

APPENDIX 13

Approved Preliminary Fiscal Year 2020 Budget

Las Américas ASPIRA Academy Charter School
FY 2020 Preliminary Operating Budget



August 19, 2019

**326 Ruthar Drive
Newark, DE 19711
(302) 292-1463**

**ASPIRA of Delaware Charter Operations Inc.
Board of Directors**

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Jessie Forbes – Teacher Representative

Min Guan – Parent Representative

Las Américas ASPIRA Academy Charter School
 Budget Assumption and Guidelines
 FY 2020 Preliminary Operating Budget

Key Assumptions and Notes:

- 1) Projected September 30th enrollment = 943 Students (105%)
- 2) Revenue projections include a carryover from FY19 of \$1.407MM
- 3) Revenue projections assume minimal donations for FY20
- 4) State Funding projections based on FY19 funding
- 5) Local School District Funding projections based on FY19 funding
- 6) Revenue projections include \$1.5MM investment money and recently awarded Charter School Grant (replication/expansion) = \$500K of \$750K funded this year
- 7) Salaries based on the Christina School District's salary schedule: 6th Yr. Staff @ 100%, 5th Yr. @ 98%, 4th Yr. @ 96%, 3rd Yr. @ 94%, 2nd Yr. @ 92%, 1st Yr. @ 90%
- 8) Expenditures include lease, fit out, operational and maintenance costs of HS property

Guidelines for Total Expenditures

New Revenue / No Carryover

- Salaries & OECs 65% to 75%
- Mortgage/Rent <15%
- Student Transportation 8% to 10%
- Remainder 10% to 15%

Percent of Total FY 20 Revenue Targets

- 74%
- 9%
- 6%
- 11%

FY19 Operating Budget FY20 Preliminary Operating Budget

- 68%
- 11%
- 7%
- 14%

***Calculations do not include \$1.5 MM investment or \$500k grant

FY19 Percent of Total Revenues



FY20 Percent of Total Revenues



Las Américas ASPIRA Academy Charter School
 Budget Summary - Cash Basis
 FY 2020 Preliminary Operating Budget

Fund	Rev. Acct. Code	Description	Final Operating Budget FY18	Final Operating Budget FY19	Preliminary Operating Budget FY20	Difference
REVENUES						
		Number of Students	740	785	943	
		High School		0	0	
		Elementary		785	943	
		Div I Units		51.36	60.04	
		Total Personnel Units		81.11	94.67	
		Classrooms (Homerooms only)	30	32	36	
State	05213	Division I (Salary & OEC)	\$ 4,416,199	\$ 5,161,838	\$ 6,073,449	\$ 911,611
State	05213	Division II (Materials, Supplies, Services)	\$ 18,048	\$ 21,634	\$ 25,290	\$ 3,656
State	05213	Division II (Energy)	\$ 114,600	\$ 122,586	\$ 143,315	\$ 20,715
State	05213	Division II (Academic Excellence)	\$ 6,658	\$ 8,185	\$ 10,737	\$ 1,552
State	05213	Division III (Equalization)	\$ 318,643	\$ 339,948	\$ 397,400	\$ 57,452
State	05213	Division III (Visiting Teacher)	\$ 1,291	\$ 1,360	\$ 1,625	\$ 235
State	05213	Division III (Academic Excellence)	\$ 19,846	\$ 20,783	\$ 24,295	\$ 3,512
State	05213	Division III (Psychologist)	\$ 1,938	\$ 2,039	\$ 2,384	\$ 345
State	05213	Professional & Curriculum Development	\$ 8,149	\$ 8,006	\$ 10,528	\$ 1,522
State	05213	Adjustment (Payouts)	\$ -	\$ 17,051	\$ -	\$ -
State	05213	Student Transportation	\$ 694,608	\$ 755,980	\$ 909,161	\$ 153,182
State	05213	C/O	\$ 265	\$ 47,211	\$ 289,440	\$ -
State	50022	MCI/Annual Maintenance	\$ 82,790	\$ 119,500	\$ 126,386	\$ 6,886
State	05225	Professional Learning Grant	\$ -	\$ 22,725	\$ -	\$ (22,725)
State	05285	Technology Block Grant	\$ 10,581	\$ 18,634	\$ 18,670	\$ 36
State	05287	Education Opportunity Funding	\$ 100,000	\$ 196,813	\$ 105,850	\$ (90,963)
State	05287	C/O	\$ -	\$ -	\$ 24,377	\$ -
State	05288	Education Sustainment Fund	\$ 132,507	\$ 138,232	\$ 138,503	\$ 271
State	05309	SSBG - K-3 (05309)	\$ -	\$ 10,893	\$ 25,963	\$ 15,070
State	05310	SSBG Reading (05310)	\$ -	\$ 79,366	\$ 81,102	\$ 1,736
State	05311	Opportunity Fund - Health & Reading Support	\$ -	\$ -	\$ 79,890	\$ -
State	05388	Contracted Sub Reimbursement - Parental Leave	\$ -	\$ -	\$ -	\$ -
State	05389	Sub Reimbursement - Parental Leave	\$ -	\$ -	\$ -	\$ -
State	08814	Opportunity Fund	\$ -	\$ -	\$ 105,850	\$ -
State	08915	Opportunity Fund - Health & Reading Support	\$ -	\$ -	\$ 79,890	\$ -
State	10171	School Safety & Security Grant	\$ -	\$ 23,580	\$ 24,769	\$ 1,189
State	10171	C/O	\$ -	\$ -	\$ 10,955	\$ -
State		Charter School Grant (Expansion/Replication)	\$ -	\$ -	\$ 500,000	\$ -
		Subtotal State	\$ 5,927,637	\$ 7,072,193	\$ 8,686,059	\$ 1,065,287
Local	98000	School District Local Fund Transfers	\$ 2,063,598	\$ 3,403,701	\$ 4,068,777	\$ 665,078
Local	98000	Local (Other than School District)	\$ 83,775	\$ 159,028	\$ 244,868	\$ 85,870
Local	98000	C/O	\$ 1,859,050	\$ 899,574	\$ 351,362	\$ -
Local	98090	ECDC	\$ 92,803	\$ 172,949	\$ 222,790	\$ 49,841
Local	98090	C/O	\$ 842	\$ 9,599	\$ 17,359	\$ -
Local	98139	Before and After School Program	\$ 158,698	\$ 129,445	\$ 183,194	\$ 63,749
Local	98139	C/O	\$ 15,115	\$ 27,768	\$ 49,255	\$ -
Local	98159	Donations	\$ 20,000	\$ 38,000	\$ 26,042	\$ (9,958)
Local	98159	C/O	\$ 325,136	\$ 251,152	\$ 131,853	\$ -
Local	98133	Construction Fund	\$ 242,646	\$ 141,000	\$ 1,500,000	\$ 1,359,000
Local	98133	C/O	\$ -	\$ 683,755	\$ -	\$ -
Local	91100	Lunch Reimbursement & Purchases	\$ 327,797	\$ 478,731	\$ 563,877	\$ 84,146
Local	91100	C/O	\$ 22,938	\$ 25,567	\$ 42,815	\$ -
Local	98205	Summer Camp	\$ 48,000	\$ 43,481	\$ 79,770	\$ 36,279
Local	98205	C/O	\$ -	\$ 16,062	\$ 55,812	\$ -
Local	98255	Donations II (Annual Giving)	\$ -	\$ -	\$ -	\$ -
Local	98255	Donations II (Annual Giving) C/O	\$ 2,960	\$ 803	\$ 803	\$ -
Local	99079	Contingency C/O	\$ 204,468	\$ 204,468	\$ 204,468	\$ -
Local	98041	CSRP	\$ -	\$ 536	\$ 976	\$ 440
Local	98041	CSRP C/O	\$ -	\$ 71	\$ -	\$ -
Local	99126	Local Grants	\$ -	\$ -	\$ -	\$ -
Local	99126	C/O / NewSchools Grant	\$ -	\$ -	\$ 213,807	\$ 213,807
Local	99150	FY17 CSD Settlement	\$ 111,992	\$ 119,834	\$ 144,002	\$ 24,168
		Subtotal Local	\$ 4,059,310	\$ 4,655,715	\$ 7,064,326	\$ 2,592,417
Federal	40554	Title I	\$ 185,475	\$ 188,814	\$ 208,399	\$ 19,585
Federal	40554	Title I	\$ 27,535	\$ 23,796	\$ -	\$ -
Federal	40114	Title II	\$ 35,941	\$ 37,550	\$ 44,371	\$ 6,821
Federal	40114	Title II	\$ 1,031	\$ 3,076	\$ -	\$ -
Federal	40564	IDEA	\$ 102,168	\$ 120,895	\$ 133,109	\$ 12,414
Federal	40564	IDEA	\$ 34,170	\$ 13,855	\$ 7,252	\$ -
Federal	40565	IDEA Preschool	\$ 380	\$ 567	\$ 1,688	\$ 1,121
Federal	40595	IDEA Preschool	\$ -	\$ -	\$ -	\$ -
Federal	40530	Impact Aid Displaced Std.	\$ -	\$ 72,000	\$ -	\$ (72,000)
Federal	40560	Title III ELL	\$ 19,851	\$ 21,319	\$ 22,692	\$ 1,373
Federal	40560	Title III ELL	\$ 6,096	\$ 6,448	\$ 7,412	\$ 954
Federal	40560	Title III Immigrant	\$ 36	\$ -	\$ 83	\$ 83
Federal	40560	Title III Immigrant	\$ -	\$ -	\$ -	\$ -
Federal	40532	Title IV	\$ 10,000	\$ 16,862	\$ 22,975	\$ 3,093
Federal	40532	Title IV	\$ -	\$ 32	\$ -	\$ -
Federal		Previous Year Federal Grant Increases	\$ 2,547	\$ 15,398	\$ -	\$ (15,398)
		Subtotal Federal	\$ 356,398	\$ 476,225	\$ 433,297	\$ (41,964)
		Total FSF Revenue	\$ 10,343,344	\$ 12,234,133	\$ 16,363,682	\$ 3,615,740
		Previous Year Carryover	\$ 2,299,396	\$ 2,193,207	\$ 1,406,991	\$ 785,215
Other		Petty Cash (Not Reported in FSF - WSFS Account)	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
		Total Revenues - All Categories including carryover	\$ 12,643,941	\$ 14,428,540	\$ 17,791,873	\$ 4,401,956
510		Total Salaries/Other (10)	\$ 4,835,000	\$ 5,877,950	\$ 6,377,224	\$ 1,042,950
520		Total Other Employment Costs (20)	\$ 2,476,270	\$ 3,188,317	\$ 3,472,063	\$ 712,048
540		Total Travel (40)	\$ 37,200	\$ 29,000	\$ 990,081	\$ (6,200)
550		Total - Contracted Services (50)	\$ 1,814,667	\$ 1,839,080	\$ 1,707,180	\$ 24,412
560		Total Supplies/Materials (60)	\$ 711,500	\$ 733,750	\$ 825,850	\$ 22,250
570		Total Capital Outlay-Equipment (70)	\$ 521,500	\$ 73,000	\$ 20,000	\$ (448,500)
580		Total Capital Outlay-Property (80) INCLUDES BOND DEBT SERVICE & FEES	\$ 543,000	\$ 587,000	\$ 2,681,700	\$ 44,000
		Total Expenditures - All Categories	\$ 11,445,507	\$ 13,414,310	\$ 16,274,058	\$ 1,968,803
		Net Excess or (Deficit) for Year	\$ 1,198,434	\$ 1,014,230	\$ 1,517,815	\$ 2,433,153
		Petty Cash (Not Reported in FSF - WSFS Account)	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
		Salary and OECs Accrual (4 pay periods - July/August 2020)	\$ 1,124,811	\$ 1,364,810	\$ 1,515,275	\$ -
		FSF Cash Balance Projected at End of FY	\$ 1,197,235	\$ 1,015,440	\$ 1,516,545	\$ 509,885
		Contingency Reserve (2%)	\$ (177,825)	\$ (209,518)	\$ (259,497)	\$ (31,693)
		FSF Cash Balance Projected at End of FY (Less Contingency Reserve)	\$ 1,019,410	\$ 805,922	\$ 1,257,048	\$ 478,192

Las Americas ASPIRA Academy Charter School
 Detailed Budgeted Expenditures - Cash Basis
 FY 2020 Preliminary Operating Budget

Account Category	Account Code	Description	Final Operating Budget FY18	Final Operating Budget FY19	Preliminary Operating Budget FY20	Difference
510		Various Salary - All Employees	\$ 4,835,000	\$ 5,877,950	\$ 6,377,224	\$ 499,274
		Total Salaries/Other (\$10)				
520	52001	Pensions/Employer Share (23.02%)	\$ 1,028,588	\$ 1,346,016	\$ 1,468,037	\$ 122,021
520	52002	Health Insurance/Employer Share (\$9,988)	\$ 1,005,305	\$ 1,300,390	\$ 1,410,306	\$ 109,916
520	52005	Workmen's Compensation (1.55%)	\$ 69,965	\$ 91,108	\$ 98,847	\$ 7,739
520	52006	Social Security/Employer Share (6.2%)	\$ 299,160	\$ 380,081	\$ 395,388	\$ 35,307
520	52009	Unemployment Insurance (0.11%)	\$ 5,308	\$ 6,510	\$ 7,015	\$ 505
520	52016	Medicare/Employer Share (1.45%)	\$ 69,965	\$ 84,212	\$ 92,470	\$ 8,257
		Total Other Employment Costs (\$20) - 32.33%	\$ 2,476,270	\$ 3,188,317	\$ 3,472,063	\$ 283,746
		Total Salaries and OECs (32.33%)	\$ 7,311,270	\$ 9,066,267	\$ 9,849,287	\$ 783,020
		% of New Revenue (\$1.5 investment and \$500K grant not included)		73.90%	88.48%	-5.42%
540	54001	Mileage/Pvt Car in state	\$ 2,700	\$ 2,500	\$ 2,900	\$ 400
540	54003	Meals - In State	\$ 6,000	\$ 3,000	\$ 2,000	\$ (1,000)
540	54101	Mileage/Pvt Car out of state	\$ 4,000	\$ 3,000	\$ 3,000	\$ -
540	54103	Meals - Out of State	\$ 4,000	\$ 3,000	\$ 5,000	\$ 2,000
540	54104	Lodging/Out of State	\$ 12,500	\$ 5,500	\$ 10,000	\$ (2,500)
540	54105	Other Travel - Out of State	\$ 8,000	\$ 12,000	\$ 15,000	\$ 3,000
540	54107	Student Travel - Field Trips			\$ 14,000	\$ 14,000
550	55034	Athletic Travel			\$ 21,000	\$ 21,000
550	55036	Student Transportation - Bus Transportation Contract			\$ 917,161	\$ 917,161
		Total Travel (\$40)	\$ 37,200	\$ 29,000	\$ 990,061	\$ 961,061

Account Category	Account Code	Description	Final Operating Budget FY18	Final Operating Budget FY19	Preliminary Operating Budget FY20	Difference
Debt	55396	Loans				
		Bond Financing	\$ 506,369	\$ 1,086,213	\$ -	\$ (1,086,213)
		Total Debt Service (550)	\$ 506,369	\$ 1,086,213	\$ -	\$ (1,086,213)
		Professional Services:				
	55000	Data Service Center (DSC) - Enrollment, Attendance, PHRST, RAP & Truancy	\$ 14,900	\$ 23,550	\$ -	\$ (23,550)
		Substitute Service	\$ 4,900	\$ 4,900	\$ -	\$ (4,900)
		S&P Annual Surveillance Fee (Bonds) & DEDA Annual Fees	\$ 85,000	\$ -	\$ -	\$ (85,000)
		Office Movers	\$ -	\$ 77,750	\$ -	\$ (77,750)
		DCSN Consulting	\$ -	\$ 14,900	\$ -	\$ (14,900)
		Auditing Services	\$ 17,375	\$ 14,900	\$ -	\$ (2,475)
		Transforming Lives - Alternative School	\$ 20,000	\$ 20,000	\$ -	\$ (20,000)
		Construction - Project Manager	\$ 20,000	\$ 4,000	\$ -	\$ (16,000)
		POS Maintenance/Service Contract	\$ 3,500	\$ 2,000	\$ -	\$ (1,500)
		Total	\$ 182,675	\$ 164,100	\$ -	\$ (184,100)
	55000	Other Prof Service-Instructional Staff	\$ -	\$ 16,500	\$ -	\$ (16,500)
	550	Landscaping Services	\$ -	\$ 16,000	\$ -	\$ (16,000)
	55007	Construction / Building Services	\$ -	\$ 42,000	\$ -	\$ (42,000)
	55010	Medical Services (Contracted Nurse)	\$ -	\$ 6,000	\$ -	\$ (6,000)
	550	Legal Services	\$ -	\$ 57,000	\$ -	\$ (57,000)
	55030	Instructional Services	\$ -	\$ 132,000	\$ -	\$ (132,000)
	55032	Related Services / Psych, PT, OT, Speech	\$ -	\$ 95,000	\$ -	\$ (95,000)
	55033	Instr. Support Services	\$ -	\$ 48,000	\$ -	\$ (48,000)
	55035	Central Admin Services - Auditing / Data Service Center	\$ -	\$ 3,000	\$ -	\$ (3,000)
	55037	Food Service Operations / Equipment Maintenance	\$ -	\$ 19,000	\$ -	\$ (19,000)
	55073	Computer Services	\$ -	\$ 3,500	\$ -	\$ (3,500)
	55101	Postage	\$ -	\$ 3,000	\$ -	\$ (3,000)
	55110	Security (monitoring, installation & maintenance)	\$ -	\$ 20,000	\$ -	\$ (20,000)
	55125	Telephone Services	\$ -	\$ 6,500	\$ -	\$ (6,500)
	55200	Water & Sewer	\$ -	\$ 24,160	\$ -	\$ (24,160)
	55205	Electric	\$ -	\$ 183,750	\$ -	\$ (183,750)
	55206	Natural Gas	\$ -	\$ 61,250	\$ -	\$ (61,250)
	55371	Tuition Reimbursement	\$ -	\$ 10,000	\$ -	\$ (10,000)
	55400	Equipment Lease (Copiers & Chromebooks)	\$ -	\$ 252,000	\$ -	\$ (252,000)
	55402	Buildings - Office Space (Copiers)	\$ -	\$ 335,500	\$ -	\$ (335,500)
	55404	Fleet Rental (Bus Transportation)	\$ -	\$ 791,980	\$ -	\$ (791,980)
	55452	Insurance (Bag & Contents)	\$ -	\$ 36,500	\$ -	\$ (36,500)
	55500	Maintenance	\$ -	\$ 80,000	\$ -	\$ (80,000)
	55509	Software (Instructional)	\$ -	\$ 7,500	\$ -	\$ (7,500)
	55521	Equipment Repair	\$ -	\$ 18,000	\$ -	\$ (18,000)
	55524	Data Storage/Backup	\$ -	\$ 3,000	\$ -	\$ (3,000)
	55800	Printing & Binding	\$ -	\$ 5,000	\$ -	\$ (5,000)
	55810	Advertising	\$ -	\$ 26,000	\$ -	\$ (26,000)
	55831	Assessm. Dues & Conference Fees	\$ -	\$ 44,000	\$ -	\$ (44,000)
	55847	Student Body Activity	\$ -	\$ 40,000	\$ -	\$ (40,000)
	55667	Training	\$ -	\$ 65,000	\$ -	\$ (65,000)
	55661	Employee Recognition/Teambuilding	\$ -	\$ 11,000	\$ -	\$ (11,000)
	55662	Treat Removal	\$ -	\$ 28,000	\$ -	\$ (28,000)
		Total - Contracted Services (550)	\$ 1,814,567	\$ 1,839,080	\$ 1,707,150	\$ (131,920)
	56000	Office Supplies	\$ -	\$ 93,000	\$ 95,000	\$ 2,000
	56111	Food	\$ -	\$ 168,000	\$ 214,000	\$ 22,250
	56128	Medical Supplies/Medical/Health Aids	\$ -	\$ 9,000	\$ 9,000	\$ -
	56141	Custodial Supplies	\$ -	\$ 19,800	\$ 8,500	\$ (11,300)
	56144	Caterina Supplies	\$ -	\$ 51,200	\$ 36,500	\$ (14,700)
	56145	Computer Supplies (non-instructional)	\$ -	\$ 8,000	\$ 6,000	\$ (2,000)
	56149	Instructional Supplies (mag, manuals, audio, music, band, art, etc.)	\$ -	\$ 140,000	\$ 225,000	\$ 85,000
	56157	Text Books/Library and Yearbooks	\$ -	\$ 99,000	\$ 30,000	\$ (69,000)
	56220	Building Materials (Paint, Plumbing, Electrical, etc.)	\$ -	\$ 48,000	\$ 32,000	\$ (16,000)
	56950	Instructional Equipment (includes furniture)	\$ -	\$ 44,000	\$ 80,000	\$ 36,000
	56960	Athletic Supplies/Materials (560)	\$ -	\$ 21,500	\$ 23,000	\$ 1,500
		Total Supplies/Materials (560)	\$ 711,500	\$ 733,750	\$ 825,850	\$ 92,100
	57020	Institutional Equipment	\$ -	\$ 400,000	\$ 73,000	\$ (327,000)
	57040	Audio Visual Equipment (interactive boards and projectors)	\$ -	\$ 91,500	\$ -	\$ (91,500)
	57210	Custodial/Main Equipment	\$ -	\$ 30,000	\$ 20,000	\$ (10,000)
	57310	Refrig/Air Condition/Heat	\$ -	\$ -	\$ -	\$ -
		Total Capital Outlay-Equipment (570)	\$ 521,500	\$ 73,000	\$ 20,000	\$ (498,500)
	58100	Land Improvements	\$ -	\$ 18,000	\$ 427,000	\$ 409,000
	58300	Major Bldg Alteration by Contract / Bond Debt Service	\$ -	\$ 525,000	\$ 160,000	\$ (365,000)
		Total Capital Outlay-Property (580)	\$ 543,000	\$ 587,000	\$ 2,881,700	\$ 2,294,700
		Grand Totals - All Categories	\$ 11,445,507	\$ 13,414,310	\$ 16,274,058	\$ 2,859,748