

**AGENDA**  
**BITNEY COLLEGE PREPARATORY HIGH SCHOOL CHARTER COUNCIL**  
**REGULAR MEETING**

**Date:** Tuesday, 13 January 2009, 6:00 PM

**Meeting Place:** 11763 Ridge Road, Grass Valley

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Public Forum:** *Members of the public are invited to address the Council at the beginning of each meeting regarding possible issues for future agendas, or to speak to a subject not on the agenda. The Council cannot discuss or take action on non-agendized items, but such items may be agendized for discussion and/or action at a later Council meeting.*
5. **Discussion / Action: Approval of Minutes:** The minutes from the 11 November 2008 regular meeting [see **Attachment A**] will be corrected if necessary and approved. (10 minutes)
6. **Action: Consent Agenda:** *Items on the Consent Agenda are considered routine and/or are deemed to be consistent with adopted Council Policies as well as carrying the recommendation of the Principal. The Consent Agenda may be enacted by a single motion and vote. There will be no separate discussion of the items unless a trustee or citizen so requests, in which case the designated item(s) will be considered following approval of the remaining items.* (5 minutes)
  - 6.1. **Information: Principal's Report:** The Principal's report covers administrative, facilities, and Nevada County Charter Cooperative issues [see **Attachment B**].
  - 6.2. **Action: Monthly Warrants:** Should we approve the warrants for expenses paid over the previous month [see **Attachment C**]?
7. **Action: Preliminary Budgets for Next Two Years:** The addendum to our MOU with our sponsor (the Nevada County Superintendent of Schools) requires us to submit budgets for the next two years to them by February 1 in preparation for review by the County Board of Education at their March meeting. We will review the draft budgets that Marshall Goldberg has prepared and decide what changes (if any) should be made before he submits them [see **Attachment D**]. (30 minutes)

8. **Discussion: Strategic Planning Session:** The meeting scheduled for 27 December 2008 was canceled due to the small number of community members who responded to the request for RSVPs. We'll discuss how best to proceed with this process. (10 minutes)
9. **Discussion: Home Study Program:** Cati Lacorazza and Shana Stratton will discuss the results of their research into the feasibility of increasing enrollment by adding a home study to our school. (10 minutes)
10. **Discussion: Facilities for 2009-2010 School Year:** The Nevada Joint Union High School District is no longer required by law to provide facilities for our school because our enrollment is lower than 85 students. They have informed us that they will not be able to provide facilities to us for the 2009-2010 school year. We need to consider other options for our school site if we intend to keep the school open next year. (20 minutes)
11. **Information: Parent Council Report:** Shari Phillips will update us on issues concerning the parents and the Parent Council. (5 minutes)
12. **Information: Dean's Report:** The Dean's report covers marketing, enrollment, curriculum, graduation requirements, standardized testing, student schedules, etc. (5 minutes)
13. **Information: Student Government Report:** Brent Phillips will update us on issues concerning the student body and student government. (5 minutes)
14. **Discussion: Future Agenda Items:** We will consider which topics deserve consideration for upcoming meetings. (5 minutes)
15. **Discussion: Next Meeting:** The next meeting is currently scheduled for 6pm on Tuesday, 10 February 2009, so we just need to verify that this makes sense for everyone. (5 minutes)
16. **Adjournment**

Bitney College Prep  
Charter Council Minutes  
December 9, 2008 Meeting

1. Call to order at 6:05 p.m. by Chris Schneider (chair)
2. Roll Call: John Burnside, Russ Hooper, Ray Patton, Shari Phillips, Rick Robins, Chris Schneider  
Administration: Marshall Goldberg  
Public: Josh Hancock, Cati Lacorazza, Shana Stratton
3. Approval of Agenda: Ray Patton recommended removing item 6.1 from Consent Agenda for discussion. Chris Schneider has not received any details regarding item 7, Shyanne Dustrud's request to make an exception to our foreign language graduation requirement, so he asked to have this agenda item removed. Ray Patton requested further discussion surrounding foreign language requirements to clarify our policy. Item 7 will remain on the agenda. Kathy Davidson was not present to report on item 9, Chris Schneider recommended removing item 9, as Kathy Davidson was not present to discuss Strategic Planning. Item 9 will remain on the agenda, in the event that Kathy attends the meeting late.
4. Public Forum: Cati Lacorazza expressed an interest in discussing the Home Study program proposal she and Shana Stratton are working on. It was noted that all details about plans thus far are noted in detail in the Principal's report. Cati Lacorazza and Shana Stratton will research this issue further and will report their findings at the January Charter Council meeting.
5. Approval of the Minutes: Motion made by Rick Robins to approve the November Charter Council minutes as written, seconded by Ray Patton. All aye.
6. Consent Agenda: Motion made by Ray Patton to approve consent agenda, seconded by Rick Robins. All aye.

6.1. Principal's Report:

Discussion: Ray Patton asked for clarification of the MOU requirements set forth by NCSOS. Marshall confirmed that he is required to submit a budget for both the 2009/10 and the 2010/11 school years to NCSOS on February 1, 2009. Marshall will present draft budgets for the 2009/10 and 2010/11 school years at the January Charter Council meeting. The County Board of Education is expecting Marshall to present a balanced budget (including facility plans) in March 2009. Chris indicated the need for Marshall to include all anticipated expenditures, including facility costs, in his budget proposals to Charter Council in January. Marshall will need input from the Strategic Planning Committee before he can prepare budgets, if in fact the Strategic Planning Committee intends to recommend changes to the existing program. Marshall will need to receive this committee's input soon, if it is to be represented in the budget proposal he will submit to Charter Council at the January meeting.

Marshall indicated that, without input from the Strategic Planning Committee, the budget he intends to propose to Charter Council will include expenditures to support a program similar to what we are currently offering, as well as anticipated facilities expenditures and we will need to take into consideration the fact that \$31,000 of the 2008/09 budget was generated from Special Education funds that are being returned to us from TRESA on June 30, 2009.

Motion made by Rick Robins to approve the Principal's report, seconded by John Burnside. All aye.

6.2 Monthly Warrants: Motion made by Ray Patton to approve monthly warrants, seconded by Rick Robins. All aye.

7. Foreign Language Requirements: Marshall Goldberg and Chris Schneider discussed Bitney's policy that requires two years of one foreign language. This requirement was established to ensure that students meet CSU and UC requirements.

8. Revised Budget: Marshall Goldberg presented a revised budget that will accommodate the County's request that we reduce our budget to accommodate the parameters set forth by the State. Marshall proposed that we eliminate one elective in the second semester; small adjustments were made to revenues, special education expenditures, teachers' salaries (due to elimination of aforementioned elective), administrative assistant salary costs (due to parent volunteers), some adjustments in health and welfare, and other miscellaneous reductions. The most significant reduction in the budget will come from the reduction in salary of the principal, as Marshall will be reduced from four days per week to three days per week. Marshall Goldberg and Dave Peterson will share administrative tasks so that each day of the week will be covered by one and/or or both of them.

Due to increased enrollment, two new students and an enrollment conference with a senior transfer scheduled next week, Marshall projects a \$10,000-\$11,000 carryover for the 2009/10 school year.

Motion by Rick Robins to accept the revised 2008/09 budget proposal submitted by Marshall, seconded by Shari Phillips. All aye.

9. Strategic Planning Session: Shana Stratton reported for Kathy Davidson. Kathy is working on a preliminary community assessment report. Kathy would like to establish a date for a Strategic Planning Session to present her findings and gather further information. Chris Schneider offered to participate in the planning session. Chris suggested that the planning session occur over Winter Break to ensure the highest level of participation by faculty, parents and Charter Council members. Marshall indicated that he would contact Yuba River charter to encourage their participation in the planning session, as they typically refer students to Bitney. It was noted that the Hooper family has connections with Yuba River and perhaps they would be best suited to encourage participation from Yuba River parents. Shari Phillips recommended focusing on Bitney parents, faculty and Charter Council members as they have the most to gain from this planning session and would likely be the most enthusiastic attendees. The Strategic Planning Session was tentatively scheduled for Saturday, December 27, on campus. Time to be determined.

10. Facilities: Rick Robins, Kathy Davidson, John Burnside and Katrina Thompson are investigating facilities options. It has been established that we need a minimum of 5,000 square feet, preferably 10,000 square feet, to meet our facility requirements. Katrina is investigating a facility that would provide just less than 5,000 square feet of space. It was noted that other parents also have connections, and they will present their findings to Marshall in the next couple of weeks.

11. Parent Council: Shari Phillips reported that Local Income is on track. If all pledges are honored, Parent Council will need to generate less than \$1,500 through fundraisers to meet Local Income goals. Parent Council mailed a letter to all families requesting that each family solicit donations from two businesses to ensure the success of the Brain Buster Challenge scheduled for February 7, 2009. Plans are in the works to organize additional fundraisers.

Additionally, Parent Council has arranged for students to participate in the Nevada County Food and Toy Run at the fairgrounds this coming Saturday, December 13, from 11:00am - 5:00 p.m. Students have been encouraged to participate to help the surrounding community and earn community service hours. Shari

Phillips will be present to check students in at the Northern Mines Building. This event also serves as an outreach effort.

12. Dean's Report: Marshall Goldberg reported for Dave Peterson. We have two new students transferring from Nevada Union, and another student from the Woolman Semester has set up an enrollment conference. It is possible that two students are leaving at semester.

The trip to UC Davis was very successful. Thirteen students (freshmen, sophomore, juniors and seniors) participated.

Dave and Heather (intern) are working diligently to ensure that the eSchool program includes all information pertinent to our students' graduation progress.

Next week, Dave and Heather will meet with every senior to ensure that their graduation requirements are being met. They will also meet with all freshman, sophomores and juniors to ensure that they are on track to meet their graduation requirements.

In January, Dave Peterson will meet with all seniors to discuss [college] financial aid options.

Marshall also reported for Dave that Bruce Herring, past Dean and current faculty, is organizing a Cultural Exchange program that will bring 25-30 Chinese students to Bitney over the summer. These students attend private schools in China and are accustomed to traveling to such locations as Australia for summer 'experiences'. They are looking to experience a three week long American Adventure...trips to SF, Tahoe, Yosemite... mountaineering, hiking, sports, ...and yes, academia. Bitney parents are needed to host students for the three weeks they plan to visit our area and parents are needed to help transport students to planned destinations. If the proposal submitted to the Chinese school by Bruce Herring is accepted, all pertinent details will be presented at the January 8, 2009, Parent Council meeting. Chris Schneider recommended that once the Chinese students have accepted the program, Bruce Herring is encouraged to present all details to Charter Council for their consideration and support.

13. Student Government Report: Russ Hooper reported that the Student Council is planning a dance on Friday, December 19. Parent chaperones are needed to supervise two shifts: 6:30-8:30 p.m. and 8:30 p.m.-10:30 p.m. If you can help, please contact the office at 477-1235. Marshall will be present and several faculty members have agreed to chaperone this event.

Seniors are selling lanterns and the Spanish class is selling wreaths at Cornish Christmas in Downtown Grass Valley the next two Fridays, December 12 and 19. Four students attended the booth last Friday, December 5, and two seniors manned the booth Friday, November 28. This is a Bitney outreach opportunity. Please contact Chad Wood at CWood@BitneyPrep.net if you can help with the booth.

14. Future Agenda Items: Home Study program, 2009/10 & 2010/11 Budget, Strategic Planning Session report, Facilities update...

15. Next Meeting: Tuesday, January 13 at 6:00 p.m.

16. Adjournment: Motion made by John Burnside to adjourn meeting at 7:13 p.m., seconded by Russ Hooper. All aye.

Submitted by Shari Phillips, CC parent representative.

## **Bitney College Preparatory High School**

### **Administrator's Report for**

**January 13, 2009 Charter Council Meeting**

#### **Facility Issues:**

No significant facility issues at this time.

#### **Administrative Issues:**

##### **Instructional Days**

Since the Council last met we have called two snow days; Monday, Dec. 15<sup>th</sup> and Friday, Dec. 19<sup>th</sup>, the last day of school before winter break. The state requires charter schools to have at least 175 instructional days, our school calendar included 176, including two designated snow days. Designated snow days are days we schedule off unless they are needed to make up for a snow day. At this time it appears we will need to have school on one of those days.

##### **Schedule/Program Planning for Second Semester**

We are in the process of finalizing our schedule of classes (primarily 7<sup>th</sup> period electives) for next semester which begins on Tuesday, January 20. I am very pleased to say one of our teachers, as well as two parents and another family member, have stepped forward to teach (volunteer) classes for us to supplement our small number of funded electives. These include: a calligraphy class, an aviation class, a music class, and a tutoring/academic support class.

##### **Outreach**

Our middle school outreach efforts for next year have officially begun. These efforts will initially be coordinated with Brain Buster Challenge visits by Bruce Herring and Dave Petersen, and then include visits coordinated around NU's school visits. Several middle schools want us to present information on Bitney at the same time NU comes to make their presentation (and start their new student scheduling process). We have scheduled an information evening for prospective students and parents for February 23.

##### **Future Site**

I have visited one potential facility just outside of Nevada City with one of our parents (who is actively looking for buildings). The building has a total of approximately 4,500 sq.ft. on two floors. Although the building will require us to construct partition walls and make other minor modifications, it appears it can meet our minimum needs. A preliminary conversation with the owner was very positive. She indicated an interest in renting to us at our existing rate. There is at least one other site I know of in Grass Valley that I hope to visit soon. I know others are looking for potential sites but as yet I have not heard anything.

I have also been approached by Sierra Montessori Academy on Wolf Road about sharing their site, potentially with little or no facility cost. Although this appears on the surface to be an attractive offer, with potential to share administrative expenses, and the proximity to more students in the Auburn and Bear River area, the distance from Nevada City and Grass Valley poses significant issues for maintaining our existing student base. I don't plan to pursue this further unless there is interest on the part of the Council.

## **Budget:**

### **2008-09 Budget**

We continue to watch the budget very closely and are on target with our expenditures. On the revenue side, the parent council made their first scheduled payment to the county towards our local income budget of \$57,000. The second payment is due in late February. Also related to revenues, for the first half of the school year our ADA is almost two students higher than projected in our first interim revised budget.

### **2009-10 and 2010-2011 Budgets**

Since our last Council meeting I have received no additional input regarding potential programmatic changes for next year and beyond. As a result I have prepared draft budgets for the next two years for your review (attached as a separate document). As you recall, the addendum to our MOU requires us to submit budgets for the next two years to the Superintendent of Schools by February 1 in preparation for review by the County Board of Education at their March meeting. The attached drafts are based on a similar program to that we currently have and are designed to meet our basic needs and the requirements set forth by the NCSOS. The key differences and assumptions include:

1. a 10 percent increase each year in enrollment (and ADA) based on our existing budgeted enrollment of 51,
2. stable state funding for the next two years (i.e., Block grant and categorical grant funding at this year's rate with projected mid-year cuts),
3. reduction in local income from \$57,000 (this year) to \$30,000 in each of the next two years,
4. no increase in salaries or health benefit rates during the first year, year two includes a 3 percent cost of living increase for all staff and an increase in the health benefit from \$4,400 to \$5,000 for employees working .75 FTE or greater (in each of the years noted this benefit will only impact 2 faculty members),
5. reduction of administrator position to .5 FTE, Dean to remain at .5 FTE, administrative assistant/attendance clerk to remain at .6 FTE with funding for a part time office assistant needed in the afternoons four days per week (replacing the volunteers we have now). In year two the administrative assistant position returns to a full-time benefited position,
6. minor increases (approx. 10 percent) in most expenditures (rent, utilities, insurance, etc.) each year, as well as a one time equipment expense in year two for replacement of office and other necessary equipment,
7. maintaining the minimum mandated reserve in each year. In year two the budget includes an increase in the mandated reserve to 5 percent (from 3 percent). While not a mandate, there has been significant discussion by directors and the NCCC service center staff regarding the need to increase the reserve. Statewide, small districts typically have significantly higher reserves than the minimum mandate as defined in our MOU, providing insurance against mid-year cuts and special education liability among others,
8. payoff of our QZAB loan (\$11,600) in year one,
9. repayment of our NCSOS loan (totaling \$19,100 payable in equal installments over the next two years),
10. moving the school to a new location at the same rent (as we currently pay) for the first year with a 10 percent increase during the second year. Year one also includes a one time expense of \$5,000 to cover remodeling/moving associated costs.

### **Warrants**

Warrants for November 15, 2008 through January 2, 2009, total \$1,195.61 and are attached as a separate document.

### **Nevada County Charter Cooperative Meetings**

The next meeting will be held on Jan. 13<sup>th</sup>. The key points at the December meeting included a discussion of the dire economic conditions in the state (which will likely translate into revenue reductions for schools for the next three years), the potential need to increase our budget reserves (possibly to 4 percent next year and 5 percent the year after), and a recent veto of a bill by the governor indicating charter school directors may not be required to file conflict of interest statements.

## **NCCC Notes December 9, 2008**

**Present:** Holly P., Holly H., Julia, Jeff, Jane, Peter, Sandy, Jenny, Stan, Caleb, Donna F. Daniel, & Marshall

### **Check-Ins**

#### **TTUSD**

Holly H. shared that the check was received. It was short \$400,000 and that should arrive shortly. Holly and Sandy are working on seeking new sponsorship. Holly said that they will pursue all options very carefully as it is a complicated process. There could be impacts on the Co-op but nothing is definite at this time.

#### **Form 700-Charter School Conflict of Interest Bill**

Sandy shared that she was at the CCSA Regional meeting and asked the CCSA interim president, Peter Thorpe, about Form 700 to inquire about whether charter schools charter council members are required to complete Form 700. Because the Conflict of Interest policy has not yet received consensus and has not passed, he replied that charter school council members do not have to complete these forms. Stan thought that there was an interest from the Nevada County Superintendent of Schools Board to have this apply to the charter councils. Julia checked the MOU and there was nothing regarding conflict of interest. Donna shared that School Services is suggesting that charter schools address this issue in some manner and suggested following the Conflict of Interest rules and regulations but not completing the form. Julia suggested putting Conflict of Interest on a Charter Council meeting yearly which would include review of the written policy. The members could review and it would be fresh in people's minds. Julia will review the schools Conflict of Interest policies and bring this back to the January meeting for further discussion. It would be nice to have a consistent policy for all the schools.

#### **Bitney Update/Marshall**

Tabled

#### **Updated on Sierra Montessori Charter**

Daniel shared that their landlord is willing to waive their rent for this year and next provided they meet certain bench marks. One bench mark is increasing enrollment. If the bench mark cannot be accomplished, the school would finish the year and close. The landlord wants to be out of the picture by 2011.

#### **Health Compromised Children**

Stan shared that the county received an unidentified call regarding charter schools. Evidentially a parent wanted to enroll their child that had a serious diabetic problem and the charter school told them they could not handle this extreme condition at their school. Stan suggested that the schools remind staff around legal issues and being sensitive to saying no.

#### **Update on YRC building Project**

Caleb shared that the school has hired a project manager. The architect firm hired is 450 Architect Group based in San Francisco. The school has an offer in on the Animal Save property located on the Rough and Ready Hwy. The parcel is approximately 8.5 acres. Caleb passed out copies of their capital campaign report.

#### **Raising Our Reserve Another 1% to 4% at a Time of 10% Budget Cuts**

Sandy shared that raising the reserve to 4% was discussed at the business managers meeting. Julia shared that charter schools are not required to have reserves but in these economic times should plan for more money in the reserve. Julia requested that the business managers take this information back their Boards and Directors suggesting that the reserve be raised to 4% and eventually get to 5%. Julia shared that if you have reserves you can take cuts from it; otherwise the cuts will come from programs.

#### **First Interim Overview**

Julia passed out the First Interim for review. Donna shared that next year will be financially worst. The State is predicting that, if they do nothing, they will be 28 billion dollars in the hole. We are looking at a 3 year problem. Julia shared that she will be working with the business managers on starting a 3 year projection which will be a part of the Second Interim. Sandy has concerns that Forest has to spend the money to meet SB 740 requirements. Independent Study Schools are required to spend 80% of their budget on instruction and 40% on staff salaries. This leaves IS students in a predicament over increasing their reserve. Julia will pursue this issue with the State.

**Student Services Increase**

Jeff shared that at Forest Shana's caseload is over 40 and it should be around 28. Forest would like to purchase a day more of resource time. Michelle Coder would be available for the extra day. That would move her from 60 to 80 % and benefits would need to be paid. Forest is willing to participate. Jeff would like to know if all the schools would be willing to chip in to cover these costs. If the amount was split between all the schools, the cost would be around \$700. Jenny was wondering if we could hire a part-time person to avoid benefits. Candi that services the Tahoe area was suggested. Jeff shared that it is not realistic to have her drive down here. Holly suggested that if Forest needs the time, Forest should take over the cost. Another suggestion was to bill just the schools that utilize Michelle. Stan said it is a benefit to invest in the employees we have as they understand our system. It could be an investment in keeping the employee from going to another school. Holly P. shared that it would be difficult for several of the schools to pay for this.

Donna suggested giving her supplemental hours for the remainder of this year and reconsidering for next year based on what the needs are. Consensus was to pay Michelle on the supplemental payroll for the remainder of this year, thus avoiding benefits.

**Student Services Report**

**Substitutes:** The CAST team does not seem to think it is a problem for short time absences. If it would be a long term absence then we would have to hire a sub with resource background. The question arose of who would pay for this? Jeff suggested that the school would hire and pay for the sub. Jenny suggested a policy limiting absences. Julia is planning on working with Jeff on developing a personnel policy for CAST.

**MAA:** We are going to receive around \$13,000 MAA money for the 1<sup>st</sup> and 2<sup>nd</sup> quarters. Jeff suggested taking these funds when received along with the TRES D money and look at setting up some reserves. The CAST employees consider that they are participating in MAA for the co-op. Jeff suggested that some of it could be used to purchase materials. Another suggestion for next year was to have one person trained to be our Autism specialist. The person would attend trainings and receive a certificate. We have many students that fall into this category. Jeff would like to train Molly Harrison.

**Home Study:** Jeff shared that he has a concern about the home study programs labeling students special education when they might not have received proper curriculum. These students need to be identified in K and 1<sup>st</sup> grades and RTI interventions should be utilized first. Sandy shared that Forest uses Ed Performance; working with the ES's to find out what they are doing and looking at the STAR results.

**Charter Brochures (What to do with the remaining)**

Caleb suggested the other schools take what they want and he has someone that will distribute the rest.

**Class Size Reduction (CSR) Signatures**

Julia got signatures for the CSR applications.

**Classified Employee of the Year**

Stan passed out protocol and reviewed the process for classified employee of the year. Stan suggested selecting one person from all the charters.

**Science Awards**

Stan passed out information regarding science awards.

**Summary of Charter Business Services**

Julia passed out a summary of the 2007/08 Charter Business Services Revenue and Expenditures. A general discussion followed.

**Decisions Made At This Meeting**

Give Michelle Coder supplemental hours for the remainder of the 2008-09 school year and look at the needs for next year.

**Conflict for March Meeting**

The March meeting is conflicting with the CCSA conference. The meeting was changed to March 24th 9-2 Home Study.

**Agenda Items for Next Meeting**

Conflict of Interest/Julia  
Vision/Stan & Holly P.

**Next Meeting:** January 13<sup>th</sup>, NCCC Bitney Prep. Hosting

BCPHS Charter Council 2009-01-13 Agenda – Attachment C (p1 of 2)

BITNEY COLLEGE PREPARATORY HIGH SCHOOL

District 50: NCSOS

11/15/2008 to 12/5/2008

99455699	45159 Credo	09-0009-5930-00-012-0-0000-2700	Long Dist Oct/Nov 08	\$	13.22
99455700	46294 Dolphin Capital	09-1100-5600-00-012-0-0000-2700	Copier Contract pmt.Nov.08	\$	273.42
99455701	42706 State of Calif.	09-1100-5840-00-012-0-0000-2700	fingerprinting	\$	64.00
99455702	41202 Williams Stationery	09-0009-4300-00-012-0-1110-1000	teachers supplies	\$	107.34

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BATCH TOTALS	TOTAL # OF WARRANTS: 4	TOTAL AMT OF WARRANTS	\$	457.98	\$	457
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BITNEY COLLEGE PREPARATORY HIGH SCHOOL

District 50: NCSOS

12/5/2008 to 12/12/2008

99456314	44665 AT&T/MCI	09-0009-5930-00-012-0-0000-2700	Local Phone Nov.. 08	\$	116.92
99456315	41917 Gold Country Copier	09-1100-5600-00-012-0-0000-2700	#3 pmt copier contract 08/09	\$	249.50

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BATCH TOTALS	TOTAL # OF WARRANTS: 2	TOTAL AMT OF WARRANTS	\$	366.42	\$	366
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BCPHS Charter Council 2009-01-13 Agenda – Attachment C (p2 of 2)

BITNEY COLLEGE PREPARATORY HIGH SCHOOL

District 50: NCSOS  
12/12/2008 to 12/19/2008

99456830	4520	B&C True Value	09-0009-4300-00-012-0-0000-8100	maintenance supplies	\$	24.46
99456831	45159	Credo	09-0009-5930-00-012-0-0000-2700	Long Dist Nov/Dec 08	\$	17.87

<b>BATCH TOTALS</b>	<b>TOTAL # OF WARRANTS: 2</b>		<b>TOTAL AMT OF WARRANTS</b>	<b>\$</b>	<b>42.33</b>	<b>\$</b>	<b>42.3</b>
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BITNEY COLLEGE PREPARATORY HIGH SCHOOL

District 50: NCSOS  
12/19/2008 to 1/2/2009

99457374	46476	Melissa Patton	09-0808-1140-00-012-0-1110-1000	Stale chk reissued/ M. Patton	\$	197.10
99457375	41202	Williams Stationery	09-0009-4300-00-012-0-1110-1000	instructional supplies	\$	131.78

<b>BATCH TOTALS</b>	<b>TOTAL # OF WARRANTS: 2</b>		<b>TOTAL AMT OF WARRANTS</b>	<b>\$</b>	<b>328.88</b>	<b>\$</b>	<b>328.8</b>
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**Total Amount of Warrants 11/15/08 to 1/02/09** **\$1,195.61**

**TOTAL AMOUNTS OF WARRANTS - ALL INCLUSIVE** **\$ 18,673.9**

## Bitney College Prep High School

## Summary - Draft Program Budgets for 2009/10 &amp; 2010/11

	<b>Revised Budget 2008-09</b>	<b>Draft Budget 2009-10</b>	<b>Draft Budget 2010-11</b>
<b>Assumptions:</b>			
1 Total Enrollment	51	56	62
2 Attendance (Average)	92.5%	92.5%	92.5%
3 Average Daily Attendance (ADA)	47	52	57
4 Revenue Limit (General Block Grant and Categoricals)	\$6,929	\$6,929	\$6,929
5			
6 <b>Revenues:</b>			
7 Revenue Limit and in lieu EIA	\$329,085	\$361,771	\$397,725
9 State Lottery	\$6,463	\$7,109	\$7,820
10 All other revenue	\$5,414	\$5,414	\$5,414
12 Local income (Fundraising/Pledges)	\$57,000	\$35,000	\$30,000
13 Carryover from previous year	\$31,000	\$13,367	\$12,602
14 <b>Subtotal</b>	<b>\$428,962</b>	<b>\$422,661</b>	<b>\$453,561</b>
15 <b>Expenditures:</b>			
16 <b>Salaries - Teachers</b>			
17 Certificate Teachers - Full and Part Time	\$187,061	\$181,792	\$187,246
18 Specialists - Part Time	\$4,588	\$7,238	\$7,238
19 Substitute Teacher	\$5,500	\$5,500	\$5,500
20 <b>Subtotal</b>	<b>\$197,149</b>	<b>\$194,530</b>	<b>\$199,983</b>
21 <b>Salaries - Classified</b>			
22 Adm. Asst./Business Manager	\$500	\$1,000	\$1,000
23 Attendance Clerk/Adm. Asst.	\$13,838	\$13,838	\$22,804
24 Office Assistant	\$0	\$4,620	\$0
25 Maintenance	\$6,138	\$6,138	\$6,322
26 Nurse/NCCC Adm Asst.	\$2,544	\$2,544	\$2,798
27 <b>Subtotal</b>	<b>\$23,019</b>	<b>\$28,139</b>	<b>\$32,924</b>
28 <b>Salaries - Administration</b>			
29 Administrator	\$34,800	\$23,053	\$23,745
30 Dean/Guidance Counselor	\$21,407	\$21,407	\$22,049
39 <b>Subtotal Admin</b>	<b>\$56,207</b>	<b>\$44,460</b>	<b>\$45,794</b>
40 <b>Total Salaries (Teacher/Classified/Adm)</b>	<b>\$276,375</b>	<b>\$267,129</b>	<b>\$278,701</b>
41 <b>Salary Related Expenses/Benefits</b>			
42 <b>Retirement</b>	<b>\$27,200</b>	<b>\$25,967</b>	<b>\$27,292</b>
43 <b>Health</b>			
44 Health & Welfare Certificated (FT)	\$12,542	\$8,926	\$10,126
45 Health & Welfare Classified (FT)	\$5,779	\$224	\$5,224
46 <b>Subtotal</b>	<b>\$18,321</b>	<b>\$9,150</b>	<b>\$15,350</b>
47 <b>Other Worker Expenses (unemployment, worker's cc</b>	<b>\$5,199</b>	<b>\$5,015</b>	<b>\$5,232</b>
48 <b>Subtotal (all worker expenses)</b>	<b>\$50,719</b>	<b>\$40,132</b>	<b>\$47,874</b>

**Bitney College Prep High School**  
**Summary - Program Budget for 2008/09**

		<b>Revised Budget 2008-09</b>	<b>Draft Budget 2009-10</b>	<b>Draft Budget 2010-11</b>
	<b>Materials &amp; Supplies</b>			
1	Instructional Materials & Supplies	\$2,595	\$2,854	\$3,139
2	Office Materials & Supplies	\$1,500	\$1,500	\$1,500
3	Maintenance Materials & Supplies	\$550	\$550	\$550
4	<b>Subtotal</b>	<b>\$4,645</b>	<b>\$4,904</b>	<b>\$5,189</b>
5	<b>Special Education</b>			
6	<b>District Fee</b>	\$2,000	\$2,000	\$2,000
7	<b>Subtotal</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
8	<b>Other Expenses</b>			
9	Electricity	\$2,021	\$6,000	\$6,600
12	Repairs/Rentals/Leases (copier)	\$5,981	\$3,000	\$3,000
13	Lease - Building	\$26,987	\$24,000	\$26,400
14	Pupil Transportation (school bus)	\$0	\$0	\$0
15	Prof Consult Services (Connect-Ed, misc.)	\$1,124	\$1,124	\$1,124
16	Site Improvement	\$1,000	\$5,000	\$5,000
17	Equipment	\$500	\$500	\$5,000
18	Liability Insurance	\$1,972	\$2,512	\$2,763
20	Computer Tech Support Service	\$1,500	\$1,500	\$1,500
21	Wilderness Week/Field Trips	\$1,200	\$1,200	\$1,200
22	Legal Fees	\$500	\$500	\$500
23	Dues and Memberships	\$1,140	\$685	\$1,685
24	Teacher Support (Beg Teacher Support)	\$995	\$500	\$500
25	Advertising/Marketing	\$250	\$250	\$275
26	Fingerprinting	\$200	\$200	\$220
27	Postage	\$750	\$750	\$825
29	Telephone	\$800	\$800	\$880
30	<b>Subtotal</b>	<b>\$46,921</b>	<b>\$49,121</b>	<b>\$58,132</b>
39	<b>Fees and Loans</b>			
40	NCSOS Business Services Fee	\$23,331	\$25,619	\$28,136
41	Debt Service (Loan Repayment)	\$11,605	\$21,155	\$9,550
42	<b>Subtotal</b>	<b>\$34,936</b>	<b>\$46,774</b>	<b>\$37,686</b>
43	<b>Total Expenses</b>	<b>\$415,595</b>	<b>\$410,060</b>	<b>\$429,583</b>
44				
45	<b>Net Profit (loss)</b>	<b>\$13,367</b>	<b>\$12,602</b>	<b>\$23,979</b>
46				
47	<b>Mandated Reserve</b>	<b>-\$12,468</b>	<b>-\$12,302</b>	<b>-\$21,479</b>
48	<b>Adjusted Net Profit (loss)</b>	<b>\$899</b>	<b>\$300</b>	<b>\$2,500</b>