

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, May 17, 2022 at 7:00 p.m.

Zoom Meeting - Due to COVID

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGINYm9HQOT09>

Meeting ID: 852 5074 7687

Passcode: k2CJdy

One tap mobile

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

Meeting ID: 852 5074 7687

Phone Passcode: 750431

Find your local number: <https://us02web.zoom.us/u/kdHMgZcn5b>

Sent to OW - 5/12/2022 | Placed on Website - 5/12/2022

I. CALL TO ORDER by Chairperson:

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations:
2. Board Members Absent:
3. Other Attendees:

III. REVIEW OF TRM MISSION & VISION STATEMENTS

Mission: Empowering students to reach their full potential through authentic Montessori learning.

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

IV. APPROVAL OF MEETING AGENDA

1. **ACTION ITEMS:**
 - a. APPROVAL: Tonight's Meeting Agenda

V. CONSENT AGENDA

2. **ACTION ITEMS:**
 - a. APPROVAL: TRM Regular Board Meeting Minutes 4/19/15/22
 - i. Amend (from hiring contract to offer letter under the action item for Montessori certification)
 - b. APPROVAL: TRM Special Board Meeting Minutes 5/5/15/22
3. New Hire Approvals

VI. INFORMATION ITEMS

1. Enrollment Update
2. Sped Update
3. Building Update
4. Playground Update
5. MCA's
6. Designs for Learning Financial Services Transfer
7. Summer Programs

VII. REPORTS

1. Finance Committee
 - a. April Month End Financials
 - i. **ACTION ITEM:** Approve Prior Month Expenditures
 - ii. **ACTION ITEM:** Accept Prior Month Financial Report
 - b. Lease Aid
 - c. Budget 2022-2023 School Year
2. Governance Committee
 - a. School Board Election Results
 - b. **ACTION ITEM:** Accept Results
3. Development Committee Report

VIII. PUBLIC COMMENTS

IX. DISCUSSION ITEMS

1. Designate Corporate Officers for 2022-2023 (July 1, 2022)
 - a. Chair
 - b. Vice Chair
 - c. Treasurer
 - d. Secretary
2. Executive Director Hiring Update
 - a. Candidates status
 - b. Authorization Amount
 - i. **ACTION ITEM:** Approve
3. School Calendar 2022-2023
 - a. Proposed calendar
 - b. **ACTION ITEM:** Approve
4. Food Service 2022-2023
 - a. Contract Renewal at 7.7% increase or bid for a new food service vendor.
 - b. **ACTION ITEM:** Approve
5. Montessori Certifications & Training
6. Monthly Board Meeting Day & Time for Next Year
7. Board Training

X. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - June 21, 2022 7:00 p.m. Virtual Due to Covid
2. Agenda Items Request or Send to Board Chair

XI. ADJOURNMENT

- 1.

Board Approved:

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Minutes

Tuesday, April 19, 2022 at 7:00 p.m.

Zoom Meeting - Due to COVID

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGINYm9HQQT09>

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Meeting ID: 852 5074 7687

Phone Passcode: 750431

Find your local number: <https://us02web.zoom.us/u/kdHMgZcn5b>

Sent to OW - 4/14/2022 | Placed on Website - 4/14/2022

I. CALL TO ORDER by Chairperson: Meeting called to order by Chris Castigneri at 7:05 pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Shanny Snyder, Amanda Johnson, Chris Castigneri, Lindsay Tilley, Sara Maravelas, and Hannah Scholten
2. Board Members Absent:
3. Other Attendees: Debbie Hutton, Jonna Duke, Liz Frink, Abbie Eilrich, Angela Johnson, Nalani McCutcheon, and Tim

III. REVIEW OF TRM MISSION & VISION STATEMENTS

Mission: Empowering students to reach their full potential through authentic Montessori learning.

Vision: Academic Excellence * Community Engagement * Environmental Stewardship

IV. APPROVAL OF MEETING AGENDA

1. **ACTION ITEMS:**
 - a. APPROVAL: Tonight's Meeting Agenda Motion made to approve tonight's agenda with additional hire approvals made by Hannah. Seconded by Shanny. Unanimous approval (Shanny, Sara, Chris, Hannah, Amanda, and Lindsay)

V. CONSENT AGENDA

2. **ACTION ITEMS:**
 - a. APPROVAL: TRM Regular Board Meeting Minutes 3/15/22 Motion made by Hannah. Seconded by Shanny. Unanimous approval (Shanny, Sara, Chris, Hannah, Amanda, and Lindsay)
 - b. APPROVAL: Laura Gaustad-K-1 Teacher Motion made by Shanny to approve the salary pay for Laura. Seconded by Lindsay. Unanimous approval (Shanny, Chris, Hannah, Sara, Amanda, and Lindsay)
 - c. APPROVAL: Cassie Zezulka-Administrative Assistant Motion made to approve the salary pay for Cassie. Seconded by Shanny. Unanimous approval (Shanny, Chris, Hannah, Sara, Amanda, and Lindsay)

VI. INFORMATION ITEMS

1. Enrollment Update Enrollment for this year is now closed. Numbers will stay constant unless a student leaves.
2. Sped Update Designs for Learning has been continuing to help build our program. The number of students receiving special education services is increasing. We will need to consider the addition of one to two more special education classrooms.
3. Teacher Changes Michele Robinson was replaced with Laura Gaustad as the new lead K-1 teacher. Kelsie Hargraves has gone on maternity leave and replaced with a long term substitute for the rest of the year.
4. Building Update There is a leak in the ruff from prior construction. Looking to get this fixed with available funds. However, we are trying to get the costs covered with the funds allotted. Getting estimates from multiple sources before choosing a company.
5. MCA's Started this week. This will be for the third through sixth grade for math and reading. Fifth grade will be the only group taking the science test. Testing will occur throughout the coming month.

VII. REPORTS

1. Finance Committee
 - a. March Month End Financials (Available Monday, May 18, 2022 after committee meeting) Joe was not able to attend this month's meeting. Looking to prepare the budget for next year and get that approved by next month's board meeting. Finances are currently on track as per previous budgets and projection.
 - i. **ACTION ITEM:** Approve Prior Month Expenditures Motion made by Amnanda. Seconded by Shanny. Unanimous approval (Shanny, Sara, Chris, Hannah, Amanda, and Lindsay)
 - ii. **ACTION ITEM:** Accept Prior Month Financial Report Motion made by Amanda. Seconded by Lindsay. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)
 - b. Lease Aid
 - c. Budget Suggestions made to add an additional approval to future meetings for fundraisers.

VIII. PUBLIC COMMENTS

IX. DISCUSSION ITEMS

1. 22-23 Enrollment waitlist
 - a. If we have 1st graders drop, will we offer the seats to kindergarteners to align the numbers with our goals for each grade?
 - b. **ACTION ITEM:** Approve Waitlist Process Motion made by Hannah to reflect enrollment process update to when an abundance of students in a grade level exists, waitlist students will be expected to meet the ideal class sizes. Seconded by Shanny. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)
2. Executive Director Hiring Update
 - a. 2nd Round Interviews Second round interviews have occurred. Committee is in the process of bringing forward two ideal candidates.
 - b. Hiring Authorization Salaries compared to that of other school districts to find the maximum salary we are able to offer of \$95,000.
 - c. **ACTION ITEM:** Method of Hiring Motion made by Hannah to authorize Chris Castigneri to negotiate the offer of director including a salary of up to \$95,000 with benefits to the candidate of the agreed upon committee selection. Seconded by Sara. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)

3. New Services Contract **Needing to switch financial services to a new company due to the previous company's capacity of clients. Looking to approve using Designs for Learning for our financial needs. Quite a bit more expensive to pay for the financial services from Designs for Learning. Contract is flexible within ninety days of signing. Looking to future directors to help with our financial needs.**
 - a. Designs for Learning
 - i. HR **Help with offer letter and policies**
 - ii. Special Education **Establishing and coordinating our special education team**
 - iii. Financial Services
 - b. **ACTION ITEM:** Approve Parts or All of Contract **Motion made to continue with Designs for Learning for special education services and add financial services as presented in the contract. Second by Shanny. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)**
4. Montessori Certifications
 - a. Determine if we require that teachers have or obtain their certification as part of their hiring agreements. Conversation about
 - b. Finance committee advisory on teacher pay **Conversation about finance committee meeting next week to determine benefits and salary offers for candidates.**
 - c. **ACTION ITEM:** Consider Approving the Requirement **Motion made by Hannah to require Montessori certification or enrollment in a Montessori approved training course for lead teacher in hiring contract. Seconded by Shanny. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)**
5. Consider Addition of Angie Johnson to TRM Board of Directors
 - a. **ACTION ITEM:** Approve Appointment of Angie Johnson **Motion made by Lindsay. Seconded by Amanda. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)**
6. School Board Official Election Update **Conversation about election process and letting Chris know if board members would like to be on the board for next year.**
 - a. **ACTION ITEM:** Process Approval **Tabled to future meeting.**
7. Playground Fundraising
 - a. Done by a designated subcommittee?
 - b. **ACTION ITEM:** Designate Committee
8. Summer Extended Care Program **Program would run from 6 am till 6 pm. We have staff members that would be willing to take on these positions over the summer.**
 - a. Addition of a summer care program
 - b. Student Count overview
 - i. Max of 39 students per day
 - ii. 13 students for five full days per week
 - iii. eight students for 1-4 full days per week
 - iv. 16 - 18 students for part-time hours and part-time days per week
 - c. Field Trips
 - i. 38 students interested in field trips
 - d. Food
 - i. Snacks provided by the program
 - ii. Lunches provided by families
 - e. Summer School
 - i. At this time, TRM does not have a teacher to perform summer school.
 - f. **ACTION ITEM:** Consider Program Approval **Motion made by Hannah to approve the establishment of the extended summer care program. Seconded by Lindsay. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)**
9. Board Training
 - a. New Board Member Training
 - b. MN Charter Board Training Website
 - i. <https://www.smore.com/6m7k4-mn-charter-board-training-website?ref=email-content#w-1134267153>

XI. REVIEW OF NEXT MEETING DATE

1. Date, Time, Location of Next Regular Board Meeting - May 17, 2022 7:00 p.m. Virtual Due to Covid
2. Agenda Items Request or Send to Board Chair

XII. ADJOURNMENT

1. Motion made to adjourn tonight's meeting made by Shanny. Seconded by Lindsay. Unanimous approval (Shanny, Chris, Hannah, Amanda, Sara, and Lindsay)

Board Approved:

THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Minutes

Thursday, May 5, 2022 at 7:00 p.m.

Zoom Meeting - Due to COVID

<https://us02web.zoom.us/j/85250747687?pwd=ZDBCK1dYd3NMa1VjSVhLSGlnYm9HQOT09>

Meeting ID: 852 5074 7687

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Meeting ID: 852 5074 7687

Phone Passcode: 750431

Find your local number: <https://us02web.zoom.us/u/kdHMgZcn5b>

Sent to OW - 5/2/2022 | Placed on Website - 5/2/2022

I. CALL TO ORDER by Chairperson: Meeting called to order by Chris Castigneri at 7:03 pm

II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST

1. Board Members Present + Declarations: Shanny Snyder, Amanda Johnson, Chris Castigneri, Lindsay Tilley, Sara Maravelas, Angie Johnson, and Hannah Scholten
2. Board Members Absent: Lindsay Tilley
3. Other Attendees: Tim and Jonna Duke

III. REVIEW OF TRM MISSION & VISION STATEMENTS

Mission: Empowering students to reach their full potential through authentic Montessori learning. **Vision:** Academic Excellence * Community Engagement * Environmental Stewardship

IV. APPROVAL OF MEETING AGENDA

1. ACTION ITEMS:

- a. APPROVAL: Tonight's Meeting Agenda Motion made to approve tonight's agenda made by Hannah. Seconded by Amanda. Unanimous approval (Shanny, Sara, Chris, Hannah and Amanda)

V. PUBLIC COMMENTS

VI. DISCUSSION ITEMS

1. Enrollment for E-2 Adding Students Conversation around the chart below.

4th: 20 (20 enrolled with 8 on the waitlist) Open more seats to 33.

5th: 20 (17 enrolled with 3 seats available) Drop the number of seats to 17 (remove three seats)

6th: 20 (10 enrolled 10 seats available) Drop the number of seats to 10 (remove ten seats)

- a. **ACTION ITEM:** Approve Seat Designation Motion made by Hannah to cap enrollment for the fifth and sixth grade students to the students enrollment and increase the fourth grade enrollment to meet classroom capacity. Seconded by

Amanda. Unanimous approval (Shanny, Sara, Chris, Hannah and Amanda)

2. Playground Project Approval from Fundraising Efforts

- a. **ACTION ITEM:** Consider Program Approval Motion made by Hannah to approve the expenditure of fundraising dollars for a playground of up to \$7,500 to level and seeding of the field and pay for tree planting. Seconded by Shanny. Unanimous approval (Shanny, Sara, Chris, Hannah and Amanda)

VII. ADJOURNMENT

Motion to adjourn meeting made by Hannah. Seconded by Shanny. Unanimous approval (Shanny, Sara, Chris, Hannah and Amanda)

Board Approved:

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
GENERAL FUND 01			ADM 156.00 PPU 156.00	
REVENUES			<i>Targeted Percent</i>	83%
State Revenue				
01 R 005 000 000 000 201	-	3,507.22	3,536.60	99%
01 R 005 000 000 000 211	67,733.63	951,471.11	1,105,544.74	86%
01 R 005 000 000 317 211	-	461.67	-	N/A
01 R 005 000 000 348 300	-	44,000.23	197,539.78	22%
01 R 005 000 000 000 317	-	1,869.70	20,592.00	9%
01 R 005 000 000 740 360	69,422.68	360,879.92	559,643.48	64%
Total State Revenue	137,156.31	1,362,189.85	1,886,856.60	72%
Federal Revenue				
01 R 005 204 000 414 400	-	-	2,655.61	0%
01 R 005 000 000 419 400	-	-	9,019.55	0%
01 R 005 000 001 859 400	-	13,194.31	200,000.00	7%
01 R 005 000 002 859 400	29,055.60	29,055.60	-	N/A
Total Federal Revenue	29,055.60	42,249.91	211,675.16	20%
Other Revenue				
01 R 005 000 000 000 050	-	5,925.00	5,925.00	100%
01 R 005 000 000 000 096	-	107.00	42.00	255%
01 R 005 000 000 000 099	9,516.87	11,668.79	904.29	1290%
01 R 005 000 000 000 619	-	(3,913.87)	(897.05)	436%
01 R 005 000 000 000 620	-	10,608.57	4,947.06	214%
01 R 005 000 020 000 620	50.00	899.44	849.44	106%
Total Other Revenue	9,566.87	25,294.93	11,770.74	215%
TOTAL REVENUES	175,778.78	1,429,734.69	2,110,302.50	68%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
EXPENDITURES				
Administration				
Salaries/Wages				
01 E 005 050 000 000 110	4,375.00	67,198.04	102,551.54	66%
01 E 005 110 000 000 170	4,566.41	49,316.02	64,940.00	76%
Total Salaries/Wages	8,941.41	116,514.06	167,491.54	70%
Benefits				
01 E 005 050 000 000 210	334.69	5,090.79	7,845.19	65%
01 E 005 110 000 000 210	333.80	3,505.56	4,967.91	71%
01 E 005 050 000 000 214	328.13	1,864.82	-	N/A
01 E 005 110 000 000 214	342.48	3,698.66	4,870.50	76%
01 E 005 050 000 000 218	-	3,530.71	8,552.80	41%
01 E 005 050 000 000 220	-	2,880.68	6,503.36	44%
01 E 005 110 000 000 220	583.32	5,577.82	13,761.00	41%
01 E 005 050 000 000 230	-	72.00	494.40	15%
01 E 005 110 000 000 230	9.00	85.50	540.00	16%
01 E 005 050 000 000 235	-	279.96	839.70	33%
01 E 005 110 000 000 235	35.00	332.46	419.85	79%
01 E 005 050 000 000 240	-	126.08	-	N/A
01 E 005 110 000 000 240	10.40	98.80	-	N/A
01 E 005 110 000 000 270	-	3,277.00	12,060.89	27%
01 E 005 110 000 000 280	-	-	15,925.73	0%
Total Benefits	1,976.82	30,420.84	76,781.33	40%
Purchased Services				
01 E 005 105 000 000 305	-	-	5,000.00	0%
01 E 005 110 000 000 305	6,114.34	61,032.54	70,500.00	87%
01 E 005 110 000 000 320	261.71	2,684.85	2,200.00	122%
01 E 005 110 000 000 329	-	66.66	2,500.00	3%
01 E 005 110 000 000 370	295.90	3,725.10	3,000.00	124%
01 E 005 105 000 000 366	-	160.00	1,000.00	16%
Total Purchased Services	6,671.95	67,669.15	84,200.00	80%
Supplies/Materials				
01 E 005 108 000 000 405	1,955.12	2,768.29	-	N/A
01 E 005 110 000 000 401	73.22	2,398.20	2,000.00	120%
01 E 005 110 000 000 490	-	146.63	-	N/A
Total Supplies/Materials	2,028.34	5,313.12	2,000.00	266%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
		ADM	156.00	
Dues/Memberships/Other				
01 E 005 010 000 000 820 Board of Education - Dues, Mbrshp, Lic, Cert Fees	-	17,089.60	15,744.00	109%
01 E 005 110 000 000 820 Business Support Services - Dues, Mbrshp, Lic, Cert Fees	-	1,545.75	2,500.00	62%
01 E 005 950 000 000 910 Interfund Transfer	-	-	9,189.66	0%
Total Dues/Memberships/Other	-	18,635.35	27,433.66	68%
Total Administration	19,618.52	238,552.52	357,906.53	67%
General Education				
Salaries/Wages				
01 E 010 203 000 000 140 General Elementary Education - Lic Classroom Tchr	31,719.46	182,434.70	259,312.80	70%
01 E 010 203 000 000 144 General Elementary Education - Educational Assistant	10,939.38	91,749.01	133,980.00	68%
01 E 010 203 000 000 145 Sub Tchr-Lic Personal Salary	1,141.26	4,255.15	-	N/A
01 E 010 203 000 000 146 Sub Non-Lic Class/Inst Sal	2,001.75	6,032.13	-	N/A
01 E 010 203 000 000 186 General Elementary Education - Sal-Other	-	-	5,000.00	0%
Total Salaries/Wages	45,801.85	284,470.99	398,292.80	71%
Benefits				
01 E 010 203 000 000 210 General Elementary Education - FICA	3,945.08	21,332.62	30,469.40	70%
01 E 010 203 000 000 214 General Elementary Education - PERA	857.95	7,198.96	10,423.50	69%
01 E 010 203 000 000 218 General Elementary Education - TRA	2,840.64	15,694.54	21,626.69	73%
01 E 010 203 000 000 220 General Elementary Education - Health Insurance	2,811.26	16,722.11	48,163.50	35%
01 E 010 203 000 000 235 General Elementary Education - Dental Insurance	219.98	1,402.46	-	N/A
01 E 010 203 000 000 230 General Elementary Education - Life Insurance	102.86	650.95	-	N/A
01 E 010 203 000 000 240 General Elementary Education - LTD	148.80	916.55	-	N/A
01 E 010 203 000 000 280 General Elementary Education - Unemployment Compensation	1,969.00	7,793.00	-	N/A
Total Benefits	12,895.57	71,711.19	110,683.09	65%
Purchased Services				
01 E 005 108 000 000 305 Admin Tech Services - Consult/Fees For S	150.00	450.00	-	N/A
01 E 010 203 000 000 305 General Elementary Education - Cons/Fees for Serv	-	50.00	6,750.00	1%
Total Purchased Services	150.00	500.00	6,750.00	7%
Supplies/Materials				
01 E 010 203 000 000 401 General Elementary Education - N-Instr Supp/Matl	-	1,376.90	5,000.00	28%
01 E 010 203 000 000 406 Instructional Software License	-	1,413.00	-	N/A
01 E 010 203 000 000 430 General Elementary Education - Instructional Supplies	-	236.03	2,500.00	9%
01 E 010 203 000 000 461 General Elementary Education - Standardized Testing	-	-	5,000.00	0%
Total Supplies/Materials	-	3,025.93	12,500.00	24%
Total General Education	58,847.42	359,708.11	528,225.89	68%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
State Special Education				
Salaries/Wages				
01 E 010 408 000 740 140	8,426.90	80,199.83	171,100.00	47%
01 E 010 408 000 740 156	3,275.07	13,842.63	-	N/A
01 E 010 420 000 740 161	19,210.45	162,582.01	262,752.00	62%
01 E 010 420 000 740 156	-	-	29,941.25	0%
Total Salaries/Wages	30,912.42	256,624.47	463,793.25	55%
Benefits				
01 E 010 408 000 740 210	820.10	6,584.47	13,089.15	50%
01 E 010 408 000 740 214	246.58	246.58	-	N/A
01 E 010 408 000 740 218	1,125.86	7,993.07	14,269.74	56%
01 E 010 408 000 740 220	399.46	4,484.51	8,981.28	50%
01 E 010 408 000 740 230	18.00	130.50	-	N/A
01 E 010 408 000 740 235	35.00	402.50	419.85	96%
01 E 010 408 000 740 240	24.02	204.02	-	N/A
01 E 010 420 000 740 210	1,404.36	12,069.32	22,391.03	54%
01 E 010 420 000 740 214	1,440.79	12,193.74	19,706.40	62%
01 E 010 420 000 740 218	-	-	2,497.10	0%
01 E 010 420 000 740 220	1,059.95	4,727.33	34,839.72	14%
01 E 010 420 000 740 230	80.76	459.18	2,059.92	22%
01 E 010 420 000 740 235	120.60	559.17	3,778.65	15%
01 E 010 420 000 740 240	88.01	484.14	-	N/A
Total Benefits	6,863.49	50,538.53	122,032.84	41%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
		ADM	156.00	
Purchased Services				
01 E 010 401 000 740 394	4,567.50	21,008.60	8,500.00	247%
01 E 010 404 000 740 394	3,944.70	11,354.40	5,000.00	227%
01 E 010 411 000 740 394	-	-	2,500.00	0%
01 E 010 420 000 740 394	1,455.00	24,026.34	10,000.00	240%
01 E 010 422 000 425 377	-	1,232.50	-	N/A
Total Purchased Services	9,967.20	57,621.84	26,000.00	222%
Supplies/Materials				
01 E 010 420 000 740 401	-	-	5,000.00	0%
01 E 010 420 000 740 433	-	1,085.08	5,000.00	22%
Total Supplies/Materials	-	1,085.08	10,000.00	11%
Total State Special Education	47,743.11	365,869.92	621,826.09	59%
Federal Funds				
Federal Funds				
Title II				
01 E 010 204 640 414 366	-	-	2,655.61	0%
Total Title II	-	-	2,655.61	0%
Federal Special Education				
01 E 010 420 000 419 303	3,060.00	10,393.00	9,019.55	115%
01 E 010 420 640 419 366	120.00	120.00	-	N/A
Total Federal Special Education	3,180.00	10,513.00	9,019.55	117%
Summer Program				
01 E 010 203 000 150 185	-	3,521.25	-	N/A
01 E 010 203 000 150 186	-	2,886.25	-	N/A
01 E 010 203 000 150 210	-	486.81	-	N/A
01 E 010 203 000 150 214	-	216.47	-	N/A
01 E 010 203 000 150 218	-	293.68	-	N/A
01 E 010 203 000 150 230	-	18.00	-	N/A
01 E 010 203 000 150 240	-	31.52	-	N/A
01 E 010 203 000 150 401	-	230.93	-	N/A
01 E 010 203 000 150 490	-	57.60	-	N/A
Total Summer Program	-	7,742.51	-	N/A

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
Federal CSP Grant - Planning Period				
01 E 005 110 000 859 401 Sup/Mat Non-Instr.	-	60.26	-	N/A
Total Federal CSP Grant - Planning Period	-	60.26	-	N/A
Federal CSP Grant				
01 E 010 203 001 859 460 Fed Imp I - Textbooks and Workbooks	-	-	47,904.05	0%
01 E 005 110 001 859 405 Non-Instructional Business Admin Software	-	5,395.29	-	N/A
01 E 005 110 001 859 465 Non-Instructional Technology Devices	-	2,909.40	-	N/A
01 E 005 110 002 859 466 Non-Instructional Technology Devices	-	2,155.34	-	N/A
01 E 005 108 001 859 405 Non-Instr Cmptr Sftwr/Lic	-	477.00	-	N/A
01 E 005 110 001 859 303 Fed Sub Award SubCont <\$25000	-	10,462.50	-	N/A
01 E 005 110 001 859 304 Montessori Curriculum Consult Contracted Services	-	2,042.00	-	N/A
01 E 005 110 001 859 401 Sup/Mat Non-Instr.	-	2,638.41	-	N/A
01 E 005 110 002 859 401 Sup/Mat Non-Instr.	2,812.66	3,213.70	-	N/A
01 E 005 105 001 859 303 Fed Sub Award SubCont <\$25000	-	-	15,000.00	0%
01 E 005 110 002 859 303 Fed Sub Award SubCont <\$25000	-	253.00	-	N/A
01 E 010 203 001 859 401 Supplies - Non Instructional	-	414.27	-	N/A
01 E 010 203 002 859 401 Supplies - Non Instructional	-	1,269.95	-	N/A
01 E 010 203 001 859 430 Supplies/Materials - Instructional	-	24,584.36	15,000.00	164%
01 E 010 203 002 859 430 Supplies/Materials - Instructional	-	4,828.71	-	N/A
01 E 010 203 001 859 466 Supplies/Materials - Instructional Technology Devices	-	4,700.00	-	N/A
01 E 010 203 001 859 530 Equipment Purchased	-	15,076.45	-	N/A
01 E 010 203 002 859 530 Equipment Purchased	-	17,580.95	-	N/A
01 E 010 203 001 859 555 Fed Imp I - Technology	-	-	122,095.95	0%
01 E 010 203 002 859 555 Fed Imp II - Technology	379.00	8,247.85	-	N/A
Total Federal CSP Grant	3,191.66	106,249.18	200,000.00	53%
Total Federal Funds	6,371.66	124,564.95	211,675.16	59%
Instructional Support				
Salaries/Wages				
01 E 005 610 000 000 144 Curriculum Coordinator Salary	3,540.64	28,325.12	40,518.85	70%
Total Salaries/Wages	3,540.64	28,325.12	40,518.85	70%
Benefits				
01 E 005 610 000 000 210 Curriculum Coordinator FICA	257.27	2,063.58	3,099.69	67%
01 E 005 610 000 000 214 Curriculum Coordinator PERA	265.54	2,124.32	3,038.91	70%
01 E 005 610 000 000 220 Curriculum Coordinator Health Insurance	533.28	4,050.96	-	N/A
01 E 005 610 000 000 230 Curriculum Coordinator Life Insurance	-	-	540.00	0%
01 E 005 610 000 000 235 Curriculum Coordinator Dental Insurance	-	-	419.85	0%
Total Benefits	1,056.09	8,238.86	7,098.45	116%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
Purchased Services				
01 E 010 640 000 000 366 Professional Development	150.00	3,200.00	3,500.00	91%
Total Transportation	150.00	3,200.00	3,500.00	91%
Total Instructional Support	4,746.73	39,763.98	51,117.30	78%
Student Support Services				
Transportation				
01 E 005 720 000 000 305 Health Services - Purchased Services	395.10	4,658.01	3,000.00	155%
Total Transportation	395.10	4,658.01	3,000.00	155%
Health Supplies				
01 E 005 720 000 000 401 Health Services - Sup/Mat Non-Instr.	-	-	1,000.00	0%
Total Health Supplies	-	-	1,000.00	0%
Total Student Support Services	395.10	4,658.01	4,000.00	116%
Operations and Maintenance				
Purchased Services				
01 E 005 810 000 000 305 Operations and Maintenance - Cons/Fees for Serv	9,259.34	37,386.81	35,000.00	107%
01 E 005 810 000 000 330 Operations and Maintenance - Utility Serv	1,714.23	10,472.79	18,000.00	58%
01 E 005 810 000 000 350 Operations and Maintenance - Repair & Maint Serv	-	12,500.00	5,000.00	250%
Total Purchased Services	10,973.57	60,359.60	58,000.00	104%
Building Lease				
01 E 005 850 000 348 370 Capital Facilities - Oper. Rentals & Leases	75,156.80	184,650.80	221,581.00	83%
Total Building Lease	75,156.80	184,650.80	221,581.00	83%
Supplies/Materials				
01 E 005 810 000 000 401 Operations and Maintenance - N-Instr Supp/Matl	551.30	2,271.21	10,000.00	23%
01 E 005 810 000 000 530 Operations and Maintenance - Oth Equipment	-	5,055.50	7,212.40	70%
Total Supplies/Materials	551.30	7,326.71	17,212.40	43%
Total Operations and Maintenance	86,681.67	252,337.11	296,793.40	
Other Expenditures				
01 E 005 940 000 000 340 Insurance - Insurance	846.02	8,647.58	12,500.00	69%
01 E 005 920 000 000 740 Loan Interest	-	97.17	5,000.00	2%
Total Other Expenditures	846.02	8,744.75	17,500.00	50%

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget	
Total Other Expenditures	846.02	8,744.75	17,500.00	50%	
TOTAL EXPENDITURES	225,250.23	1,394,199.35	2,089,044.37	67%	
GENERAL FUND 01 - NET INCOME	(49,471.45)	35,535.34	21,258.13	167%	
FOOD SERVICE FUND 02					
REVENUES					
State Revenue					
02 R 005 770 000 701 300	State - Lunch Revenue	197.12	1,248.36	1,400.00	89%
Total State Revenue		197.12	1,248.36	1,400.00	89%
Federal Revenue					
02 R 005 770 000 701 471	Federal Aid - Regular Lunch	4,712.44	22,053.45	14,000.00	158%
02 R 005 770 000 701 472	Federal Aid - Free/Reduced Lunch	7,195.06	44,291.42	48,000.00	92%
02 R 005 770 000 705 476	Federal Aid - Breakfast	-	6,988.57	21,000.00	33%
02 R 005 770 000 710 471	Federal Aid - Supply Chain Assistance Funds	7,760.12	7,760.12	-	N/A
Total Federal Revenue		19,667.62	81,093.56	83,000.00	98%
Other Local Revenue					
02 R 005 770 000 701 601	Food Sales to Students	-	122.20	-	N/A
02 R 005 770 000 701 649	Transfer from Gen Fund	-	-	9,189.66	0%
Total Other Local Revenue		-	122.20	9,189.66	1%
TOTAL REVENUES	19,864.74	82,464.12	93,589.66	88%	

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
EXPENDITURES				
Salaries and Wages				
02 E 005 770 000 701 170 Lunch Support	1,942.25	16,276.75	22,440.00	73%
Total Salaries and Wages	1,942.25	16,276.75	22,440.00	73%
Benefits				
02 E 005 770 000 701 210 Lunch Support - FICA	148.57	1,245.18	1,716.66	73%
02 E 005 770 000 701 214 Lunch Support - PERA	145.67	1,220.76	1,683.00	73%
Total Benefits	294.24	2,465.94	3,399.66	73%
Purchases				
02 E 005 770 000 701 305 Consult/Fees for Svs	-	570.00	-	N/A
Total Purchases	-	570.00	-	N/A
Supplies/Materials				
02 E 005 770 000 701 401 Supplies	483.00	1,302.11	1,750.00	74%
02 E 005 770 001 859 401 CSP Fed Imp I - Non-Instru Supplies	-	234.00	-	N/A
02 E 005 770 000 701 490 Food	20,758.30	39,863.50	33,000.00	121%
02 E 005 770 000 705 490 Breakfast	13,071.14	26,138.74	25,000.00	105%
02 E 005 770 000 703 495 Milk	4,759.00	9,108.40	8,000.00	114%
Total Supplies/Materials	39,071.44	76,646.75	67,750.00	113%
TOTAL EXPENDITURES	41,307.93	95,959.44	93,589.66	103%
FOOD SERVICE FUND 02 - NET INCOME(LOSS)	(21,443.19)	(13,495.32)	-	

**Three Rivers Montessori
Detailed Income Statement
For Period Ending April 30, 2022**

Description	Month Activity	Year-To-Date Activity ADM	FY22 Revised Budget 156.00	% of Budget
COMMUNITY SERVICE FUND 04				
REVENUES				
State Revenue				
04 R 005 570 000 000 050	4,848.00	42,682.00	60,060.00	71%
Total State Revenue	4,848.00	42,682.00	60,060.00	71%
TOTAL REVENUES				
	4,848.00	42,682.00	60,060.00	71%
EXPENDITURES				
Salaries and Wages				
04 E 005 570 000 000 170	2,124.50	17,752.38	34,650.00	51%
Total Salaries and Wages	2,124.50	17,752.38	34,650.00	51%
Benefits				
04 E 005 570 000 000 210	162.37	1,357.29	2,650.73	51%
04 E 005 570 000 000 214	159.33	1,328.74	2,598.75	51%
04 E 005 570 000 000 218	-	3.00	-	N/A
04 E 005 570 000 000 220	4.57	27.01	-	N/A
04 E 005 570 000 000 230	0.44	1.37	-	N/A
04 E 005 570 000 000 235	0.56	3.30	-	N/A
04 E 005 570 000 000 240	0.49	1.49	-	N/A
Total Benefits	327.76	2,722.20	5,249.48	52%
Purchases				
04 E 005 570 000 000 305	-	-	2,000.00	0%
Total Purchases	-	-	2,000.00	0%
Supplies/Materials				
04 E 005 570 000 000 401	-	-	857.70	0%
Total Supplies/Materials	-	-	857.70	0%
TOTAL EXPENDITURES				
	2,452.26	20,474.58	42,757.18	48%
COMMUNITY SERVICE FUND 04 - NET INCOME(LOSS)				
	2,395.74	22,207.42	17,302.82	
ALL FUNDS - NET INCOME(LOSS)				
	(68,518.90)	44,247.44	38,560.95	



Overview

Currently the school has enrollment of 157 students. This is tracking lower than our budgeted ADM of 156 and the state is currently paying us off of 166 ADM. Since our enrollment projection is lower, the state will reconcile the overpayment in our scheduled holdback payments in August, September, and October.

Balance Sheet

The school has a reconciled cash balance of \$112,309 at the end of April.

Income Statement Summary

Currently we are 83% of the way through the budget year and have received 66% of our Revenue and have spent 68% of our Expenditure budget. This is in line with expectations given the 10% holdback from the state for revenues and salary accruals.

Payments

We continue incur expenditures related to our CSP Grant and pay vendors when reimbursements are received.

Cash Flows

Currently the state has a 10% holdback for their budgeting purposes. This amounts to \$156,609 being held back from the school which will get paid back during the holdback payments in fall of 2022.

Additional Information

We continue to expend dollars under our CSP Grant into Implementation II.



Three Rivers Montessori Financial Dashboard for:

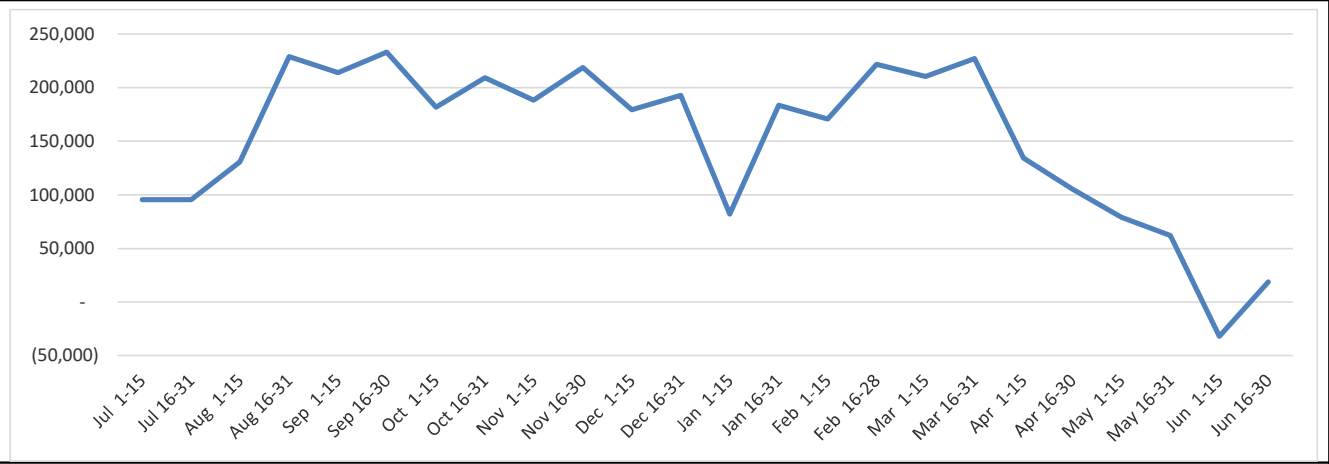
4/30/2022

Student Count

Actual Current ADM:	159.00	ADM from Budget:	156.00
<i>See note below</i>			
Actual Current WADM:	159.00	WADM from Budget:	156.00

	YTD Actual		YTD Budget Target	
Revenue	\$1,444,654	66%	\$2,203,892	83%
Expense	\$1,490,159	68%	\$2,182,634	83%

Cash Balance Projection



Grants and Other Awards:

Description	Award	Expensed CFY	Remaining	Expiration Date
Federal CSP Grant	200,000	106,249	93,751	9/30/2022



Three Rivers Montessori
Financial Dashboard for:

4/30/2022

Financial Ratios:			
	YTD Actual	FY22 Revised Budget	Desired
(A) Unrestricted Cash and Investments	112,309	26,088	
(B) Total Operating Expenses	1,490,159	2,225,391	
Cash on Hand Ratio ((A x 365) / B)	27.51	4.28	45.00
(A) Beginning Fund Balance	127,911	127,911	
(B) Revenues	1,444,654	2,203,892	
(C) Expenditures	(1,490,159)	(2,182,634)	
(D) Ending Fund Balance	82,406	149,169	
Fund Balance as a % of Expenditures (D / -C)	5.5%	6.8%	20.0%
Upcoming Deadlines:			
Task	Due Date		
FY22 SEDRA Update	1/26/2022		
FY22 ADM Estimate	1/26/2022		
FY22 Special Education Transportation Estimate	1/26/2022		

These financials were compiled from information supplied by school management. They are unaudited and should be used for management purposes only.

Three Rivers Montessori
Balance Sheet
4/30/2022

Descriptions	General Education Fund	Food Service	Community Service	Fixed Assets	Total
Assets					
Current Assets					
Checking Account - Bank of Elk River	105,392	(15,390)	22,207	-	112,209
Savings Account - Bank of Elk River	100	-	-	-	100
Prepaid Expenses	30,242	-	-	-	30,242
Due from State	-	48	-	-	48
Due from Federal	17,856	1,847	-	-	19,703
Total Current Assets	153,590	(13,495)	22,207	-	162,302
Fixed Assets					
Land	-	-	-	-	-
Improvements	-	-	-	-	-
Buildings	-	-	-	-	-
Equipment	-	-	-	-	-
Construction in Progress	-	-	-	-	-
Accum Depr Buildings	-	-	-	-	-
Accum Depr On Equip.	-	-	-	-	-
Total Fixed Assets	-	-	-	-	-
Total Assets	153,590	(13,495)	22,207	-	162,302
Liabilities & Fund Balance					
Current Liabilities					
Short Term Debt	-	-	-	-	-
Accounts Payable	8,223	-	-	-	8,223
Credit Card	(16,143)	-	-	-	(16,143)
Payroll Liabilities	(1,936)	-	-	-	(1,936)
Taxes, TRA & PERA Payable	-	-	-	-	-
Life,ADD,ACC,LTD Payable	-	-	-	-	-
Dental Payable	-	-	-	-	-
Health Payable	-	-	-	-	-
Total Current Liabilities	(9,856)	-	-	-	(9,856)
Fund Balance					
Investment Fixed Assets	-	-	-	-	-
Unassigned Fund Balance - 6/30/2021	127,911	-	-	-	127,911
Nonspendable Fund Balance	-	-	-	-	-
Restricted Fund Balance	-	-	-	-	-
Net Income/(Loss) - FY22	35,535	(13,495)	22,207	-	44,247
Total Fund Balance	163,447	(13,495)	22,207	-	172,159
Total Liabilities & Fund Balance	153,590	(13,495)	22,207	-	162,302

State Holdback Calculation:

Total Fiscal Year School Budgeted State Revenues	1,886,857
Prorated Fiscal Year-to-Date (10 of 12 Months)	83%
Total Fiscal Year-to-Date Revised Budget	1,566,091
State Holdback Percentage	10%
Total Estimated Year-to-Date Holdback	<u><u>156,609</u></u>

Three Rivers Montessori
 Open Accounts Payable
 For Period Ending April 30, 2022

Invoice Number	Invoice Date	Vendor	Description	Amount
129787	4/20/2022	Central Telephone Sales and Service, Inc.	Reprogram Telephone System	189.50
4374	4/25/2022	Navigate Care Consulting	GenEd Services	315.10
4374	4/25/2022	Navigate Care Consulting	SpEd Consult Service	187.50
DT041122	4/11/2022	Metlife Small Business Center	May 2022 Premiums - Life	180.00
DT041122	4/11/2022	Metlife Small Business Center	May 2022 Premiums - LTD, AD&D	205.39
DT041122	4/11/2022	Metlife Small Business Center	May 2022 Premiums - Vision	49.10
5538137-0305763	4/9/2022	Colonial Life	April Premiums	768.36
5538137-0205766	3/11/2022	Colonial Life	March Premiums	822.76
0222K08	2/1/2022	MN CLN Services, Inc.	January Janitorial Services	2,985.67
INV142524659	4/10/2022	Zoom Video Communications, Inc.	Monthly Subscription	59.31
129718	4/11/2022	Central Telephone Sales and Service, Inc.	Reprogram Telephone System	189.50
WO-1182379-1	4/20/2022	Business Essentials	Office Supplies	671.55
WO-1179790-1	4/5/2022	Business Essentials	Maintenance Supplies	446.36
WO-1179596-1	4/4/2022	Business Essentials	Office Supplies	560.68
WO-1172474-1	2/18/2022	Business Essentials	Office Supplies	586.54
WO-1169666-2	2/15/2022	Business Essentials	Office Supplies	12.42
PP-4615	12/14/2021	Business Essentials	Credit on Account	-6.78
				\$ 8,222.96

**Three Rivers Montessori
Summary Income Statement
For Period Ending April 30, 2022**

	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
GENERAL FUND 01			ADM 156.00 PPU 156.00	
REVENUES			<i>Targeted Percent</i>	83%
State Revenue				
Endowment Fund Apportionment	-	3,507	3,537	99%
General Education Aid	67,734	951,471	1,105,545	86%
English Learner Cross Subsidy	-	462	-	N/A
Lease Aid	-	44,000	197,540	22%
Long-term Facilities Maintenance Aid	-	1,870	20,592	9%
State Special Education	69,423	360,880	559,643	64%
Total State Revenue	137,156	1,362,190	1,886,857	72%
Federal Revenue				
Title II	-	-	2,656	0%
Federal Special Education	-	-	9,020	0%
Federal CSP Grant - Implentation I	-	13,194	200,000	7%
Federal CSP Grant - Implentation II	29,056	29,056	-	N/A
Total Federal Revenue	29,056	42,250	211,675	20%
Other Revenue				
Fees from Patrons	-	5,925	5,925	100%
Donations	-	107	42	255%
Miscellaneous Revenue	9,517	11,669	904	1290%
Cost of Fundraising	-	(3,914)	(897)	436%
Fundraising Sales	-	10,609	4,947	214%
Fundraising Sales - Playground	50	899	849	106%
Total Other Revenue	9,567	25,295	11,771	215%
TOTAL REVENUES	175,779	1,429,735	2,110,303	68%
EXPENDITURES				
Administration				
Salaries/Wages	8,941	116,514	167,492	70%
Benefits	1,977	30,421	76,781	40%
Purchased Services	6,672	67,669	84,200	80%
Supplies/Materials	2,028	5,313	2,000	266%
Dues/Memberships	-	18,635	27,434	68%
Total Administration	19,619	238,553	357,907	67%
General Education				
Salaries/Wages	45,802	284,471	398,293	71%
Benefits	12,896	71,711	110,683	65%
Purchased Services	150	500	6,750	7%
Supplies/Materials	-	3,026	12,500	24%
Total General Education	58,847	359,708	528,226	68%

**Three Rivers Montessori
Summary Income Statement
For Period Ending April 30, 2022**

	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
		ADM	156.00	
State Special Education				
Salaries/Wages	30,912	256,624	463,793	55%
Benefits	6,863	50,539	122,033	41%
Purchased Services	9,967	57,622	26,000	222%
Supplies/Materials	-	1,085	10,000	11%
Total State Special Education	47,743	365,870	621,826	59%
Federal Funds				
Title II	-	-	2,656	0%
Federal Special Education	3,180	10,513	9,020	117%
Federal Improvement - Planning	-	60	-	N/A
Federal CSP Grant	3,192	106,249	200,000	53%
Total Federal Funds	6,372	124,565	211,675	59%
Instructional Support				
Salaries/Wages	3,541	28,325	40,519	70%
Benefits	1,056	8,239	7,098	116%
Purchased Services	150	3,200	3,500	91%
Total Instructional Support	4,747	39,764	51,117	78%
Student Support Services				
Health Services	395	4,658	3,000	155%
Supplies/Materials	-	-	1,000	0%
Total Student Support Services	395	4,658	4,000	116%
Operations and Maintenance				
Purchased Services	10,974	60,360	58,000	104%
Building Lease	75,157	184,651	221,581	83%
Supplies/Materials	551	7,327	17,212	43%
Total Operations and Maintenance	86,682	252,337	296,793	85%
Other Expenditures				
Insurance	846	8,648	12,500	69%
Loan Interest/Fees	-	97	5,000	2%
Total Other Expenditures	846	8,745	17,500	50%
TOTAL EXPENDITURES	225,250	1,394,199	2,089,044	67%
GENERAL FUND 01 - NET INCOME(LOSS)	(49,471)	35,535	21,258	

**Three Rivers Montessori
Summary Income Statement
For Period Ending April 30, 2022**

	Month Activity	Year-To-Date Activity	FY22 Revised Budget	% of Budget
		ADM	156.00	
FOOD SERVICE FUND 02 REVENUES				
State Revenue	197	1,248	1,400	89%
Federal Revenue	19,668	81,094	83,000	98%
Other Local Revenue	-	122	9,190	1%
TOTAL FOOD SERVICE REVENUES	19,865	82,464	93,590	88%
EXPENDITURES				
Salaries/Wages	1,942	16,277	22,440	73%
Benefits	294	2,466	3,400	73%
Purchased Services	-	570	-	N/A
Supplies	39,071	76,647	67,750	113%
TOTAL FOOD SERVICE EXPENDITURES	41,308	95,959	93,590	103%
FOOD SERVICE FUND 02 - NET INCOME(LOSS)	(21,443)	(13,495)	-	
COMMUNITY SERVICE FUND 04 REVENUES				
Other Local Revenue	4,848	42,682	60,060	71%
TOTAL COMMUNITY SERVICE REVENUE	4,848	42,682	60,060	71%
Salaries/Wages	2,125	17,752	34,650	51%
Benefits	328	2,722	5,249	52%
Purchases	-	-	2,000	0%
Supplies	-	-	858	0%
TOTAL COMMUNITY SERVICE EXPENDITURES	2,452	20,475	42,757	48%
COMMUNITY SERVICE FUND 04 - NET INCOME(LOSS)	2,396	22,207	17,303	
ALL FUNDS - NET INCOME(LOSS)	(68,519)	44,247	38,561	

Three Rivers Montessori
Payment Register - April 2022
Fiscal Year 2021-2022

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
Payroll				
4/5/2022	4/5/2022 Payroll	Payroll Net Pay	WX	25,248.64
4/6/2022	4/6/2022 Payroll	Payroll Net Pay - live check	1010	3,716.94
4/20/2022	4/20/2022 Payroll	Payroll Net Pay	WX	37,677.12
4/20/2022	4/20/2022 Payroll	Payroll Net Pay - live check	1011 - 1012	446.74
Regular Checks				
4/1/2022		OT Services February, Speech Services February, OT Services	10425	
4/1/2022	A Chance to Grow	January & Speech Services January	10426	13,207.50
4/1/2022	Business Essentials	Office Supplies & Maintenance Supplies	10427	829.30
4/1/2022	Cardmember Service	Amazon & Storage Purchases	10428	3,458.16
4/1/2022	CenterPoint Energy	Gas Charges 2/3/22-3/4/22	10429	1,943.09
4/1/2022	Central Telephone Sales and Service	Install Additional Phones & Repair Evaluate Computer/Network Equipment	10430	3,820.55
4/1/2022	Charter Communications	Phone & Internet Services Acct#0371929 & Phone Services 3/4/22 - 4/3/22 Acct #0352663	10431	451.66
4/1/2022	Dieci School Finance, LLC	March Contracted Services	10432	3,231.90
4/1/2022	Jacob Bonde	Professional Services January & February	10433	500.10
4/1/2022	Loffler Companies, Inc.	Finance Charge, Copier Contract 3/2/22 - 4/1/22 & Toner	10434	386.42
4/1/2022	Metlife Small Business Center	March 2022 Premiums - Life, LTD, AD&D & Vision	10435	441.32
4/1/2022	MN CLN Services, Inc.	February Janitorial Services	10436	2,985.67
4/1/2022	Navigate Care Consulting	GenEd Services, SpEd Consulting Services, Admin Interest, GenEd Services 1/24-1/26/22, Staff Health and Safety Training & GenEd Services 2/24/22	10437	1,771.11
4/1/2022	Paige Psychological Consulting	School Psychological 1/3/22 - 2/18/22	10438	720.00
4/1/2022	Premier Kitchen, Inc.	Food Services, Milk, Breakfast & Supplies	10439	5,124.65
4/1/2022	Rebecca McMullen	February MARSS Services	10440	337.50
4/1/2022	Sharon Lovegren	SpEd Services for February	10441	807.50
4/1/2022	The Mcdowell Agency, Inc.	Background Checks	10442	164.00
4/1/2022	WDTechOnline, LLC	Technical Support	10443	150.00
4/1/2022	Zoom Video Communications, Inc.	Monthly Subscription February & March	10444	118.62
4/8/2022	Sharon Peterson	Payroll Net Pay 4.5.22	10445	302.38
4/18/2022	Lydia Skadberg	Payroll Net Pay 2/18/22	10446	64.92
4/21/2022	A Chance to Grow	OT Services April & Speech Services April	10447	8,512.20
4/21/2022	Ace Solid Waste, Inc.	April Trash Service	10448	236.19
4/21/2022	Action Pest Control	Pest Control	10449	169.00
4/21/2022	Best & Flanagan	Legal Services	10450	1,500.00
4/21/2022	Business Essentials	Reception Desk, Office Supplies, Delivery in Carton & Maintenance Supplies	10451	1,166.41
4/21/2022	CenterPoint Energy	Gas Charges 3/4/22 - 4/4/22	10452	509.69
4/21/2022	Charter Communications	Phone Services 3/4/22 - 5/3/22 Acct #0352663	10453	261.71
4/21/2022	Designs for Learning	HR Services, SpEd Coordinator, Crisi Prevention Training & CPI Materials	10454	3,704.01
4/21/2022	Dieci School Finance, LLC	April Contracted Services	10455	3,220.80
4/21/2022	Ellyssa Tran	Staff Development - MACMH Registration & Staff Development Webinars	10456	270.00
4/21/2022	Loffler Companies, Inc.	Copier Contract 4/2/22 - 5/1/22		295.90

Three Rivers Montessori
Payment Register - April 2022
Fiscal Year 2021-2022

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
4/21/2022	Maxs Mowing N More, Inc.	April Services	10457	3,012.00
4/21/2022	MN CLN Services, Inc.	March Janitorial Services	10458	2,296.67
4/21/2022	Navigate Care Consulting	GenEd Services & SpEd Consult Services	10459	160.00
4/21/2022	OTIS Elevator Company	Maintenance Service	10460	696.00
4/21/2022	Premier Kitchen, Inc.	Food Service, Milk, Breakfast & Supplies	10461	5,394.04
4/21/2022	Region V Computer Services	FY22 4th Quarterly Membership Fees & FY22 2nd Quarterly Membership Fees	10462	1,836.50
4/21/2022	RM Consulting	March MARSS Services	10463	600.00
4/21/2022	Sharon Lovegren	SpEd Services January	10464	1,187.50
4/21/2022	State of Minnesota	Fire Inspection	10465	100.00
4/21/2022	The Mcdowell Agency, Inc.	Background Checks	10466	41.00
4/21/2022	WDTechOnline, LLC	Technical Support	10467	150.00
4/21/2022	Zoom Video Communications, Inc.	Monthly Payment	10468	59.31
4/29/2022	Premier Kitchen, Inc.	Food Service, Milk, Breakfast, Lunch & Paper Products	10469	33,677.40

Wires

Three Rivers Montessori
Payment Register - April 2022
Fiscal Year 2021-2022

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
4/1/2022	Charter Schools Development Corp	April Lease	WX	12,166.00
4/4/2022	TSYS	Fees	WX	71.58
4/5/2022	IRS	FICA & Federal	WX	6,402.95
4/5/2022	Minnesota Department of Revenue	State	WX	795.97
4/5/2022	PERA	PERA	WX	2,498.67
4/5/2022	TRA	TRA	WX	2,719.97
4/6/2022	IRS	FICA & Federal	WX	1,784.46
4/6/2022	Minnesota Department of Revenue	State	WX	324.57
4/6/2022	TRA	TRA	WX	945.88
4/7/2022	Alerus	HSA Contribution	WX	220.00
4/11/2022	Charter Schools Development Corp	Ctachup Lease Payment 7/1/21- 4/30/22	WX	62,990.80
4/18/2022	The Hanover Insurance Group	Insurance	WX	846.02
4/19/2022	TSYS	Fees	WX	8.10
4/20/2022	IRS	FICA & Federal	WX	10,130.43
4/20/2022	Minnesota Department of Revenue	State	WX	1,439.76
4/20/2022	PERA	PERA	WX	4,109.16
4/20/2022	TRA	TRA	WX	3,582.89
4/21/2022	Elk River Municipal Utilities	Utilities	WX	603.75
4/21/2022	Elk River Municipal Utilities	Utilities	WX	100.05
4/21/2022	Elk River Municipal Utilities	Utilities	WX	264.55
4/22/2022	Alerus	HSA Contribution	WX	220.00
4/26/2022	Alerus	Admin Fees	WX	8.25
4/28/2022	MN UI Fund	2022 Q3 SUI Payment	WX	1,969.00
4/29/2022	The Bank of Elk River	ACH Per Batch Fee	WX	3.00
4/29/2022	The Bank of Elk River	ACH Per Item Fee	WX	7.60
4/29/2022	The Bank of Elk River	Service Charge	WX	10.00
Total April 2022 Disbursements				\$ 291,185.53

V = Void Check
***= Break in sequence**

Three Rivers Montessori
Cash Flow Projection Fiscal Year 2022

	State Aids		Federal Aid		Other Local	Estimated Receipts	Payroll Estimated Disbursements	Building Lease Disbursement	A/P Estimated Disbursements	Cash / Investments Balance	Loan	Savings Activity	Estimated Cash Balance
	CY	PY	CY	PY	Revenues								
Balance Forward										\$ 22,740	\$ -	\$ 7,212	\$ 29,952
Jul 1-15	117,136	-	5,019	-	6,178	128,333	39,536	-	16,067	95,470			102,682
Jul 16-31	-	-	-	-	-	-	-	-	-	95,470			102,682
Aug 1-15	57,627	4,044	9,971	-	926	72,569	27,412	-	9,917	130,709			137,922
Aug 16-31	80,669	54,681	-	-	1,793	137,143	18,852	-	20,115	228,885			236,097
Sep 1-15	64,859	-	-	-	-	64,859	25,639	24,088	29,955	214,063			221,275
Sep 16-30	63,361	28,090	-	-	6,876	98,328	60,493	12,410	6,391	233,097			240,309
Oct 1-15	63,361	-	-	-	18,983	82,344	46,222	30,631	56,879	181,709			188,921
Oct 16-31	42,105	18,559	3,223	31,780	7,024	102,691	50,202	-	25,035	209,162			216,375
Nov 1-15	60,721	-	-	-	781	61,502	51,230	12,166	19,101	188,167			195,380
Nov 16-30	61,249	-	16,617	-	7,473	85,338	52,581	-	2,260	218,665			225,877
Dec 1-15	60,600	-	-	-	1,972	62,573	48,996	12,166	40,872	179,203			186,415
Dec 16-31	60,959	-	11,231	-	3,595	75,785	58,845	-	3,543	192,599			199,811
Jan 1-15	60,748	-	-	-	-	60,748	60,509	12,166	34,291	82,250			89,462
Jan 16-31	64,265	30,087	-	-	6,995	101,347	54,474	-	9,656	183,597			190,810
Feb 1-15	127,028	334	-	-	2,756	130,119	59,981	12,166	70,753	170,815			178,028
Feb 16-28	111,272	-	21,675	-	131	133,079	66,550	-	15,794	221,549			228,762
Mar 1-15	72,453	-	-	-	322	72,775	55,673	12,166	15,857	210,628			217,841
Mar 16-31	72,421	-	11,903	-	338	84,661	59,102	-	8,995	227,192			234,405
Apr 1-15	38,275	-	19,668	-	9,884	67,827	44,960	75,157	40,521	134,382			141,594
Apr 16-30	72,158	-	29,056	-	50	101,263	58,517	-	72,031	105,097			112,309
May 1-15	67,896	-	-	-	9,884	77,781	44,960	18,465	40,521	78,932			86,144
May 16-31	67,896	-	45,656	-	50	113,602	58,517	-	72,031	61,986			69,199
Jun 1-15	-	-	-	-	9,884	9,884	44,960	18,465	40,521	(32,076)	-		(24,863)
Jun 16-30	135,793	-	45,656	-	50	181,499	58,517	-	72,031	18,876	-		26,088
Total Estimate	\$ 1,622,853	\$ 135,796	\$ 219,675	\$ 31,780	\$ 95,947	\$ 2,106,051	1,146,732	240,046	723,137		-	7,212	
FY22 Budget	1,888,257	-	294,675	-	20,960	\$ 2,203,892	1,364,915	221,581	596,139	\$ 21,258			
FY21 Accruals	-	121,758	-	31,780	-	153,539	-	-	-				
FY22 Accruals	(188,826)	-	(75,000)	-	-	(263,826)	-	-	-				
Variance	(76,578)	14,038	-	-	74,987	12,446	(218,182)	18,465	126,998				

Notes: Cash flow projection is based on prior year trends and the current year budget. Actual cash flow is tracked monthly.



Three Rivers Montessori School

2022 - 2023 Calendar



BUILDING CLOSED / STUDENTS NOT IN SCHOOL
PROFESSIONAL DEVELOPMENT / STUDNETS NOT IN SCHOOL

FIRST / LAST DAY OF SCHOOL

JULY				
M	T	W	R	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

20 Board of Directors Meeting

AUGUST				
M	T	W	R	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

16 Board of Directors Meeting
 18 Sept Lunch Orders Due
 22-26 Workshop - Lead teachers
 29 Workshop - New Staff Orientation
 29-31 Workshop - All Staff
 31 Open House

SEPTEMBER				
M	T	W	R	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

1-2 Workshop - All Staff
 5 CLOSED - Labor Day
 6 First Day of School
 20 Board of Directors Meeting
 22 Oct Lunch Orders Due

OCTOBER				
M	T	W	R	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

4 School Picture Day!
 17 No School - Workshop for Lead Teachers
 18-19 No School - CONFERENCES
 18 Board of Directors Meeting
 20-21 No School - Workshop for Lead Teachers
 27 Nov Lunch Menu Due

NOVEMBER				
M	T	W	R	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

14 No School Workshop for All Staff
 15 Board of Directors Meeting
 17 Dec Lunch Menu Due
 23-25 CLOSED - Fall Break

DECEMBER				
M	T	W	R	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

15 Jan Lunch Menu Due
 20 Board of Directors Meeting
 23 No School - Workshop for Lead Teachers
 23-30 CLOSED - Winter Break

JANUARY				
M	T	W	R	F
2	3	4	6	7
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

2 CLOSED - Winter Break
 16 CLOSED - MLK Day
 17 Board of Directors Meeting
 19 Feb Lunch Menu Due
 27 No School - Workshop for Lead Teachers

FEBRUARY				
M	T	W	R	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

16 Mar Lunch Menu Due
 17 No School - Workshop for Lead Teachers
 20 CLOSED - Presidents Day
 21 Board of Directors Meeting

MARCH				
M	T	W	R	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

9-10 No School - CONFERENCES
 21 Board of Directors Meeting
 23 Apr Lunch Menu Due

APRIL				
M	T	W	R	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

3-7 CLOSED - Spring Break
 18 Board of Directors Meeting
 27 May Lunch Menu Due
 28 No School - Workshop for Lead Teachers

MAY				
M	T	W	R	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

16 Board of Directors Meeting
 18 Jun Lunch Menu Due
 29 CLOSED - Memorial Day

JUNE				
M	T	W	R	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

7 Last Day of School
 8-9 Workshop - All Staff
 20 Board of Directors Meeting

Tri 1: Sep. 6, 2022 - Dec. 2, 2022 (55 days)
Tri 2: Dec. 5, 2022 - Mar. 10, 2023 (57 days)
Tri 3: Mar. 10, 2023 - June 8, 2023 (57 days)

Student Instructional Days: 168
Lead Teacher Days: 194 / Support Staff Days: 177 / Building Staff Days: 177
Workshop Days: Lead Teachers 24 / Support and Building Staff 9