

# THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, November 15, 2022 at 6:00 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 - 11/10/2022 | Placed on Website - 11/10/2022

## **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. PUBLIC COMMENTS**

## **VI. CONSENT AGENDA**

1. **ACTION ITEMS:**
  - a. **APPROVAL:** TRM Regular Board Meeting Minutes 10/18/2022
  - b. **APPROVAL:** Paraprofessional Wage Increase

## **VII. REPORTS**

1. Environmental Learning Plan
2. Classroom Update
3. Finance Committee
  - a. October Month End Financials
    - i. **APPROVAL:** Prior Month Expenditures
    - ii. **APPROVAL:** Prior Month Financial Report
  - b. Line of Credit Renewal Update

### **VIII. INFORMATION ITEMS**

1. Enrollment and Waitlist Update
2. Pathfinders Before and Aftercare Update
3. Building Update: Projects and facilities update
4. Staffing Update: Current open positions and newly filled positions

### **IX. DISCUSSION ITEMS**

1. Strategic Planning Session

### **X. REVIEW OF NEXT MEETING DATE**

1. Date, Time, Location of Next Regular Board Meeting - December 20, 2022 6:00 p.m.
2. Agenda Items Request or Send to Board Chair

### **XI. ADJOURNMENT**

- 1.

Board Approved:

# THREE RIVERS MONTESSORI CHARTER SCHOOL

Regular Board Meeting Agenda

Tuesday, October 18, 2022 at 6:00 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 - 10/13/2022 | Placed on Website - 10/13/2022

**I. CALL TO ORDER** by Chairperson: [Chris Castagarni to order 10/18/2022 6:01 pm](#)

## **II. ROLL CALL + DECLARATIONS OF CONFLICT OF INTEREST**

1. Board Members Present + Declarations: [Tim](#), [Angie Johnson](#), [Shanny Snyder](#), [Chris](#) - [No conflicts](#)
2. Board Members Absent: [Amanda Johnston](#)
3. Other Attendees: [Antonio Kuklok](#), [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
  - b. Motion to Approve - [Angie](#), To approve the Meeting Agenda
  - c. Motion Seconded - [Shanny](#)
  - d. Discussion - None
  - e. Vote - [Tim](#), [Angie](#), [Shanny](#), [Chris](#) - Unanimous Approval Vote
  - f. Motion - Carried

## **V. PUBLIC COMMENTS**

## **VI. CONSENT AGENDA**

1. **ACTION ITEMS:**
  - a. **APPROVAL:** TRM Regular Board Meeting Minutes 9/20/2022
  - b. Motion to Approve - [Angie](#), To approve the TRM Regular Board Meeting Minutes 9/20/2022
  - c. Motion Seconded - [Tim](#)
  - d. Discussion - None
  - e. Vote - [Tim](#), [Angie](#), [Shanny](#), [Amanda](#), [Chris](#) - Unanimous Approval Vote
  - f. Motion - Carried

## **VII. REPORTS**

1. Revised Budget
  - a. **APPROVAL:** Revised Budget 2022-2023
  - b. Lisa Presented:
    - i. The budget increased in several categories. Many items were reclassified. We went from 13.6% to 14.3% balance of the overall budget. Authorizer goal is 20% in the first five years.
  - c. Motion to Approve - Tim, to approve the 2022-2023 revised budget.
  - d. Motion Seconded - Shanny
  - e. Discussion - None
  - f. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
  - g. Motion - Carried
2. Finance Committee
  - a. September Month End Financials
    - i. **APPROVAL:** Prior Month Expenditures
    - ii. Motion to Approve - Tim, To accept the September expenditures
    - iii. Motion Seconded - Shanny
    - iv. Discussion - None
    - v. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
    - vi. Motion - Carried
    - vii. **APPROVAL:** Prior Month Financial Report
    - viii. Motion to Approve - Tim, to approve the september financial report.
    - ix. Motion Seconded - Shanny
    - x. Discussion - None
    - xi. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
    - xii. Motion - Carried
  - b. CSP Grant Update
    - i. Need the final invoice for backup to get our CSP reimbursement.
  - c. Lease Aid Update
    - i. Approved and submitted to Osprey Wilds.
    - ii. Notified that we are reimbursed on the high side, we will need to consider this for future growth.
  - d. Line of Credit Renewal
    - i. **APPROVAL:** Renewal
    - ii. 75,000.00 line of credit with Bank of Elk River is up for renewal. The cost is approximately \$200.00 to make this line of credit available. We have never used this line of credit but we want to have this as a safety net incase a need arose.
    - iii. Motion to Approve - Tim, to renew the \$75k line of credit with the bank of elk river
    - iv. Motion Seconded - Angie
    - v. Discussion - None
    - vi. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
    - vii. Motion - Carried

## **VIII. INFORMATION ITEMS**

1. Enrollment and Waitlist Update
  - i. Antonio Presented: Current enrollment is 156, all seats that have a waitlist have been offered.
2. Pathfinders Before and Aftercare Update
  - i. Antonio Presented: Overall the program is bringing in a profit.
3. Building Update: Projects and facilities update
  - i. Antonio Presented: Upgrade to the doors, replacement of the lower level doors, keyscan access at all key entry points. Looking for boulders for the

playground. Copier installed downstairs and updated the copiers on both levels.

4. Staffing Update: Current open positions and newly filled positions
  - i. Antonio Presented: Currently interviewing staff for some of the open positions.
5. Fall Fastbridge Testing Results
  - i. Antonio Presented: Fall Fast Bridge testing is a screening test to gain a benchmark to compare against the spring. This is one set of data we use. The MCA data is end of the year information. Fastbridge allows us to use the data in realtime to make changes to effect the students learning for the current school year.
    1. K-6 - Fastbridge (Fall, Winter, Spring)
    2. 3-6th - MCA (Spring)
  - ii. The data is available to assist with interventions created by the Student Assesment Intervention (SAT).
  - iii. In addition the Executive Functioning test is performed in the Fall and Spring.

## **IX. DISCUSSION ITEMS**

1. Accounting, Financial Advisory, and Payroll Services Proposal
  - a. **APPROVAL:** BerganKDV
  - b. Antonio Presented: Looking to switch from Designs for Learning to Bergan KDV for some services. Proposing to switch the Finance, Audit Prep and Payroll process to Bergan KDV. Continue using Designs for Learning for the HR piece. Notified Pamela Meade from Designs for Learning and is willing to work within shorter timeline than the 90 day clause in the contract. Bergan KDV can onboard us beginning December 1, 2022
  - c. Motion to Approve - Shanny, to approve the vendor Bergan KDV for financial, audit prep and payroll services.
  - d. Motion Seconded - Tim
  - e. Discussion - Tim discussed that there is an increase in cost of approx \$3k, but the time saved will net \$6k benefit in time saved by Antonio and staff. This automated process will also eliminate many of the possible human errors. Bergan KDV will also be able to identify other inefficiencies because of their 3-5 projections.
  - f. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
  - g. Motion - Carried
2. World's Best Workforce & Annual Report
  - a. **APPROVAL:** Report
  - b. Antonio Presented: A report that is created to outline what happened the prior school year. This is posted on the website and demonstrate transparency with the public.
  - c. Motion to Approve - Amanda, Approve the World's Best Worksfoce& Annual Report
  - d. Motion Seconded - Angie
  - e. Discussion - None
  - f. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
  - g. Motion - Carried

## **X. REVIEW OF NEXT MEETING DATE**

1. Date, Time, Location of Next Regular Board Meeting - November 15, 2022 6:00 p.m.
2. Agenda Items Request or Send to Board Chair

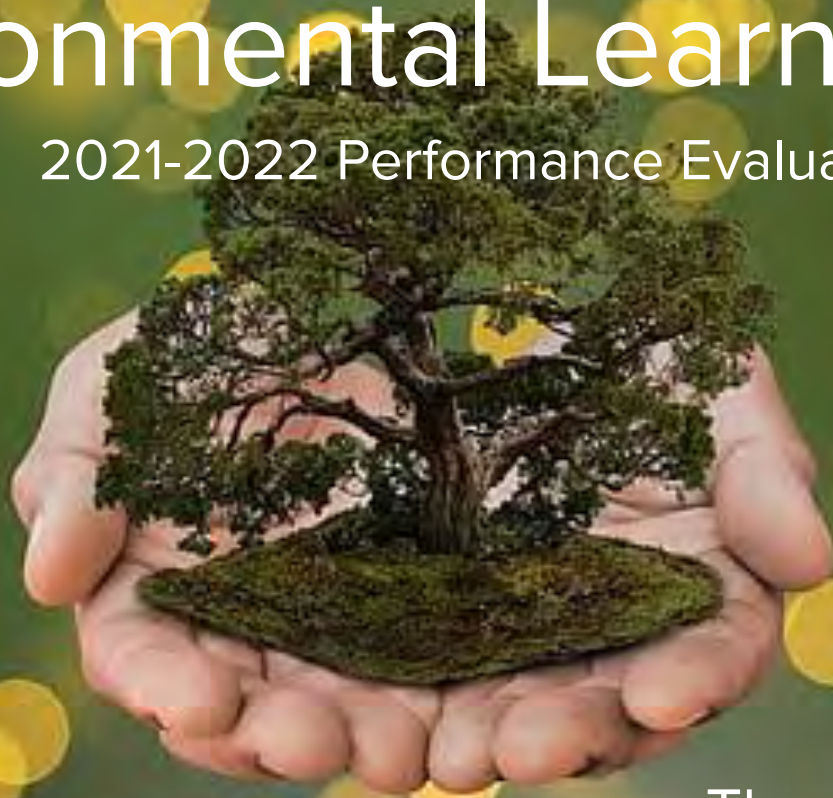
## **XI. ADJOURNMENT**

1. Motion to Approve - Shanny, To adjourn the meeting
2. Motion Seconded - Angie
3. Discussion - none .
4. Vote - Tim, Angie, Shanny, Amanda, Chris - Unanimous Approval Vote
5. Motion - Carried

Board Approved:

# Environmental Learning Plan

2021-2022 Performance Evaluation



Three Rivers Montessori

# What is Environmental Education?

The Osprey Wilds Environmental Learning Center defines environmental education as the implementation of values and strategies that foster learning and create environmentally literate citizens who engage in creating healthy outcomes for individuals, communities, and the Earth. The overarching goal of environmental education is an environmentally literate citizenry. The test of environmental literacy is the capacity of an individual to work individually and collectively toward sustaining a healthy natural environment. This requires sufficient awareness, knowledge, skills, and attitudes in order to create a healthy planet where all people live in balance with the Earth.

## How is it measured?

The Environmental Education Performance Framework includes eight indicators, or general categories, used to evaluate a school's environmental education performance.



# INDICATORS

## Awareness

Students demonstrate an awareness of the relationship between the environment and human life and the diversity of life that shares the earth with humans.

## Knowledge

Students have knowledge of how natural systems function and how human systems interact with and depend on them.

## Attitudes

Students demonstrate respect and concern for the earth's health and the motivation to participate in environmental stewardship

## Skills

Students possess the skills needed to identify and critically analyze environmental issues, and to contribute to resolving the root of environmental challenges.

## Action

Students have the capacity, or are increasing their capacity, to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems.

# Environmental Learning Plan (ELP)

- How the school will implement its environmental education program and how progress will be measured.
- Must address how all students in the school will move along the awareness to action continuum toward becoming more environmentally literate.
- In each Indicator Area, the school must identify one or more strategies it will implement to achieve the goal and how it will measure whether students are achieving or making progress toward the identified goal.

<b>Exceeds Standards</b>	The school met its contractual goal, implements fully established EE programs, and provided evidence of increasing environmental literacy among its students and faculty.
<b>Meets Standards</b>	The School met its contractual goal and provided evidence of increasing environmental literacy among its students and faculty.
<b>Approaches Standards</b>	The school nearly met its contractual goal and provided evidence of emergent environmental literacy among its students and faculty.
<b>Does Not Meet Standards</b>	The school did not meet its contractual goal or did not provide evidence to demonstrate an emergent level of environmental literacy among its students and faculty.

# Awareness

**Strategy 1.** Students are able to correctly identify each biome when asked to match nomenclature cards with photos and labels unique to each biome. This goal is measure by the ability of 90% of students in both 2nd/3rd Grade classrooms to correctly match all biome picture/informational cards to the card with the name of the biome when evaluated by the teacher.

**Results:** 98% of the students were able to correctly identify all seven biomes.

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**Strategy 2.** At the K/1 level, 90% of the students across three classrooms of K/1 students are able to correctly verbally identify and label the parts of the plant. To answer correctly, students will be able to say the part aloud to the teacher and place the correct label for each part.

**Results:** 96% of K/1 grade students were able to correctly identify the parts of the plant.

# Knowledge

**Strategy 1.** Students in each K/1 class are able to correctly match landform nomenclature pictures and labels. Upon assessment, 90% of students will correctly match all landform nomenclature picture cards to the anime of the landform.

**Results:** 30% of K/1 grade students were able to correctly match the names of the landforms to the nomenclature picture cards.

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**Strategy 2.** 90% of 2nd/3rd grade students will correctly identify the parts of the river as presented as well as explain the process of erosion when asked by the teacher.

**Results:** 74% of the 2nd/3rd grade students could correctly identify the parts of the river and 100% of the 2nd/3rd grade students did an oral report of the process of erosion to the teacher.

# Attitudes

**Strategy 1.** The E2 teacher will conduct observations to determine if students are able to sort recyclables with accuracy. The E2 students will be able to correctly sort garbage, mixed recyclables and compostable materials with at least 90% accuracy.

**Results:** 76% of E2 students were observed sorting recyclables with accuracy into the three waste/recycle bins.

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**Strategy 2.** Each teacher will conduct observations on three occasions. The number of TRM students that have a water bottle from home in the classroom will be at least 90% of students (as a composite percentage)

**Results:** 85% of all TRM students had a water bottle from home. (This is the composite percentage of all TRM students over all 3 observations.)

# Skills

**Strategy 1.** Student papers and presentations are evaluated on the accuracy of information including examples of renewable energy sources that are current (within the last 10 year), as well as the ability to use crucial thinking skills to analyze the effectiveness of renewable energy types. The critical thinking piece of the paper is evaluated by the students' ability to use critical thinking skills to analysis the effectiveness of renewable energy types. The critical thinking piece of the paper is evaluated by the stue students' ability to articulate how effective the renewable energy source has been in making a positive impact on the environment. Students will present their work to the class, upon which they are evaluated for c% of students will achieve at least 4 out of 5 on the rubric.

**Results:** 100% of E2 students wrote a critical thinking paper and 68% of the students received at least a 4 out of 5 on the grading rubric with an average score of 84%.

# Skills

**Strategy 2.** Students will be evaluated on a rubric that includes an overall understanding of the issue, the effectiveness of the presentation/demonstration and their ability to communicate to an audience. Students receive one point for each topic on a rubric for evaluation. 90% of students will receive at least a 4 out of 5 on the rubric for each point of performance/requirement.

**Results:** 99% of 2nd-6th grade students presented a research project and 98% of those 2nd-6th grade students received at least a 4 out of 5 on the grading rubric.

# Action

**Strategy 1.** 90% of students across all classrooms will have recycled at least 20 items total during the week and repurposed at least 5 items.

**Results:** 91% of the 2nd-6th grade students recycled at least 20 items total during the week and 100% of the 2nd-6th grade students repurposed at least 5 items.

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**Strategy 2.** 100% of students in 2nd-6th grade will participate in a “going out” experience either in-person or virtually as part of their Environmental Awareness Fair project.

**Results:** 31% of the 2nd-6th grade students participated in a “going out” experience.



# 2021-2022 ELP Results

<b>Indicator 1:</b> Awareness	Meets Standard
<b>Indicator 2:</b> Knowledge	Approaches Standard
<b>Indicator 3:</b> Attitudes	Approaches Standard
<b>Indicator 4:</b> Skills	Meets Standard
<b>Indicator 5:</b> Action	Meets Standard

## Summary

The evidence provided from the 21-22 school year demonstrates that TRM is still working to solidify a cohesive environmental education program. It is encouraging that the school has systems in place such as composting/waste sorting and an environmental awareness fair; however, there are several learning activities where student participation/success was low. In the school's next ELP, the EE Coordinator should consider if any elements can be simplified, or re-worked to align with existing supports, projects, or components of the educational program.

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# THREE RIVERS MONTESSORI

## October 2022 Financial Statement Packet

### Table Of Contents

Narrative Summary Report

Period Reporting Overview Dashboard

Balance Sheet

Summary Income Statement

### Supporting Reports Provided:

Payment Register

Period Balance Report

Prepared By:



These statements reflect information provided by school leadership and by state and federal entities. Statements are prepared for internal purposes and do not reflect audited data.

# THREE RIVERS MONTESSORI

## Narrative Summary Report

October 2022

### FINANCIAL STATEMENT OVERVIEW-INCOME STATEMENT

#### GENERAL FUND - 01

As of October 31, 2022 the school has received in Fund 01 a total of \$618,818 of current Fiscal Year State, Federal, and Local revenues which is 29% of its current budgeted amount.

As of October 31, 2022 the school has expended in Fund 01 \$493,612 which is 23% of its current budgeted expense.

THREE RIVERS MONTESSORI ended October 2022 with a current fiscal year to date Fund 01 positive balance (revenues received less expenditures incurred) of \$125,206.

#### FOOD SERVICE FUND - 02

As of October 31, 2022 the school has received in Fund 02 a total of \$9,440 of current Fiscal Year State, Federal, and Local revenues which is 10% of its current budgeted amount.

As of October 31, 2022 the school has expended in Fund 02 \$14,787 which is 15% of its current budgeted expense.

THREE RIVERS MONTESSORI ended October 2022 with a current fiscal year to date Fund 02 deficit balance (revenues received less expenditures incurred) of (\$5,347).

#### COMMUNITY SERVICE FUND - 04

As of October 31, 2022 the school has received in Fund 04 a total of \$15,235 of current Fiscal Year State, Federal, and Local revenues which is 25% of its current budgeted amount.

As of October 31, 2022 the school has expended in Fund 04 \$20,135 which is 35 of its current budgeted expense.

THREE RIVERS MONTESSORI ended October 2022 with a current fiscal year to date Fund 04 deficit balance (revenues received less expenditures incurred) of (\$4,900).

### FINANCIAL STATEMENT OVERVIEW-BALANCE SHEET

THREE RIVERS MONTESSORI had a total cash balance of \$454,269 at the end of October 2022 reflected across all funds.

THREE RIVERS MONTESSORI had a balance of \$14,908 in accounts receivable at October 31, 2022.

There was a balance of \$75,986 in current liabilities for general accounts payable and payroll liabilities at October 31, 2022. A portion of the liability is for payroll withholdings on the last day of the month which are not paid until the first days of the next month, thus they are reflected on the current balance sheet.

THREE RIVERS MONTESSORI had an overall audited fund balance of \$292,086 at June 30, 2022 which includes its investments in fixed assets.

### FINANCIAL STATEMENT OVERVIEW-BUDGETING AND OTHER FINANCIAL INFORMATION

The Adopted Budget Approved is based on 173 ADM or pupil units. State aid is currently being paid on 166 ADM or Pupil Unit.

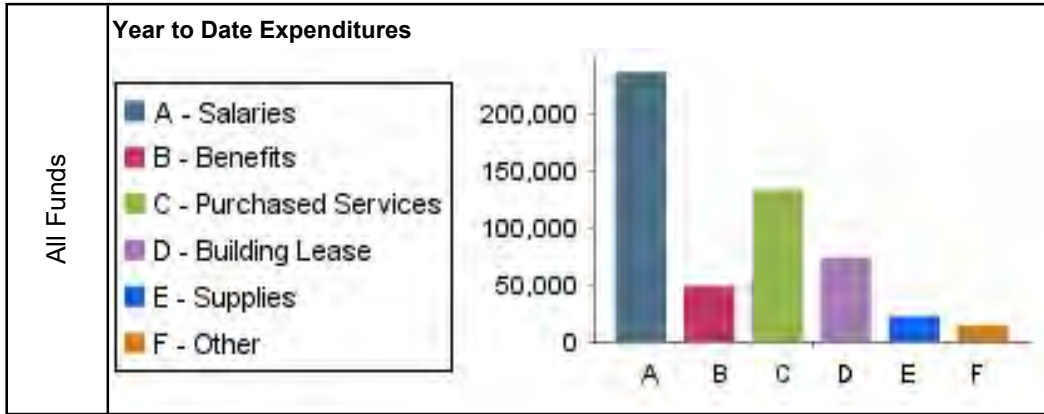
Revenue activity listed on the Summary Income Statement are reflections of current year actual amounts and do not include calculations for revenue earned during the school year but not yet received. These amounts are calculated at year end as part of the audit preparation process.

Expenditures included in the Summary Income Statement are reported on actual activity and known accounts payable activity. Amounts unpaid but included in the statements will be paid for in the following month. Accounts Payable and Salary Accrual amounts are calculated at year end as part of the audit process.

Information reflected in these statements are based on data provided by school leadership and/or state and federal entities. These Statements are prepared for internal purposes and do not reflect audited data.

# THREE RIVERS MONTESSORI

## Reporting Period Overview for October 2022



Fund 01	October 2022	Actual	Current Budget	% of Budget
	Revenue	\$226,330	\$179,053	126%
	Expense	\$173,633	\$176,988	98%
	Net	\$52,697	\$2,066	

Fund 01	Year To Date	Actual	Current Budget	% of Budget
	Revenue	\$618,818	\$2,148,642	29%
	Expense	\$493,612	\$2,123,851	23%
	Net	\$125,206	\$24,791	

All Funds	Cash On Hand At - 9/30/2022	\$337,168	
	Cash On Hand At - 10/31/2022	\$454,269	
	Change In Cash On Hand	\$117,101	Net change: 35%
	Cash On Hand At - 10/31/2021	\$216,375	
	Cash On Hand At - 10/31/2022	\$454,269	
	Change In Cash On Hand	\$237,894	Net change: 110%

# THREE RIVERS MONTESSORI

## Balance Sheet October 31, 2022

	General Fund	Food Service Fund	Community Service Fund	Fixed Assets & Long Term Debt	Total All Funds
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash	443,590	(3,178)	13,857	0	454,269
Due from MDE	310	0	0	0	310
Due from Federal	14,598	0	0	0	14,598
Due from Local Sources	0	0	0	0	0
Prepaid (Lease Deposits & Other)	2,825	0	0	0	2,825
Other	0	0	0	0	0
<b>Total Current Assets</b>	<b>461,324</b>	<b>(3,178)</b>	<b>13,857</b>	<b>0</b>	<b>472,002</b>
<b>Other Assets</b>					
Investment in Fixed Assets	0	0	0	11,030	11,030
<b>Total Other Assets</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,030</b>	<b>11,030</b>
<b>Total Assets</b>	<b>461,324</b>	<b>(3,178)</b>	<b>13,857</b>	<b>11,030</b>	<b>483,031</b>
<b>LIABILITIES, EQUITY AND FUND BALANCE</b>					
<b>Current Liabilities</b>					
Payroll Liabilities	42,339	1,738	2,538	0	46,615
Accounts Payable	28,940	431	0	0	29,371
Short Term Debt-LOC	0	0	0	0	0
Deferred Revenue	0	0	0	0	0
Other	0	0	0	0	0
<b>Total Liabilities</b>	<b>71,279</b>	<b>2,169</b>	<b>2,538</b>	<b>0</b>	<b>75,986</b>
<b>Fund Balance</b>					
* Unrestricted Fund Balance - 6/30/2022	255,453	0	0	0	255,453
* Restricted Fund Balance - 6/30/2022	9,385	0	16,218	11,030	36,633
Net Income-Through Current Month	125,206	(5,347)	(4,900)	0	114,959
<b>Fund Balance Summary</b>	<b>390,045</b>	<b>(5,347)</b>	<b>11,318</b>	<b>11,030</b>	<b>407,046</b>
<b>Total Liabilities, Equity and Fund Balance</b>	<b>461,324</b>	<b>(3,178)</b>	<b>13,857</b>	<b>11,030</b>	<b>483,031</b>

\* Balances are audited

# THREE RIVERS MONTESSORI

## October 2022 Summary Income Statement

	October 2022	Year to Date	Budget 23ADP	% of Budget
<b>REVENUES</b>				
<b>State Revenue</b>				
Endowment Fund Apportionment		3,621.66	3,536.60	102 %
General Education Aid	156,206.48	480,064.89	1,256,849.22	38 %
English Learner Cross Subs			512.96	0 %
Lease Aid			227,322.00	0 %
LTFM State Aid			22,836.00	0 %
State Special Education	61,942.06	126,828.91	622,084.73	20 %
<b>Total State Revenue</b>	<b>218,148.54</b>	<b>610,515.46</b>	<b>2,133,141.51</b>	<b>29 %</b>
<b>Federal Revenue</b>				
Title II			3,000.00	0 %
Federal Special Education			12,500.00	0 %
<b>Total Federal Revenue</b>	<b>0.00</b>	<b>0.00</b>	<b>15,500.00</b>	<b>0 %</b>
<b>Other Local Revenue Sources</b>				
Misc. Revenue from Local Sources	8,614.00	8,659.00		0 %
Gifts and Bequests		45.00		0 %
Fees from Patrons		31.00		0 %
Cost of Materials	(432.87)	(432.87)		0 %
<b>Total Other Local Revenue Sources</b>	<b>8,181.13</b>	<b>8,302.13</b>	<b>0.00</b>	<b>0 %</b>
<b>FUND 01 - Total Revenues</b>	<b>226,329.67</b>	<b>618,817.59</b>	<b>2,148,641.51</b>	<b>29 %</b>
<b>EXPENDITURES</b>				
<b>Administration</b>				
Salaries and Wages	15,562.40	61,410.31	188,333.75	33 %
Benefits	2,720.51	11,854.46	49,657.41	24 %
Purchased Services	11,327.84	40,802.83	112,500.00	36 %
Supplies	507.55	3,031.18	23,800.00	13 %
Miscellaneous Expenditures	257.15	16,306.19	45,273.85	36 %
<b>Total Administration</b>	<b>30,375.45</b>	<b>133,404.97</b>	<b>419,565.01</b>	<b>32 %</b>
<b>Elementary Education</b>				
Salaries and Wages	41,554.95	91,110.73	436,906.40	21 %
Benefits	9,860.52	20,397.85	132,069.00	15 %
Purchased Services	3,900.00	3,900.00	2,500.00	156 %
Supplies	442.03	5,212.19	16,000.00	33 %
<b>Total Elementary Education</b>	<b>55,757.50</b>	<b>120,620.77</b>	<b>587,475.40</b>	<b>21 %</b>
<b>Federal Programs</b>				
Title II		250.00	3,000.00	8 %
Other Federal Grant		28,364.98	12,500.00	227 %
<b>Total Federal Programs</b>	<b>0.00</b>	<b>28,614.98</b>	<b>15,500.00</b>	<b>185 %</b>
<b>Special Education</b>				

	October 2022	Year to Date	Budget 23ADP	% of Budget
Salaries and Wages	27,348.99	52,213.23	472,638.74	11 %
Benefits	5,453.70	10,014.93	125,040.31	8 %
Purchased Services	18,783.50	26,154.51	75,000.00	35 %
Supplies			3,500.00	0 %
<b>Total Special Education</b>	<b>51,586.19</b>	<b>88,382.67</b>	<b>676,179.05</b>	<b>13 %</b>
<b>Instructional Support</b>				
Staff Development and Training	993.78	1,632.85	3,500.00	47 %
Student Support Services	6,268.36	14,484.80	70,830.19	20 %
<b>Total Instructional Support</b>	<b>7,262.14</b>	<b>16,117.65</b>	<b>74,330.19</b>	<b>22 %</b>
<b>Lease and Operations</b>				
Purchased Services	9,704.74	29,047.40	88,600.00	33 %
Supplies	481.70	3,562.84	6,000.00	59 %
Miscellaneous Expenditures	18,465.08	73,860.32	256,201.00	29 %
<b>Total Lease and Operations</b>	<b>28,651.52</b>	<b>106,470.56</b>	<b>350,801.00</b>	<b>30 %</b>
<b>FUND 01 - Total Expenditures</b>	<b>173,632.80</b>	<b>493,611.60</b>	<b>2,123,850.65</b>	<b>23 %</b>
<b>FUND 01 - GENERAL FUND Net Income</b>	<b>52,696.87</b>	<b>125,205.99</b>	<b>24,790.86</b>	

	October 2022	Year to Date	Budget 23ADP	% of Budget
<b>FUND 02 - FOOD SERVICE FUND</b>				
<b>REVENUES</b>				
<b>State Revenue</b>				
State Revenue	384.19	384.19	1,400.00	27 %
<b>Total State Revenue</b>	<b>384.19</b>	<b>384.19</b>	<b>1,400.00</b>	<b>27 %</b>
<b>Federal Revenue</b>				
School Breakfast	347.36	347.36	21,000.00	2 %
Federal Breakfast	748.44	748.44	14,000.00	5 %
Federal Aid - Free/Reduced Lunch	725.08	725.08	48,000.00	2 %
<b>Total Federal Revenue</b>	<b>1,820.88</b>	<b>1,820.88</b>	<b>83,000.00</b>	<b>2 %</b>
<b>Other Local Revenue Sources</b>				
Food Sales to Students	2,335.00	7,235.00		0 %
Transfer from Gen Fund			10,964.85	0 %
<b>Total Other Local Revenue Sources</b>	<b>2,335.00</b>	<b>7,235.00</b>	<b>10,964.85</b>	<b>66 %</b>
<b>FUND 02 - Total Revenues</b>	<b>4,540.07</b>	<b>9,440.07</b>	<b>95,364.85</b>	<b>10 %</b>
<b>EXPENDITURES</b>				
Food, Supplies and Materials	12,864.66	14,787.10	101,636.84	15 %
<b>Total Expenditures</b>	<b>12,864.66</b>	<b>14,787.10</b>	<b>101,636.84</b>	<b>15 %</b>
<b>FUND 02 - Total Expenditures</b>	<b>12,864.66</b>	<b>14,787.10</b>	<b>101,636.84</b>	<b>15 %</b>
<b>FUND 02 - FOOD SERVICE FUND Net Income</b>	<b>(8,324.59)</b>	<b>(5,347.03)</b>	<b>(6,271.99)</b>	
<b>FUND 04 - COMMUNITY SERVICE FUND</b>				
<b>REVENUES</b>				
<b>Revenues</b>				
Other Sources	378.00	15,235.00	60,060.00	25 %
<b>Total Revenues</b>	<b>378.00</b>	<b>15,235.00</b>	<b>60,060.00</b>	<b>25 %</b>
<b>FUND 04 - Total Revenues</b>	<b>378.00</b>	<b>15,235.00</b>	<b>60,060.00</b>	<b>25 %</b>
<b>EXPENDITURES</b>				
Salaries, Wages, Benefits	4,196.90	20,134.52	58,180.65	35 %
<b>Total Expenditures</b>	<b>4,196.90</b>	<b>20,134.52</b>	<b>58,180.65</b>	<b>35 %</b>
<b>FUND 04 - Total Expenditures</b>	<b>4,196.90</b>	<b>20,134.52</b>	<b>58,180.65</b>	<b>35 %</b>
<b>FUND 04 - COMMUNITY SERVICE FUND Net Income</b>	<b>(3,818.90)</b>	<b>(4,899.52)</b>	<b>1,879.35</b>	
<b>Net Income - All Funds</b>	<b>40,553.38</b>	<b>114,959.44</b>	<b>20,398.22</b>	



### Three Rivers Montessori Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
ERCH		2771		Wire	1	1034	Minnesota Department of Revenue		No	Yes	No	10/05/2022	1,604.51
ERCH		2772		Wire	1	1037	IRS		No	Yes	No	10/05/2022	10,298.75
ERCH		2773		Wire	1	1035	PERA		No	Yes	No	10/13/2022	4,192.23
ERCH		2774		Wire	1	1036	TRA		No	Yes	No	10/13/2022	3,374.39
ERCH		2846		Wire	1	1037	IRS		No	Yes	No	10/19/2022	9,546.66
ERCH		2847		Wire	1	1034	Minnesota Department of Revenue		No	Yes	No	10/19/2022	1,438.32
ERCH		2848		Wire	1	1035	PERA		No	Yes	No	10/27/2022	3,549.09
ERCH		2849		Wire	1	1036	TRA		No	Yes	No	10/27/2022	3,645.41
ERCH		2884		Wire	1	1009	USPS		No	Yes	No	10/31/2022	60.00
ERCH		2885		Wire	1	1009	USPS		No	Yes	No	10/31/2022	15.84
ERCH		2886		Wire	1	1017	The Bank of Elk River		No	Yes	No	10/31/2022	3.00
ERCH		2887		Wire	1	1017	The Bank of Elk River		No	Yes	No	10/31/2022	10.00
ERCH		2888		Wire	1	1017	The Bank of Elk River		No	Yes	No	10/31/2022	5.90
ERCH		2889		Wire	1	1023	The Hanover Insurance Group		No	Yes	No	10/31/2022	972.77
ERCH		2890		Wire	1	1032	Safe Food Training		No	Yes	No	10/31/2022	175.00
ERCH		2891		Wire	1	1048	Charter Schools Development Corp		No	Yes	No	10/31/2022	18,465.08
ERCH		2892		Wire	1	1052	Amazon		No	Yes	No	10/31/2022	73.09
ERCH		2893		Wire	1	1057	Walmart		No	Yes	No	10/31/2022	140.40
ERCH		2894		Wire	1	1097	TSYS		Yes	No	Yes	10/31/2022	0.00
ERCH		2895		Wire	1	1097	TSYS		No	Yes	No	10/31/2022	80.80
ERCH		2896		Wire	1	1138	Payment Spring		No	Yes	No	10/31/2022	7.90
ERCH		2897		Wire	1	1141	Alerus		No	Yes	No	10/31/2022	183.33
ERCH		2898		Wire	1	1141	Alerus		No	No	No	10/31/2022	183.33
ERCH		2899		Wire	1	1141	Alerus		No	Yes	No	10/31/2022	8.25
ERCH		2900		Wire	1	1164	Elk River Municipal Utilities		No	Yes	No	10/31/2022	1,268.90
ERCH		2901		Wire	1	1164	Elk River Municipal Utilities		No	Yes	No	10/31/2022	776.01
ERCH		2902		Wire	1	1164	Elk River Municipal Utilities		No	Yes	No	10/31/2022	433.30
ERCH		2903		Wire	1	1218	DELUXE CHECK		No	Yes	No	10/31/2022	27.00
ERCH		2904		Wire	1	1219	BERGANKDV OPER		No	Yes	No	10/31/2022	224.00
ERCH		2905		Wire	1	1219	BERGANKDV OPER		No	Yes	No	10/31/2022	525.00
ERCH		2906		Wire	1	1220	Sign Up Genius		No	Yes	No	10/31/2022	107.89
ERCH		2907		Wire	1	1220	Sign Up Genius		No	Yes	No	10/31/2022	162.00
ERCH		2908		Wire	1	1221	LetGoLearn.com		No	Yes	No	10/31/2022	50.00
ERCH		2858	10615	Check	1	1189	Amazon Capital Services		Yes	Yes	No	10/21/2022	42.37
ERCH		2859	10616	Check	1	1206	Brianna Ploer		Yes	Yes	No	10/21/2022	30.00
ERCH		2854	10617	Check	1	1080	Business Essentials		Yes	Yes	No	10/21/2022	49.61
ERCH		2857	10618	Check	1	1162	Cardmember Service		Yes	Yes	No	10/21/2022	6,013.13
ERCH		2852	10619	Check	1	1063	Designs for Learning		Yes	Yes	No	10/21/2022	32,562.65
ERCH		2860	10620	Check	1	1214	Lamination Depot Inc		Yes	Yes	No	10/21/2022	103.86

### Three Rivers Montessori Payment Reg by Bank and Check

Bank	Batch	Pmt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Tax Class	Print	Recon	Void	Pay/Void Date	Amount
ERCH		2861	10621	Check	1 1215		LISA'S CATERING CORP		Yes	Yes	No	10/21/2022	8,911.50
ERCH		2851	10622	Check	1 1056		Maxs Mowing N More, Inc.		Yes	Yes	No	10/21/2022	198.00
ERCH		2862	10623	Check	1 1216		Midwest Studies Groups		Yes	Yes	No	10/21/2022	1,000.00
ERCH		2853	10624	Check	1 1066		MN CLN Services, Inc.		Yes	Yes	No	10/21/2022	3,665.50
ERCH		2855	10625	Check	1 1120		Right Response, LLC	Ind/Sole Proprietor	Yes	No	No	10/21/2022	2,720.00
ERCH		2856	10626	Check	1 1159		RM Consulting		Yes	No	No	10/21/2022	412.50
ERCH		2850	10627	Check	1 1049		The Hartford		Yes	Yes	No	10/21/2022	257.80
ERCH		2863	10628	Check	1 1132		Scholastic Book Fairs-30		Yes	No	No	10/24/2022	432.87

Bank Total: \$118,007.94

Report Total: \$118,007.94

## Three Rivers Montessori

### Period Balance Report

Period: 202304

Grp Code	Rcd	Account/Vendor	Co	Voucher No	Type	Invoice No	Inv Date	Balance
<b>4266 B 01 206 000</b>								
1	1072	A Chance to Grow	4266	3379	Invoice	106514	09/30/2022	4,873.50
1	1072	A Chance to Grow	4266	3379	Invoice	106514	09/30/2022	1,687.50
1	1070	Ace Solid Waste, Inc.	4266	3383	Invoice	8175670T067	10/01/2022	451.69
1	1169	Action Pest Control	4266	3385	Invoice	120716	09/22/2022	269.00
1	1189	Amazon Capital Services	4266	3401	Invoice	1NF6-PGV3-JHR9	09/27/2022	14.42
1	1189	Amazon Capital Services	4266	3401	Invoice	1NF6-PGV3-JHR9	09/27/2022	13.98
1	1189	Amazon Capital Services	4266	3401	Invoice	1NF6-PGV3-JHR9	09/27/2022	7.25
1	1189	Amazon Capital Services	4266	3395	Invoice	1L7Y-4Y4H-YHTJ	10/02/2022	29.18
1	1189	Amazon Capital Services	4266	3395	Invoice	1L7Y-4Y4H-YHTJ	10/02/2022	74.52
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	3.00
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	14.99
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	13.99
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	28.06
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	14.46
1	1189	Amazon Capital Services	4266	3402	Invoice	1NNR-MQ31-4LVX	10/02/2022	19.88
1	1189	Amazon Capital Services	4266	3393	Invoice	1H4Y-TJTD-G1V1	10/10/2022	24.99
1	1189	Amazon Capital Services	4266	3393	Invoice	1H4Y-TJTD-G1V1	10/10/2022	8.34
1	1189	Amazon Capital Services	4266	3393	Invoice	1H4Y-TJTD-G1V1	10/10/2022	16.95
1	1189	Amazon Capital Services	4266	3393	Invoice	1H4Y-TJTD-G1V1	10/10/2022	10.02
1	1189	Amazon Capital Services	4266	3393	Invoice	1H4Y-TJTD-G1V1	10/10/2022	9.59
1	1189	Amazon Capital Services	4266	3400	Invoice	1MMM-CM1H-G3YG	10/10/2022	197.98
1	1189	Amazon Capital Services	4266	3406	Invoice	1LRQ-6FV6-M9QX	10/13/2022	(8.49)
1	1189	Amazon Capital Services	4266	3406	Invoice	1LRQ-6FV6-M9QX	10/13/2022	11.99
1	1189	Amazon Capital Services	4266	3406	Invoice	1LRQ-6FV6-M9QX	10/13/2022	(62.20)
1	1189	Amazon Capital Services	4266	3407	Invoice	1N4Y-FJ4R-DGJF	10/13/2022	11.99
1	1189	Amazon Capital Services	4266	3407	Invoice	1N4Y-FJ4R-DGJF	10/13/2022	(25.47)
1	1189	Amazon Capital Services	4266	3392	Invoice	1GKL-FGRV-MWKK	10/18/2022	164.98
1	1189	Amazon Capital Services	4266	3389	Invoice	1FMM-WCKG-KXGQ	10/26/2022	222.25
1	1189	Amazon Capital Services	4266	3397	Invoice	1LFQ-Y4P7-6YQV	10/26/2022	39.18
1	1189	Amazon Capital Services	4266	3405	Invoice	11PG-TDMK-1GVL	10/26/2022	25.97
1	1189	Amazon Capital Services	4266	3405	Invoice	11PG-TDMK-1GVL	10/26/2022	29.42
1	1189	Amazon Capital Services	4266	3405	Invoice	11PG-TDMK-1GVL	10/26/2022	15.39
1	1080	Business Essentials	4266	3404	Invoice	WO-1207237-1	10/31/2022	148.83
1	1065	Charter Communications	4266	3384	Invoice	0352663100422	10/04/2022	282.93
1	1082	Colonial Life	4266	3381	Invoice	55381370905456	09/05/2022	273.60
1	1082	Colonial Life	4266	3380	Invoice	55381371005318	10/05/2022	399.54
1	1063	Designs for Learning	4266	3376	Invoice	23-334	10/16/2022	768.78
1	1063	Designs for Learning	4266	3376	Invoice	23-334	10/16/2022	225.00
1	1063	Designs for Learning	4266	3376	Invoice	23-334	10/16/2022	9,480.00
1	1140	Jacob Bonde	4266	3394	Invoice	JB-TRM0922	10/03/2022	3,900.00
1	1056	Maxs Mowing N More, Inc.	4266	3391	Invoice	11708	09/28/2022	229.00
1	1056	Maxs Mowing N More, Inc.	4266	3391	Invoice	11708	09/28/2022	11.50
1	1056	Maxs Mowing N More, Inc.	4266	3391	Invoice	11708	09/28/2022	17.50
1	1056	Maxs Mowing N More, Inc.	4266	3391	Invoice	11708	09/28/2022	139.00
1	1056	Maxs Mowing N More, Inc.	4266	3364	Invoice	11733	10/02/2022	129.50
1	1216	Midwest Studies Groups	4266	3388	Invoice	2022.10.14	10/14/2022	1,000.00
1	1066	MN CLN Services, Inc.	4266	3378	Invoice	0822K08	08/01/2022	1,832.91
1	1030	Navigate Care Consulting	4266	3387	Invoice	4731	01/22/2022	27.50
1	1030	Navigate Care Consulting	4266	3387	Invoice	4731	01/22/2022	75.00
1	1030	Navigate Care Consulting	4266	3408	Invoice	4773	10/10/2022	22.50
1	1030	Navigate Care Consulting	4266	3409	Invoice	4819	10/24/2022	537.50
1	1159	RM Consulting	4266	3386	Invoice	0298	10/01/2022	1,350.00


# Three Rivers Montessori

## Period Balance Report

Period: 202304

Grp Code	Rcd	Account/Vendor	Co	Voucher No	Type	Invoice No	Inv Date	Balance
		<b>4266 B 01 206 000</b>						
1	1022	The McDowell Agency, Inc.	4266	3390	Invoice	142519	09/30/2022	162.00
1	1045	WDTechOnline, LLC	4266	3382	Invoice	m2884	10/01/2022	150.00
						Account Total:		\$29,370.89
						<b>Fund 01 Total:</b>		<b>\$29,370.89</b>
						Report Total:		\$29,370.89


# TRM Enrollment by Month for 22'-23'



GRADE	August	September	October	November*	Goal #	Open Seats
KG	23	24	24	24	30	6
1st	32	30	29	29	30	1
2nd	29	28	28	27	30	3
3rd	28	26	24	24	30	6
4th	30	29	28	28	20	2
5th	16	15	15	14	20	6
6th	10	8	8	6	20	14
<b>TOTAL</b>	<b>168</b>	<b>160</b>	<b>156</b>	<b>154</b>	<b>180</b>	<b>38</b>

\*As of November 10, 2022

# Waitlist for 22'-23'



GRADE	Open Seats	Prospective Students on Waitlist*	Offered Seats
KG	6	18	5 offered
1st	1	26	1 offered
2nd	3	8	0 offered
3rd	6	1	1 offered 5 offered to 2nd graders.
4th	2	0	0 offered
5th	6	0	n/a
6th	14	0	n/a
<b>TOTAL</b>	<b>38</b>	<b>61</b>	<b>16</b>

\*As of November 10, 2022

# Pathfinders

\*14 staff children attend pathfinders regularly

<b>Week</b>	<b>Attendance AM Total* / Paying \$14.00</b>	<b>Attendance PM Total* / Paying \$17.00</b>	<b>Projected Profit</b>	<b>Projected Loss</b>	<b>Projected Net</b>
Oct 10 - 14	86 / <b>21</b>	141 / <b>56</b>	\$1246.00	\$986.00	\$260.00
Oct 17 - 21	<i>No School</i>	<i>No School</i>	\$0.00	\$0.00	\$0.00
Oct 24 - 28	88 / <b>18</b>	131 / <b>46</b>	\$1034.00	\$986.00	\$48.00
Oct 31 - Nov 4	76 / <b>23</b>	114 / <b>61</b>	\$1359.00	\$986.00	\$373.00
<b>Oct 10 - Nov 4</b>	250 / <b>62</b>	386 / <b>163</b>	<b>\$3639.00</b>	<b>\$2958.00</b>	<b>\$681.00</b>

As of November 10, 2022

# Building Update



- Roof leak is an ongoing issue. Working with TEREX Roofing for inspections and maintenance.
- Glass for the lower door is still pending installation by 11/15.



# Staffing Update



## Current Open Positions:

- 2 Paraprofessional Positions