. Could this be another tradition? The Board and administration will be expected to serve refreshments at the conclusion of this event. We have an opportunity to serve!

Director of Development Report:

“Around the World” Auction

I think it is safe to say that this year's Auction was a success! THANK YOU to the many donors and volunteers who made the experience of planning this event so easy and rewarding. I would also like to express my personal gratitude to Kathy Beyer, who worked at least as hard and as long on this event as I did. Kathy brought work home with her just about every night in preparation for this event, and her good nature, intelligence, patience, and work ethic are of great benefit to PCCS. So to Kathy, truly my partner in planning and facilitating the Auction, thank you. I want to add my thanks to Yvonne Schaefer, Frances Verenski, and Dil Dybas, all of whom took on large, voluntary projects for the Auction and who did them astoundingly well. And to all of the classroom project coordinators, teachers, TAs, and staff who took on the tasks of creating the AMAZING works of art for the Auction, thank you! Additional thanks are in order to the MANY, MANY others who contributed to the success of this event. Rest assured, your efforts did not go unnoticed!

For those who want to see financial data, here's how this year's Auction (with the numbers as reported as of March 17th) and last year's Auction compare.

	2009 AUCTION	2010 AUCTION	PERCENT CHANGE 2009-2010
LIVE AUCTION	\$7,205	\$12,430	72.5%
SILENT AUCTION	\$11,285	\$15,535	38%
RAFFLE	\$2,110	\$2,135	1%
ADMIN TEAM RAFFLE	\$435	\$545	25%
TICKETS	\$5,200	\$5,760	11%
RESTRICTED GIFTS	\$1,540	\$3,603	234%
OTHER*	\$3,394.03	\$665.01	Please see explanation below to understand reason for decline.
TOTAL GROSS PROFIT	\$31,169.03	\$40,673.01	30%
TOTAL NET PROFIT – GENERAL OPERATING EXPENSES	\$24,970.11	\$29,523.24	18%
TOTAL NET PROFIT – RESTRICTED GIFTS	\$1,540	\$3,603	234%

*2009's other category includes a few larger sponsorships. We received one such sponsorship already this year but classified them as a Partner with Parents sponsor for their \$1,500 contribution. We chose to pursue the other sponsors for the Partner with Parents program as well, and two of those are still in development.

Congratulations to Chris Hershiser for receiving a \$500 Kids' Gardening Program/Classroom Gardens grant from Welch's Harvest Grant! Chris did a fabulous job taking on the task of writing this grant in short order, and due to his inspiring proposal, PCCS was one of 100 schools around the country (and one of two in Illinois) to receive this grant! Thank you, Chris. I look forward to seeing what you create.

Breakfast Fundraising Event

I wanted to inform you all that we have made the executive decision to postpone the Breakfast Fundraising Event until the fall of 2010. There are a couple of reasons for this decision. The first and most important is that we want to do this event RIGHT the first time because we believe it has great potential for PCCS. I strongly believe that we will benefit from more time to plan for this event. The second is that we have struggled to find enough individuals willing and able to serve as Table Captains, and we want to ensure that when we do hold this event, we will have plenty of Table Captains and full tables! And the third is that we have been able to find other avenues to raise the anticipated income from this event in FY2010, including the higher than expected profits from the Auction.

Rest assured, we WILL schedule this event for the fall, and I truly look forward to it. I hope that those of you who have been serving on the planning committee and/or have committed to serve as Table Captains will continue to do so. Thank you all for your commitment and understanding, and I truly hope that you will all continue to remain involved as we move forward with this event for the fall of 2010!

Coming Up in Development in FY2010

A little preview of what the Development Office has in store for the remainder of this school year:

- ✎ Donor Identification, Cultivation, and Stewardship.
- ✎ Further work on securing corporate Partners in our Partners with Parents program and for other sponsorship opportunities such as events.
- ✎ Applying for more foundational and corporate grants.
- ✎ Further development of the donor/sponsor database and of promotional materials to utilize with prospective and current donors and sponsors.
- ✎ A number of events, including the Pancake Breakfast, Prairie Pedal, Rummage Sale, and Graduation.
- ✎ Regular classroom and program observations.
- ✎ More focus groups with various groups of PCCS stakeholders, including TAs, teachers, parents, alumni and board.

Respectfully submitted,
Sarah Eisner Kirch

Principal's Report:

ISAT: ISAT testing was completed. All materials were sent back to Pearson on Friday. Students and staff did a great job administering and taking the tests. Staff created a great testing environment and students were assured that the expectation was that they just did their best. Results will be shared when we get them back.

March Staff Meeting: This month's staff meeting followed many of our school's missions by incorporating outside learning and constructivism at the teacher level. Staff took part in an "Environmental Amazing Race." Staff journeyed around the campus to locations such as the farm, outdoor classroom, Lake Leopold, Prairie Smoke Pond, the geothermal playground and various buildings on campus. Teachers needed to reflect on such topics as the process of composting, the Prairie Crossing watershed, identification of environmental features of the buildings, how we utilize the grounds and how key environmentalist help in teaching our students about environmental stewardship. It was a great deal of fun and a learning experience for all.

Conferences: Student-led conferences were held on March 11th and 12th. We had a 96% attendance rate at these conferences. Staff will continue to examine the process and help determine if we will continue this type of conferencing in the future. Parents were also given the opportunity to make separate conferences with the teacher.

EAPAC: I have asked the committee to continue discussing the proposed change in multi-age classrooms.

If you have any questions, please feel free to contact me at school by phone or email.

Thanks
Brian

Manager of Benefits and Facilities Report:

It has been a busy time for the facilities team. It's wonderful to see the green grass, but along with it comes lots of mud and water. Spring clean up! We've done as much of the grounds as the weather will allow; getting much of the debris up that was buried under the snow for the last several months. Additionally, we have begun identifying some outside projects that need to be done over the next several months.

Mr. Dagley and I have met to identify projects which will require attention over the next year so that we could more accurately anticipate budgetary concerns. I have worked these numbers into the maintenance portion of the recent draft of the budget for your consideration. I understand the tight budget and the needs to prioritize but I felt it imperative that the board understood the maintenance needs which we have identified.

Two items are of particular importance. The first is a maintenance agreement on our Geo-Thermal systems. We are five years into the warranty of the pumps and mechanical systems in the Comstock building and three years into the same on the Carson building. We've been very lucky not to have any serious malfunctions and the few that we've had have been covered under warranties. As with any equipment the importance lies in maintenance. We do some of it in house; including change filters and fixing small issues, but we need to have a regular service agreement. Historically, we have approached McDonough to get quotes for the past couple of years. The first year was \$32,000 and the second \$25,000 which were not options in our budget. However, this year I think we need to find an agreement which is both affordable and will give us peace of mind that our systems are being maintained. I am awaiting an updated bid from McDonough which might fit better with our needs.

The second item I feel strongly about is the need to hire another custodian for the night crew. The campus is quite large and in order for it to be kept clean we really need two people on at night. 90% of the cleaning takes place in the evenings when the school is vacant. We do some cleaning during the day, but it is difficult to do with people in the buildings. We will still need a daytime person as we have numerous items that need attention daily. Many of these are maintenance issues, but some are grounds and custodian based too.

We will begin looking at benefits in April and May. We generally have quotes by July and our new benefit year begins in September. Last year the board made the decision to pay a flat rate for benefits for employees. There was so much flux in rates that it made accurate budgeting very difficult, however, by assigning a flat rate we were better able to forecast our actual expenses. Given the general overall trend of 10 – 15% rate increase throughout the insurance industry, the board may wish to give the business manager direction in budgeting for a higher flat rate for next year.

Our liability insurance renews in July. We will begin looking at plans in late April to early May with solid quotes being received in early June. Last year we had a 3% increase overall. However, our workman's comp went up about 20% due to a claim and increased payroll expense.

We continue to see a decline in rental income throughout the year. Our biggest source of revenue last year was rentals for soccer clubs. Overall the local soccer clubs have seen a decline in enrollment due to the economy. This has translated in less need for outside rentals for them. I have been in contact with representatives from most of the local teams in an effort to fill our space. We have contracted with three different clubs this year but filling the gym in this market is difficult. We also rent out classroom space for Sunday programs to two separate groups throughout the year. We had projected income of 30,000 but I anticipate it to be more in the 15,000 to 17,000 range.

The After School Program continues to perform solidly. We now have a kindergarten enrichment program, an after school program, a kids day off program, a "getting to know you" summer program and a summer camp. We have worked very hard to grow this program over the past three years. Both Jody Hoffman and Lindsay Beckstrom have been instrumental in this capacity. I anticipate we will see revenue of about 92,000 with a net income of about 70,000. Enrollment for summer camp is now open.

Respectfully Submitted.

Mary Burks

Business Manager's Report:

February Financial Statements and Highlights

Included in the package are the following statements:

1. A Balance Sheet as of February 28, 2010 vs. June 30, 2009 vs. February 28, 2009.
2. A Profit and Loss Statement for February, 2010 Year-To-Date vs. Budget Year-To-Date.
3. A Profit and Loss Statement for February, 2010 Year-to-Date vs. February, 2009 Year-to-Date.

The balance sheet as of February 28, 2010 shows cash totaling approximately \$489,000 (excluding the PSO checking account) and includes the collection of FY2010 school fees, and the 1st, 2nd, and 3rd quarter per capita tuition reimbursements (PCTR) from ISBE. The 4th quarter reimbursement of approximately \$821,000 is anticipated to arrive mid-April.

Funds are being escrowed monthly to meet the next sinking fund payment of \$160,000 in September, 2010, and are reflected in Current Assets as a short-term investment account.

On November 25, 2009, the School refinanced its Series 2008 revenue bonds with Comerica, replacing M&I. Refinancing costs of approximately \$100,000 are reflected in Capitalized Closing Costs, and will be expensed over the remaining twenty-nine years of the loan, increasing the monthly amortization approximately \$300 per month. Included in the Prepaid Expense account are ongoing operational fees: remarketing fees of approximately \$8,000, prepaid thru 10/31/10, paid at the time of closing to Comerica; and remaining 1st quarter 2010 letter of credit fees paid to Comerica and Lake Forest Bank, which will be expensed in March.

Account 1610 is required by our Finance Agreement and represents a \$307,000 CD pledged as additional collateral and as a payment reserve account in conjunction with the mortgage financing.

Liabilities include a Capital Lease for the copier/printer/scanner placed in service during July, 2006, ending July, 2011; and Accounts Payable, which is higher than previous months. \$20,000 of the \$47,000 total is due to two contractors submitting time sheets/ invoices late for services performed in February. The expenses are reflected in February, but paid in March.

Deferred Revenue – School Fees and Deferred Revenue – ISBE represent cash received but not yet earned under the accrual method of recognizing income for school fees and the PCTR from ISBE. Also included in liabilities is a taxable loan payable (original loan amount of \$235,000) to Lake Forest Bank and the associated mortgage agreement which was refinanced during September 2008. Principal and interest payments of approximately \$3,000 are made monthly, with a balloon payment of approximately \$168,000 due in September, 2011.

Operating results for the month ended February, 2010 reflect expenses for the first two-thirds of the fiscal year, and the school year. **Net Income Year-to-Date (excluding PSO) is approximately \$4,000**, versus a budgeted Net Loss of approximately \$27,000 for the same period, and versus a Net Loss (excluding PSO) of approximately \$83,000 in the prior year. Debt service payments were averaging approximately \$52,000 per month before refinancing, but are forecasted to be approximately \$40,000 per month going forward.

Line of Credit

Lake Forest Bank extended the School's Line of Credit thru September 30, 2010 for \$300,000 at a rate of Prime plus 1.00%.

FY 2010 Forecast

The FY 2010 Forecast included in this month's package represents a conservative accounting of all anticipated revenue and expenses, as well as expected year-end adjustments and contingencies for unanticipated items. This forecast will be update monthly for the remainder of the fiscal year.

FY 2011 Budget

Budget development is well underway. Input is being gathered from each functional manager, and will continue to be reviewed, and adjusted. A first draft will be reviewed at the March Finance Committee meeting, presented at the March Board meeting, and submitted to ISBE by the end of March.

Prairie Crossing Charter School
Profit & Loss
 July 2009 through February 2010

	Jul '09 - Feb 10	Jul '08 - Feb 09	\$ Change
Ordinary Income/Expense			
Income			
4100 · Reimbursement From ISBE	2,095,978	1,993,406	102,573
4200 · Grants			
4201 · Federal Grants			
4210 · IDEA Grant	25,547	0	25,547
4215 · ARRA Grant	63,803	0	63,803
4224 · Title I Low Income	8,401	6,828	1,573
4225 · Title IV Safe & Drug Free	347	669	-322
4226 · Title II Teacher Quality	1,675	3,379	-1,704
Total 4201 · Federal Grants	99,773	10,876	88,897
4220 · State Grants			
4221 · Special Ed Personnel	14,132	13,176	956
4222 · Reading Improvement	0	7,148	-7,148
Total 4220 · State Grants	14,132	20,324	-6,192
4230 · Other Grants	15,931	35,730	-19,799
Total 4200 · Grants	129,836	66,930	62,906
4300 · Student Fees			
4310 · Books/Materials/Activities	24,195	57,689	-33,494
4315 · Field Trip Fees	3,813	0	3,813
4320 · Summer School	0	3,680	-3,680
4325 · Before and After School Program			
4359 · Before and After School Care	52,250	68,339	-16,089
4369 · Summer Enrichment Program	8,475	0	8,475
4370 · Getting to Know You	1,560	1,360	200
Total 4325 · Before and After School Program	62,285	69,699	-7,414
4350 · Clubs			
4351 · Roots & Shoots	42	0	42
4356 · Band	11,506	17,795	-6,289
4358 · Interscholastic Sports	12,003	4,200	7,803
4363 · Tae Kwon Do	1,250	0	1,250
4364 · Drumming	0	530	-530
4365 · Movie Club	225	0	225
4367 · Homework Club	0	735	-735
4368 · Champions Club	3,425	1,575	1,850
Total 4350 · Clubs	28,451	24,835	3,616
Total 4300 · Student Fees	118,744	155,903	-37,160
4400 · Out-of-District Tuition	11,393	7,689	3,704
4500 · Fundraising			
4501 · Other	2,834	2,116	718
4503 · Holiday Cards	0	10	-10
4505 · Auction	3,165	2,005	1,160
4508 · Edible Harvest Festival	15,246	16,618	-1,372
4509 · 8th Grade	12,949	13,343	-394
4511 · Band Boosters	1,195	3,828	-2,633
4512 · 7th Grade	471	-8	479
4515 · Scholastic Book Fairs	3,362	2,725	637
4516 · Student Council	0	1,353	-1,353
4517 · 7th Grade Flag Pole	0	175	-175
4520 · 5/6th Grade - Rain Barrels	60	0	60
4824 · Spirit Wear	3,017	3,328	-310
Total 4500 · Fundraising	42,299	45,492	-3,194
4600 · Hot Lunch			
4601 · Hot Lunch - Farm to Table	8,946	6,249	2,697
4602 · Hot Lunch - Pizza	27,598	10,067	17,531
Total 4600 · Hot Lunch	36,543	16,316	20,228
4700 · Interest Income			
4702 · Interest Income - LFB	616	736	-120
4703 · Interest Income - LLC	2,301	3,601	-1,300

Prairie Crossing Charter School
Profit & Loss
 July 2009 through February 2010

	<u>Jul '09 - Feb 10</u>	<u>Jul '08 - Feb 09</u>	<u>\$ Change</u>
Total 4700 · Interest Income	2,916	4,337	-1,420
4800 · Other Income			
4805 · Contributions			
4810 · General Contributions	1,146	931	216
4811 · Sponsorships	7,549	908	6,641
4813 · Annual Appeal	33,703	22,230	11,473
4814 · Restricted Contributions	5,245	435	4,810
4816 · ACH Donations	4,160	5,450	-1,290
4819 · Penny Wars	0	865	-865
4828 · Matching Gifts	8,847	3,867	4,980
Total 4805 · Contributions	<u>60,649</u>	<u>34,685</u>	<u>25,964</u>
4820 · Other			
4821 · 7th Grade Trip	0	9,100	-9,100
4822 · Field Trip & Activity Fees	205	0	205
4823 · 8th Grade Trip	24,133	27,579	-3,445
4827 · Graduation	55	0	55
4829 · 7th and 8th Parties	1,679	1,636	43
4830 · Reimbursed Expenses	0	-518	518
Total 4820 · Other	<u>26,072</u>	<u>37,796</u>	<u>-11,724</u>
4825 · Rental Income	4,245	19,834	-15,590
Total 4800 · Other Income	<u>90,966</u>	<u>92,315</u>	<u>-1,350</u>
Total Income	<u>2,528,675</u>	<u>2,382,387</u>	<u>146,287</u>
Expense			
5100 · Instruction			
5105 · Classroom Supplies	4,492	12,239	-7,747
5110 · Educational Materials	26,664	29,203	-2,539
5115 · Computer Supplies	1,094	0	1,094
5116 · Computer Support	14,625	0	14,625
5120 · Other Instructional Equipment	0	500	-500
5130 · Instruction Salaries	740,572	769,477	-28,905
5131 · Allocated Stipends	-27,554	-25,917	-1,637
5135 · Related TRS Expense	11,149	8,775	2,374
5140 · Related Medicare Expense	11,593	10,882	712
5145 · Related FICA Expense	13,329	14,201	-871
5150 · Related Health Benefits Expense	57,685	75,064	-17,379
5155 · Other Expenses for Clubs			
5158 · Yearbook	187	0	187
5159 · Band	10,810	17,828	-7,018
5171 · Interscholastic Sports	7,058	3,741	3,317
5172 · Before and After School Care	13,079	16,897	-3,818
5176 · Champions Club	3,794	991	2,803
5177 · Tae Kwon Do	675	0	675
5178 · Homework Club	0	828	-828
5180 · Drumming	0	520	-520
5190 · Getting to Know You	485	0	485
5155 · Other Expenses for Clubs - Other	169	0	169
Total 5155 · Other Expenses for Clubs	<u>36,256</u>	<u>40,804</u>	<u>-4,548</u>
5160 · Other			
5161 · Other- Educational Activities	3,550	4,086	-537
5162 · Other- Farm Education	15,000	15,000	0
5163 · Graduation	461	-10	471
5164 · Summer School	7,345	2,893	4,453
5167 · 7th & 8th Grade Parties	1,020	871	149
5168 · 8th Grade Trip	1,009	13,813	-12,804
5169 · 7th Grade Trip	440	7,901	-7,461
5160 · Other - Other	195	0	195
Total 5160 · Other	<u>29,020</u>	<u>44,554</u>	<u>-15,535</u>
Total 5100 · Instruction	<u>918,926</u>	<u>979,781</u>	<u>-60,856</u>
5200 · Administration			

Prairie Crossing Charter School
Profit & Loss
 July 2009 through February 2010

	Jul '09 - Feb 10	Jul '08 - Feb 09	\$ Change
5205 · Administrative Salaries	223,696	228,715	-5,018
5206 · Administrative Contractual	17,971	14,400	3,570
5215 · Related Medicare Expense	4,024	3,212	813
5220 · Related FICA Expense	13,521	10,458	3,063
5225 · Related Health Benefits Expense	9,684	10,148	-464
5226 · Unemployment Compensation	5,287	6,885	-1,598
5230 · Supplies	7,698	5,162	2,537
5235 · Furniture	0	1,679	-1,679
5240 · Office Equipment	0	208	-208
5241 · Computers	4,658	8,201	-3,542
5242 · Computer Support	4,825	4,115	710
5250 · Equipment Maintenance	12,149	3,928	8,221
5255 · Telecommunication Equipment	0	150	-150
5260 · Telecommunication Usage	10,625	8,790	1,835
5265 · Accounting and Audit Fees	17,800	21,000	-3,200
5270 · Payroll Service Fees	8,005	7,691	314
5275 · Printing and Copying	311	0	311
5280 · Postage and Shipping	2,234	2,629	-395
5285 · Insurance (incl. Building Ins.)	40,093	32,842	7,251
5290 · Dues and Subscriptions	3,854	4,763	-909
5291 · Board Related Expenses	836	5,375	-4,539
5294 · Legal Fees - LLC	0	828	-828
5295 · Legal Fees	4,032	18,220	-14,188
5296 · Employment Expense - Other	721	0	721
5297 · Other	2,025	1,020	1,006
5298 · Related FSA Expense	805	1,050	-245
Total 5200 · Administration	394,856	401,468	-6,612
5300 · Support Services			
5301 · Special Ed Salaries	123,257	92,963	30,294
5302 · Related Medicare Expense	0	1,256	-1,256
5303 · Related FICA	0	2,661	-2,661
5304 · Related Health Benefits	9,397	12,470	-3,073
5305 · Contractual Expense for Spec Ed			
5324 · Auditory Services	4,989	0	4,989
5325 · Speech Services	54,210	51,288	2,922
5326 · OT Services	49,000	45,945	3,055
5327 · Psychological Services	49,454	46,540	2,914
5328 · Other Services	36,202	31,771	4,430
Total 5305 · Contractual Expense for Spec Ed	193,854	175,544	18,310
5308 · Special Ed Legal Fees	59	4,895	-4,836
5309 · Special Ed CR Mats & Sups	1,993	1,042	951
5310 · Professional Development	4,912	7,290	-2,378
5315 · Transportation	856	7,620	-6,765
5316 · Transportation Stipend	1,440	0	1,440
5320 · Food Service			
5321 · Pizza	20,516	9,258	11,258
5322 · Hot Lunch - Farm to Table	4,080	3,874	206
5405 · Facility Rent - Barn	800	800	0
Total 5320 · Food Service	25,396	13,931	11,464
5399 · Allocated Grant Expense	0	-49,675	49,675
Total 5300 · Support Services	361,163	269,997	91,166
5400 · Operations and Maintenance			
5410 · Utilities			
5411 · Water and Sewer	1,210	816	394
5412 · Other	0	17	-17
5413 · Gas and Electricity	30,019	34,221	-4,202
5414 · Garbage	1,178	1,328	-150
Total 5410 · Utilities	32,406	36,381	-3,975
5415 · Maintenance Salaries	22,341	21,216	1,125
5416 · Facilities Management	15,818	0	15,818
5420 · Related Medicare Expense	318	294	24
5421 · Related Health Benefits	480	2,442	-1,963

Prairie Crossing Charter School
Profit & Loss
July 2009 through February 2010

	Jul '09 - Feb 10	Jul '08 - Feb 09	\$ Change
5425 · Related FICA Expense	1,359	1,256	103
5430 · Maintenance Contractual			
5431 · Cleaning	225	0	225
5432 · Life Safety	4,311	7,133	-2,822
5433 · Snow Removal	5,088	9,354	-4,266
5436 · Other	6,936	9,666	-2,730
5430 · Maintenance Contractual - Other	509	0	509
Total 5430 · Maintenance Contractual	17,069	26,153	-9,083
5435 · Maintenance Equipment	554	749	-195
5440 · Maintenance Supplies	7,654	10,592	-2,938
5445 · Long-Term Maint & Repairs	0	2,198	-2,198
Total 5400 · Operations and Maintenance	98,000	101,282	-3,282
5500 · Other Expenses			
5510 · Fundraising			
5511 · Auction	1,706	1,047	659
5512 · Rummage Sale	0	50	-50
5513 · 5/6 Grade Fundraising	333	0	333
5514 · Other	945	1,454	-509
5517 · Edible Harvest	11,621	9,814	1,807
5519 · 8th Grade Fundraising	6,960	8,339	-1,379
5521 · Band Boosters	1,635	1,882	-247
5525 · Spirit Wear	2,361	3,667	-1,306
5526 · Scholastic Book Fair	2,272	1,186	1,086
5527 · Student Council	52	2,794	-2,742
5529 · Poker Night	1,195	0	1,195
5550 · Fundraising Salaries	25,659	8,000	17,659
5551 · Related FICA	0	490	-490
5552 · Related Medicare	0	118	-118
5553 · Fundraising Stipends	0	2,365	-2,365
Total 5510 · Fundraising	54,739	41,206	13,533
5515 · Bank Fees	1,305	2,160	-855
5520 · Recruitment and Employment	590	1,147	-557
5535 · Community Outreach	1,574	830	744
Total 5500 · Other Expenses	58,208	45,344	12,865
5600 · Grant Expense			
5601 · IDEA Grant	776	18,366	-17,591
5602 · Spec Ed Pers Grant Exp	0	26,295	-26,295
5603 · Title I FY08	0	4,934	-4,934
5604 · Title II Teacher Quality	0	3,405	-3,405
5605 · Title IV Safe & Drug Fee	0	669	-669
5607 · Reading Improvement	9,860	7,451	2,409
5608 · Title I FY09	625	7,176	-6,551
5609 · ARRA Grant	37,109	0	37,109
5616 · Nutrition Education	0	3,750	-3,750
5617 · Circle of Service	3,750	0	3,750
5618 · Title I FY10	1,043	0	1,043
Total 5600 · Grant Expense	53,162	72,046	-18,884
Total Expense	1,884,315	1,869,918	14,397
Net Ordinary Income	644,360	512,469	131,890
Other Income/Expense			
Other Income			
7100 · Non-Operating Income			
7101 · PSO Revenue			
7102 · Fundraising			
7103 · Box Tops	582	917	-334
7105 · Target VISA Card	743	852	-109
7106 · Natural Ovens	598	545	53
7107 · SCRIP	107,500	62,772	44,728
7109 · Holiday Bazaar	2,530	2,327	202
7110 · Other	0	236	-236

Prairie Crossing Charter School
Profit & Loss
July 2009 through February 2010

	<u>Jul '09 - Feb 10</u>	<u>Jul '08 - Feb 09</u>	<u>\$ Change</u>
Total 7102 · Fundraising	111,954	67,649	44,305
Total 7101 · PSO Revenue	111,954	67,649	44,305
Total 7100 · Non-Operating Income	111,954	67,649	44,305
Total Other Income	111,954	67,649	44,305
Other Expense			
7200 · Non-Operating Expense			
7220 · PCCSHI-Mortgage Loan Interest			
7221 · Base Interest Expense	96,222	231,514	-135,293
7222 · SWAP Adjustment	174,273	41,112	133,161
7223 · LOC Fee	98,483	55,476	43,008
7224 · Draw Fee	2,535	1,500	1,035
7225 · Remarketing Fee	8,924	5,231	3,692
Total 7220 · PCCSHI-Mortgage Loan Interest	380,437	334,834	45,603
7240 · Taxable Loan Interest Expense	10,488	7,133	3,355
7241 · LOC Interest Expense	505	944	-440
7244 · Lease Interest Expense	527	761	-234
7246 · Depreciation	51,939	59,575	-7,636
7247 · Amortization	18,935	15,606	3,329
7248 · Depreciation - LLC	177,301	176,865	435
7300 · PSO Expense			
7301 · Postage	704	394	311
7302 · Water	252	269	-16
7303 · Office	3	55	-52
7304 · Bank Fees	898	676	222
7306 · Directory	-10	569	-579
7308 · Plant Sale	0	-3	3
7311 · SCRIP	111,553	64,682	46,871
7312 · Natural Ovens	579	526	54
7313 · Holiday Bazaar/Staben House	1,584	1,134	450
7315 · Other Fundraising	0	882	-882
7322 · Teacher Sup Exp Reimb	1,524	1,490	34
7323 · Community Care	501	2,281	-1,781
7324 · Programming	29	790	-761
7326 · Inschool Grants	5,084	1,793	3,292
7327 · Discretionary Hardship Fund	1,124	0	1,124
Total 7300 · PSO Expense	123,826	75,537	48,290
Total 7200 · Non-Operating Expense	763,957	671,255	92,702
Total Other Expense	763,957	671,255	92,702
Net Other Income	-652,003	-603,606	-48,397
Net Income	<u><u>-7,643</u></u>	<u><u>-91,137</u></u>	<u><u>83,494</u></u>

Prairie Crossing Charter School Profit & Loss Budget vs. Actual July 2009 through February 2010

	Jul '09 - Feb 10	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · Reimbursement From ISBE	2,095,978	2,093,089	2,889
4200 · Grants			
4201 · Federal Grants			
4210 · IDEA Grant	25,547	28,000	-2,453
4215 · ARRA Grant	63,803	40,000	23,803
4224 · Title I Low Income	8,401	6,250	2,151
4225 · Title IV Safe & Drug Free	347	669	-322
4226 · Title II Teacher Quality	1,675	3,405	-1,730
Total 4201 · Federal Grants	99,773	78,324	21,449
4220 · State Grants			
4221 · Special Ed Personnel	14,132	26,313	-12,181
4222 · Reading Improvement	0	3,574	-3,574
4220 · State Grants - Other	0	1,218	-1,218
Total 4220 · State Grants	14,132	31,105	-16,973
4230 · Other Grants	15,931	15,000	931
Total 4200 · Grants	129,836	124,429	5,407
4300 · Student Fees			
4310 · Books/Materials/Activities	24,195	22,620	1,575
4315 · Field Trip Fees	3,813		
4325 · Before and After School Program			
4359 · Before and After School Care	52,250	58,800	-6,550
4369 · Summer Enrichment Program	8,475	5,000	3,475
4370 · Getting to Know You	1,560		
Total 4325 · Before and After School Program	62,285	63,800	-1,515
4350 · Clubs			
4351 · Roots & Shoots	42		
4356 · Band	11,506	25,000	-13,494
4358 · Interscholastic Sports	12,003	6,000	6,003
4363 · Tae Kwon Do	1,250	0	1,250
4365 · Movie Club	225		
4368 · Champions Club	3,425	4,000	-575
Total 4350 · Clubs	28,451	35,000	-6,549
Total 4300 · Student Fees	118,744	121,420	-2,676
4400 · Out-of-District Tuition	11,393	6,489	4,904
4500 · Fundraising			
4501 · Other	2,834	0	2,834
4505 · Auction	3,165	0	3,165
4508 · Edible Harvest Festival	15,246	20,000	-4,754
4509 · 8th Grade	12,949	0	12,949
4511 · Band Boosters	1,195	0	1,195
4512 · 7th Grade	471	0	471
4515 · Scholastic Book Fairs	3,362	0	3,362
4520 · 5/6th Grade - Rain Barrels	60		
4824 · Spirit Wear	3,017	2,000	1,017
Total 4500 · Fundraising	42,299	22,000	20,299
4600 · Hot Lunch			
4601 · Hot Lunch - Farm to Table	8,946	7,100	1,846
4602 · Hot Lunch - Pizza	27,598	20,000	7,598
Total 4600 · Hot Lunch	36,543	27,100	9,443
4700 · Interest Income			
4702 · Interest Income - LFB	616	0	616
4703 · Interest Income - LLC	2,301	0	2,301
4700 · Interest Income - Other	0	6,668	-6,668
Total 4700 · Interest Income	2,916	6,668	-3,752
4800 · Other Income			
4805 · Contributions			

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July 2009 through February 2010

	Jul '09 - Feb 10	Budget	\$ Over Budget
4810 · General Contributions	1,146	0	1,146
4811 · Sponsorships	7,549	21,600	-14,052
4813 · Annual Appeal	33,703	32,000	1,703
4814 · Restricted Contributions	5,245	0	5,245
4816 · ACH Donations	4,160	5,200	-1,040
4828 · Matching Gifts	8,847	2,400	6,447
Total 4805 · Contributions	60,649	61,200	-551
4820 · Other			
4822 · Field Trip & Activity Fees	205	42,500	-42,295
4823 · 8th Grade Trip	24,133	0	24,133
4827 · Graduation	55	0	55
4829 · 7th and 8th Parties	1,679	0	1,679
4830 · Reimbursed Expenses	0	3,332	-3,332
Total 4820 · Other	26,072	45,832	-19,760
4825 · Rental Income	4,245	20,000	-15,756
Total 4800 · Other Income	90,966	127,032	-36,066
Total Income	2,528,675	2,528,227	448
Expense			
5100 · Instruction			
5105 · Classroom Supplies	4,492	12,000	-7,508
5110 · Educational Materials	26,664	25,000	1,664
5115 · Computer Supplies	1,094	5,250	-4,156
5116 · Computer Support	14,625	16,668	-2,043
5120 · Other Instructional Equipment	0	3,500	-3,500
5125 · Furniture	0	3,500	-3,500
5130 · Instruction Salaries	740,572	721,000	19,572
5131 · Allocated Stipends	-27,554	0	-27,554
5133 · Goal Incentives	0	2,000	-2,000
5135 · Related TRS Expense	11,149	8,000	3,149
5140 · Related Medicare Expense	11,593	10,292	1,301
5145 · Related FICA Expense	13,329	14,648	-1,319
5150 · Related Health Benefits Expense	57,685	60,160	-2,475
5155 · Other Expenses for Clubs			
5158 · Yearbook	187	0	187
5159 · Band	10,810	17,500	-6,690
5171 · Interscholastic Sports	7,058	5,320	1,738
5172 · Before and After School Care	13,079	17,500	-4,421
5176 · Champions Club	3,794	0	3,794
5177 · Tae Kwon Do	675	0	675
5190 · Getting to Know You	485	0	485
5155 · Other Expenses for Clubs - Other	169	2,625	-2,456
Total 5155 · Other Expenses for Clubs	36,256	42,945	-6,689
5160 · Other			
5161 · Other- Educational Activities	3,550	20,000	-16,451
5162 · Other- Farm Education	15,000	15,300	-300
5163 · Graduation	461	0	461
5164 · Summer School	7,345	4,000	3,345
5167 · 7th & 8th Grade Parties	1,020	0	1,020
5168 · 8th Grade Trip	1,009	0	1,009
5169 · 7th Grade Trip	440	0	440
5160 · Other - Other	195	0	195
Total 5160 · Other	29,020	39,300	-10,280
5165 · Related FSA Expense	0	3,500	-3,500
5199 · Allocated Grant Expense	0	-10,398	10,398
Total 5100 · Instruction	918,926	957,365	-38,439
5200 · Administration			
5205 · Administrative Salaries	223,696	222,592	1,104
5206 · Administrative Contractual	17,971	16,240	1,731
5210 · Related TRS Expense	0	668	-668
5215 · Related Medicare Expense	4,024	3,208	816

**Prairie Crossing Charter School
 Profit & Loss Budget vs. Actual
 July 2009 through February 2010**

	Jul '09 - Feb 10	Budget	\$ Over Budget
5220 · Related FICA Expense	13,521	10,408	3,113
5225 · Related Health Benefits Expense	9,684	10,671	-987
5226 · Unemployment Compensation	5,287	0	5,287
5230 · Supplies	7,698	6,000	1,698
5241 · Computers	4,658	668	3,990
5242 · Computer Support	4,825	332	4,493
5250 · Equipment Maintenance	12,149	5,332	6,817
5260 · Telecommunication Usage	10,625	10,000	625
5265 · Accounting and Audit Fees	17,800	19,500	-1,700
5270 · Payroll Service Fees	8,005	7,332	673
5275 · Printing and Copying	311	0	311
5280 · Postage and Shipping	2,234	2,000	234
5285 · Insurance (incl. Building Ins.)	40,093	37,000	3,093
5290 · Dues and Subscriptions	3,854	3,332	522
5291 · Board Related Expenses	836	1,336	-500
5295 · Legal Fees	4,032	16,668	-12,636
5296 · Employment Expense - Other	721		
5297 · Other	2,025	0	2,025
5298 · Related FSA Expense	805	800	5
Total 5200 · Administration	394,856	374,087	20,769
5300 · Support Services			
5301 · Special Ed Salaries	123,257	128,636	-5,379
5302 · Related Medicare Expense	0	1,760	-1,760
5303 · Related FICA	0	2,560	-2,560
5304 · Related Health Benefits	9,397	7,520	1,877
5305 · Contractual Expense for Spec Ed			
5324 · Auditory Services	4,989		
5325 · Speech Services	54,210	52,520	1,690
5326 · OT Services	49,000	45,924	3,076
5327 · Psychological Services	49,454	50,209	-755
5328 · Other Services	36,202	33,950	2,252
Total 5305 · Contractual Expense for Spec Ed	193,854	182,603	11,251
5307 · Related TRS Expense	0	1,332	-1,332
5308 · Special Ed Legal Fees	59	5,000	-4,942
5309 · Special Ed CR Mats & Sups	1,993	2,464	-471
5310 · Professional Development	4,912	4,800	112
5315 · Transportation	856	5,000	-4,144
5316 · Transportation Stipend	1,440	2,000	-560
5320 · Food Service			
5321 · Pizza	20,516	20,000	516
5322 · Hot Lunch - Farm to Table	4,080	3,438	642
5405 · Facility Rent - Barn	800	1,000	-200
Total 5320 · Food Service	25,396	24,438	958
5399 · Allocated Grant Expense	0	-49,931	49,931
Total 5300 · Support Services	361,163	318,182	42,982
5400 · Operations and Maintenance			
5410 · Utilities			
5411 · Water and Sewer	1,210	0	1,210
5413 · Gas and Electricity	30,019	0	30,019
5414 · Garbage	1,178	0	1,178
5410 · Utilities - Other	0	33,332	-33,332
Total 5410 · Utilities	32,406	33,332	-926
5415 · Maintenance Salaries	22,341	29,332	-6,991
5416 · Facilities Management	15,818	16,224	-406
5420 · Related Medicare Expense	318	465	-147
5421 · Related Health Benefits	480	0	480
5425 · Related FICA Expense	1,359	1,987	-628
5430 · Maintenance Contractual			
5431 · Cleaning	225	0	225
5432 · Life Safety	4,311	0	4,311
5433 · Snow Removal	5,088	0	5,088
5436 · Other	6,936	0	6,936

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July 2009 through February 2010

	Jul '09 - Feb 10	Budget	\$ Over Budget
5430 · Maintenance Contractual - Other	509	13,332	-12,823
Total 5430 · Maintenance Contractual	17,069	13,332	3,737
5435 · Maintenance Equipment	554	5,332	-4,778
5440 · Maintenance Supplies	7,654	8,000	-346
5445 · Long-Term Maint & Repairs	0	6,668	-6,668
Total 5400 · Operations and Maintenance	98,000	114,672	-16,672
5500 · Other Expenses			
5510 · Fundraising			
5511 · Auction	1,706	0	1,706
5513 · 5/6 Grade Fundraising	333		
5514 · Other	945	3,600	-2,655
5516 · Sponsorships	0	2,500	-2,500
5517 · Edible Harvest	11,621	9,000	2,621
5519 · 8th Grade Fundraising	6,960	0	6,960
5521 · Band Boosters	1,635	0	1,635
5523 · Annual Appeal	0	2,000	-2,000
5525 · Spirit Wear	2,361	0	2,361
5526 · Scholastic Book Fair	2,272	0	2,272
5527 · Student Council	52	0	52
5529 · Poker Night	1,195	0	1,195
5550 · Fundraising Salaries	25,659	12,092	13,567
5551 · Related FICA	0	748	-748
5552 · Related Medicare	0	175	-175
Total 5510 · Fundraising	54,739	30,115	24,624
5515 · Bank Fees	1,305	1,332	-27
5520 · Recruitment and Employment	590	1,000	-410
5535 · Community Outreach	1,574	4,000	-2,426
5540 · Contingency	0	3,332	-3,332
Total 5500 · Other Expenses	58,208	39,779	18,429
5600 · Grant Expense			
5601 · IDEA Grant	776	27,634	-26,858
5602 · Spec Ed Pers Grant Exp	0	34,209	-34,209
5604 · Title II Teacher Quality	0	2,215	-2,215
5605 · Title IV Safe & Drug Fee	0	435	-435
5607 · Reading Improvement	9,860	4,654	5,206
5608 · Title I FY09	625	6,650	-6,025
5609 · ARRA Grant	37,109	45,500	-8,391
5617 · Circle of Service	3,750	9,750	-6,000
5618 · Title I FY10	1,043		
Total 5600 · Grant Expense	53,162	131,047	-77,885
Total Expense	1,884,315	1,935,132	-50,817
Net Ordinary Income	644,360	593,096	51,264
Other Income/Expense			
Other Income			
7100 · Non-Operating Income			
7101 · PSO Revenue			
7102 · Fundraising			
7103 · Box Tops	582	0	582
7105 · Target VISA Card	743	0	743
7106 · Natural Ovens	598	0	598
7107 · SCRIP	107,500	0	107,500
7109 · Holiday Bazaar	2,530	0	2,530
Total 7102 · Fundraising	111,954	0	111,954
Total 7101 · PSO Revenue	111,954	0	111,954
Total 7100 · Non-Operating Income	111,954	0	111,954
Total Other Income	111,954	0	111,954

**Prairie Crossing Charter School
 Profit & Loss Budget vs. Actual
 July 2009 through February 2010**

	<u>Jul '09 - Feb 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other Expense			
7200 · Non-Operating Expense			
7220 · PCCSHI-Mortgage Loan Interest			
7221 · Base Interest Expense	96,222		
7222 · SWAP Adjustment	174,273		
7223 · LOC Fee	98,483		
7224 · Draw Fee	2,535		
7225 · Remarketing Fee	8,924		
7220 · PCCSHI-Mortgage Loan Interest - Other	0	360,000	-360,000
Total 7220 · PCCSHI-Mortgage Loan Interest	380,437	360,000	20,437
7240 · Taxable Loan Interest Expense	10,488	10,488	0
7241 · LOC Interest Expense	505	0	505
7244 · Lease Interest Expense	527	0	527
7246 · Depreciation	51,939	52,000	-61
7247 · Amortization	18,935	17,500	1,435
7248 · Depreciation - LLC	177,301	180,000	-2,699
7300 · PSO Expense			
7301 · Postage	704	0	704
7302 · Water	252	0	252
7303 · Office	3	0	3
7304 · Bank Fees	898	0	898
7306 · Directory	-10	0	-10
7311 · SCRIP	111,553	0	111,553
7312 · Natural Ovens	579	0	579
7313 · Holiday Bazaar/Staben House	1,584	0	1,584
7322 · Teacher Sup Exp Reimb	1,524	0	1,524
7323 · Community Care	501	0	501
7324 · Programming	29	0	29
7326 · Inschool Grants	5,084	0	5,084
7327 · Discretionary Hardship Fund	1,124		
Total 7300 · PSO Expense	123,826	0	123,826
Total 7200 · Non-Operating Expense	763,957	619,988	143,969
Total Other Expense	763,957	619,988	143,969
Net Other Income	-652,003	-619,988	-32,015
Net Income	-7,643	-26,893	19,249

Prairie Crossing Charter School
Balance Sheet
As of February 28, 2010

	<u>Feb 28, 10</u>	<u>Jun 30, 09</u>	<u>Feb 28, 09</u>
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash			
1110 · LFB Operating 379719	380,257	64,377	346,456
1115 · Money Market 8100003238	776	75,771	0
1120 · Bank of America 5201235297	82,753	7,460	31,559
1130 · PCCS Building 379727	17,105	3,484	5,329
1140 · PCCS Holdings 393851	6,929	6,475	6,567
1150 · PSO State Bank	22,454	35,005	19,903
1160 · Petty Cash	896	303	294
Total 1100 · Cash	<u>511,170</u>	<u>192,875</u>	<u>410,109</u>
Total Checking/Savings	511,170	192,875	410,109
Other Current Assets			
1250 · Grants Receivable	0	26,759	2,897
1300 · Other Assets			
1310 · Other Receivables	476	10,000	39
1320 · Prepaid Expense	21,202	3,018	12,738
1330 · Charter Renewal Fees	39,381	33,371	14,103
1350 · Short-term investment - Escrow	79,979	129,167	0
8999 · Due to Holdings	-144,565	-144,565	0
9999 · Due from PCCS - LLC	144,565	144,565	0
Total 1300 · Other Assets	<u>141,038</u>	<u>175,556</u>	<u>26,880</u>
Total Other Current Assets	<u>141,038</u>	<u>202,315</u>	<u>29,777</u>
Total Current Assets	652,208	395,190	439,886
Fixed Assets			
1400 · Fixed Assets			
1405 · Software	49,302	48,882	48,882
1420 · Computers - New Building	197,378	197,378	197,378
1430 · Equipment	100,472	100,472	100,472
1440 · Office Equipment - Other	107,062	107,062	107,062
1450 · Furniture & Fixtures - New Bldg	148,000	148,000	148,000
1460 · Furniture & Fixtures - Other	42,323	42,323	42,323
1490 · Accumulated Depreciation	-498,902	-446,963	-412,878
Total 1400 · Fixed Assets	<u>145,635</u>	<u>197,154</u>	<u>231,240</u>
Total Fixed Assets	145,635	197,154	231,240
Other Assets			
1600 · Investment in LLC			
1605 · Investment in PCCS Holdings LLC	1,163,907	1,163,907	1,763,930
1607 · Capitalized Closing Costs	604,431	517,493	522,895
1610 · PCCSHI-Pledged Deposit	306,696	306,696	306,696
1620 · PCCSHI-Phase I Building	3,623,888	3,623,888	3,623,888
1630 · PCCSHI-Buildings	1,369,028	1,369,028	1,369,028
1640 · PCCSHI-Phase II Building	4,946,266	4,946,266	4,946,266
1650 · PCCSHI-Land	976,853	976,853	976,853
1655 · PCCSHI - Land Improvement	157,961	157,961	157,961
1660 · PCCSHI-Accumulated Depreciation	-1,176,191	-998,890	-910,136
1699 · Consolidate	-1,163,907	-1,163,907	0
Total 1600 · Investment in LLC	<u>10,808,933</u>	<u>10,899,294</u>	<u>12,757,381</u>
Total Other Assets	<u>10,808,933</u>	<u>10,899,294</u>	<u>12,757,381</u>
TOTAL ASSETS	<u>11,606,776</u>	<u>11,491,638</u>	<u>13,428,506</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2002 · Accounts Payables	47,499	19,393	8,424

Prairie Crossing Charter School
Balance Sheet
 As of February 28, 2010

	<u>Feb 28, 10</u>	<u>Jun 30, 09</u>	<u>Feb 28, 09</u>
Total Accounts Payable	47,499	19,393	8,424
Other Current Liabilities			
2106 · LLC Accrued Expenses	645	0	0
2150 · Deferred Revenue - 09/10 Fees	13,856	24,163	0
2151 · Deferred Revenue - 08/09 Fees	0	0	29,667
2152 · Deferred Revenue - ISBE	325,903	0	309,323
2155 · Deferred Revenue - B/A Care	0	2,410	0
2156 · Deferred Contrib - Restricted	6,300	0	0
2166 · Refunds Payable	0	35,725	0
2201 · Accrued Payroll Liabilities			
2210 · Accrued Salaries	111,800	130,000	80,000
2221 · FICA Payable	0	0	0
2235 · Equitable - 403B Payable	825	0	0
2240 · Vanguard - 403B(7) Payable	200	200	350
2245 · THIS Payable	361	359	350
2250 · TRS Payable	4,030	3,986	3,919
2255 · FSA Payable	2,786	1,864	1,760
2275 · AFLAC Payable	-506	0	-321
2280 · HSA Payable	100	0	50
Total 2201 · Accrued Payroll Liabilities	<u>119,595</u>	<u>136,410</u>	<u>86,109</u>
2300 · Capital Lease Obligations - ST	1,066	4,139	984
2450 · Taxable Loan Payable	204,189	219,034	226,300
Total Other Current Liabilities	<u>671,555</u>	<u>421,879</u>	<u>652,383</u>
Total Current Liabilities	719,053	441,273	660,806
Long Term Liabilities			
2500 · Capital Lease Obligations - LT	5,656	5,656	9,795
2607 · Series 2008 Revenue Bonds	9,285,000	9,440,000	9,362,500
2608 · Interest Rate Swap Liability	356,560	356,560	0
Total Long Term Liabilities	<u>9,647,216</u>	<u>9,802,216</u>	<u>9,372,295</u>
Total Liabilities	10,366,269	10,243,489	10,033,101
Equity			
3200 · PCCS Net Assets	2,197,652	2,197,652	1,918,360
3210 · PCCS - Temporarily Restricted	-1,525	-1,525	-35,625
3500 · LLC Net Assets	1,163,907	1,163,907	1,637,422
3900 · Retained Earnings	-474,463	0	-33,614
3999 · Consolidate	-1,637,422	-1,637,422	0
Net Income	-7,643	-474,463	-91,137
Total Equity	<u>1,240,506</u>	<u>1,248,149</u>	<u>3,395,405</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,606,776</u></u>	<u><u>11,491,638</u></u>	<u><u>13,428,506</u></u>



Treasurer's Report March, 2010

Treasurer's Message

The first draft of the budget for FY 10-11 was presented at the March Finance Committee meeting. The initial draft showed roughly a \$200,000 budget deficit based on budgeting input from the key administrative members. The Finance Committee made several recommendations on reductions to the presented budget for administrative consideration.

The State of Illinois financial issues are projected to impact our funding to some degree. At this time the administration is assuming a cut in funding of approximately \$500.00 per student based on input from ISBE.

Financial Status

The business office does not see the need to use our line of credit through the remainder of this fiscal year. The financial reports through February show us on track with our revised budget.

We may see increased legal expenses relating to the collective bargaining with the newly formed teachers union. Also, there may be some expenses related to the Director recruitment or due to a transition period while overlapping with Director Dagley.

Future Business

Review FY 11 budgeting and long term projections.

Respectfully Submitted, Steve Achtemeier – Board Treasurer



To: Members, Board of Directors
From: Eric Hebert, HR Committee Chairperson
Re: Human Resources Committee Summary Report, Joint HR/Finance/Board of Director's Meeting 2010-03-16
Date: 2010-03-19

HR Committee Members Present

Eric Hebert, Chair
Mark Dybas
Dean Thorson
Tom Keenan

Staff Present

Myron Dagley, Director
Stacey Gavin, Business Manager
Sarah Kirch, Director of Development

Finance Committee Members Present

Steve Achtemeier, Chair
John Rizzo
Tom Keenan
James Steinbeck
Betsy Jung
Elizabeth Stearns

Other Board Member Present

Barb Provost
Geoff Deigan

This report does not cover the open discussion sections of the meeting. Finance Committee Chairperson Achtemeier volunteered to submit the meeting summary for the open session discussions and actions taken within the joint meeting.

After concluding all other business on the agenda the Human Resource committee went into closed session to have a "Discussion related to 5ILCS 120/2(c) 1-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity." After roll call within closed session, Mr. Dagley, the Finance Committee, Barb Provost and Geoff Deigan were invited into the meeting.

After resuming open session and there being no further business to attend to, the committee unanimously voted to adjourn the meeting.



GOVERNANCE COMMITTEE REPORT
Tuesday, March 23, 2010

The Governance Committee discussed and reviewed the following:

- Proposed revisions to Policy #600.1 regarding class size;
- Proposed Policy #600.8.10 regarding Internet Usage;
- Policy #900.3 regarding Maintenance/Accountability of Donor Records.

The Governance Committee voted to recommend the following for reading by the Board:

- Proposed revisions to Policy #600.1, as amended, for first reading;
- Proposed Policy #600.8.10, for second reading.

The Governance Committee received copies of the donor policies of other public entities, and decided to continue discussion of Proposed Amended Policy #900.3 relating to Maintenance/Accountability of Donor Records, and to defer vote on recommending that policy to the Board for second reading.

The Governance Committee voted to approve the Minutes of its February 2, 2010 meeting.

Respectfully submitted,

John R. Wylie, Chair



Prairie Crossing Charter School
Communications, Public Relations and Fundraising Meeting Minutes
March Board Report

Mission/ Purpose of this committee

The purpose of the CPR&F committee is to meet goals as assigned by the strategic plan, oversee communications, fundraising and public relations strategies using the school mission and values as criteria for planning.

Proposed Goals for Year 2 (per Strategic Plan)

Fundraising

- 3.1 Determine whether a foundation will be formed to raise funds for PCCS.
- 3.5 Develop a diverse fundraising plan with 1-3 year revenue goals.

Communications and Public Relations

- 5.5 Actively and formally participate in dialogue and collaboration with other Environmental schools and educational institutions and organizations.
- 5.6 Create and implement an annual PR and Marketing Plan.

Primarily the committee is working on the website launch. Staff were trained this week by Dr. Eric Hebert on how to upload new information. Reports indicate that this meeting went very well. Administration will need make sure updated copy is inputted as well as permission levels and proofing systems established in order for the site to launch. Many thanks to Dr. Hebert for spearheading this project.

Fundraising reports indicate that we are not only on target but ahead of projections for fundraising for the year thanks to the hard work of Sarah Kirch and the team of volunteers/staff and faculty working with her.

Logo standards were approved at the meeting and will be available on the website to ensure brand uniformity.

Prairie Crossing Charter School is a public school that transforms our children through academic discovery and interaction with our unique natural, ecological, and community resources.

1531 Jones Point Road
Grayslake, IL 60030-3536

847-543-9722 Phone
847-543-9744 Fax

School Director: Myron Dagley
Principal: Brian Greene

Visit us at prairiecrossingcharterschool.org



The PCCS **Excellence in Academic Programs Advisory Committee** meeting was held on **Monday, February 22** 2010, 1531 Jones Point Road, Prairie Crossing Charter School, in Grayslake, Illinois 60030.

Members Present

Myron Dagley
Brian Greene
Tony Zamiar
Sherry Halvorsen
Karen Achtemeier
Barb Provost
Geoff Deigan
Maria Sandborn

Public Present

Margaret Kulis
Cathy Knight

Absent

Andrea Koeniger
Naomi Dulin
Cynthia McGovern

Staff Present

none

Mission/ Purpose of this committee

The Excellence in Academic Programs Advisory Committee (EAPAC) is commissioned by and responsible to the Board of Directors to assume the primary responsibility of working with the Director and the Principal in an advisory role to define indicators of student achievement (in such areas as environmental stewardship, global citizenship, and standardized achievement tests). The committee will ensure that all board members know the charter promises made to the community and ISBE regarding student achievements and to devise clear and consistent measures to monitor these goals.

Ongoing Goal

Produce a curriculum that articulates a scope and sequence of topics and skills and integration of content areas, and provides evidence of alignment with learning standards of state (e.g. Illinois Learning Standards) and professional agencies or organizations (e.g. NAAEE).

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Goals for Years 2-3 (2010 – 2011)

- 1.1 Ensure that textbooks, campus/community resources (e.g. library resource center), and educational materials support the integrated curriculum and constructivist approaches to instruction.
- 1.2 Develop a formal plan to prepare middle school students academically for their transition to high school.
- 1.3 Develop and archive the integrated environmental units that serve as best practices and can be implemented by PCCS and teachers in other schools.
- 1.4 Develop an assessment plan that includes both standardized, published tests and assessment tools created by PCCS to assess progress toward our educational goals.

Agenda Topics

In an effort to create a purpose and mission for the committee, along with the understanding of the goals set forth on this committee from the strategic plan, these agenda items were created.

- 1) Motion to Approve Open Session Minutes: 1/25/2010

Discussion Agenda and Highlights:

Report on Findings to Date with Curriculum Mapping: Brian Green showed how all curriculum mapping files are stored on the server. All of the mapping has been completed. Teachers are now moving on to “subject concept identification” to ensure all curriculums are taught at the right level and according to state standards. Subject concept identification should be complete by April or May. ***This topic will be on the EAPAC meeting agenda for April to confirm status of this work.***

Update on EDUSS usage now that computer problems have been fixed: Brian Green provided an update on the use of EDUSS. EDUSS was installed over a year ago. Computer problems hindered the use initially, but now that the computer lab is up and running (with 22 computers) the usage of EDUSS has gone up. He stated EDUSS is not great for 7-8 grades since there is not a lot of algebra. Also, EDUSS can be used at home for free. ***Brian will provide ongoing updates on the use of this software, as needed.***

Debrief discussion of iCore: The committee took time to debrief their thoughts on this software / presentation from the previous meeting. Sherry and Karen did a lot of research on this software. The group agreed that this software did not seem to align or support our need of environmental curriculum. It also seemed to be very costly. ***We will not move ahead on investigating this software further.***

Verbal report on Staffing Models: Myron reported that the administration did look at several different staffing models. There did not seem to be a significant cost savings. No new models will be implemented in 2011. The administration did ask the EAPAC committee to assist them with ideas, models or concepts to help conserve fiscal and human resources, the pros and cons of multi-age, alignment with the charter. ***For the next EAPAC committee meeting we will discuss the pros and cons of multi-age classrooms.***

2010 Goals: Review of Strategic Plan: Myron set forth three goals for this committee: Environmental: the administration will provide three areas where the environment will be integrated into the curriculum – where it hasn’t been integrated before, modification of the

Virginia trip to include environmental learning, continuation of concept mapping.
Modification of the Virginia trip to include environmental learning will be on the next agenda.

Decisions Made

No formal decisions were made at this meeting.

Next Steps

Assist the administration on the assessment of multi-age classrooms. Works towards the three goals proposed by administration. Continually work toward the integration of environmental concepts across our curriculum.

How the work of this committee supports the Mission and Values of PCCS

Mission	
Prairie Crossing Charter School is a public school that transforms our children through academic discovery and interaction with our unique natural, ecological, and community resources.	
Value Statements	
<i>Environmental Stewardship:</i> We respect the Earth and conserve, protect and restore the natural environment.	This value is met by validating the integration of environmental stewardship into the curriculum at all grades.
<i>Ecological Understanding:</i> We believe the natural environment provides a fertile ground for creativity, wonder, inquiry and integrated learning across academic disciplines.	This value is met by validating the integration of ecological understanding into the curriculum at all grades.
<i>Academic Rigor and Innovation:</i> We use effective and innovative teaching practices that result in consistently high student achievement.	This value is met by validating that rigor and innovation is a part of the curriculum at all grades.
<i>Partnering with Parents:</i> Parents are our children’s first teachers and their support and involvement strengthens our school.	This value is met by providing appropriate opportunities to have parents partner with the teachers and students in learning activities throughout the school.
<i>Promote Personal Responsibility:</i> Our small school fosters an academic community where students, staff and parents are compassionate, just, caring and health conscious individuals.	This value is met by assuring the tenets of Tribes are inserted into activities and behaviors of the teachers and the students at all levels.

Respectfully Submitted,
Barbara Provost - Chair

President's Report March 2010

Global Statement

I would like to start with a heartfelt **Congratulations** and **Thank You** all for making the PCCS Auction a huge success. Not only did the School surpass its goal for fundraising on the event, it was also fantastic to see members of the community having fun, sharing stories and competitively bidding on the very impressive classroom projects. Thank you to all the volunteers, faculty, students and staff that dedicated their time and effort and to our partners such as Lightscape and Ivan Carlson & Associates for their help in setting up the facility at Brae Loch. These events remind us of what a special place our Charter School is and why we have all chosen to be here.

Executive Director

The Board will be evaluating and finalizing a contractual offer for position of Executive Director in the next few weeks. Thank you to the staff and faculty for your hospitality and time in meeting our front running candidate and engaging in productive and insightful conversation. The School has left quite an impression on our candidate and likewise he has left us all with the confidence that along with all of your help, our School will be prepared to enter into its second decade with continued strong leadership, good vision, environmental commitment and proficient direction. Director Dagley has established a strong stable foundation and we believe our candidate is poised for the challenge of continuing to build upon and improving this School to sustain as the unique choice for public education in Lake County.

Next Steps

Take a moment to relax and enjoy a safe and well deserved Spring Break. Being in the Midwest, we are sure to have to weather at least one more storm. However, rest assured...

April hath put a spirit of youth in everything.

~William Shakespeare

Respectfully submitted,



Geoff Deigan
Board President

**Parent Staff Organization (PSO)
Report to the Board
19 March 2010**

Communication

The PSO's on-line survey will be available beginning Friday, March 19. Starting this day there will be a link available in the Friday newsletter and the survey will remain "open" until Tuesday, April 6. We will also be advertising the survey with signage in the carpool line. We are eager to hear the feedback from this assessment and will use the information provided to help us thoughtfully direct future PSO efforts.

Along these lines, last month the PSO sent a more informal survey to board members. The question we are asking is, "As a board member, what are the top three most important functions of the PSO"? Some of you have already responded and we thank you for your input. If you have not yet responded, your thoughts would be appreciated by April 6.

Fundraising

PSO fundraising is moving along nicely. SCRIP has already hit the target we had hoped for the entire year so we have over two more months to surpass this goal. We will be doing another "push" after spring break to encourage people to get into the "habit" of SCRIP.

The Plant Sale Team is continuing their hard work and we are looking forward to another wonderful event on Saturday, May 8. We are already putting in our orders for nice weather that day!

Community Building

Trivia night was a great success. We had 4 teams comprised of 27 people who came with their heads full of knowledge and baskets full of food. The PSO had projected this event to cost around \$200 but it ended up netting about \$150! We thank all who came to join us for this experience – a great time was had by all.

Looking Ahead

The PSO is looking in to organizing a school supplies program. The idea is for parents to have the option of purchasing pre-assembled back-to-school supply packs instead of chasing about trying to get all the needed items. There are a handful of companies who organize programs such as this and we are conducting comparisons to gauge if any of these would be a good fit for PCCS.

Thank you for all the time and dedication you continually give to the school. Your efforts are valued and appreciated.

Respectfully submitted,
Jennifer Ropke
PSO President

PCCS - PSO Treasurer Report
 PSO Income Statement
 February 2010

	<u>FY 2009</u>	<u>Jul-09</u>	<u>Aug-09</u>	<u>Sep-09</u>	<u>Oct-09</u>	<u>Nov-09</u>	<u>Dec-09</u>	<u>Jan-09</u>	<u>Feb-09</u>	<u>FY 2010 YTD</u>
Revenues										
On-Going Fundraising										
SCRIP, net	8,344	158	(6,743)	1,184	2,248	(1,371)	9,927	(10,936)	1,481	(4,053)
Box Tops	1,147	-	-	-	-	-	582	-	-	582
Target	1,670	-	-	-	743	-	-	-	-	743
Natural Ovens, net	134	-	14	(128)	185	20	79	-	(152)	19
Annual Fundraising										
Holiday Bazaar/Staben House	2,327	-	-	-	-	-	2,530	-	-	2,530
Plant Sale, net	5,464	-	-	-	-	-	-	-	-	-
Other, net	(585)	-	-	-	-	-	-	-	-	-
Total	18,501	158	(6,729)	1,056	3,176	(1,351)	13,118	(10,936)	1,329	(178)
Expenses & Disbursements										
Annual Fundraising										
Staben House	1,134	-	-	-	-	-	1,309	275	-	1,584
Programming										
	1,360	-	-	-	-	29	-	-	-	29
Community Care										
Teacher Supplemental Exp Reimbursement	2,522	-	-	-	562	-	283	220	459	1,524
In-School Grants	1,943	-	4,784	-	-	200	100	-	-	5,084
Discretionary Hardship Fund					624	-	500	-	-	1,124
Other	3,699	-	43	236	38	-	-	-	184	501
Office										
Postage Machine	659	50	153	143	58	104	81	66	50	704
Water	411	24	24	49	33	33	24	59	9	256
Bank Fees	1,189	10	0	106	135	153	208	83	202	898
Directory	569	-	-	-	-	(10)	-	-	-	(10)
Office	55	-	-	-	-	-	-	-	-	-
Total	13,541	84	5,004	535	1,451	509	2,505	703	904	11,694
Net Income	4,960	74	(11,732)	522	1,726	(1,860)	10,613	(11,640)	425	(11,872)
Ending Cash Balance	35,005	39,069	28,864	39,117	35,338	22,679	31,140	23,594	22,454	