

**Will Carleton Academy Board of Directors  
2001 W Hallett Rd.  
Hillsdale, MI 49242  
Board Regular Meeting - October 8, 2019  
Workroom - 5:15 PM**

**AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comments** *(Limited to Agenda Items only)*
- 5. Consent Agenda**
  - A. Approval of Agenda**
  - B. Approval of Board Meeting Minutes:**
    - (1) Regular Meeting Minutes of September 10, 2019**
- 6. Treasurer's Report**
  - A. Monthly Financial Report for September 2019 – Action Required**
  - B. 2018-2019 Audit Report -** *(Darnell & Meyering)*
  - C. Response to Audit Report**
- 7. Business Items**
  - A. Board Committee Reports**
  - B. Emergency Operations Plan**
- 8. Business Manager Reports**
  - A. Director's Report**
  - B. Management Report**
- 9. Extended Public Comment** *(Limited to Non-Agenda Items)*
- 10. Board Comments**
- 11. Closed Session (If Requested)**
- 12. Reconfirmation of Next Board Meeting Date:**

*Board Regular Meeting, November 12, 2019, 5:15 PM, Academy Workroom*
- 13. Adjournment**

**Individuals wishing to address the Board of Directors under Item 4 and 10 above are requested to sign in with the Recording Secretary prior to the start of the meeting. Individual comments are limited to no more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board will not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.**

**Complaints or concerns regarding Board members or school employees associated with the Academy shall first be addressed in writing and delivered to the Board President at least five (5) days prior to the Board meeting or such complaints or concerns shall not be heard by the Board.**

**This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a meeting of the public. There is a time for public comment during the meeting as indicated on the agenda.**

**Individuals with special need accommodations should contact the Director's office at 517-437-2000 preferably five (5) business days prior to the meeting.**

**Proposed minutes of this meeting will be available for public inspection at the Office of the Director, Will Carleton Academy located at 2001 West Hallett Road, Hillsdale, MI 49242 eight (8) business days after the meeting.**

**Approved minutes are available within five (5) business days after the meeting at which they are approved [Open Meetings Act, Public Act 267]**

**Will Carleton Academy**  
**Board of Directors**  
**2001 W Hallett Rd.**  
**Hillsdale, MI 49242**  
**Board Regular Meeting**  
**September 10, 2019**  
**Workroom**  
**5:15 PM**

**APPROVED MEETING MINUTES**

**1. Call to Order**

Brock Lutz called the meeting to order at 5:18 PM.

**2. Roll Call**

<b>MEMBERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Chris Busch	<b>X</b>	
Sarah Hartzler	<b>X</b>	
Brock Lutz	<b>X</b>	
Rick Schaerer	<b>X</b>	
Luke VanCamp	<b>X</b>	
Don Westblade		<b>X</b>
Jackie Sutton	<b>X</b>	

<b>OTHERS PRESENT</b>
Colleen Vogt – Will Carleton
Kurt Naber – Choice Schools
Brian Beaudrie – Choice Schools
Troy Reehl – Hillsdale ISD
Carla Stewart – WCA Administrative Assistant
Rob Thielen – Parent
Lindsey Keyte – Parent
Bill Brownlee – Parent
AJ Watkins – Parent Forum board Liaison
Julie Duncan – WCA Teacher
Julie Conrad – WCA Teacher
Jackie Phillips – WCA Teacher
Aaron Scrivens – Athletic Director
Lisa Roberts – Notary

**3. Approval of Agenda**

*Amended to include the addition of:*

- 7.D. NWEA MAP
- 7.E. HS Driving Policy

It was moved by Luke VanCamp and supported by Chris Busch to approve the Agenda.  
The motion passed unanimously with 5 Ayes and 0.

**4. Board member oath of office (Troy Reehl)**

*\*Superintendent Reehl gave the oath of office to Jackie Sutton  
\*notarized by Lisa Roberts*

**5. Public Comments (Limited to Agenda Items only)**

*\*Mr. Rob Theilen commented regarding the establishing of a policy about student carpooling.  
Concerned about students riding with students to practices, games, early colleges, career center,  
etc. He would appreciate an addition or amendment within the handbook and/or board policy.*

**6. Consent Agenda**

**A. Approval of Board Meeting Minutes:**

**(1) Regular Meeting Minutes of August 13, 2019**

*\*\* Brock Lutz identified 2 changes:*

- 9.A. - The motion to have one teacher and one aid in 4th grade failed to pass 0:4*
- Management report - spelling Kurt Naber (instead of Nabor)*

It was moved by Sarah Hartzler and supported by Luke VanCamp to approve the Consent Agenda  
to approve the Regular Meeting Minutes of August 13, 2019.  
The motion passed unanimously with 5 Ayes and 0.

**7. Treasurer's Report**

**A. Monthly Financial Report for August 2019 – Action Required**

*Brian Beaudrie - presented the monthly financial report.  
\* No discussion or questions*

It was moved by Sarah Hartzler and supported by Rick Schaerer to approve the August 2019  
monthly Financial Report.  
The motion passed unanimously with 5 Ayes and 0.

**8. Business Items**

**A. Board Committee Reports**

*Site Committee Report – It was shared that a discussion with maintenance crew was had regarding  
hours. Also identified a need to modify Part-time position to 25hrs/wk from 20hrs/wk.*

- Brian Beaudrie commented that the budget impact is approximately \$5,000. Can capture the  
change within the amended budget.*

*Long range planning - need to meet prior to October meeting to discuss revised budget*

*School Improvement - none*

*Policy - none (will need to meet prior to Oct meeting)*

*Curriculum - none*

*Discipline - none*

**B. School Readiness**

- i. Enrollment**
- ii. Staffing**

*Covered within leader report*

**C. Building Projects**

*Covered within leader report*

**D. HS Student Driving Policy**

*Colleen Vogt - discussed the need to review and revise this policy*

*Brock Lutz - requested that the policy committee look at this practice/policy*

**E. NWEA MAP**

*Covered in management report*

**9. Business Manager Reports**

**A. Director's Report**

*Colleen Vogt - discussed the Director's report:*

- *Enrollment update*
- *Math interventionist (discussion only - no action)*
- *consider adding 7.5 hrs/wk to provide math intervention in the morning (approx. 8:00 am to 9:30 am)*
- *support math instruction to improve student achievement*
- *teachers have identified a need for additional math support*
- *Colleen Vogt, Brian Beaudrie and Kurt Naber will discuss to evaluate financial impact*
  
- *High School course offerings were presented and discussed (action item)*

It was moved by Sarah Hartzler and supported by Chris Busch to approve the courses as presented as well as dual enrollment and E2020 offerings.

The motion passed unanimously with 5 Ayes and 0.

## *Highlights*

- Preschool
- WCA Juniors SAT results

## *Athletics Report*

- *Mr. Aaron Scrivens provided an update on fall athletics*
- *SCAA - has attended some meetings and is looking at the overall program to evaluate potential membership*

## **B. Management Report**

*Kurt Naber provide an update.*

*- NWEA - Discussion was had about the assessment and the implementation of NWEA. Carla Stewart is already prepared to begin and has been working with NWEA and Choice Schools to set up K-2 sessions. The proposal from NWEA is for K-2, other grade levels may be considered in future school years.*

It was moved by Rick Schaerer and supported by Sarah Hartzler to approve the NWEA proposal as submitted.

The motion passed unanimously with 5 Ayes and 0.

- Highlighted upcoming pd events that Choice Schools is providing for school leaders and all Choice employees
- Thanked the WCA board and school community for the welcome that has been extended over the past few weeks

## **10. Extended Public Comment (Limited to Non-Agenda Items)**

**\*\*Mr. AJ Watkins** shared that the Parent Forum on 9/22/19 will decorate bikes for the parade. Also, he provided an update on the reverse raffle.

**\*\*Carla Stewart** shared information on the summer trainings and commented that she appreciated the opportunities.

**\*\*Mr. Aaron Scrivens** commented that he is evaluating some fundraising options to support the athletics programs

## **11. Board Comments**

*Chris Busch - praised the staff, board, curriculum and school leader. Appreciates the efforts of the staff and has seen the results through his son's experiences at WCA. Impressed by the culture that is evident. Thanked the school community.*

*Jackie Sutton - discussed an option for fundraising for the trap team.*

**12. Closed Session (If Requested)**

None

**13. Reconfirmation of Next Board Meeting Date: Board Regular Meeting, October 8, 2019, 5:15 PM, Academy Workroom**

**14. Adjournment**

It was moved by Luke VanCamp and supported by Sarah Hartzler that the meeting be adjourned.

The motion passed unanimously with 4 Ayes and 0 Nays.  
The meeting adjourned at 6:36 P.M.

Proposed minutes respectfully submitted,

\_\_\_\_\_ Date: September 10, 2019  
Recording Secretary

Approved by the Board of Directors at its October 8, 2019 meeting.

\_\_\_\_\_ Date: \_\_\_\_\_  
Board Secretary

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**Will Carleton Academy  
Balance Sheet  
September 2019 (Unaudited)**

**Fund: General Fund**

<b>Assets</b>	
Cash-Petty	300.00
Cash-County National	284,907.51
Cash-County National - Student Activity	4,980.26
Cash-US Bank #142625000	351.68
Prepaid Expenses-Payroll and Benefits	64,000.00
Prepaid Expenses	<u>26,215.38</u>
<b>Total Assets</b>	<b><u><u>380,754.83</u></u></b>
<b>Liabilities</b>	
Accounts Payable	19,409.00
Deferred Revenue	<u>2,316.51</u>
<b>Total Liabilities</b>	<b><u>21,725.51</u></b>
<b>Fund Equity</b>	
Beginning Fund Equity	715,629.65
Change in Fund Equity	<u>(356,600.33)</u>
<b>Total Fund Equity</b>	<b><u>359,029.32</u></b>
<b>Total Liabilities &amp; Fund Equity</b>	<b><u><u>380,754.83</u></u></b>

**Will Carleton Academy  
Statement of Activities (Summary)  
September 2019 (Unaudited)**

<b>Fund: General Fund</b>	<b>This Month</b>	<b>Y-T-D</b>	<b>Budget</b>	<b>Difference</b>	<b>Percent</b>
<b>Revenues</b>					
Total Local Sources	3,217.00	3,224.40	118,045	(114,820.60)	3%
Total State Sources	-	-	2,269,687	(2,269,687.00)	0%
Total Federal Sources	-	-	75,811	(75,811.00)	0%
<b>Total Revenues</b>	<b>3,217.00</b>	<b>3,224.40</b>	<b>2,463,543.00</b>	<b>(2,460,318.60)</b>	<b>0%</b>
<b>Expenditures</b>					
Total Basic Programs	78,812.37	120,567.08	1,091,487	970,919.92	11%
Total Added Needs	10,997.47	23,404.54	241,811	218,406.46	10%
Total Support Services - Pupil	-	507.20	2,500	1,992.80	20%
Total Support Services - Instructional Staff	44.00	2,371.63	15,500	13,128.37	15%
Total Support Services - General Administration	19,545.83	58,783.34	314,054	255,270.66	19%
Total Support Services - School Administration	15,902.42	47,043.59	229,100	182,056.41	21%
Total Support Services - Business	-	1,202.93	8,000	6,797.07	15%
Total Operation and Maintenance of Plant	13,415.66	50,093.90	212,500	162,406.10	24%
Total Pupil Transportation Services	-	-	2,000	2,000.00	0%
Total Support Services - Central	1,075.00	11,705.59	63,500	51,794.41	18%
Total Athletic Activities	190.00	4,209.94	58,000	53,790.06	7%
Total Community Services	892.40	932.40	11,000	10,067.60	8%
Total Fund Modifications	364.50	39,002.59	213,000	173,997.41	18%
<b>Total Expenditures</b>	<b>141,239.65</b>	<b>359,824.73</b>	<b>2,462,452.00</b>	<b>2,102,627.27</b>	<b>15%</b>
<b>Change in Fund Equity</b>	<b>(138,022.65)</b>	<b>(356,600.33)</b>	<b>1,091</b>	<b>(357,691.33)</b>	

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
<b>Local Sources</b>					
Interest	-	7.40	45	(37.60)	16%
Childcare Fees	1,685.00	1,685.00	11,000	(9,315.00)	15%
Preschool	90.00	90.00	76,500	(76,410.00)	0%
Miscellaneous Other	1,442.00	1,442.00	30,500	(29,058.00)	5%
<b>Total Local Sources</b>	<u>3,217.00</u>	<u>3,224.40</u>	<u>118,045</u>	<u>(114,820.60)</u>	<u>3%</u>
<b>State Sources</b>					
Foundation Allowance	-	-	2,171,142	(2,171,142.00)	0%
31A At-Risk	-	-	50,000	(50,000.00)	0%
Special Ed	-	-	30,645	(30,645.00)	0%
Headlee Obligation for Data Collect	-	-	6,900	(6,900.00)	0%
Early Literacy Grant - Hillsdale ISD	-	-	11,000	(11,000.00)	0%
<b>Total State Sources</b>	<u>-</u>	<u>-</u>	<u>2,269,687</u>	<u>(2,269,687.00)</u>	<u>0%</u>
<b>Federal Sources</b>					
Title I Grant	-	-	25,225	(25,225.00)	0%
Title IIA Grant	-	-	5,086	(5,086.00)	0%
Title IV Grant	-	-	10,000	(10,000.00)	0%
REAP Grant	-	-	34,000	(34,000.00)	0%
Special Milk Program	-	-	1,500	(1,500.00)	0%
<b>Total Federal Sources</b>	<u>-</u>	<u>-</u>	<u>75,811</u>	<u>(75,811.00)</u>	<u>0%</u>
<b>Total Revenues</b>	<u>3,217.00</u>	<u>3,224.40</u>	<u>2,463,543</u>	<u>(2,460,318.60)</u>	<u>0%</u>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

<b>Fund: General Fund</b>	<b>This Month</b>	<b>Y-T-D</b>	<b>Budget</b>	<b>Difference</b>	<b>Percent</b>
<b>Instruction</b>					
<b>Basic Programs</b>					
<b>Elementary/Middle School</b>					
Teacher Salaries (includes P.E., Art and Music)	39,533.63	42,904.78	467,000	424,095.22	9%
Assistant Salaries	3,261.58	5,325.78	7,000	1,674.22	76%
Substitute Salaries	3,171.72	3,312.57	10,000	6,687.43	33%
Benefits (related to teachers, assistants and substitutes)	10,271.60	11,929.30	176,000	164,070.70	7%
Copier Lease		1,831.34	-	(1,831.34)	100%
Teaching Supplies-General	2,605.34	21,536.43	30,000	8,463.57	72%
Technology - Non Depreciable	-	3,250.36	-	(3,250.36)	100%
Miscellaneous Other	175.00	400.00	7,500	7,100.00	5%
<b>Total Elementary</b>	<b>59,018.87</b>	<b>90,490.56</b>	<b>697,500</b>	<b>607,009.44</b>	<b>13%</b>
<b>High School</b>					
Teacher Salaries	12,802.60	16,290.67	198,000	181,709.33	8%
Teacher Benefits	4,506.53	4,791.86	75,000	70,208.14	6%
Tuition (Dual Enrollment Fees)	-	80.00	15,000	14,920.00	1%
HS Teaching Supplies	-	2,581.24	11,000	8,418.76	23%
HS Textbooks	-	-	3,000	3,000.00	0%
Miscellaneous Other	-	(11.80)	10,000	10,011.80	0%
<b>Total High School</b>	<b>17,309.13</b>	<b>23,731.97</b>	<b>312,000</b>	<b>288,268.03</b>	<b>8%</b>
<b>Preschool</b>					
Teacher Salaries	2,000.00	2,000.00	26,000	24,000.00	8%
Assistant Salaries	-	-	18,500	18,500.00	0%
Benefits (related to teachers and assistants)	484.37	484.37	21,500	21,015.63	2%
Preschool Supplies	-	-	8,500	8,500.00	0%
Miscellaneous Other	-	-	2,000	2,000.00	0%
<b>Total Middle/Junior High</b>	<b>2,484.37</b>	<b>2,484.37</b>	<b>76,500</b>	<b>74,015.63</b>	<b>3%</b>
<b>Summer School</b>					
Teacher Salaries	-	3,600.00	4,800	1,200.00	75%
Teacher Benefits	-	260.18	687	426.82	38%
<b>Total Summer School</b>	<b>-</b>	<b>3,860.18</b>	<b>5,487</b>	<b>1,626.82</b>	<b>70%</b>
<b>Total Basic Programs</b>	<b>78,812.37</b>	<b>120,567.08</b>	<b>1,091,487.00</b>	<b>970,919.92</b>	<b>11%</b>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
<b>Added Needs</b>					
Teacher Salary - Special Ed	1,907.32	5,806.76	24,000	18,193.24	24%
Teacher Benefits - Special Ed	526.81	1,574.16	9,500	7,925.84	17%
Assistant Salaries - Special Ed	1,885.62	1,921.17	18,500	16,578.83	10%
Assistant Benefits - Special Ed	205.68	210.19	10,500	10,289.81	2%
CI Classroom	-	-	55,000	55,000.00	0%
Assistant Salaries - 31a	2,860.98	8,710.14	36,000	27,289.86	24%
Assistant Benefits - 31a	790.24	2,361.30	14,000	11,638.70	17%
Assistant Salaries - REAP	-	-	26,500	26,500.00	0%
Benefits - REAP	-	-	7,500	7,500.00	0%
Assistant Salaries - Title I	2,004.17	2,004.17	19,000	16,995.83	11%
Assistant Benefits - Title I	816.65	816.65	10,711	9,894.35	8%
Title I Supplies	-	-	600	600.00	0%
Title IV Supplies	-	-	10,000	10,000.00	0%
<b>Total Added Needs</b>	<u>10,997.47</u>	<u>23,404.54</u>	<u>241,811</u>	<u>218,406.46</u>	<u>10%</u>
<b>Total Instruction</b>	89,809.84	143,971.62	1,333,298	1,189,326.38	11%
<b>Support Services - Pupil</b>					
Attendance Officer - Hillsdale ISD	-	507.20	2,500	1,992.80	20%
<b>Total Support Services - Pupil</b>	<u>-</u>	<u>507.20</u>	<u>2,500</u>	<u>1,992.80</u>	<u>20%</u>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
<b>Support Services - Instructional Staff</b>					
Professional Development	-	1,687.48	15,000	13,312.52	11%
Library Salaries	-	177.75	-	(177.75)	100%
Library Benefits	-	22.56	-	(22.56)	100%
Special Ed Supervision	44.00	483.84	500	16.16	97%
<b>Total Support Services - Instructional Staff</b>	<u>44.00</u>	<u>2,371.63</u>	<u>15,500</u>	<u>13,128.37</u>	<u>15%</u>
<b>Support Services - General Administration</b>					
Legal Services	-	145.85	1,000	854.15	15%
Audit Services	-	-	8,950	8,950.00	0%
Management Services Fee	19,545.83	58,637.49	234,550	175,912.51	25%
Oversight Services Fee	-	-	66,054	66,054.00	0%
Dues & Fees	-	-	3,500	3,500.00	0%
<b>Total Support Services - General Administration</b>	<u>19,545.83</u>	<u>58,783.34</u>	<u>314,054</u>	<u>255,270.66</u>	<u>19%</u>
<b>Support Services - School Administration</b>					
Principal Salaries	7,592.31	22,776.94	90,000	67,223.06	25%
Secretary Salaries	3,983.08	12,191.24	52,000	39,808.76	23%
Principal/Secretary Benefits	4,392.07	8,823.56	49,500	40,676.44	18%
Postage	-	835.27	2,500	1,664.73	33%
Equipment Lease	-	214.98	20,000	19,785.02	1%
Office Supplies	143.96	1,802.51	10,000	8,197.49	18%
Dues and Fees	-	-	100	100.00	0%
Miscellaneous Other	(209.00)	399.09	5,000	4,600.91	8%
<b>Total Support Services - School Administration</b>	<u>15,902.42</u>	<u>47,043.59</u>	<u>229,100</u>	<u>182,056.41</u>	<u>21%</u>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
<b>Support Services - Business</b>					
Bank Fees	-	8.43	500	491.57	2%
Dues & Fees	-	1,194.50	7,500	6,305.50	16%
<b>Total Support Services - Business</b>	<b>-</b>	<b>1,202.93</b>	<b>8,000</b>	<b>6,797.07</b>	<b>15%</b>
<b>Operation and Maintenance of Plant</b>					
Janitor Salaries	5,146.20	15,997.24	70,000	54,002.76	23%
Janitor Benefits	991.54	2,991.83	14,000	11,008.17	21%
Telephone and Internet	-	962.79	6,500	5,537.21	15%
Water and Sewer	-	306.20	3,500	3,193.80	9%
Waste and Trash Disposal	-	1,065.00	4,000	2,935.00	27%
Property and Liability Insurance	1,820.05	4,963.46	20,500	15,536.54	24%
Building Maintenance	346.87	8,592.14	20,000	11,407.86	43%
Lawn Care/Snow Removal	-	2,400.00	7,500	5,100.00	32%
Gas	-	645.35	16,500	15,854.65	4%
Electricity	-	5,744.37	35,000	29,255.63	16%
Janitor Supplies	-	1,314.52	15,000	13,685.48	9%
Supplies - Competitive School Safety Grant Program	5,111.00	5,111.00	-	(5,111.00)	100%
<b>Total Operation and Maintenance of Plant</b>	<b>13,415.66</b>	<b>50,093.90</b>	<b>212,500</b>	<b>162,406.10</b>	<b>24%</b>
<b>Pupil Transportation Services</b>					
Pupil Transportation by Contract Carrier	-	-	2,000	2,000.00	0%
<b>Total Pupil Transportation Services</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>2,000.00</b>	<b>0%</b>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

Fund: General Fund	This Month	Y-T-D	Budget	Difference	Percent
<b>Support Services - Central</b>					
Marketing	-	5,712.23	20,000	14,287.77	29%
Prof Development	-	2,392.61	5,000	2,607.39	48%
Personnel Recruitment	-	137.50	2,500	2,362.50	6%
Fingerprinting	-	438.25	1,000	561.75	44%
Technology Services	1,075.00	3,025.00	35,000	31,975.00	9%
<b>Total Support Services - Central</b>	<u>1,075.00</u>	<u>11,705.59</u>	<u>63,500</u>	<u>51,794.41</u>	<u>18%</u>
<b>Athletic Activities</b>					
Athletic Director Salary	-	1,514.48	12,000	10,485.52	13%
Coaches Salaries	-	-	20,000	20,000.00	0%
Benefits - Coaches / AD	-	171.26	3,500	3,328.74	5%
Athletic Referees	190.00	320.00	7,000	6,680.00	5%
Athletic Supplies	-	1,464.20	12,000	10,535.80	12%
Athletic Dues and Fees	-	740.00	3,500	2,760.00	21%
<b>Total Athletic Activities</b>	<u>190.00</u>	<u>4,209.94</u>	<u>58,000</u>	<u>53,790.06</u>	<u>7%</u>
<b>Total Supporting Services</b>	<u>50,172.91</u>	<u>175,918.12</u>	<u>905,154</u>	<u>729,235.88</u>	<u>19%</u>
<b>Community Services</b>					
Latchkey Salaries	774.67	774.67	8,000	7,225.33	10%
Latchkey Benefits	93.21	93.21	2,000	1,906.79	5%
Latchkey Supplies	24.52	64.52	1,000	935.48	6%
<b>Total Community Services</b>	<u>892.40</u>	<u>932.40</u>	<u>11,000</u>	<u>10,067.60</u>	<u>8%</u>
<b>Fund Modifications</b>					
Transfer to Debt Service Fund	364.50	39,002.59	213,000	173,997.41	18%
<b>Total Fund Modifications</b>	<u>364.50</u>	<u>39,002.59</u>	<u>213,000</u>	<u>173,997.41</u>	<u>18%</u>
<b>Total Expenditures</b>	<u>141,239.65</u>	<u>359,824.73</u>	<u>2,462,452</u>	<u>2,102,627.27</u>	<u>15%</u>
<b>Change in Fund Equity</b>	<u>(138,022.65)</u>	<u>(356,600.33)</u>	<u>1,091</u>	<u>(357,691.33)</u>	



**Will Carleton Academy  
Check Register Report  
September 1, 2019 - September 30, 2019**

Check Date	Check	Vendor Name	Description	Amount
9/5/2019	20600	Aker, Inc.	Test Five Backflow Preventers	1,125.00
9/5/2019	20601	American Copper & Brass, LLC	Stainless Steel Hardware	19.97
9/5/2019	20602	American Office Solutions	Copier Usage 07/17/19 - 08/16/19	394.05
9/5/2019	20603	Arrow Swift Printing & Copy Center	Success w/ Maps 1, 2, 3, 4, 5	880.78
9/5/2019	20603	Arrow Swift Printing & Copy Center	Palmer Handwriting	997.26
9/5/2019	20603	Arrow Swift Printing & Copy Center	Michigan Indians	164.00
9/5/2019	20604	Becker & Scrivens	Shed Slab & Sidewalk Corners	868.00
9/5/2019	20604	Becker & Scrivens	Concrete Cleaner	10.00
9/5/2019	20605	Cardmember Service	Library Supplies	19.97
9/5/2019	20605	Cardmember Service	Gas	80.00
9/5/2019	20605	Cardmember Service	MI Pupil Accounting	372.10
9/5/2019	20605	Cardmember Service	French - Fluency Fast	367.90
9/5/2019	20605	Cardmember Service	Custom Corn Hole Bags	35.85
9/5/2019	20605	Cardmember Service	Child Care Cell	33.30
9/5/2019	20605	Cardmember Service	Books to be Rebound	69.76
9/5/2019	20605	Cardmember Service	HDMI Cables / External CD Roms	326.26
9/5/2019	20606	Carla Stewart	Powerschool Training	134.07
9/5/2019	20607	Cheryl Balcom	Child Care Snacks	40.00
9/5/2019	20608	Choice Schools Associates LLC	Payroll for September 6, 2019 (estimate)	30,000.00
9/5/2019	20608	Choice Schools Associates LLC	Payroll for September 20, 2019 (estimate)	30,000.00
9/5/2019	20608	Choice Schools Associates LLC	Employee Benefits for September 2019 (estimate)	13,000.00
9/5/2019	20608	Choice Schools Associates LLC	Payroll for August 9, 2019 (actual)	14,766.21
9/5/2019	20608	Choice Schools Associates LLC	Payroll for August 23, 2019 (actual)	11,202.84
9/5/2019	20609	Colleen Vogt	Diabetic Testing Kit/Supplies	68.96
9/5/2019	20610	Comcast Business	Telephone and Internet	301.07
9/5/2019	20611	Country Carpets, L.L.C.	Carpet 5th Grade Mod Hallway	326.00
9/5/2019	20611	Country Carpets, L.L.C.	Carpet 5th Grade Mod Classroom 1	1,804.00
9/5/2019	20611	Country Carpets, L.L.C.	Carpet 5th Grade Mod Classroom 2	1,993.00
9/5/2019	20612	Current Office Solutions	HS - Dry Erase Eraser	2.79
9/5/2019	20612	Current Office Solutions	Office Supplies	379.52
9/5/2019	20612	Current Office Solutions	Office Supplies	50.79
9/5/2019	20612	Current Office Solutions	Office Supplies	231.10
9/5/2019	20612	Current Office Solutions	Library Copier Lease	10.86
9/5/2019	20612	Current Office Solutions	Office Supplies	42.53
9/5/2019	20612	Current Office Solutions	Library Copier Lease	12.14
9/5/2019	20612	Current Office Solutions	Copier Paper	11.98

9/5/2019	20612	Current Office Solutions	Office Supply	8.59
9/5/2019	20612	Current Office Solutions	Office Supply	30.62
9/5/2019	20612	Current Office Solutions	Office Supply	101.53
9/5/2019	20612	Current Office Solutions	Office Supply	5.99
9/5/2019	20612	Current Office Solutions	Office Supply	11.16
9/5/2019	20613	D & D Maintenance Supply	Janitor Supplies	530.49
9/5/2019	20614	Decker Equipment	White Board Cling	501.20
9/5/2019	20615	Delta Education	Teaching Supplies	103.44
9/5/2019	20616	Educational Reporting Solutions	Technology Support Services - September	1,075.00
9/5/2019	20617	FHEG Jackson College Bookstore	Dual Enrollment Books	80.00
9/5/2019	20618	Flinn Scientific Inc.	Teaching Supplies	14.70
9/5/2019	20619	Gopher	Teaching Supplies	1,171.21
9/5/2019	20620	H.J. Gelzer & Son, Inc.	Caution Tape	10.99
9/5/2019	20620	H.J. Gelzer & Son, Inc.	Bolts - Swing Set	11.94
9/5/2019	20621	Hillsdale County Intermediate School District	1st Qtr Attendance Services	507.20
9/5/2019	20621	Hillsdale County Intermediate School District	New Teacher Academy	376.88
9/5/2019	20622	Hillsdale Market House	Milk 8/21/19-8/27/19	125.00
9/5/2019	20622	Hillsdale Market House	Milk 8/28/19-9/4/19	100.00
9/5/2019	20622	Hillsdale Market House	Muffins - Staff Appreciation	58.26
9/5/2019	20623	Janet Whalen	Fingerprinting	58.25
9/5/2019	20624	Jonesville Lumber	Deck Screws	15.78
9/5/2019	20624	Jonesville Lumber	Deck Screws	9.89
9/5/2019	20624	Jonesville Lumber	Building Maintenance Supplies	53.82
9/5/2019	20625	Kayla Center	2nd Grade Teaching Supplies	33.13
9/5/2019	20626	LaPew Sanitation	Septic Tanks Pumped 8/13/19	580.00
9/5/2019	20626	LaPew Sanitation	Septic Tanks Pumped 8/7/19	580.00
9/5/2019	20627	Lawson`s Graffix Shop	AD Spirt Wear	53.80
9/5/2019	20628	Michigan Gas Utilities	Gas	151.63
9/5/2019	20629	Mulch Wholesalers	Mulch	1,200.00
9/5/2019	20629	Mulch Wholesalers	Mulch	1,200.00
9/5/2019	20630	Primarily A Cappella	Elem Music Supply	4.00
9/5/2019	20630	Primarily A Cappella	HS Music Supply	4.00
9/5/2019	20631	Purchase Power	Postage	394.52
9/5/2019	20632	Rachel Kies	1st Grade Teaching Supplies	74.82
9/5/2019	20633	Revel	Website Hosting & Development	3,000.00
9/5/2019	20634	Riegle Press	CA-60 File Supplies	97.65
9/5/2019	20635	School Specialty	Teaching Supplies	318.70
9/5/2019	20635	School Specialty	Teaching Supplies	454.72
9/5/2019	20635	School Specialty	Teaching Supplies	39.62
9/5/2019	20636	Smith`s Flowers Town & Country	Board Member Departure	35.00
9/5/2019	20637	Teacher`s Discovery	French Teaching Supplies	465.50
9/5/2019	20637	Teacher`s Discovery	Teaching Supplies	79.04

9/5/2019	20638	TIAA Commercial Finance, Inc.	Equipment Lease	453.25
9/5/2019	20639	Verizon Wireless	CAV Cell	153.07
9/5/2019	20640	Veronica Scrivens	Outside Building Maintenance	99.64
9/5/2019	20641	Walmart Community	HS PE Supplies	49.75
9/5/2019	20641	Walmart Community	Elem PE Supplies	49.75
9/5/2019	20641	Walmart Community	Teaching Supplies	337.09
9/5/2019	20641	Walmart Community	Vittles w/Vogt	127.35
9/5/2019	20641	Walmart Community	Misc Janitor Supplies	348.39
9/5/2019	20641	Walmart Community	Interest	2.49
9/20/2019	20642	All Aboard Travel	Prof Development - Choice U	1,200.00
9/20/2019	20643	Arrow Swift Printing & Copy Center	Office Supplies	81.83
9/20/2019	20644	ASCD	Literature	125.20
9/20/2019	20645	Blick Art Materials	Art Room Supplies	70.61
9/20/2019	20645	Blick Art Materials	Art Room Supplies	30.39
9/20/2019	20645	Blick Art Materials	Art Room Supplies	573.50
9/20/2019	20645	Blick Art Materials	Art Room Supplies	13.74
9/20/2019	20646	Cheryl Balcom	Child Care Supplies	24.52
9/20/2019	20647	Choice Schools Associates LLC	Employee Benefits for August 2019 (actual)	(8,167.51)
9/20/2019	20647	Choice Schools Associates LLC	Management Fee for September 2019	19,545.83
9/20/2019	20647	Choice Schools Associates LLC	Payroll for October 4, 2019 (estimate)	30,000.00
9/20/2019	20647	Choice Schools Associates LLC	Payroll for October 18, 2019 (estimate)	30,000.00
9/20/2019	20647	Choice Schools Associates LLC	Employee Benefits for October 2019 (estimate)	4,000.00
9/20/2019	20647	Choice Schools Associates LLC	Summers Leaders Retreat - Boyne Mountain	1,048.92
9/20/2019	20647	Choice Schools Associates LLC	Choice DNA	435.38
9/20/2019	20647	Choice Schools Associates LLC	Payroll for September 6, 2019 (actual)	18,989.46
9/20/2019	20648	Clearview Tinting	Impact Protection Tint	5,111.00
9/20/2019	20649	Core Knowledge Foundation	K Art Supplies	75.85
9/20/2019	20650	Current Office Solutions	Copy Paper	143.96
9/20/2019	20651	D & D Maintenance Supply	Janitor Supplies	203.85
9/20/2019	20652	Decker Equipment	White Board Cling	210.59
9/20/2019	20653	Delta Education	1st Grade Teaching Supplies	34.50
9/20/2019	20653	Delta Education	Elementary Teaching Supplies	105.34
9/20/2019	20654	EMC Insurance Companies	Property and Liability Ins.	1,820.05
9/20/2019	20655	Foley & Robinette, P.C.	Preparation of Auditor`s Letter	145.85
9/20/2019	20656	Follett School Solutions, Inc.	Replacement Library Books	161.80
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	800.39
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	334.70
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	540.63
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	226.07
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	2,411.37
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	1,008.36
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	795.50

9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	332.66
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	82.50
9/20/2019	20656	Follett School Solutions, Inc.	Teaching Supplies	15.49
9/20/2019	20657	H.J. Gelzer & Son, Inc.	Preschool	117.25
9/20/2019	20658	Hillsdale BPU	Water	159.18
9/20/2019	20658	Hillsdale BPU	Electricity	1,731.21
9/20/2019	20658	Hillsdale BPU	Electricity	40.20
9/20/2019	20658	Hillsdale BPU	Electricity	37.47
9/20/2019	20658	Hillsdale BPU	Electricity	50.22
9/20/2019	20658	Hillsdale BPU	Electricity	61.61
9/20/2019	20658	Hillsdale BPU	Electricity	113.66
9/20/2019	20658	Hillsdale BPU	Electricity	113.66
9/20/2019	20658	Hillsdale BPU	Electricity	94.64
9/20/2019	20658	Hillsdale BPU	Electricity	94.64
9/20/2019	20658	Hillsdale BPU	Electricity	56.50
9/20/2019	20658	Hillsdale BPU	Electricity	56.50
9/20/2019	20658	Hillsdale BPU	Electricity	542.77
9/20/2019	20659	Hillsdale Daily News	Newspaper Subscription	210.00
9/20/2019	20660	Hillsdale Market House	Milk 9/9/13 - 9/13/19	175.00
9/20/2019	20661	Home Depot Credit Services	Building Maintenance	23.56
9/20/2019	20662	Home Town Linen Service	Mop Service	29.62
9/20/2019	20662	Home Town Linen Service	Mop Service	29.62
9/20/2019	20663	Houghton Mifflin Harcourt Publishing Co.	Teaching Supplies	85.91
9/20/2019	20664	John Deere Financial	JD 2025 - August 2019	364.50
9/20/2019	20665	Jonesville Lumber	Playground	76.25
9/20/2019	20666	Loyola Press	Teaching Supplies	406.17
9/20/2019	20667	Marshall Music Co	5th Grade Band Books	172.36
9/20/2019	20668	Michelle Carpenter	Mileage	40.60
9/20/2019	20668	Michelle Carpenter	Parking	10.00
9/20/2019	20669	Modern Waste Systems	Trash Disposal 09/01/19 - 09/30/19	330.00
9/20/2019	20670	NWEA	NWEA Testing	2,500.00
9/20/2019	20671	Pitney Bowes Global Financial Services LLC	Equipment Lease	214.98
9/20/2019	20672	Point Rental & Sales	Playground Equipment Installation	155.00
9/20/2019	20673	Primarily A Cappella	HS Music	187.00
9/20/2019	20674	School Specialty	Planners	148.80
9/20/2019	20675	Sehi Computer Products, Inc	Staff Laptops	226.50
9/20/2019	20675	Sehi Computer Products, Inc	Staff Laptops	2,697.60
9/20/2019	20676	Smithsonian	Smothsonian	44.00
9/20/2019	20677	Sportsarama	Athletic Supplies	802.60
9/20/2019	20677	Sportsarama	Athletic Supplies	607.80
9/3/2019	511	Brian Gaukel	Preschool Fire Inispection	200.00
9/4/2019	512	Dan Laws	MS VB	30.00

9/4/2019 513	Tom Mullaly	MS VB	30.00
9/6/2019 514	Gene Miller	VB	65.00
9/6/2019 515	Bill Mulally	VB	65.00
			<b>\$ 251,220.62</b>

**Will Carleton Academy  
Balance Sheet  
September 2019 (Unaudited)**

**Fund: Debt Service Fund**

<b>Assets</b>	
US Bank #142625001 - Interest Fund	21,625.38
US Bank #142625002 - Principal Fund	5,668.04
US Bank #142625003 - Reserve Fund	205,694.44
US Bank #142625004 - Expense Fund	<u>1,823.00</u>
<b>Total Assets</b>	<u><u>234,810.86</u></u>
<b>Liabilities</b>	
Accounts Payable	-
Due to General Fund	<u>-</u>
<b>Total Liabilities</b>	<u>-</u>
<b>Fund Equity</b>	
Beginning Fund Equity	326,988.68
Change in Fund Equity	<u>(92,177.82)</u>
<b>Total Fund Equity</b>	<u><u>234,810.86</u></u>
<b>Total Liabilities &amp; Fund Equity</b>	<u><u>234,810.86</u></u>

**Will Carleton Academy  
Statement of Activities (Detail)  
September 2019 (Unaudited)**

<b>Fund: Debt Service Fund</b>	<b>This Month</b>	<b>Y-T-D</b>
<b>Incoming Transfers and Other Transactions</b>		
Interest	-	148.59
Transfer From General Fund	364.50	39,002.59
<b>Total Incoming Transfers and Other Transactions</b>	<u>364.50</u>	<u>39,151.18</u>
<b>Total Revenues</b>	<u>364.50</u>	<u>39,151.18</u>
<b>Debt Service</b>		
Principal on Bonds	-	55,000.00
Principal on Loans	-	729.00
Interest on Bonds	-	75,600.00
Trustee and Other Fees	-	-
<b>Total Debt Service</b>	<u>-</u>	<u>131,329.00</u>
<b>Total Expenditures</b>	<u>-</u>	<u>131,329.00</u>
<b>Change in Fund Equity</b>	<u><u>364.50</u></u>	<u><u>(92,177.82)</u></u>