

Cottonwood Valley Charter School
Budget Committee Report
December 10, 2013

The Budget Committee met on Monday, December 9th to review the November 2013 financial reports.
Members attending: Karin Williams, Mary Cox, Ephraim Ford, Susan Loveland

November Receipts:

97,082.72	State Equalization Guarantee
1,000.00	Silent Auction / Raffle
185.75	8 th grade trip
116.00	Library fundraiser: used book sale
11.20	Amazon LLC: marketplace shopping
17.14	Interest – First State Bank
7,205.27	Fund 27114: Reads to Lead Initiative

December Receipts (to date):

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No unusual or unexpected expenditures this month!! No maintenance problems!! Karin is working on how to get the MPR windows cleaned. It will require renting equipment that can extend up to the top of the windows; no one in Socorro has this type of equipment, so it will be costly to have someone come down from Albuquerque. The windows need to be cleaned at least once a year, or they will get so corroded that they can't be cleaned. The custodial expense for November includes a part-time custodian who helped while Rocio was out.

Therapy Services: Services for the Speech Language Therapist, Occupational Therapist, Diagnostician, and Psychologist are being provided this year by CREC (Central Region Educational Cooperative) in Albuquerque. An invoice was finally received from CREC for August services that was paid in November; the portion for the part-time psychologist and diagnostician is reported in operational funds (11000-2100- 53211 / 53215). Speech & occupational therapy services are paid with our IDEA allocation from the District (Fund 24101). CREC is working on submitting corrected invoices for September & October (we were double charged for travel for two of the therapists). The physical therapist & nurse are not part of the CREC contract and regular monthly payments have been made for these services.

Reimbursement requests have been submitted thru PED's budget management module for Title 1 (Fund 24101), Title 2 (Fund 24154), IDEA (Fund 24106), the Reads to Lead Initiative (Fund 27114), and the SB-9 program (Fund 31700). All of these are moving slowly through the approval process. One reimbursement payment for Fund 27114 was rec'd in November; other reimbursements are expected before the end of December. An invoice has also been submitted to PSFA for the Oct-Dec building lease expense.

There will be 3 regular payrolls for staff in December, and 1 in January. The payroll that would normally be released on January 5th will be moved up to December 31st. This will give all staff 24 checks for 2013 and will cleanly close-out payments to departing staff so that all of their earnings will be included on their 2013 W-2.

Today, there was a message from PED that last month's BAR 074-003-1314-0016-I for \$2,028 has been disapproved. The items included on the BAR can be resubmitted using a newly created activity fund (23000) for the silent auction / raffle we had last month to help one of our employees. This new fund will also be used for the 8th grade trip fundraising activity.

There will be two BAR's for approval tomorrow night, one for Fund 23000 and one for items that can still be included in Fund 11000.

6-30-13 Audit: The auditor reportedly had computer problems and was unable to submit the audit by the Nov 15th deadline; an extension was requested from the State Auditor – no word on current status.

Mary Cox, Business Manager

Prepared: December 10, 2013