

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Art Room
February 5, 2018 5:00 PM
Meeting Agenda

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Consent Agenda
 - a. Approval of Financial Statements
 - b. Approval of Bills
 - c. Approval of Minutes for the December 11 Meeting
6. Authorization to apply to Grand Valley as a public school academy
7. New Business and Administrative Reports/Updates
8. Other Matters
9. Adjournment

Hillsdale Preparatory School
160 W. Mechanic Rd., Hillsdale, MI 49242
Board of Directors Meeting
Hillsdale Prep Art Room
December 11, 2018 5:00 PM
Meeting Minutes

1. **Call to Order:** 5:05 PM
2. **Roll Call :** Willson, Jones, Blood, Mauer
 - a. Also Present: George Bauman, Robert Henthorne, Melody Henthorne, Greg Bailey
3. **Approval of Agenda :** Motion to approve: Maurer, 2nd Blood - Carried
4. **Public Comment:** Blood spoke on behalf of Christopher Heckel. He would like a place for parents to speak during the meeting. He is concerned about the Science Curriculum and the testing we are doing.
5. **Consent Agenda :** Motion to approve: Maurer , 2nd Blood - Carried
 - a. Approval of Financial Statements
 - b. Approval of Bills
 - c. Approval of Minutes from the Oct. 23 Meeting
6. **Audit Report from Greg Bailey :**
 - a. Mr. Bailey reviewed the audit report with the Board.
 1. Maurer made a motion to accept the 2016 audited financials, 2nd by Blood – Carried.
7. **New Business/Administrative Reports:**
 - a. George Bauman: Mr. Bauman gave a technology update. We purchased 16 Chromebooks with an Early Literacy Grant. Those Chromebooks were placed in k-3 grade classrooms. We received another \$10,000 grant to purchase a Chromebook for every student. The order has been placed and we are just waiting for them to arrive. The students will not be allowed to take them home. We have ordered an online Science Curriculum that will be used on the Chromebooks.
 - b. Robert Henthorne: Mr. Henthorne informed the Board that Stacey Otterbein has decided to leave us. She took a teaching job at Reading. Mrs. Otterbein's class has been moved into Mrs. Medrano's class. We will finish out the year with one Kindergarten class. Arrangements have been made for Christopher Fowler to be the 4th grade teacher for the rest of the school year. We are still waiting to hear from the state on the appeal. Things are going well with GVSU. We are continuing the application process and will know more after their board meeting in February.
8. **Other Matters:** None
9. **Adjournment :** Motion to adjourn: Jones, meeting adjourned at 5:50 PM

HILLSDALE PREPARATORY SCHOOL
BOARD OF EDUCATION
CONSENT AGENDA
FEBRUARY 5, 2018

Approval of December, 2017 bills

1.	Disbursements journal	\$	30,393.95
2.	Debit card journal		720.47
3.	Payroll journal		63,620.67
4.	Transfers/other journal		1,555.90
		\$	<u>96,290.99</u>

Hillsdale Preparatory School Journals

December 1, 2017 - December 31, 2017

Date	Reference	Account	Payee ID	Description	1099	Amount
Journal: Debit Card						
12/31/17		11-000-21010.000		Debit card		(316.26)
12/31/17		11-111-15110.000		Debit card		26.66
12/31/17		11-299-15610.000		Debit card		123.46
12/31/17		11-241-13430.000		Debit card		112.21
12/31/17		11-291-17910.000		Debit card		22.25
12/31/17		11-293-15990.000		Debit card		14.74
12/31/17		11-241-15910.000		Debit card		16.94
12/31/17		11-000-21010.003		Debit card		(404.21)
12/31/17		11-111-15110.000		Debit card		404.21
Transaction Balance for Debit Card						<u>0.00</u>

Transaction Totals

Total Debits	<u>720.47</u>
Total Credits	<u>720.47</u>
Account Hash Total	<u>0.0000</u>

Transaction count = 2

Distribution count = 9

Journal: EFT

12/31/17	11.01	11-000-21010.000				7.52
12/31/17	11.01	11-000-01990.000				(7.52)
12/31/17	EFT	11-000-21010.000				(358.75)
12/31/17	EFT	11-232-13150.002				174.40
12/31/17	EFT	11-232-13150.002				174.40
12/31/17	EFT	11-259-17410.000				9.95
12/31/17	EFT	11-000-21010.003				(1,189.63)
12/31/17	EFT	11-232-13150.002		ADP fees		482.23
12/31/17	EFT	11-111-13110.001		PESG fees		707.40
Transaction Balance for EFT						<u>0.00</u>

Transaction Totals

Total Debits	<u>1,555.90</u>
Total Credits	<u>1,555.90</u>
Account Hash Total	<u>0.0000</u>

Transaction count = 3

Distribution count = 9

Journal: Payroll

12/08/17	89.01	11-232-11110.000		HPS 8th payroll		1,837.50
12/08/17	89.01	11-232-12830.000		HPS 8th payroll		140.57
12/08/17	89.01	11-000-24610.001		HPS 8th payroll		(541.95)

Hillsdale Preparatory School Journals

December 1, 2017 - December 31, 2017

Date	Reference	Account	Payee ID	Description	1099	Amount
12/08/17	89.01	11-000-21010.003		HPS 8th payroll		(1,436.12)
12/08/17	89.01	11-000-24610.001		HPS 8th payroll		541.95
12/08/17	89.01	11-000-21010.003		HPS 8th payroll		(541.95)
12/08/17	89.03	11-111-13110.000		HC 8th payroll		14,966.24
12/08/17	89.03	11-111-13110.008		HC 8th payroll		1,760.25
12/08/17	89.03	11-111-13110.012		HC 8th payroll		525.00
12/08/17	89.03	11-111-13110.003		HC 8th payroll		1,479.17
12/08/17	89.03	11-111-13110.004		HC 8th payroll		11.94
12/08/17	89.03	11-111-13110.007		HC 8th payroll		156.35
12/08/17	89.03	11-241-13150.000		HC 8th payroll		2,583.34
12/08/17	89.03	11-241-13150.001		HC 8th payroll		2,100.00
12/08/17	89.03	11-241-13150.002		HC 8th payroll		377.03
12/08/17	89.03	11-261-13190.000		HC 8th payroll		812.76
12/08/17	89.03	11-261-13190.001		HC 8th payroll		66.45
12/08/17	89.03	11-111-13110.013		HC 8th payroll		975.00
12/08/17	89.03	11-111-13110.014		HC 8th payroll		74.59
12/08/17	89.03	11-111-13110.007		HC 8th payroll		4.19
12/08/17	89.03	11-000-24610.002		HC 8th payroll		(94.84)
12/08/17	89.03	11-000-24610.002		HC 8th payroll		(46.00)
12/08/17	89.03	11-000-21010.003		HC 8th payroll		(27,881.47)
12/08/17	89.03	11-111-13110.001		HC 8th payroll		2,130.00
12/22/17	89.02	11-232-11110.000		HPS 23rd payroll		1,837.50
12/22/17	89.02	11-232-12830.000		HPS 23rd payroll		140.57
12/22/17	89.02	11-000-24610.001		HPS 23rd payroll		(541.93)
12/22/17	89.02	11-000-21010.003		HPS 23rd payroll		(1,436.14)
12/22/17	89.02	11-000-24610.001		HPS 23rd payroll		541.93
12/22/17	89.02	11-000-21010.003		HPS 23rd payroll		(541.93)
12/22/17	89.04	11-111-13110.012		HC 23rd payroll		500.00
12/22/17	89.04	11-111-13110.000		HC 23rd payroll		16,966.24
12/22/17	89.04	11-111-13110.008		HC 23rd payroll		1,939.88
12/22/17	89.04	11-111-13110.003		HC 23rd payroll		1,622.59
12/22/17	89.04	11-111-13110.007		HC 23rd payroll		146.97
12/22/17	89.04	11-241-13150.000		HC 23rd payroll		2,733.34
12/22/17	89.04	11-241-13150.001		HC 23rd payroll		1,830.00

Hillsdale Preparatory School Journals

December 1, 2017 - December 31, 2017

Date	Reference	Account	Payee ID	Description	1099	Amount
12/22/17	89.04	11-241- 13150.002		HC 23rd payroll		363.24
12/22/17	89.04	11-261- 13190.000		HC 23rd payroll		1,183.60
12/22/17	89.04	11-261- 13190.001		HC 23rd payroll		110.53
12/22/17	89.04	11-111- 13110.013		HC 23rd payroll		1,128.75
12/22/17	89.04	11-111- 13110.014		HC 23rd payroll		86.35
12/22/17	89.04	11-111- 13110.016		HC 23rd payroll		4.85
12/22/17	89.04	11-000- 24610.002		HC 23rd payroll		(94.84)
12/22/17	89.04	11-000- 24610.002		HC 23rd payroll		(46.00)
12/22/17	89.04	11-000- 21010.003		HC 23rd payroll		(30,325.50)
12/22/17	89.04	11-000- 24610.002		HC 23rd payroll		92.00
12/22/17	89.04	11-000- 21010.000		HC 23rd payroll		(92.00)
12/22/17	89.04	11-111- 13110.001		HC 23rd payroll		1,850.00
Transaction Balance for Payroll						<u>0.00</u>

Transaction Totals

Total Debits	63,620.67
Total Credits	63,620.67
Account Hash Total	<u>0.0000</u>

Transaction count = 4
Distribution count = 49

Journal: Disbursements

12/06/17	5148	11-000- 21010.000	AFLAC	Aflac Worldwide Headquarters		(189.68)
12/06/17	5148	11-000- 24610.002	AFLAC	Aflac Worldwide Headquarters		189.68
12/06/17	5149	11-000- 21010.000	COMCAST	Comcast		(219.07)
12/06/17	5149	11-261- 13410.000	COMCAST	Comcast		219.07
12/06/17	5150	11-000- 21010.000		Connie Kuenzer		(18.19)
12/06/17	5150	11-111- 15110.000		Connie Kuenzer		18.19
12/06/17	5151	11-000- 21010.000	CNB	County National Bank		(3,996.88)
12/06/17	5151	11-601- 18110.000	CNB	County National Bank		3,996.88
12/06/17	5152	11-000- 21010.000	CURRENTOH	Current Office Solution		(263.64)
12/06/17	5152	11-241- 14220.000	CURRENTOH	Current Office Solution		201.00
12/06/17	5152	11-241- 13610.000	CURRENTOH	Current Office Solution		62.64
12/06/17	5153	11-000- 21010.000	GELZER	H.J. Gelzer & Son, Inc.		(92.58)
12/06/17	5153	11-261- 15990.000	GELZER	H.J. Gelzer & Son, Inc.		92.58
12/06/17	5154	11-000- 21010.000	HENWAY	Henway Consulting, LLC		(2,725.00)
12/06/17	5154	11-232- 13150.000	HENWAY	Henway Consulting, LLC		2,725.00
12/06/17	5155	11-000- 21010.000	HILLBPU	Hillsdale Board of Public Utilities		(1,510.00)

Hillsdale Preparatory School Journals

December 1, 2017 - December 31, 2017

Date	Reference	Account	Payee ID	Description	1099	Amount
12/06/17	5155	11-261- 13830.000	HILLBPU	Hillsdale Board of Public Utilities		1,344.20
12/06/17	5155	11-261- 15520.000	HILLBPU	Hillsdale Board of Public Utilities		165.80
12/06/17	5156	11-000- 21010.000	HOMETOWN	Home Town Linen Service		(83.20)
12/06/17	5156	11-261- 15990.000	HOMETOWN	Home Town Linen Service		83.20
12/06/17	5157	11-000- 21010.000		Jordan Wallace		(20.97)
12/06/17	5157	11-111- 15110.000		Jordan Wallace		20.97
12/06/17	5158	11-000- 21010.000	KUSTER	Kuster's		(173.84)
12/06/17	5158	11-299- 15610.000	KUSTER	Kuster's		173.84
12/06/17	5159	11-000- 21010.000	LISD	Lenawee ISD		(350.00)
12/06/17	5159	11-283- 13120.000	LISD	Lenawee ISD		350.00
12/06/17	5160	11-000- 21010.000	HENTHORNE	Robert Henthorne		(65.79)
12/06/17	5160	11-111- 13190.002	HENTHORNE	Robert Henthorne		65.79
12/06/17	5161	11-000- 21010.000	RYAN	Ryan & Bradshaw, Inc.		(80.00)
12/06/17	5161	11-261- 14110.000	RYAN	Ryan & Bradshaw, Inc.		80.00
12/06/17	5162	11-000- 21010.000	YC	Yankee Candle Fundraising		(622.66)
12/06/17	5162	11-291- 17910.000	YC	Yankee Candle Fundraising		622.66
12/18/17	5169	11-000- 21010.000	BAILEY	Bailey, Hodshire & Company, P.C.		(4,500.00)
12/18/17	5169	11-231- 13180.000	BAILEY	Bailey, Hodshire & Company, P.C.		4,500.00
12/18/17	5170	11-000- 21010.000	CHBW	CHBW & Co., P.C.		(1,165.00)
12/18/17	5170	11-252- 13190.000	CHBW	CHBW & Co., P.C.		1,165.00
12/18/17	5171	11-000- 21010.000	CITY	City of Hillsdale		(105.00)
12/18/17	5171	11-271- 13310.000	CITY	City of Hillsdale		105.00
12/18/17	5172	11-000- 21010.000	COMP	Comprehensive Speech & Therapy Center		(2,508.00)
12/18/17	5172	11-111- 13190.001	COMP	Comprehensive Speech & Therapy Center		2,508.00
12/18/17	5173	11-000- 21010.000	HENWAY	Henway Consulting, LLC		(2,725.00)
12/18/17	5173	11-232- 13150.000	HENWAY	Henway Consulting, LLC		2,725.00
12/18/17	5174	11-000- 21010.000	COMMERCE	Hillsdale Co. Chamber of Commerce		(85.00)
12/18/17	5174	11-231- 17410.000	COMMERCE	Hillsdale Co. Chamber of Commerce		85.00
12/18/17	5175	11-000- 21010.000	ISD	Hillsdale County ISD		(333.82)
12/18/17	5175	11-211- 13130.000	ISD	Hillsdale County ISD		333.82
12/18/17	5176	11-000- 21010.000	HILLANE	HILLSDALE LANES		(224.00)
12/18/17	5176	11-111- 13190.002	HILLANE	HILLSDALE LANES		224.00
12/18/17	5177	11-000- 21010.000	KUSTER	Kuster's		(81.21)
12/18/17	5177	11-299- 15610.000	KUSTER	Kuster's		81.21

Hillsdale Preparatory School Journals

December 1, 2017 - December 31, 2017

Date	Reference	Account	Payee ID	Description	1099	Amount
12/18/17	5178	11-000- 21010.000	LAPEW	LaPew Sanitation		(540.00)
12/18/17	5178	11-261- 14110.000	LAPEW	LaPew Sanitation		540.00
12/18/17	5179	11-000- 21010.000	MIGAS	Michigan Gas Utilities		(992.11)
12/18/17	5179	11-261- 15510.000	MIGAS	Michigan Gas Utilities		992.11
12/18/17	5180	11-000- 21010.000	NWEA	Northwest Evaluation Association		(837.50)
12/18/17	5180	11-225- 13110.000	NWEA	Northwest Evaluation Association		837.50
12/18/17	5181	11-000- 21010.000	ORKIN	Orkin		(90.00)
12/18/17	5181	11-261- 14110.000	ORKIN	Orkin		90.00
12/18/17	5182	11-000- 21010.000	PRESIDIO	Presidio Networked Solutions Group, LLC		(1,074.84)
12/18/17	5182	11-111- 16410.000	PRESIDIO	Presidio Networked Solutions Group, LLC		1,074.84
12/18/17	5183	11-000- 21010.000	RYAN	Ryan & Bradshaw, Inc.		(1,545.97)
12/18/17	5183	11-261- 14110.000	RYAN	Ryan & Bradshaw, Inc.		1,545.97
12/18/17	5184	11-000- 21010.000	ULA	Ula Rutasn		(120.00)
12/18/17	5184	11-111- 13190.001	ULA	Ula Rutasn		120.00
12/18/17	5185	11-000- 21010.000	U OF M	University of Michigan Health System		(50.00)
12/18/17	5185	11-111- 13190.001	U OF M	University of Michigan Health System		50.00
12/29/17	5186	11-000- 21010.000	HENWAY	Henway Consulting, LLC		(2,725.00)
12/29/17	5186	11-232- 13150.000	HENWAY	Henway Consulting, LLC		2,725.00
12/31/17	5163	11-000- 21010.000		Referee		(70.00)
12/31/17	5163	11-293- 31300.000		Referee		70.00
12/31/17	5164	11-000- 21010.000		Referee		(70.00)
12/31/17	5164	11-293- 31300.000		Referee		70.00
12/31/17	5167	11-000- 21010.000		Referee		(70.00)
12/31/17	5167	11-293- 31300.000		Referee		70.00
12/31/17	5168	11-000- 21010.000		Referee		(70.00)
12/31/17	5168	11-293- 31300.000		Referee		70.00
Transaction Balance for Disbursements						<u>0.00</u>

Transaction Totals

Total Debits	30,393.95
Total Credits	<u>30,393.95</u>
Account Hash Total	<u>0.0000</u>

Transaction count = 37

Distribution count = 76



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Hillsdale, Michigan 49242
Phone: 517.439.9331
Fax: 517.439.1894
chbwcpa.com

TRANSMITTAL LETTER

To the Board of Directors
Hillsdale Preparatory School
Hillsdale, Michigan

The accompanying balance sheet of Hillsdale Preparatory School's General Fund as of December 31, 2017, and the related statements of revenues and expenditures - budget and actual for the one month and six months then ended have been prepared by CHBW & Co., P.C. We have prepared such financial statements in our capacity as contracted business manager of Hillsdale Preparatory School.

CHBW & Co., P.C.
CERTIFIED PUBLIC ACCOUNTANTS

Hillsdale, Michigan
January 22, 2018

**HILLSDALE PREPARATORY SCHOOL
BALANCE SHEET - GENERAL FUND
DECEMBER 31, 2017**

2017

Assets

Cash - Southern Michigan Bank & Trust	\$ 82,146.45
Cash - County National Bank	<u>94,429.87</u>
Total Assets	<u>\$ 176,576.32</u>

Liabilities

State aid note payable	\$ 94,000.00
Accrued benefits	<u>(2,060.53)</u>
Total Liabilities	<u>\$ 91,939.47</u>

Fund Equity

Fund balance - unreserved	\$ 210,652.70
Change in fund equity	<u>(126,015.85)</u>
Total Fund Equity	<u>\$ 84,636.85</u>
	<u>\$ 176,576.32</u>

HILLSDALE PREPARATORY SCHOOL
STATEMENTS OF REVENUES AND EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIODS ENDED

	6 Months Ended December 31, 2017	YTD Budget	% of Budget Complete	% of Year Complete
Revenues				
Total Local Sources	\$ 14,121.39	\$ 26,375.00	53.54 %	41.67 %
Total State Sources	282,912.98	1,275,815.00	22.18 %	41.67 %
Total Federal Sources	<u>13,242.45</u>	<u>32,910.00</u>	<u>40.24 %</u>	<u>41.67 %</u>
Total Revenues	<u>\$ 310,276.82</u>	<u>\$ 1,335,100.00</u>	<u>23.24 %</u>	<u>41.67 %</u>
Expenditures				
Total Basic Programs	\$ 215,173.61	\$ 747,263.00	28.79 %	41.67 %
Total Added Needs	19,460.31	32,910.00	59.13 %	41.67 %
Total Support Services - Pupil	667.64	1,100.00	60.69 %	41.67 %
Total Support Services - Instructional Staff	516.47	1,600.00	32.28 %	41.67 %
Total Support Services - General Administration	83,430.54	138,554.00	60.22 %	41.67 %
Total Support Services - School Administration	59,858.46	133,000.00	45.01 %	41.67 %
Total Support Services - Business	6,689.88	15,100.00	44.30 %	41.67 %
Total Operation and Maintenance of Plant	54,039.77	130,000.00	41.57 %	41.67 %
Total Support Services - Central	4,168.35	10,000.00	41.68 %	41.67 %
Total Support Services - Other	6,015.76	20,000.00	30.08 %	41.67 %
Total Fund Modifications	<u>(13,728.12)</u>	<u>52,800.00</u>	<u>(26.00)%</u>	<u>41.67 %</u>
Total Expenditures	<u>\$ 436,292.67</u>	<u>\$ 1,282,327.00</u>	<u>34.02 %</u>	<u>41.67 %</u>
Change In Fund Equity	<u>\$ (126,015.85)</u>	<u>\$ 52,773.00</u>		
Beginning Fund Equity	<u>\$ 210,652.70</u>	<u>\$ 210,652.70</u>		
Ending Fund Equity	<u>\$ 84,636.85</u>	<u>\$ 263,425.70</u>		

HILLSDALE PREPARATORY SCHOOL
SCHEDULE OF DETAILED REVENUES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIODS ENDED

	1 Month Ended December 31, 2017 Actual	6 Months Ended December 31, 2017 Actual	YTD Budget	Variance	% of Budget Completed
Local Sources					
Other food sales	\$ 305.50	\$ 1,845.77	\$ 3,375.00	\$ (1,529.23)	54.69 %
Concession sales	0.00	0.00	500.00	(500.00)	0.00 %
Ticket Sales	0.00	0.00	0.00	0.00	0.00 %
Participation fees	0.00	230.00	5,000.00	(4,770.00)	4.60 %
Student activity	75.00	1,273.00	0.00	1,273.00	0.00 %
Rental income	0.00	0.00	0.00	0.00	0.00 %
Contributions and other	2,229.00	4,194.02	15,000.00	(10,805.98)	27.96 %
ERATE funding	0.00	4,966.63	1,500.00	3,466.63	331.11 %
Contributions and other- Partnership Program	0.00	0.00	500.00	(500.00)	0.00 %
Miscellaneous local revenues	660.85	1,611.97	500.00	1,111.97	322.39 %
Fundraisers - Scholastic Book Fair	0.00	0.00	0.00	0.00	0.00 %
Total Local Sources	<u>\$ 3,270.35</u>	<u>\$ 14,121.39</u>	<u>\$ 26,375.00</u>	<u>\$ (12,253.61)</u>	<u>53.54 %</u>
State Sources					
Foundation allowance	\$ 0.00	\$ 270,900.98	\$ 1,239,315.00	\$ (968,414.02)	21.86 %
Foundation equity payment	0.00	496.32	0.00	496.32	0.00 %
Performance-based funding	0.00	0.00	0.00	0.00	0.00 %
31A At-risk	0.00	10,911.25	33,000.00	(22,088.75)	33.06 %
Headlee obligation for data collect	0.00	604.43	3,500.00	(2,895.57)	17.27 %
Technology infrastructure grant	0.00	0.00	0.00	0.00	0.00 %
Total State Sources	<u>\$ 0.00</u>	<u>\$ 282,912.98</u>	<u>\$ 1,275,815.00</u>	<u>\$ (992,902.02)</u>	<u>22.18 %</u>
Federal Sources					
Title I	\$ 0.00	\$ 0.00	\$ 26,510.00	\$ (26,510.00)	0.00 %
Title II prior year	0.00	2,122.25	0.00	2,122.25	0.00 %
Title IIA	0.00	0.00	6,400.00	(6,400.00)	0.00 %
Title I prior year grant	0.00	11,120.20	0.00	11,120.20	0.00 %
TRIG	0.00	0.00	0.00	0.00	0.00 %
Total Federal Sources	<u>\$ 0.00</u>	<u>\$ 13,242.45</u>	<u>\$ 32,910.00</u>	<u>\$ (19,667.55)</u>	<u>40.24 %</u>
TOTAL REVENUES	<u>\$ 3,270.35</u>	<u>\$ 310,276.82</u>	<u>\$ 1,335,100.00</u>	<u>\$ (1,024,823.18)</u>	<u>23.24 %</u>

HILLSDALE PREPARATORY SCHOOL
SCHEDULE OF DETAILED EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIODS ENDED

	1 Month Ended December 31, 2017 Actual	6 Months Ended December 31, 2017 Actual	YTD Budget	Variance	% of Budget Completed
INSTRUCTION					
Basic Programs					
Elementary teacher salaries	\$ 31,932.48	\$ 139,682.99	\$ 441,283.00	\$ 301,600.01	31.65 %
Elementary substitute salaries	4,687.40	11,714.85	5,000.00	(6,714.85)	234.30 %
Elementary teacher benefits	0.00	0.00	13,000.00	13,000.00	0.00 %
Elementary teacher FICA/MC	3,101.76	12,927.80	36,700.00	23,772.20	35.23 %
Elementary teacher unemployment	11.94	337.48	5,520.00	5,182.52	6.11 %
31A teacher salaries	0.00	0.00	33,640.00	33,640.00	0.00 %
31A teacher benefits	0.00	0.00	4,200.00	4,200.00	0.00 %
Elementary teacher workers comp	307.51	1,735.87	2,800.00	1,064.13	62.00 %
Teacher aides salaries	(10,835.18)	537.42	12,500.00	11,962.58	4.30 %
After school tutor salaries	(3,900.00)	0.00	2,800.00	2,800.00	0.00 %
Partnership Program - Teachers salaries	2,103.75	16,896.28	110,000.00	93,103.72	15.36 %
Partnership Program - Teacher FICA/MC	160.94	1,292.56	9,000.00	7,707.44	14.36 %
Teacher unemployment - Partnership Program	0.00	170.89	2,970.00	2,799.11	5.75 %
Teacher WC - partnership	4.85	31.48	0.00	(31.48)	0.00 %
Technology services	0.00	5,069.40	12,500.00	7,430.60	40.56 %
Other outside services	2,678.00	6,519.79	4,000.00	(2,519.79)	162.99 %
Fieldtrips/other educational activities	289.79	417.79	6,800.00	6,382.21	6.14 %
Partnership Program - Other Outside Services	0.00	0.00	2,000.00	2,000.00	0.00 %
Other Outside Services - Partnership	0.00	0.00	500.00	500.00	0.00 %
Fieldtrips/other educ. activities - Partnership	0.00	0.00	1,000.00	1,000.00	0.00 %
Teaching supplies and textbooks	470.03	10,422.17	17,500.00	7,077.83	59.56 %
Partnership Program - supplies	0.00	643.12	20,000.00	19,356.88	3.22 %
Technology supplies	0.00	3,898.88	100.00	(3,798.88)	3,898.88 %
Technology supplies - Partnership	0.00	0.00	250.00	250.00	0.00 %
New equipment and furniture - depreciable	1,074.84	1,074.84	0.00	(1,074.84)	0.00 %
Youth home	0.00	0.00	2,000.00	2,000.00	0.00 %
Summer school	0.00	1,800.00	1,200.00	(600.00)	150.00 %
Total Basic Programs	\$ 32,088.11	\$ 215,173.61	\$ 747,263.00	\$ 532,089.39	28.79 %
Added Needs					
Title I salaries	\$ 14,535.31	\$ 14,535.31	\$ 26,510.00	\$ 11,974.69	54.83 %
Title II after school tutor salaries	4,925.00	4,925.00	6,400.00	1,475.00	76.95 %
Total Added Needs	\$ 19,460.31	\$ 19,460.31	\$ 32,910.00	\$ 13,449.69	59.13 %
TOTAL INSTRUCTION	\$ 51,548.42	\$ 234,633.92	\$ 780,173.00	\$ 545,539.08	30.07 %
SUPPORTING SERVICES					
Pupil Support					
Attendance services	\$ 333.82	\$ 667.64	\$ 500.00	\$ (167.64)	133.53 %
Pupil support SPED services	0.00	0.00	100.00	100.00	0.00 %

HILLSDALE PREPARATORY SCHOOL
SCHEDULE OF DETAILED EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIODS ENDED

	1 Month Ended December 31, 2017	6 Months Ended December 31, 2017	YTD Budget	Variance	% of Budget Completed
	Actual	Actual			
Special education services (not HCISD)	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>500.00</u>	<u>0.00 %</u>
Total Pupil Support	\$ 333.82	\$ 667.64	\$ 1,100.00	\$ 432.36	60.69 %
Instructional Staff Support					
Professional development	\$ 0.00	\$ 516.47	\$ 1,500.00	\$ 983.53	34.43 %
Staff meetings	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>100.00</u>	<u>0.00 %</u>
Total Instructional Staff Support	\$ 0.00	\$ 516.47	\$ 1,600.00	\$ 1,083.53	32.28 %
General Administration					
Legal services	\$ 0.00	\$ 19,323.00	\$ 1,000.00	\$ (18,323.00)	1,932.30 %
Audit services	4,500.00	4,500.00	5,000.00	500.00	90.00 %
Other professional fees	0.00	0.00	500.00	500.00	0.00 %
Dues & fees	85.00	85.00	100.00	15.00	85.00 %
Superintendent salary	3,675.00	22,050.00	44,100.00	22,050.00	50.00 %
Superintendent benefits	281.14	1,686.84	3,375.00	1,688.16	49.98 %
Superintendent unemployment	0.00	0.00	300.00	300.00	0.00 %
Business management services	8,175.00	27,508.00	40,000.00	12,492.00	68.77 %
HCISD oversight services fee	0.00	5,380.62	37,179.00	31,798.38	14.47 %
Payroll services	<u>831.03</u>	<u>2,897.08</u>	<u>7,000.00</u>	<u>4,102.92</u>	<u>41.39 %</u>
Total General Administration	\$ 17,547.17	\$ 83,430.54	\$ 138,554.00	\$ 55,123.46	60.22 %

HILLSDALE PREPARATORY SCHOOL

SCHEDULE OF DETAILED EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND

FOR THE PERIODS ENDED

	1 Month Ended December 31, 2017	6 Months Ended December 31, 2017	YTD Budget	Variance	% of Budget Completed
	Actual	Actual			
School Administration					
Principal salaries	\$ 5,316.68	\$ 29,983.40	\$ 60,000.00	\$ 30,016.60	49.97 %
Secretary salaries	3,930.00	21,468.90	46,500.00	25,031.10	46.17 %
Admin benefits	740.27	4,077.94	12,700.00	8,622.06	32.11 %
Postage	112.21	402.69	1,200.00	797.31	33.56 %
Printing and copying	62.64	1,344.69	3,800.00	2,455.31	35.39 %
Partnership Program - Printing and copying	0.00	0.00	300.00	300.00	0.00 %
Copier lease	201.00	1,005.00	2,800.00	1,795.00	35.89 %
Office supplies	16.94	1,575.84	4,500.00	2,924.16	35.02 %
Office supplies - Partnership Program	0.00	0.00	1,000.00	1,000.00	0.00 %
Graduation supplies	0.00	0.00	200.00	200.00	0.00 %
Total School Administration	<u>\$ 10,379.74</u>	<u>\$ 59,858.46</u>	<u>\$ 133,000.00</u>	<u>\$ 73,141.54</u>	<u>45.01 %</u>
Business Services					
Accounting services	\$ 1,165.00	\$ 6,565.00	\$ 14,500.00	\$ 7,935.00	45.28 %
Bank and business fees	9.95	124.88	600.00	475.12	20.81 %
Total Business Services	<u>\$ 1,174.95</u>	<u>\$ 6,689.88</u>	<u>\$ 15,100.00</u>	<u>\$ 8,410.12</u>	<u>44.30 %</u>
Operations And Maintenance					
Janitor salaries	\$ 1,996.36	\$ 14,264.38	\$ 31,000.00	\$ 16,735.62	46.01 %
Janitor benefits	176.98	1,317.27	4,000.00	2,682.73	32.93 %
Grounds services	0.00	1,250.00	6,500.00	5,250.00	19.23 %
Telephone and internet	219.07	5,101.06	5,000.00	(101.06)	102.02 %
Partnership Program - Telephone & Internet	0.00	0.00	1,200.00	1,200.00	0.00 %
Water and sewage	1,344.20	2,101.57	2,800.00	698.43	75.06 %
Waste & trash disposal	0.00	1,863.06	3,500.00	1,636.94	53.23 %
Property & liability insurance	0.00	4,020.00	4,300.00	280.00	93.49 %
Building maintenance	2,255.97	9,397.22	15,000.00	5,602.78	62.65 %
Building Maintenance - Partnership	0.00	0.00	100.00	100.00	0.00 %
Rent - Partnership Program	0.00	0.00	11,700.00	11,700.00	0.00 %
Gas	992.11	1,838.17	13,700.00	11,861.83	13.42 %
Electricity	165.80	8,660.57	20,000.00	11,339.43	43.30 %
Janitor supplies	175.78	3,938.47	5,000.00	1,061.53	78.77 %
Janitor supplies - Partnership Program	0.00	0.00	400.00	400.00	0.00 %
Capital outlay	0.00	0.00	5,000.00	5,000.00	0.00 %
Security system maintenance	0.00	288.00	600.00	312.00	48.00 %
School security - misc. supplies	0.00	0.00	200.00	200.00	0.00 %
Total Operations And Maintenance	<u>\$ 7,326.27</u>	<u>\$ 54,039.77</u>	<u>\$ 130,000.00</u>	<u>\$ 75,960.23</u>	<u>41.57 %</u>

HILLSDALE PREPARATORY SCHOOL
SCHEDULE OF DETAILED EXPENDITURES - BUDGET AND ACTUAL - GENERAL FUND
FOR THE PERIODS ENDED

	1 Month Ended December 31, 2017	6 Months Ended December 31, 2017	YTD Budget	Variance	% of Budget Completed
	Actual	Actual			
Central Services					
Marketing	\$ 0.00	\$ 3,068.35	\$ 8,600.00	\$ 5,531.65	35.68 %
Professional development	350.00	1,100.00	300.00	(800.00)	366.67 %
Fingerprinting	0.00	0.00	400.00	400.00	0.00 %
Fingerprinting - Partnership Program	0.00	0.00	400.00	400.00	0.00 %
Technology support subscriptions	0.00	0.00	300.00	300.00	0.00 %
Total Central Services	<u>\$ 350.00</u>	<u>\$ 4,168.35</u>	<u>\$ 10,000.00</u>	<u>\$ 5,831.65</u>	<u>41.68 %</u>
Support Services - Other					
Student assessment	\$ 837.50	\$ 837.50	\$ 1,600.00	\$ 762.50	52.34 %
Assessment services	0.00	0.00	200.00	200.00	0.00 %
Transportation services	105.00	487.00	1,500.00	1,013.00	32.47 %
Student participation expenses	644.91	1,952.61	5,000.00	3,047.39	39.05 %
Coaching salaries	0.00	1,200.00	3,600.00	2,400.00	33.33 %
Athletic supplies	14.74	14.74	3,000.00	2,985.26	0.49 %
Concession stand supplies	0.00	19.60	300.00	280.40	6.53 %
Invitational fees	0.00	0.00	300.00	300.00	0.00 %
Athletic fees	280.00	280.00	600.00	320.00	46.67 %
Food/milk costs	378.51	1,224.31	3,200.00	1,975.69	38.26 %
Community food and refreshments	0.00	0.00	500.00	500.00	0.00 %
Community food and refreshments - Partnership Prog	0.00	0.00	200.00	200.00	0.00 %
Total Support Services - Other	<u>\$ 2,260.66</u>	<u>\$ 6,015.76</u>	<u>\$ 20,000.00</u>	<u>\$ 13,984.24</u>	<u>30.08 %</u>
TOTAL SUPPORTING SERVICES	<u>\$ 39,372.61</u>	<u>\$ 215,386.87</u>	<u>\$ 449,354.00</u>	<u>\$ 233,967.13</u>	<u>47.93 %</u>
FUND MODIFICATIONS					
Transfer out to debt service fund	\$ 3,996.88	\$ 39,755.08	\$ 52,800.00	\$ 13,044.92	75.29 %
Transfer (in) from debt service fund	0.00	(53,483.20)	0.00	\$ 53,483.20	0.00 %
TOTAL FUND MODIFICATIONS	<u>\$ 3,996.88</u>	<u>\$ (13,728.12)</u>	<u>\$ 52,800.00</u>	<u>\$ 66,528.12</u>	<u>(26.00)%</u>
TOTAL EXPENDITURES	<u>\$ 94,917.91</u>	<u>\$ 436,292.67</u>	<u>\$ 1,282,327.00</u>	<u>\$ 846,034.33</u>	<u>34.02 %</u>