Budget Plan: MONTESSORI CHARTER SCHOOL OF FLAGSTAFF

		Actual	Projected Financial Information		
		FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12
ADM:	1	247.82	262.00	265.00	265.00
REVENUE					
State Equalization Assistance	2	$1,596,681	$1,620,000	$1,638,500	$1,638,500
Classroom Site Fund	3	$94,421	$75,800	$80,000	$85,000
Instructional Improvement Fund	4	$10,460	$10,630	$11,000	$11,000
Federal Funds/Grants	5	$0	$0	$0	$0
Other State Funds/Grants	6	$199,455	$92,560	$8,630	$33,530
Food Service (e.g., NSLP, food sales)	7	$0	$0	$0	$0
Other	[8]	$24,934	$24,900	$25,000	$25,000
TOTAL REVENUE	9	$1,925,951	$1,823,890	$1,763,130	$1,793,030
EXPENSES					
Instructional					
Salaries	10	$795,378	$795,000	$795,000	$795,000
Payroll Taxes	11	$310,957	$311,000	$311,000	$311,000
Employee Benefits	12	$73,302	$73,300	$73,300	$73,300
Purchased Services (Consultants)	13	$1,303	$1,300	$1,300	$1,300
Purchased Services (Special Education)	14	$9,053	$10,600	$11,000	$11,000
Technology	15	$0	$0	$0	$0
Textbooks/Curriculum/Library	16	$0	$0	$0	$0
Instructional Supplies	17	$57,916	$50,000	$50,000	$50,000
Professional Development	18	$1,858	$1,000	$0	$0
Travel	19	$0	$0	$0	$0
Other	[20]	$6,000	$6,000	$0	$0
Total Instructional	21	$1,255,767	$1,248,200	$1,241,600	$1,241,600
Non-Instructional					
Salaries	22	$0	$0	$0	$0
Payroll Taxes	23	$0	$0	$0	$0
Employee Benefits	24	$0	$0	$0	$0
Purchased Services	25	$3,700	$3,700	$3,700	$3,700
Rent/Bond Payment	26	$364,860	$364,860	$302,400	$302,400
Repairs and Maintenance	27	$93,110	$93,000	$86,000	$86,000
Property, Casualty, Liability Insurance	28	$21,947	$18,600	$19,000	$19,000
Interest/Property Taxes	29	$0	$0	$0	$0
Internet	30	$0	$0	$0	$0
Utilities	31	$52,894	$50,000	$42,000	$42,000
Telephone	32	$0	$0	$0	$0
Furniture and Other Equipment	33	$0	$0	$0	$0
Note/Loan/Non-Facility Lease Payments	34	$15,049	$15,000	$15,000	$15,000
Audit	35	$8,500	$8,700	$8,700	$8,800
Legal	36	$709	$1,000	$1,000	$1,000
Advertising/Marketing	37	$10,419	$5,600	$5,600	$5,600
Travel	38	$0	$0	$0	$0
Printing and Postage	39	$0	$0	$0	$0
Supplies	40	$0	$0	$0	$0
Food Service	41	$0	$0	$0	$0
Transportation	42	$2,087	$6,000	$4,000	$3,000
Other	[43]	$4,349	$600	$600	$600
Total Non-Instructional	44	$577,624	$567,060	$488,000	$487,100
TOTAL EXPENSES	45	$1,833,391	$1,815,260	$1,729,600	$1,728,700
Increase (Decrease) in Net Assets	46	$92,560	$8,630	$33,530	$64,330
Net Assets, Beginning of Year	47	$199,455	$92,560	$8,630	$33,530
Net Assets, End of Year	48	$92,560	$8,630	$33,530	$64,330

NOTES/ASSUMPTIONS

Please include in this section the assumptions used in developing the charter holder's budget plan and, if applicable, any notes that help clarify for the Board the information found above.

[A] Please specify what is included in "Other". Please explain each "Other" line item used in its own note.

[B] Any expenses associated with the charter holder's "Facilities Plan" should be reported in the appropriate section of this document with "Notes" incorporated as appropriate.

Budget Narrative

1. ADM: Demand for space at MCSF has remained constant since the school opened. Consequently we hav

REVENUE

2. State Equalization Assistance: This is our primary source of funds. Because we are a for-profit school, w

3. Classroom Site Fund: Based on funds received to date, we expect a higher than budgeted level of funding

4. Instructional Improvement Fund: MCSF has received roughly the same amount from this fund for the last

5. Federal Funds/Grants: We do not receive federal funds.

6. Other State Funds/Grants: This is the budget balance carry forward we expect to experience for the next f

7. Food Service: MCSF does not serve food.

8. Other: Coconino County schools receive funds from Forest Fees. The amount has been growing year-to-y

9. TOTAL REVENUE: The decreasing trend in the immediate future is largely due to the decreasing budget

EXPENSES

Instructional

10. Salaries: All MCSF salaries are budgeted here. That includes the salary of our special education directo

11. Payroll Taxes: See 10. above.

12. Employee Benefits: See 10. above.

13. Purchased Services (Consultants): We do not expect to increase or decrease our occasional use of consul

14. Purchased Services (Special Ed): We have no reason to expect a change in the number or cost of special

15. Technology: We do not expend funds on technology apart from that spent on computers and software. T

16. Textbooks/Curriculum/Library: Because our classrooms are completely equipped with Montessori mate

17. Instructional Supplies: This includes funds spent on reference books and replacement materials and equi

18. Professional Development: Until the funding issues stabilize our professional development will remain c

19. Travel: MCSF staff rarely travel on school business. Student field trip transportation is budgeted with no

20. Other: MCSF pays the owner of the registered trade name “Montessori School of Flagstaff” for use of th

21. Total Instructional: Due to a freeze on most of the expenditures during the period of funding uncertainty

Non- Instructional

22. – 24. Salaries, Payroll Taxes, Employee Benefits: MCSF budgets nothing for non-instructional expense

25. Purchased Services: Cost of work completed by our CPAs.

26. Rent (No Bond Payment): MCSF has a year-to-year lease on 4 buildings, each with a playground and a p

27. Repairs & Maintenance: Expenditures include janitorial services for all buildings which amount to just u

28. Property, Casualty, Liability Insurance: Included here are the costs of all insurance policies – property, c

29. – 30. Interest/Property Taxes and Internet: MCSF owes no money and pays no interest. Property taxes a

31. Utilities: Costs included here are internet, website development and maintenance, electricity, gas, water,

32. Telephone: Included above.

33. Furniture and Other Equipment: We replace furniture from time to time as it becomes unserviceable, but

34. Note/Loan/Non-Facility Lease Payments: MCSF does not borrow and therefore has no note or loan pay

35. Audit: cost of the annual audit increases with increased audit requirements which are expected to contin

36. Legal: MCSF has no ongoing legal expenses. Occasional calls to our attorney for interpretation of the la

37. Advertising/Marketing: MCSF's advertising budget has been decreasing as we become more well-know

38. – 41. Travel/Printing/Postage/Supplies/Food Service: No staff members are included in the non-instructi

42. Transportation: Curricular field trips account for most of the transportation costs. These expenses

43. Other: This includes bank charges in FY09 (which in FY10 and the future have been waived), American

44. Total Non-Instructional: Decreasing expenses are largely due to expected decreases in building lease cos

45. TOTAL EXPENSES: See 44 above.

46. Increase in Net Assets/Budget Balance Carry Forward: MCSF has no assets except cash in the bank. MC

47. Net Assets, Beginning of the Year: MCSF has no assets at the beginning of the year except the Budget I

48. Net Assets, End of Year: MCSF has no assets at the end of the year except the Budget Balance Carry Fo

ve a substantial waiting list. Due to the actual and potential funding cuts, we have temporarily increased c

e are not eligible for IDEA funds or other federal money and do not qualify for most grants. The high deg

from Proposition 301 monies during this fiscal year. Based on the slight economic recovery we are expe

few years and expect that to continue

ew years. For-Profit MCSF is not eligible for most grants

ear. We believe it prudent not to rely on that trend so we have projected a relatively constant future fundi

balance carry forward amount. That phenomenon is caused by flat (but substantial) expenses and the exp

r and our business manager. By design, all staff members spend some time in the classroom, generally as

tants.

education evaluations and therapy.

That is included in our instructional supplies budget. Internet and website expenditures are budgeted with

ials, we do not expend funds on textbooks apart from that spent on reference books and replacement mat

pment, including computers and software, for the classrooms as well as funds spent on office supplies. W

on hold. Ordinarily our staff attends seminars conducted at other Montessori schools in the state and, whe

on-instructional transportation.

at trade name. The owner has suggested that the registration of the trade name will expire at the end of F

, total instructional expenses are expected to remain relatively flat.

s in these categories since all of our staff spend some time in the classroom, usually as substitute teachers

parking lot (see facilities plan). The largest of the four was built by investors for the school in return for a

under $55,000 per year; we are responsible for repairing damage and maintaining the buildings which amo

casualty, liability, teachers' liability, officers & directors, employment practices, and child medical accide

are paid by the owner of the property (included in our rent). Internet costs are included in our utilities bud

sewer, trash & recycling, and telephone. Building owners intend to re-insulate the ceiling of our largest l

t we budget for that under Repairs & Maintenance.

ments. The school leases all its copy machines, fax machines, and duplicating equipment

ue.

aw or contracts account for these budgeted expenses. MCSF has never had need for legal representation o

n. During FY09 and FY10, MCSF renewed its multi-year subscription to a Montessori parent educ

onal section; printing, postage and supplies are included under Instructional Supplies; and MCSF has no f

are generally paid to Flagstaff Unified School District Transportation Services. Several trips to Phoenix l

Montessori Society dues, and Arizona Charter School Association dues.

sts, expected decreases in the cost of heat during winter, and reduced cost of field trip transportation

CSF leases all its buildings, furniture, fixtures and equipment. During this time frame the usual BBCF figu

Balance Carry Forward from the previous year

rward.

our enrollment numbers by adding between 2 and 4 students to each of our classrooms. This has raised ou

ree of Arizona budget uncertainty makes a projection extremely difficult. For that reason although we exp

riencing nationally, we have estimated a slight increase in CSF monies for the next few years

ing stream. We received $1500 during FYs 09 and 10, from the Arizona School for the Deaf and Blind fo

ectation of no increases in funding (we believe it imprudent to budget for a large funding increase even a

substitute teachers. Salaries have been frozen during these times of uncertain funding

utilities

erials and equipment. Those are included in our instructional supplies budget

e expect a slight decrease here since our Montessori materials were upgraded during the last few years

n funds are available and travel costs are not too high, the AMS training conferences

Y 2010.

series of annual leases. If the re-charter is approved, MCSF will enter into a longer term lease in exchang

ounts to about $10,000 annually; and snow removal accounts for just under $8,000 annually. Also, during

nt. In FY10 MCSF changed its child medical accident coverage to secondary rather than primary coverag

lget (below)

building and install dual pane windows in the next largest building which they estimate should reduce our

r cause to go to court. We maintain a relationship with the oldest law firm in Flagstaff as a precaution

cation magazine (250 copies), reestablished our Chamber of Commerce relationship (they mail out our bro

food service.

locations caused the FY10 costs to increase. Those trips will be both limited and spread out in the future

ure has decreased and is expected to increase again as MCSF completes its adjustment to the uncertain sta

ır ADM. We hope that eventually we can return to what we feel is a more manageable classroom size, bu

pect to increase our ADM slightly, we have not increased or decreased our expected per student funding e

or a student that recently moved away

fter the state budget is balanced). As MCSF completes its adjustment to the realities of state funding, the

ge for a lower rate. The FY11 & FY12 numbers reflect lower lease cost

the course of the fiscal years reflected here we will have replaced all the carpeting in all the buildings. Re

e and offset the additional cost of covering more children (see ADM

winter utility bills by about $8,000-10,000 per winter

chure to incoming families), reprinted our brochure, and renewed our advertisement in the Flagstaff Relc

te budget. As the Arizona economy recovers and the state budget stabilizes we hope to return to maintaini

t funding cuts, both real and expected, require otherwise for the time being

expectation. Should funding for full day kindergarten be discontinued, the decrease in funds will be offset

budget balance carry forward should begin to grow again, if only slightly, from year to yea

eplacement furniture is budgeted here alsc

ocation Guide. These periodic expenses all came due during the same two fiscal years (FY09 & 10). Cost

ing a balance from year to year equal to one month of the school’s annual budget, as a contingency func

by a corresponding decrease in salaries, payroll taxes, employee benefits and classroom supplie

: associated with developing a new website was budgeted in Utilities. In the near term future, occasional n

ıewspaper ads and our ad in the Yellow Pages will be the extent of our advertisin