Budget Assumptions for C4

Line	Line Description	Assumption	Viability and Adequateness
8	Secured Funds - Other	BSI provides funds for new schools to cover start up expenses	N/A
13	Director/Principal (Dean of Students)	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
14	Teacher-Regular Education	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
15	Special Education Coordinator	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
16	Instructional Assistants-Regular Education	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
17	Clerical-Registrar	Registrar compensation of $2500 per month beginning May 1	Same annual salary used effectively at other BASIS schools in Arizona
18	Clerical-Front Office	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
19	Bookkeeper/Finance (Auxiliary Coordinator)	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
20	Custodial/Maintenance (Facilities Coordinator)	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
21	Technology Coordinator	New hire contracts begin July 16 and are therefore listed as 1/24th of the annual compensation amount	Same annual salary used effectively at other BASIS schools in Arizona
24	Employee Benefits	Employee benefits are calculated at 9% of compensation for taxes (Employees are not eligible for 401K at this point)	Based on BASIS historical averages
25	Employee Insurance (if providing)	Employee insurance is calculated at 9% of compensation beginning June 1 for Registrar only	Based on BASIS historical averages
26	Office Supplies (Paper, Postage, etc.)	Office supplies are anticipated at $150 per month from May 1 through August 1 with a minimal amount of $50 for supplies prior to May 1	Based on BASIS historical averages
27	Instructional Consumables	Instructional Consumables are anticipated for our summer BOSS program	Based on BASIS historical averages
28	Membership Dues, Registrations, & Travel	Membership Dues, Registrations & Travel includes $600 for pre-paid Constant Contact account and $1000 for travel expenses	Travel is based on BASIS historical averages
29	Contracted Services: AIS	We do not anticipate contracting services prior to August 1	These services are not needed prior to the start of the school year
30	Contracted Services: Special Education	We do not anticipate contracting services for Special Education prior to August 1	These services are not needed prior to the start of the school year
31	Curriculum & Resource Materials	Curriculum & Resource Materials are not included in start up expenses as they will be purchased with our project funds	N/A
32	Library Resources/Software	Library Resources and software are not included in the start up expenses as they will be purchsed with project funds	N/A
33	SAIS Software	SAIS Software is covered in the operational budget	N/A
38	Supplies	Maintenance supplies will be minimal as these will predominantly be included with temporary rental space	Amount shown is sufficient for purchase of office supplies such as staplers, scissors, paper, notepads, etc.
39	Marketing/Advertising	Marketing/Advertising includes venues rental for informational meetings, publicity materials, marketing and advertising	Based on BASIS 2014 average marketing cost per school
40	Contracted Services: O&M	We do not anticipate contracting services prior to August 1	N/A
41	Building Rent/Lease/Loan	Temporary office space for 3 months	$1,000 per month has been the BASIS average cost for temporary offices
44	Fees/Permits	Fees/Permits includes Charter application fee	AZ State Board for Charter Schools new application fee
45	Property/Casualty Insurance	Property/Casualty Insurance is 3 months of annual cost	Based on BASIS historical averages
46	Liability Insurance	Liability Insurance is 3 months of annual cost	Based on BASIS historical averages
47	Utilities (Electric, Gas, Water, Waste)	Utilities are 10% of Building Rent/Lease for temporary space	Based on BASIS historical averages
48	Phone/Communications/Internet Connectivity	Phone/Communications/Internet is 10% of Building Rent/Lease for temporary space	Based on BASIS historical averages
49	Student Furniture & Equipment	Student Furniture and Other Equipment is purchased with construction project funds	N/A
50	Office Furniture & Equipment	$1000 is budgeted for initial set up in temporary office. The balance of Office Furniture & Other Equipment is purchased with construction project funds	Two desks and two chairs. Based on past BASIS expenditures.
52	Office Technology Equipment	Office Technology is for 3 laptops printer/scanner/fax machine	Laptops are $700 each, printer/scanner is $500. Based on past BASIS purchases
Additional Notes:			
	A	Head of School, Head of Operations, Director of Academic Programs and Director of K-4 are all employed by Management Organization	
	B	By August 1, employees with a start date of July 16 are not yet eligible for 401 or insurance benefits	