



THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

MALCOLM THOMAS, SUPERINTENDENT

<http://www.escambia.k12.fl.us>

"Making A Positive Difference"

Department of Alternative Education
J.E. Hall Educational Center
30 East Texar Drive, Room 143
Pensacola, Florida 32503, Ph. (850) 430-7439

Vickie Mathis, Director

MEMORANDUM

TO: Charter School Board Chairs
Charter School Principals

FROM: Vickie Mathis, Director *V. Mathis*
Department of Alternative Education

DATE: November 7, 2014

SUBJ: Quarterly Report – December 2014

The December School Board Workshop is scheduled for Friday, December 12, 2014 at 9:00 a.m. in Room 160 of the J.E. Hall Center. (Time certain at 9:30 a.m.) As per your charter contract with the district, the principal and Board Chair are required to attend this workshop to answer any questions the district's Board members may have regarding the operation of your charter school.

Below is a list of items which should be submitted to this office on or before 3:00 p.m. on Tuesday, November 18, 2014. Please fax, scan and email, or hand deliver this information. The information you submit will be a part of the Charter School Quarterly Report for December, 2014.

1. Students: Current enrollment demographics. *(Our office will provide this information to the BOARD on your behalf.)*
2. Cost Accounting, Monthly Financial Report: The school has provided monthly financial statements in compliance with 1010.20 F.S. Monthly financial statements include a minimum of a Balance Sheet and a Statement of Revenue, Expenditures, and Changes in Fund Balance. *(Our office has these copies if you have submitted them each month and will copy them for you.)* **A financial analysis will also be provided by Mrs. Malinda Jones through the month of September.**
3. Facilities: Provide a copy of the following for the School: (1) Monthly Fire Drill forms, (2) 1st semester Bus Evacuation Drill, if not previously submitted for September Quarterly Report.
4. Employment: Provide final list of teachers' names and areas approved Out of Field for the October 2014 FTE survey period.
5. Governance Structure: 1002.33(9)(K) F.S. –
 - a Provide the name of any new Board members who participated in Governance training for the first time since September 1, 2014.
 - b Provide documentation of Level 2 background screening of each new Board member and school staff member since September 1, 2014.
6. Public meetings/Minutes – Provide a **copy** of all Board meeting minutes and **public advertisements for meetings** *(Draft or Board approved)* held since September 1, 2014.

7. Student Information System: List of staff responsible for entering grades, attendance, and discipline information into the FOCUS system. Name of administrative staff responsible for ensuring student information is entered with fidelity.
8. Indemnification and Insurance: Provide a copy of the School's insurance policy which includes the Certificate of Liability Insurance (Workers' Compensation, General Liability, and Property).

Prior to the December 12, 2014 School Board Workshop, a copy of the Quarterly Report will be provided to the School's principal and Board Chair for review.

Please do not hesitate to contact me if you have concerns.

C: Norm Ross
Steve Marcanio
Terry St. Cyr
Malinda Jones
Donna Waters
Holley DeWees

Charter School Quarterly Report December 2014

[illegible]

December 2014 Quarterly Report
Charter School Financial Issues

Capstone Academy

July 2014

No issues.

August 2014

The cash balance does not appear to be adequate to meet current requirements.

September 2014

The cash balance does not appear to be adequate to meet current requirements.

2121 - Capstone

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$197,435	\$195,947	\$194,640	
Liabilities	\$16,018	\$16,407	\$16,265	
Equity(Fund Balance)	\$181,417	\$179,540	\$178,374	
Total Revenue	\$49,127	\$41,733	\$45,123	\$137,148
Total Expenses	\$37,548	\$43,610	\$46,288	\$127,446

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
(Yes)
- 4) Is prior month Ending FB + current month Revenues -
current month expenses = to current month FB?
(Yes or N/A)
- 5) Is FB at least 2% of the annual Revenues from the prior
year?
(Yes)
- 6) Do Revenues & Expenses for current month appear to be
comparable to same month in prior fiscal year?
(Yes)
- 7) Do YTD Revenues, Expenses & FB appear to be
comparable to the same month in the prior fiscal year?
(Yes)
- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
no	no	no	
n/a	n/a	n/a	
yes	yes	yes	
yes	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
no	no	no	
yes	no	no	

December 2014 Quarterly Report
Charter School Financial Issues

Byrneville Elementary

July 2014

No issues.

August 2014

The prior month Ending Fund Balance + current month Revenues – current month Expenses does not = current month Fund Balance.

September 2014

No issues.

2106 - Byrneville

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$1,110,447	\$1,115,371	\$1,105,912	
Liabilities	\$21,690	\$31,149	\$31,922	
Equity(Fund Balance)	\$1,088,757	\$1,084,222	\$1,073,990	
Total Revenue	\$98,517	\$97,966	\$98,866	\$305,581
Total Expenses	\$38,885	\$82,209	\$109,098	\$230,192

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
(Yes)
- 4) Is prior month Ending FB + current month Revenues -
current month expenses = to current month FB?
(Yes or N/A)
- 5) Is FB at least 2% of the annual Revenues from the prior
year?
(Yes)
- 6) Do Revenues & Expenses for current month appear to be
comparable to same month in prior fiscal year?
(Yes)
- 7) Do YTD Revenues, Expenses & FB appear to be
comparable to the same month in the prior fiscal year?
(Yes)
- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
no	no	no	
n/a	n/a	n/a	
yes	no	yes	
yes	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
no	no	no	
yes	yes	yes	

December 2014 Quarterly Report
Charter School Financial Issues

Jacqueline Harris

July 2014

No issues.

August 2014

No issues.

September 2014

No issues.

2104 - Jackie Harris

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$473,588	\$478,904	\$492,919	
Liabilities	\$27,368	\$19,989	\$15,505	
Equity(Fund Balance)	\$446,220	\$458,915	\$477,414	
 Total Revenue	 \$108,246	 \$108,895	 \$119,046	 \$321,587
Total Expenses	\$55,192	\$96,200	\$104,446	\$255,838
 <u>Review</u>				
1) Does the Balance Sheet balance? (Yes)	yes	yes	yes	
2) Has equity decreased 5% or more since prior month? (No)	no	no	no	
3) Does Beg. FB agree with prior month Ending FB? (Yes)	yes	yes	yes	
4) Is prior month Ending FB + current month Revenues - current month expenses = to current month FB? (Yes or N/A)	yes	yes	yes	
5) Is FB at least 2% of the annual Revenues from the prior year? (Yes)	yes	yes	yes	
6) Do Revenues & Expenses for current month appear to be comparable to same month in prior fiscal year? (Yes)	n/a	n/a	n/a	
7) Do YTD Revenues, Expenses & FB appear to be comparable to the same month in the prior fiscal year? (Yes)	n/a	n/a	n/a	
8) Are there any significant increases in Liabilities since the prior month? (No)	no	no	no	
9) Does the cash balance appear to be adequate to meet current requirements? (Yes)	yes	yes	yes	

December 2014 Quarterly Report
Charter School Financial Issues

Pensacola Beach Elementary

July 2014

No issues.

August 2014

There has been a significant increase in Liabilities since the prior month.

September 2014

No issues.

2108 - Pensacola Beach

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$1,068,812	\$1,284,649	\$1,326,983	
Liabilities	\$53,321	\$274,756	\$309,404	
Equity(Fund Balance)	\$1,015,491	\$1,009,893	\$1,017,579	
Total Revenue	\$73,040	\$71,222	\$91,701	\$228,276
Total Expenses	\$41,462	\$76,820	\$84,014	\$202,296
<u>Review</u>				
1) Does the Balance Sheet balance? (Yes)	yes	yes	yes	
2) Has equity decreased 5% or more since prior month? (No)	no	no	no	
3) Does Beg. FB agree with prior month Ending FB? (Yes)	n/a	n/a	n/a	
4) Is prior month Ending FB + current month Revenues - current month expenses = to current month FB? (Yes or N/A)	yes	yes	yes	
5) Is FB at least 2% of the annual Revenues from the prior year? (Yes)	yes	yes	yes	
6) Do Revenues & Expenses for current month appear to be comparable to same month in prior fiscal year? (Yes)	n/a	n/a	n/a	
7) Do YTD Revenues, Expenses & FB appear to be comparable to the same month in the prior fiscal year? (Yes)	n/a	n/a	n/a	
8) Are there any significant increases in Liabilities since the prior month? (No)	no	yes	no	
9) Does the cash balance appear to be adequate to meet current requirements? (Yes)	yes	yes	yes	

December 2014 Quarterly Report
Charter School Financial Issues

Five Flags Academy

July 2014

No issues. First month in operation so have no previous month financial information to compare.

August 2014

Equity has decreased more than 5% since the prior month. There has been a significant increase in Liabilities since the prior month. The cash balance does not appear to be adequate to meet current requirements.

September 2014

There has been a significant increase in Liabilities since the prior month. The cash balance does not appear to be adequate to meet current requirements.

2151 - Five Flags Academy

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$34,449	\$122,095	\$176,465	
Liabilities	\$18,359	\$115,339	\$167,692	
Equity(Fund Balance)	\$16,090	\$6,756	\$8,773	
Total Revenue	\$44,100	\$61,196	\$204,192	\$307,471
Total Expenses	\$19,705	\$70,530	\$202,175	\$292,410

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
(Yes)
- 4) Is prior month Ending FB + current month Revenues -
current month expenses = to current month FB?
(Yes or N/A)
- 5) Is FB at least 2% of the annual Revenues from the prior
year?
(Yes)
- 6) Do Revenues & Expenses for current month appear to be
comparable to same month in prior fiscal year?
(Yes)
- 7) Do YTD Revenues, Expenses & FB appear to be
comparable to the same month in the prior fiscal year?
(Yes)
- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
n/a	yes	no	
n/a	yes	yes	
n/a	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
n/a	n/a	n/a	
n/a	yes	yes	
yes	no	no	

December 2014 Quarterly Report
Charter School Financial Issues

Beulah Academy

July 2014

No issues.

August 2014

No issues.

September 2014

No issues.

2093 - Beulah Academy

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$913,871	\$927,141	\$932,264	
Liabilities	\$839	\$109	\$120	
Equity(Fund Balance)	\$913,032	\$927,032	\$932,144	
 Total Revenue	 \$140,547	 \$144,355	 \$163,932	 \$443,722
Total Expenses	\$115,883	\$130,355	\$158,820	\$405,058

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
(Yes)
- 4) Is prior month Ending FB + current month Revenues -
current month expenses = to current month FB?
(Yes or N/A)
- 5) Is FB at least 2% of the annual Revenues from the prior
year?
(Yes)
- 6) Do Revenues & Expenses for current month appear to be
comparable to same month in prior fiscal year?
(Yes)
- 7) Do YTD Revenues, Expenses & FB appear to be
comparable to the same month in the prior fiscal year?
(Yes)
- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
no	no	no	
yes	yes	yes	
yes	yes	yes	
yes	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
no	no	no	
yes	yes	yes	

December 2014 Quarterly Report
Charter School Financial Issues

Newpoint Academy

July 2014

Equity has decreased more than 5% since the prior month. There has been a significant increase in Liabilities since the prior month. The cash balance does not appear to be adequate to meet current requirements.

August 2014

The cash balance does not appear to be adequate to meet current requirements.

September 2014

There has been a significant increase in Liabilities since the prior month. The cash balance does not appear to be adequate to meet current requirements.

2124 - Newpoint Academy

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$68,574	\$123,350	\$203,701	
Liabilities	\$42,162	\$55,508	\$134,712	
Equity(Fund Balance)	\$26,413	\$67,842	\$68,989	
Total Revenue	\$133,393	\$167,244	\$159,662	\$459,152
Total Expenses	\$115,782	\$125,815	\$158,515	\$400,112

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
(Yes)
- 4) Is prior month Ending FB + current month Revenues -
current month expenses = to current month FB?
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- 5) Is FB at least 2% of the annual Revenues from the prior
year?
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- 6) Do Revenues & Expenses for current month appear to be
comparable to same month in prior fiscal year?
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comparable to the same month in the prior fiscal year?
(Yes)
- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
yes	no	no	
yes	yes	yes	
yes	yes	yes	
yes	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
yes	no	yes	
no	no	no	

December 2014 Quarterly Report
Charter School Financial Issues

Newpoint Pensacola

July 2014

Equity has decreased more than 5% since the prior month. There has been a significant increase in Liabilities since the prior month. The cash balance does not appear to be adequate to meet current requirements.

August 2014

The cash balance does not appear to be adequate to meet current requirements.

September 2014

Equity has decreased more than 5% since the prior month. Fund Balance is less than 2% of the annual Revenues from the prior year. The cash balance does not appear to be adequate to meet current requirements.

2141 - Newpoint Pensacola

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$85,504	\$106,237	\$130,332	
Liabilities	\$72,692	\$91,294	\$118,664	
Equity(Fund Balance)	\$12,812	\$14,943	\$11,668	
Total Revenue	\$95,892	\$101,356	\$107,794	\$308,316
Total Expenses	\$89,468	\$99,225	\$111,068	\$299,761
<u>Review</u>				
1) Does the Balance Sheet balance? (Yes)	yes	yes	yes	
2) Has equity decreased 5% or more since prior month? (No)	yes	no	yes	
3) Does Beg. FB agree with prior month Ending FB? (Yes)	yes	yes	yes	
4) Is prior month Ending FB + current month Revenues - current month expenses = to current month FB? (Yes or N/A)	yes	yes	yes	
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8) Are there any significant increases in Liabilities since the prior month? (No)	yes	no	no	
9) Does the cash balance appear to be adequate to meet current requirements? (Yes)	no	no	no	

December 2014 Quarterly Report
Charter School Financial Issues

Escambia Charter

July 2014

No issues.

August 2014

No issues.

September 2014

No issues.

2081 - Escambia Charter

Fiscal Year 2014-15

	7/31/14	8/31/14	9/30/14	YTD
Assets	\$285,246	\$282,923	\$305,189	
Liabilities	\$31,065	\$32,108	\$42,551	
Equity(Fund Balance)	\$254,181	\$250,816	\$262,638	
Total Revenue	\$63,169	\$63,269	\$63,570	\$178,186
Total Expenses	\$49,464	\$66,635	\$51,748	\$167,847

Review

- 1) Does the Balance Sheet balance?
(Yes)
- 2) Has equity decreased 5% or more since prior month?
(No)
- 3) Does Beg. FB agree with prior month Ending FB?
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- 8) Are there any significant increases in Liabilities since the
prior month?
(No)
- 9) Does the cash balance appear to be adequate to meet
current requirements?
(Yes)

7/31/14	8/31/14	9/30/14	YTD
yes	yes	yes	
no	no	no	
n/a	n/a	n/a	
yes	yes	yes	
yes	yes	yes	
n/a	n/a	n/a	
n/a	n/a	n/a	
no	no	no	
yes	yes	yes	