



Meeting Minutes: April 12, 2016

The Finance Committee meeting of Atlanta Classical Academy was held on March 30, 2016 at 9:30am at Atlanta Classical Academy, 3260 Northside Drive, N.W., Atlanta, GA 30327, the Committee Chairman being in the chair.

In attendance: Scott Yates, Matthew Kirby, Dudley Franklin, Cat McAfee, Principal Dr. Terrence O. Moore, Assistant Principal Steve Lambert, Business Manager Bob Tidwell and Development Director Nancy Davis.

Motion to adopt the agenda as amended

Moved: Matthew Kirby
Second: Cat McAfee
Vote: Unanimous approval

Motion to approve the minutes

Moved: Matthew Kirby
Second: Cat McAfee
Vote: Unanimous approval

Reports

Scott Yates, Committee Chairman, provided a brief overview of the state of financial affairs of Atlanta Classical Academy. Bob Tidwell presented the attached monthly financial report for March 2016. It was noted that the March books were not fully closed as the real estate transaction had not been recorded properly. Bob Tidwell noted he is working with Brooks McGinnis on the recording of the transaction. Dudley Franklin provided an update on the capital campaign and Steve Lambert provided an update on the modular project. Steve Lambert presented and discussed the attached memorandum dated April 11, 2016 regarding capital expense request. The overall FY 2017 Budget was not discussed due to time constraints.

Action

1. Motion to ratify the items approved since the last committee meeting, as detailed in the memorandum dated April 20, 2016, from Bob Tidwell to the committee members (attached).

Motion: Cat McAfee
Second: Dudley Franklin
Vote: Unanimous approval

2. Motion to recommend Board approval of the science lab purchase order with Nuldea in the amount of \$69,099.

Motion: Cat McAfee
Second: Dudley Franklin
Vote: Unanimous approval

Community Comments

No members of the community attended.

The meeting adjourned at 11:35 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. Yates', with a long horizontal stroke extending to the right.

Scott Yates, Committee Chair



ATLANTA
CLASSICAL ACADEMY

3260 NORTHSIDE DRIVE
ATLANTA, GA 30305
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Finance Committee Financial Report for April 12, 2016

The monthly and fiscal year-to-date financials for March 2016 as compared to this fiscal year budget are attached.

To follow are some highlights regarding March monthly financials:

- Local Funding Revenue (APS) is tracking ahead of budget.
- We have received \$1,137,626 in capital contributions this fiscal year.
- Salaries and Benefits are running 8% **below** budget (\$202,413) through March and 4% **below** budget (\$12,815) for the month of March.
- School Administration is over budget in March \$2,734 due to the salaries of police officers and 1099 contractors.
- Pupil Services is over budget in March \$4,643 due to an expenditure for athletic uniforms.
- Leasehold Improvements is the temporary holding spot for the \$1,098,393 payment to close on the property until proper classification is determined.

Thank you.

Bob Tidwell

Business Manager

	Current Month		
	3/31/16 Actual	3/31/16 Budget	Variance
Revenues			
Governmental Grants	-	-	-
Local Funding	516,945.00	496,932.00	20,013.00
Contributions - General	503,941.64	-	503,941.64
Miscellaneous Revenue	9,710.10	1,089.00	8,621.10
Total Revenues	1,030,596.74	498,021.00	532,575.74
Expenses			
Instruction	211,106.88	215,219.00	(4,112.12)
Pupil Services	6,299.97	1,657.00	4,642.97
Professional Development	2,777.85	3,472.00	(694.15)
Education Media Services	889.08	1,331.00	(441.92)
School Administration	88,373.24	85,639.00	2,734.24
Support Services - Business	6,350.81	14,024.00	(7,673.19)
Maintenance and Operation of Plant	44,061.66	49,838.00	(5,776.34)
Student Transportation Services	6,159.40	5,235.00	924.40
Food Service Operation	3,268.62	4,190.00	(921.38)
Total Expenses	369,287.51	380,605.00	(11,317.49)
Capital Outlay			
Leasehold Improvements	1,098,392.77	14,780.00	1,083,612.77
Equipment, Furniture & Fixtures	6,964.90	-	6,964.90
Total Capital Outlay	1,105,357.67	14,780.00	1,090,577.67
Total Expenditures	1,474,645.18	395,385.00	1,079,260.18
Excess of Revenues Over Expenditures	(444,048.44)	102,636.00	(546,684.44)

	Beginning	Ending	Change
Wells Fargo (Operations)	\$ 114,173.69	\$ 69,206.13	
Wells Fargo (Petty)	\$ 4,646.75	\$ 4,404.60	
Wells Fargo (Savings)	\$ 41,812.95	\$ 147,137.08	
Atlantic Capital (Reserve)	\$ 1,305,144.66	\$ 603,569.72	
Atlantic Capital (Operations)	\$ 649,160.64	\$ 846,572.72	
NECH	\$ 75,000.00	\$ 75,000.00	
	\$ 2,189,938.69	\$ 1,745,890.25	-\$ 444,048.44

Fiscal Year to Date

	3/31/16 Actual	3/31/16 Budget	Variance	Budget Remaining	% of Budget Spent
Revenues					
Governmental Grants	4,025	-	4,025		
Local Funding	4,087,928	3,975,456	112,472	993,864	
Contributions - General	1,137,626	-	1,137,626		
Miscellaneous Revenue	54,865	37,642	17,223	7,966	
Total Revenues	5,284,444	4,013,098	1,271,346	1,001,830	
Expenses					
Instruction	1,768,248	1,999,181	(230,933)	879,757	67%
Pupil Services	73,849	73,787	62	20,904	78%
Professional Development	25,861	29,614	(3,753)	10,291	72%
Education Media Services	6,587	9,736	(3,149)	4,052	62%
School Administration	771,405	797,244	(25,839)	281,284	73%
Support Services - Business	129,748	126,987	2,761	33,830	79%
Maintenance and Operation of Pla	515,175	526,119	(10,944)	168,224	75%
Student Transportation Services	37,572	44,489	(6,917)	23,239	62%
Food Service Operation	24,849	31,474	(6,625)	14,269	64%
Total Expenses	3,353,295	3,638,631	(285,336)	1,435,849	
Capital Outlay					
Leasehold Improvements	1,098,393	44,340	1,054,053	(846,863)	437%
Equipment, Furniture & Fixtures	44,418	30,000	14,418	12,882	78%
Total Capital Outlay	1,142,811	74,340	1,068,471	(833,981)	
Total Expenditures	4,496,105	3,712,971	783,134	-	
Excess of Revenues Over Expenditure	788,339	300,127	488,212		

	Beginning	Ending	Change
Wells Fargo (Operations)	\$ 114,173.69	\$ 69,206.13	
Wells Fargo (Petty)	\$ 4,646.75	\$ 4,404.60	
Wells Fargo (Savings)	\$ 41,812.95	\$ 147,137.08	
Atlantic Capital (Reserve)	\$ 1,305,144.66	\$ 603,569.72	
Atlantic Capital (Operations)	\$ 649,160.64	\$ 846,572.72	
NECH	\$ 75,000.00	\$ 75,000.00	
	\$ 2,189,938.69	\$ 1,745,890.25	-\$ 444,048.44

Atlanta Classical Academy
Statement of Financial Position
As of March 31, 2016

		Total
ASSETS		
Bank Accounts		
1000 Wells Fargo (Operations)		69,206.13
1100 Petty Cash		4,404.60
1150 WF (Money Market)		147,137.08
1225 ACB (Reserve)		603,569.72
1250 ACB (Operating)		846,572.72
1275 ACB (NECH)		75,000.00
Total Bank Accounts	\$	1,745,890.25
Total Deposits		250,000.00
Total Other current assets		2,956.01
Total Current Assets	\$	1,998,846.26
Fixed Assets		
Total Accumulated Depreciation		-102,628.66
Total Equipment, Furniture & Fixtures		524,666.51
Total Leasehold Improvements		1,271,910.01
Total Fixed Assets	\$	1,693,947.86
TOTAL ASSETS	\$	3,692,794.12
LIABILITIES AND EQUITY		
Current Liabilities		
Total Accounts Payable		171,026.52
Total Other Current Liabilities		-
Total Current Liabilities	\$	171,026.52
Total Long-Term Liabilities		12,763.43
Total Liabilities	\$	183,789.95
Total Equity	\$	3,509,004.17
TOTAL LIABILITIES AND EQUITY	\$	3,692,794.12

Atlanta Classical Academy
BUDGET VS. ACTUALS: BUDGET - FY16 P&L
 March 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Contributions - General				
4600 Capital Contributions	503,941.64		503,941.64	
Total Contributions - General	503,941.64	0.00	503,941.64	0.00
Local Funding				
4025 Educational Prog. Revenue-FTE Funding	516,945.00		516,945.00	
Total Local Funding	516,945.00	496,932.00	20,013.00	104.03 %
Miscellaneous Revenue				
4220 After School Fees	2,029.40		2,029.40	
4230 Uniform Sales	862.66		862.66	
4240 Athletic Fees	2,382.10		2,382.10	
4250 T-Shirt Sales	2,695.00		2,695.00	
4700 Miscellaneous Income	483.00		483.00	
4800 Interest Income	217.94		217.94	
7100 ACA Activities	975.00		975.00	
7150 Book Sales	65.00		65.00	
Total Miscellaneous Revenue	9,710.10	1,089.00	8,621.10	891.65 %
Total Revenue	\$1,030,596.74	\$498,021.00	\$532,575.74	206.94 %
Gross Profit	\$1,030,596.74	\$498,021.00	\$532,575.74	206.94 %
Expenditures				
Educational Media Services				
6017 Books and Classroom Materials-Library/Media Center	889.08	1,331.00	-1,331.00	
Total Educational Media Services	889.08	1,331.00	-441.92	66.80 %
Food Service Operation				
5325 Food Service Contact	3,268.62	4,190.00	-4,190.00	
Total Food Service Operation	3,268.62	4,190.00	-921.38	78.01 %
Instruction				
Classroom Materials				
6009 Books and Classroom Materials-Spanish Supplies	4,052.16		4,052.16	
6011 Books and Classroom Materials-Art Supplies	352.27		352.27	
6012 Books and Classroom Materials-Music Supplies	215.74		215.74	
6025 Books and Classroom Materials-Books & Materials	54.75		54.75	
6050 Books and Classroom Materials-Latin	717.60		717.60	
6051 Books and Classroom Materials-Math	339.32		339.32	
6054 Books and Classroom Materials-English	4,142.70		4,142.70	
6160 Classroom Supplies	6,287.88		6,287.88	
6177 Classroom Furniture	224.70		224.70	
Total Classroom Materials	16,387.12	7,110.00	9,277.12	230.48 %
Field Trips				
6030 - Field Trips	1,136.00	0.00	1,136.00	
Total Field Trips	1,136.00	0.00	1,136.00	0.00
Instruction Other		94.00	-94.00	

6171 Classroom Equipment Rent/Lease (Piano)	80.00		80.00	
Total Instruction Other	80.00	94.00	-14.00	85.11 %
Instruction-Faculty Salaries & Benefits		208,015.00	-208,015.00	
5005 Employee Salaries-Faculty	114,681.04		114,681.04	
5105.2 Benefits-Payroll Taxes Fac	21,773.48		21,773.48	
5105.3 Benefits-Payroll Taxes ER for Fac	4,555.34		4,555.34	
5125.1 Benefits-Health Insurance Fac	21,745.85		21,745.85	
5130.2 Benefits-TRS Fac	8,617.58		8,617.58	
5130.3 Benefits-TRS ER for Fac	20,495.47		20,495.47	
5205 1099 Salaries-Substitutes	1,635.00		1,635.00	
Total Instruction-Faculty Salaries & Benefits	193,503.76	208,015.00	-14,511.24	93.02 %
Total Instruction	211,106.88	215,219.00	-4,112.12	98.09 %
Maintenance and Operation of Plant				
Insurance - General		0.00	0.00	
Janitorial		6,262.00	-6,262.00	
5315 Janitorial Service Contractor	6,200.00		6,200.00	
Total Janitorial	6,200.00	6,262.00	-62.00	99.01 %
Landscape		606.00	-606.00	
6120 Landscape Maintenance	600.00		600.00	
Total Landscape	600.00	606.00	-6.00	99.01 %
Maintenance and Operation of Plant Other		1,191.00	-1,191.00	
Property Taxes		0.00	0.00	
Rent		30,007.00	-30,007.00	
6103 Rent or Lease of Buildings-Heiskell	30,041.67		30,041.67	
Total Rent	30,041.67	30,007.00	34.67	100.12 %
Repairs & Maintenance		3,715.00	-3,715.00	
6111 Repairs & Maintenance-Outdoor R and M	72.00		72.00	
6112 Repairs & Maintenance-Building Repairs	132.92		132.92	
6114 Repairs & Maintenance-Building Security	184.95		184.95	
Total Repairs & Maintenance	389.87	3,715.00	-3,325.13	10.49 %
Utilities		8,057.00	-8,057.00	
6121 Utilities-Electric	3,357.25		3,357.25	
6122 Utilities-Water	1,658.37		1,658.37	
6123 Utilities-Gas	535.37		535.37	
6124 Utilities-Trash Removal	619.22		619.22	
6150 Telephone and Internet	439.91		439.91	
6600 Pest Control	220.00		220.00	
Total Utilities	6,830.12	8,057.00	-1,226.88	84.77 %
Total Maintenance and Operation of Plant	44,061.66	49,838.00	-5,776.34	88.41 %
Professional Development		3,472.00	-3,472.00	
6305 Professional Development-Teacher	193.00		193.00	
6325 Professional Development-Meals	339.66		339.66	
6330 Professional Development-Conference Travel	2,245.19		2,245.19	
Total Professional Development	2,777.85	3,472.00	-694.15	80.01 %
Pupil Services				
Athletics		0.00	0.00	
6700 Athletics	5,474.76		5,474.76	
Total Athletics	5,474.76	0.00	5,474.76	0.00
Pupil Services Other		1,207.00	-1,207.00	

6020 Books and Classroom Materials-Instructional Technology	3.99		3.99	
6022 Books and Classroom Materials-Clubs(Sci, Math, etc)	80.00		80.00	
6027 Books and Classroom Materials-Testing Supplies	664.20		664.20	
6159 Office Supplies-First Aid/Nurse	56.22		56.22	
Total Pupil Services Other	804.41	1,207.00	-402.59	66.65 %
Uniforms		450.00	-450.00	
6550 Uniforms	20.80		20.80	
Total Uniforms	20.80	450.00	-429.20	4.62 %
Total Pupil Services	6,299.97	1,657.00	4,642.97	380.20 %
School Administration				
IT		3,547.00	-3,547.00	
6118 Repairs & Maintenance-Technology Repairs & Maint	9.75		9.75	
6170 Office Equipment Rent/Lease (Copiers)	900.36		900.36	
6175 Computer Equipment and Databases	16.80		16.80	
Total IT	926.91	3,547.00	-2,620.09	26.13 %
Office Supplies		1,913.00	-1,913.00	
6153 Breakfast & Lunch Supplies	172.30		172.30	
6156 Office Supplies-General Office Supplies	1,276.38		1,276.38	
6157 Office Supplies-Computer Software & Supplies	316.96		316.96	
Total Office Supplies	1,765.64	1,913.00	-147.36	92.30 %
School Admin - Salaries & Benefits		78,280.00	-78,280.00	
5030 Employee Salaries-Administrative Staff	45,170.21		45,170.21	
5105 Benefits-Payroll Taxes Admin	10,820.80		10,820.80	
5105.1 Benefits-Payroll Taxes ER for Admin	2,232.16		2,232.16	
5125 Benefits-Health Insurance Admin	5,147.27		5,147.27	
5130 Benefits-TRS Admin	3,451.77		3,451.77	
5130.1 Benefits-TRS ER for Admin	8,209.46		8,209.46	
5220 1099 Salaries-Contract Labor	1,725.00		1,725.00	
5240 1099 Salaries-Police Officers	3,220.00		3,220.00	
Total School Admin - Salaries & Benefits	79,976.67	78,280.00	1,696.67	102.17 %
School Admin Other		1,899.00	-1,899.00	
6182 Administrative Expenses-Records/Background check	30.95		30.95	
6185 Administrative Expenses-Recruitment of Staff	1,861.29		1,861.29	
6196 Travel	421.75		421.75	
9005 PTCA/Special Events	2,663.03		2,663.03	
9010 Other Miscellaneous Expenditure	727.00		727.00	
Total School Admin Other	5,704.02	1,899.00	3,805.02	300.37 %
Total School Administration	88,373.24	85,639.00	2,734.24	103.19 %
Student Transportation Services		5,235.00	-5,235.00	
5320 Transportation Services	6,159.40		6,159.40	
Total Student Transportation Services	6,159.40	5,235.00	924.40	117.66 %
Support Services - Business				
Development		5,820.00	-5,820.00	
6415 Development-Development Supplies and Materials	255.43		255.43	
6950 Capital Campaign Expenses-Program Management	843.18		843.18	
Total Development	1,098.61	5,820.00	-4,721.39	18.88 %
Insurance - WC		1,828.00	-1,828.00	
Legal & Professional		4,358.00	-4,358.00	
5300 Legal & Professional Fees	2,937.50		2,937.50	

Total Legal & Professional	2,937.50	4,358.00	-1,420.50	67.40 %
Support Services - Business Other		2,018.00	-2,018.00	
5500 Bank Charges	22.00		22.00	
5550 Broker Commissions & Fees	1,393.63		1,393.63	
6200 Postage and Delivery	205.83		205.83	
6215 Licenses and Permits-ACA	354.00		354.00	
6230 Payroll Service Fees	339.24		339.24	
Total Support Services - Business Other	2,314.70	2,018.00	296.70	114.70 %
Total Support Services - Business	6,350.81	14,024.00	-7,673.19	45.29 %
Total Expenditures	\$369,287.51	\$380,605.00	\$ -11,317.49	97.03 %
Net Operating Revenue	\$661,309.23	\$117,416.00	\$543,893.23	563.22 %
Net Revenue	\$661,309.23	\$117,416.00	\$543,893.23	563.22 %

Tuesday, Apr 05, 2016 06:06:41 PM PDT GMT-4 - Cash Basis

Atlanta Classical Academy
BUDGET VS. ACTUALS: BUDGET - FY16 P&L
 July 2015 - March 2016

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Contributions - General				
4600 Capital Contributions	1,135,915.79		1,135,915.79	
4650 In Kind Contributions	1,710.00		1,710.00	
Total Contributions - General	1,137,625.79	0.00	1,137,625.79	0.00
Governmental Grants				
4480 Non Competitive Grants (Gov, Fed, State)-CSP Planning and Implementation	4,025.29		4,025.29	
Total Governmental Grants	4,025.29	0.00	4,025.29	0.00
Local Funding		3,975,456.00	-3,975,456.00	
4025 Educational Prog. Revenue-FTE Funding	4,087,928.00		4,087,928.00	
Total Local Funding	4,087,928.00	3,975,456.00	112,472.00	102.83 %
Miscellaneous Revenue		37,642.00	-37,642.00	
4210 Meal Fees-Lunch/Breakfast	29.28		29.28	
4220 After School Fees	14,334.40		14,334.40	
4230 Uniform Sales	5,064.64		5,064.64	
4240 Athletic Fees	14,767.10		14,767.10	
4250 T-Shirt Sales	8,570.00		8,570.00	
4700 Miscellaneous Income	911.46		911.46	
4800 Interest Income	883.73		883.73	
7032 Other Income-Rebates/Reimbursements	349.02		349.02	
7100 ACA Activities	9,645.00		9,645.00	
7150 Book Sales	310.50		310.50	
Total Miscellaneous Revenue	54,865.13	37,642.00	17,223.13	145.76 %
Unapplied Cash Payment Revenue	-250,000.00		-250,000.00	
Total Revenue	\$5,034,444.21	\$4,013,098.00	\$1,021,346.21	125.45 %
Gross Profit	\$5,034,444.21	\$4,013,098.00	\$1,021,346.21	125.45 %
Expenditures				
Educational Media Services		9,736.00	-9,736.00	
6017 Books and Classroom Materials-Library/Media Center	6,586.88		6,586.88	
Total Educational Media Services	6,586.88	9,736.00	-3,149.12	67.65 %
Food Service Operation		31,474.00	-31,474.00	
5325 Food Service Contact	24,849.06		24,849.06	
Total Food Service Operation	24,849.06	31,474.00	-6,624.94	78.95 %
Instruction		123,633.00	-123,633.00	
Classroom Materials				
6002 Books and Classroom Materials-1st	690.30		690.30	
6005 Books and Classroom Materials-4th	70.93		70.93	
6009 Books and Classroom Materials-Spanish Supplies	7,382.60		7,382.60	
6010 Books and Classroom Materials-ESOL Supplies	234.44		234.44	
6011 Books and Classroom Materials-Art Supplies	2,228.36		2,228.36	
6012 Books and Classroom Materials-Music Supplies	4,020.51		4,020.51	
6025 Books and Classroom Materials-Books & Materials	12,117.23		12,117.23	
6050 Books and Classroom Materials-Latin	1,046.55		1,046.55	
6051 Books and Classroom Materials-Math	198.69		198.69	
6052 Books and Classroom Materials-History	2,475.51		2,475.51	
6053 Books and Classroom Materials-Science	7,368.65		7,368.65	
6054 Books and Classroom Materials-English	18,815.32		18,815.32	
6160 Classroom Supplies	10,263.00		10,263.00	
6177 Classroom Furniture	477.21		477.21	

Total Classroom Materials	67,389.30	123,633.00	-56,243.70	54.51 %
Field Trips		2,759.00	-2,759.00	
6030 - Field Trips	5,052.19		5,052.19	
6031 Field Trips-Kindergarten	638.00		638.00	
6032 Field Trips-1st	1,323.00		1,323.00	
6033 Field Trips-2nd	649.00		649.00	
6034 Field Trips-3rd	673.00		673.00	
6035 Field Trips-4th	486.00		486.00	
6036 Field Trips-5th	549.00		549.00	
Total Field Trips	9,370.19	2,759.00	6,611.19	339.62 %
Instruction Other		655.00	-655.00	
6171 Classroom Equipment Rent/Lease (Piano)	720.00		720.00	
Total Instruction Other	720.00	655.00	65.00	109.92 %
Instruction-Faculty Salaries & Benefits		1,872,134.00	-1,872,134.00	
5005 Employee Salaries-Faculty	1,023,986.68		1,023,986.68	
5105.2 Benefits-Payroll Taxes Fac	197,376.94		197,376.94	
5105.3 Benefits-Payroll Taxes ER for Fac	30,231.31		30,231.31	
5125.1 Benefits-Health Insurance Fac	176,514.84		176,514.84	
5130.2 Benefits-TRS Fac	68,127.79		68,127.79	
5130.3 Benefits-TRS ER for Fac	161,753.80		161,753.80	
5205 1099 Salaries-Substitutes	9,521.25		9,521.25	
6161.1 Insurance-Short Term Disability Fac	4,007.47		4,007.47	
6162.1 Insurance-Long Term Disability Fac	2,198.91		2,198.91	
6163.1 Insurance-Life Fac	873.40		873.40	
6166.1 Insurance-Dental Fac	12,910.81		12,910.81	
6167.1 Insurance-Vision Fac	2,301.01		2,301.01	
6168.1 Insurance-Vol. Life Fac	964.70		964.70	
Total Instruction-Faculty Salaries & Benefits	1,690,768.91	1,872,134.00	-181,365.09	90.31 %
Total Instruction	1,768,248.40	1,999,181.00	-230,932.60	88.45 %
Maintenance and Operation of Plant		34,491.00	-34,491.00	
Insurance - General				
5330 P&C Insurance for Lease	15,016.00		15,016.00	
6164 Insurance-P&C/Liability Insurance	23,534.89		23,534.89	
Total Insurance - General	38,550.89	34,491.00	4,059.89	111.77 %
Janitorial		54,385.00	-54,385.00	
5315 Janitorial Service Contractor	55,800.00		55,800.00	
Total Janitorial	55,800.00	54,385.00	1,415.00	102.60 %
Landscape		6,121.00	-6,121.00	
6120 Landscape Maintenance	7,000.00		7,000.00	
Total Landscape	7,000.00	6,121.00	879.00	114.36 %
Maintenance and Operation of Plant Other		10,719.00	-10,719.00	
Property Taxes		46,407.00	-46,407.00	
5340 Property Taxes Paid	46,407.05		46,407.05	
Total Property Taxes	46,407.05	46,407.00	0.05	100.00 %
Rent		269,185.00	-269,185.00	
6103 Rent or Lease of Buildings-Heiskell	269,500.03		269,500.03	
Total Rent	269,500.03	269,185.00	315.03	100.12 %
Repairs & Maintenance		33,435.00	-33,435.00	
6111 Repairs & Maintenance-Outdoor R and M	2,041.84		2,041.84	
6112 Repairs & Maintenance-Building Repairs	26,227.38		26,227.38	
6113 Repairs & Maintenance-Janitorial supplies	175.57		175.57	
6114 Repairs & Maintenance-Building Security	1,805.83		1,805.83	
6115 Repairs & Maintenance-Kitchen	803.93		803.93	
Total Repairs & Maintenance	31,054.55	33,435.00	-2,380.45	92.88 %
Utilities		71,376.00	-71,376.00	
6121 Utilities-Electric	39,836.00		39,836.00	

6122 Utilities-Water	11,584.31		11,584.31	
6123 Utilities-Gas	3,542.82		3,542.82	
6124 Utilities-Trash Removal	5,267.29		5,267.29	
6150 Telephone and Internet	4,292.55		4,292.55	
6600 Pest Control	2,340.00		2,340.00	
Total Utilities	66,862.97	71,376.00	-4,513.03	93.68 %
Total Maintenance and Operation of Plant	515,175.49	526,119.00	-10,943.51	97.92 %
Professional Development		29,614.00	-29,614.00	
6305 Professional Development-Teacher	4,451.93		4,451.93	
6315 Professional Development-SPED	10,744.00		10,744.00	
6320 Professional Development-Administrative	729.92		729.92	
6325 Professional Development-Meals	3,480.71		3,480.71	
6330 Professional Development-Conference Travel	6,454.09		6,454.09	
Total Professional Development	25,860.65	29,614.00	-3,753.35	87.33 %
Pupil Services				
Athletics		43,005.00	-43,005.00	
6700 Athletics	47,793.18		47,793.18	
Total Athletics	47,793.18	43,005.00	4,788.18	111.13 %
Pupil Services Other		26,732.00	-26,732.00	
6015 Books and Classroom Materials-Special Needs Supplies	131.69		131.69	
6020 Books and Classroom Materials-Instructional Technology	752.99		752.99	
6022 Books and Classroom Materials-Clubs(Sci, Math, etc)	15,804.15		15,804.15	
6027 Books and Classroom Materials-Testing Supplies	4,465.43		4,465.43	
6159 Office Supplies-First Aid/Nurse	2,516.57		2,516.57	
Total Pupil Services Other	23,670.83	26,732.00	-3,061.17	88.55 %
Uniforms		4,050.00	-4,050.00	
6550 Uniforms	2,385.05		2,385.05	
Total Uniforms	2,385.05	4,050.00	-1,664.95	58.89 %
Total Pupil Services	73,849.06	73,787.00	62.06	100.08 %
School Administration				
IT		31,923.00	-31,923.00	
6118 Repairs & Maintenance-Technology Repairs & Maint	10,273.38		10,273.38	
6170 Office Equipment Rent/Lease (Copiers)	13,953.40		13,953.40	
6173 Computer Maintenance	828.95		828.95	
6175 Computer Equipment and Databases	10,040.86		10,040.86	
Total IT	35,096.59	31,923.00	3,173.59	109.94 %
Office Supplies		62,155.00	-62,155.00	
6153 Breakfast & Lunch Supplies	1,310.04		1,310.04	
6154 Cafeteria Furniture	230.00		230.00	
6156 Office Supplies-General Office Supplies	16,904.90		16,904.90	
6157 Office Supplies-Computer Software & Supplies	20,680.43		20,680.43	
6178 Office Furniture	569.92		569.92	
Total Office Supplies	39,695.29	62,155.00	-22,459.71	63.87 %
School Admin - Salaries & Benefits		685,678.00	-685,678.00	
5030 Employee Salaries-Administrative Staff	386,026.21		386,026.21	
5105 Benefits-Payroll Taxes Admin	89,192.16		89,192.16	
5105.1 Benefits-Payroll Taxes ER for Admin	15,920.43		15,920.43	
5125 Benefits-Health Insurance Admin	41,113.50		41,113.50	
5130 Benefits-TRS Admin	25,838.25		25,838.25	
5130.1 Benefits-TRS ER for Admin	61,728.72		61,728.72	
5220 1099 Salaries-Contract Labor	12,703.75		12,703.75	
5240 1099 Salaries-Police Officers	24,625.00		24,625.00	
6161 Insurance-Short Term Disability Admin	1,335.11		1,335.11	
6162 Insurance-Long Term Disability Admin	781.62		781.62	
6163 Insurance-Life Admin	265.29		265.29	
6166 Insurance-Dental Admin	4,053.30		4,053.30	

6167 Insurance-Vision Admin	782.78		782.78	
6168 Insurance-Vol. Life Admin	264.41		264.41	
Total School Admin - Salaries & Benefits	664,630.53	685,678.00	-21,047.47	96.93 %
School Admin Other		17,488.00	-17,488.00	
6182 Administrative Expenses-Records/Background check	910.95		910.95	
6185 Administrative Expenses-Recruitment of Staff	2,824.25		2,824.25	
6196 Travel	1,513.88		1,513.88	
6214 Dues & subscriptions-ACA	3,644.00		3,644.00	
9005 PTCA/Special Events	25,022.27		25,022.27	
9010 Other Miscellaneous Expenditure	-1,932.73		-1,932.73	
Total School Admin Other	31,982.62	17,488.00	14,494.62	182.88 %
Total School Administration	771,405.03	797,244.00	-25,838.97	96.76 %
Student Transportation Services		44,489.00	-44,489.00	
5320 Transportation Services	37,572.34		37,572.34	
Total Student Transportation Services	37,572.34	44,489.00	-6,916.66	84.45 %
Support Services - Business				
Development		49,100.00	-49,100.00	
6415 Development-Development Supplies and Materials	669.30		669.30	
6810 Property Acquisition	4,200.00		4,200.00	
6950 Capital Campaign Expenses-Program Management	48,174.17		48,174.17	
Total Development	53,043.47	49,100.00	3,943.47	108.03 %
Insurance - WC		20,497.00	-20,497.00	
6165 Insurance-Worker's Comp	13,261.00		13,261.00	
Total Insurance - WC	13,261.00	20,497.00	-7,236.00	64.70 %
Legal & Professional		39,225.00	-39,225.00	
5300 Legal & Professional Fees	15,509.40		15,509.40	
5305 Legal & Professional Fees-Audit	18,500.00		18,500.00	
Total Legal & Professional	34,009.40	39,225.00	-5,215.60	86.70 %
Support Services - Business Other		18,165.00	-18,165.00	
5350 Solid Waste for Lease	4,486.44		4,486.44	
5400 Advertising/Marketing	7,939.50		7,939.50	
5500 Bank Charges	236.50		236.50	
5550 Broker Commissions & Fees	4,196.61		4,196.61	
6172 Equipment Rent/Lease-Office Computers	4,702.19		4,702.19	
6200 Postage and Delivery	614.43		614.43	
6215 Licenses and Permits-ACA	1,569.00		1,569.00	
6230 Payroll Service Fees	5,689.10		5,689.10	
Total Support Services - Business Other	29,433.77	18,165.00	11,268.77	162.04 %
Total Support Services - Business	129,747.64	126,987.00	2,760.64	102.17 %
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Total Expenditures	\$3,353,294.55	\$3,638,631.00	\$ -285,336.45	92.16 %
Net Operating Revenue	\$1,681,149.66	\$374,467.00	\$1,306,682.66	448.94 %
Net Revenue	\$1,681,149.66	\$374,467.00	\$1,306,682.66	448.94 %

Tuesday, Apr 05, 2016 06:06:00 PM PDT GMT-4 - Cash Basis



ATLANTA CLASSICAL ACADEMY

April 11, 2016

From: Atlanta Classical Academy Administration
To: Atlanta Classical Academy Board of Directors
Subject: Consolidated Capital Expense Request for FY17

1. The table below represents the school's consolidated capital expense request for the FY 2017 budget. The list is presented in order of priority. The first three items are deemed mission critical to school operations.

Priority	Item	Requested Timeline	Estimate	Impact Statement
1	South Building Roof	Summer 2016	\$53,000	Mission Critical
2	South Building HVAC	Summer 2016	\$280,000	Mission Critical
3	Modular Building	FY17	\$330,000	Mission Critical
4	Paint (both buildings)	FY17	\$70,000	Non-Critical
5	Carpet (both buildings)	FY17	\$100,000	Non-Critical
6	Upper Turf Field	FY17	\$16,000	Non-Critical
NR	Milestones Online	Spring 2018	\$404,000	Uncertain

2. Notes and Explanations

- All cost estimates are the result of soliciting at least two independent bids for each project.
- The horizontal components on the South Building roof are degrading as a result of routine water penetration. The insulation is water logged in many places. Ceiling tiles are growing black mold in multiple locations because of continued leaks. The roof requires a complete repair with 60 mil TPO membrane and new insulation, flashing, and parapet caps.
- The South Building HVAC system is 10 years outside of its useful life cycle and has been operated by the previous owner without proper maintenance and upkeep. A March 2016 engineering study revealed that "piping and valves are on the verge of failure" due to corrosion and neglect. Further, the study indicated that the system might last another year or two, but that a major failure could cause cascading effects throughout the facility. The cost estimate is based on the engineering study and two additional competitive bids from reputable HVAC companies. The project involves installing backflow preventers (for code), and reworking or replacing all pipes, valves, pumps, controls, and the boiler.
- The \$330,000 for the modular building is the remainder after the initial down payment; this will close out the lease-purchase arrangement.
- Both the paint and the carpet projects are largely cosmetic.
- While non-mission critical, a refurbishment of the upper turf field (adjacent to the South play ground) would be a welcome addition to the outside recreation space for students.
- The estimates above do not include any asbestos mitigation requirements. While the 3-year AHERA inspection is complete, the school's asbestos management plan has not yet been delivered by ECS Southeast. Any required asbestos mitigation could potentially increase the cost of these projects.
- The requirement to be compliant with GADoE's GA Milestones online testing mandate (by Spring 2018) is uncertain due to the fact that GADoE may relax its position as a result of enterprise-wide costs. Although there is uncertainty about the requirement, the cost estimate is valid and includes all necessary components (network, bandwidth, firewall, computers, and hardware/software support).

virtus | scientia | felicitas



ATLANTA
CLASSICAL ACADEMY

Date: 4/20/16

From: Bob Tidwell

To: Finance Committee Members

Subject: Updates Since March 2016 Meeting

The purpose of this memorandum is to document all of the actions taken (to take) regarding items needing Finance Committee approval.

The following actions have been taken since the last Finance Committee meeting.

- A. The following contracts were started or renewed or had endorsement addition:

Vendor	Service	Contract
Brooks McGinnis	Auditor	\$13,800 plus additional fees
Selective Insurance	Add building values to P&C policy	\$2,823 for remainder of fiscal year

- B. The following PO's were processed:

PO	Vendor	Amount	Product/Service
2113	Houghton Mifflin Harcourt	\$5,622	10 th Grade Science Curriculum

Bob Tidwell

Business Manager



ATLANTA CLASSICAL ACADEMY

Purchase Order Form

Date: 3/18/16

Purchase Order #: 2113 (to be filled in by Business Manager)

Quote and/or Source: HMIT (attach a copy to this form)

Total \$ Amount: \$5,622.00

Requestor Name: Eagleson

Item(s) and Brief Description: 10th grade science textbook

Purchase Category (to be filled in by Category Approver):

- Resource Room
- Athletics
- Front Office
- Development Line Item
- Special Events/Projects Line Item
- Information Technology
- Facilities

Terms (to be filled in by Category Approver):

- Invoice + 30 (Preferred Vendor)
- Prepayment (ACA Debit/Credit Card)
- Employee Reimbursement
- Other

Brown 3/18/16
Purchase Category Approval (Signature/Date)

T O ... 18 March 16
Administration Approval (Signature/Date)

[Signature] 3/18/16
Board Approval (Signature/Date) Required for Purchases in Excess of \$5,000