

Budget Narrative for the **Delaware Met**

State Funds

Line 1 – The state funds recorded in the budget were derived from the Charter School Web Site Revenue Estimates worksheet provided by DDOE.

Line 2 – The School district Local Fund Transfers amounts shown on line two were derived from the Charter School Web Site Revenue Estimates worksheet provided by DDOE.

Line 3 – Carryover funds from prior fiscal year budgets were brought forward.

Line 4 through 17, excluding line 9– The proposed site for the school is within the city of Wilmington. Therefore, the salary schedules of the Christina School District were used as a base for salary calculations. The salaries on all lines, except line 8, were calculated using ninety percent (90%) of the Christina salary schedule. Movement on the salary schedule was calculated, as was the increase in FTE's for each year the school grows.

Line 9 – The administrative salaries for the school were calculated by comparing the size of the school with other like charter schools.

Line 18 – Line 18 is automatically calculated, OECs are currently at 28.53%.

Line 19 – The amount of \$8,611, the amount on the Charter School Web Site Revenue Estimates worksheet provided by DDOE, was used to indicate state share for health insurance. Because the amount of state share is provided by the state according to the insurance selected by the employee, this is a pass-through amount. Actual amounts will be adjusted when the school is in operation.

Line 20 – The school will offer no additional health benefits.

Line 21 – The amount indicated for transportation of students was derived by using ninety-five percent (95%) of the amount indicated on the Charter School Web Site Revenue Estimates worksheet provided by DDOE.

Line 22 –As part of the program at the Delaware Met, students will attend internships two days per week. Public transportation passes will be purchased so that students can travel to/from their LTI sites.

Line 23 – Cafeteria funding is based on the current reimbursement rates issued by the USDA. Cafeteria figures are included in "other" funding as child nutrition is to operate independently.

Line 24 – Extra Curricular has not been established at this point.

Line 25 – Supplies and Materials are budgeted at \$40 per pupil.

Line 26 – Textbooks costs are based on actual amounts from vendor listings.

Line 27 – Curriculum costs are included in the CMO fees.

Line 28 – Professional Development costs are included in the CMO fees. These dollars are for travel to/from professional development opportunities that may be offsite.

Line 29 – Assessments costs are budgeted at \$15 per pupil. This also includes a one-time training fee of \$1350 in Year 1.

Line 30 – Other educational programs are not budgeted.

Line 31 – Therapists costs are estimated at \$1500 per special student per year. This estimate is based on the actual costs at comparable schools.

Line 32 – Classroom technology costs are budgeted at \$750 per individual in the building (pupils, teachers, assistants, etc.) Assumes each individual will be provided a laptop (or similar) and includes licensing fees, cost of printers for each classroom, and projectors. This also includes a one-time set-up cost of \$75,000 in Year 1 for servers and wiring.

Line 33 – School Climate costs are not budgeted as the school model does not require a separate line item.

Line 34 – Computers are budgeted as part of the classroom technology costs.

Line 35 – Contracted services are based on projected costs for student population. Contracted expenses are for auditors (ranging from \$18,000-\$19,000 per year), and legal fees (\$2,000 per year).

Line 36 – Other costs have not been budgeted at this time.

Line 37 – Insurance estimate is based on information prepared by an insurance professional with experience with charter schools in Delaware.

Line 38 – Rent costs are based on per square footage costs obtained by the Board.

Line 39 – There will be no mortgage in the initial charter.

Line 40 – Utilities are based on the industry standard of \$2.00 per square foot.

Line 41 – Maintenance cost are based on the industry standard of \$1.00 per square foot.

Line 42 – Telephone/Communications are budgeted at \$10 per pupil.

Line 43 – Construction is not part of the school budget.

Line 44 – Funds for renovations are not needed.

Line 45 – Maintenance contracts to clean / maintain the building.

Line 46 – Equipment leases will include copier equipment for the school.

Line 47 – Equipment purchased for administrative use is included in the technology plan. The computer for the principle in Year 1 is included in this category.

Line 48 - Supplies and materials for administrative are budgeted at \$10 per pupil.

Line 49 – Printing and copying expenses are included in administrative and student support supplies. These costs are budgeted at \$30 per pupil.

Line 50 – Postage and shipping are budgeted at \$5 per pupil. Postage for marketing and recruitment are included in the CMO fees.

Line 51 – Expenses for enrollment and recruitment (including development of website, student recruitment materials, advertising, etc) during the Planning Year are included in the CMO fees. The school will pick up the costs for advertising etc for the school in Year 1 of operations.

Line 52- Expenses for staffing recruitment and assessment are included in the CMO fees.

Line 53 – Costs associated with the Technology Plan were prepared by a professional consultant. The costs are included in the classroom technology line of this budget.

Line 54 - Other costs have not been budgeted at this time.

Lines 55 – 58 – The CMO fees are for services to include things such as marketing, recruiting staff, professional development, board training, as well as back office services that will include human resources, payroll, benefits administration, COBRA processing, pension counseling and processing, budgeting, financial reporting, accounts payable, accounting receivable, procurement, and entry into the state’s PHRST and FSF systems.

Line 59 – Estimated loan payments.

Line 60 – Estimated enrollment

Line 61 – Estimated start-up revenue from fundraising – see Fundraising plan for additional detail.

Line 62 - Estimated start-up revenue from capital loans.

Line 63 - Estimated start-up revenue from operating loans.

Federal Funds

No Federal Start-Up Funds are contemplated in this budget.

Other Funds

Line 1 – Non-profit grants have not been budgeted at this time.

Line 2 - Estimated start-up revenue from fundraising – see Fundraising plan for additional detail.

Line 3 – Donations – Carryover from previous year

Line 4 - Estimated start-up revenue from capital loans / operating revenue.

Line 5-9 – Not budgeted at this time.

Line 10 – The administrative salaries for the school were calculated by comparing the size of the school with other like charter schools.

Line 11-29 – Not budgeted at this time.

Line 30 - Classroom technology costs are budgeted at \$750 per individual in the building (pupils, teachers, assistants, etc.) Assumes each individual will be provided a laptop (or similar) and includes licensing fees, cost of printers for each classroom, and projectors. This also includes a one-time set-up cost of \$75,000 in Year 1 for servers and wiring.

Line 31 – 32 – Not budgeted at this time.

Line 33 – Contracted services – Legal

Line 34- Not budgeted at this time.

Line 35 – Board liability insurance

Line 36 – 44 - Not budgeted at this time.

Line 45 - Equipment purchased for administrative use is included in the technology plan. The computer for the principle in Year 1 is included in this category.

Line 46 – Start-up supplies and materials for the School Leader.

Line 47 – Start-up printing and copying for the School Leader.

Line 48 – Start-up postage and shipping for the School Leader.

Lines 49-52 - Not budgeted at this time.

Lines 53 – 57 – The CMO fees are for services to include marketing, recruiting, staffing, professional development, board training, as well as IT, and back office services that will include human resources, payroll, benefits administration, COBRA processing, pension counseling and processing, budgeting, financial reporting, accounts payable, accounting receivable, procurement, and entry into the state's PHRST and FSF systems.

Line 58 – Estimated enrollment