

Laramie Montessori Board of Trustees
Regular Board Meeting Minutes
December 17, 2020
Via Zoom
6:30 PM

I. Opening (6:30) – Jana Heisler-White

The Mission of Laramie Montessori School is to support the development of the whole child through an authentic Montessori environment that honors the child's intrinsic motivation to learn and supports each individual's unique intellectual, physical, social and emotional development.

A. 15 second Montessori Moments

Students have been enjoying Christmas festivities, such as the Candy Cane Gram fundraiser. The Candy Cane Grams were 25 cents apiece and it has been a beneficial hands-on learning experience for multiplying by 4s.

The student council noticed there were a couple of kids who only had 1-2 candy grams and they went and made some notes and brought those students Candy Cane Grams. This shows they have intrinsic motivation to make others feel important.

B. Roll Call- all board members present as well as Heidi K.

B. Approval of Agenda*

Josh moves to approve agenda

Megan Seconds

All board members are in favor and the agenda is approved

II. Minutes

A. Approval of Minutes, Board Meeting November 4, 2020- added in Doodle poll

B. Approval of Minutes, Board Meeting November 19, 2020

Ashlee motions to accept minutes

Josh seconds

All board members are in favor and the minutes are approved

III. Audience Communication

A. Teacher Representative-

The Candy Cane grams were about 4-5 times the success they thought they would be. They did a preliminary count of sales today and the student council raised between \$120-150. Students on student council will discuss how to spend the money. Josh said we need more holds for the climbing gym and that could be project that could be funded as well as school improvement projects. The student council is planning on having a Valentine's Day fundraiser. The students are doing well with COVID-19 protocols and it has become their new normal.

B. The Charter Renewal Committee hopes to have a complete draft of the new charter to the BOT after 31 December 2020. The committee will do a debrief to formalize planning for next charter

renewal. It has been exciting to get letters of support. As part of the committee we would like to encourage parents to reach out to ACSD #1 board members to express their experiences with Montessori. A letter will be circulated to distribute to families.

The goal is to submit the charter renewal document by 15 January 2020. LMCS board will need to get together and discuss revisions and ask questions. A special session will be held the second week of January to review and revise the document, so the Charter Renewal Committee can submit the final document to the ACSD #1 board. We will need the LMCS board to attend the ACSD #1 board meeting and give a presentation.

We decided to briefly incorporate language that we are considering adding preschool to LMCS. It would give us flexibility, wouldn't require any amendments, and would make LMCS a more authentic Montessori school.

Committee Reports:

C. Ad hoc Preschool Exploration

PTO- Baskets for teachers have been put together and will be presented to teachers.

Accountability (Jana);

Nominating;

Grievance;

Policy and Planning (Josh),

Finance (Megan), didn't meet

Facilities (Josh),

Resource Development (Jana),

Marketing (Ashlee)

Preschool committee- Discussed the strengths, weaknesses, opportunities, and threats to a new preschool. They reached out to other in state and out of state PK programs and gained a lot of information. They will continue to reach out to preschools such as Slade and Linford, and will continue gathering information for their 7 January 2021 meeting. They will be trying to effectively and efficiently figure out what the challenges will be and whether or not to incorporate a preschool into LMCS.

A poll or communication will go out to LMCS families and the community to gauge their thoughts on adding a Montessori Preschool. The projected annual cost to incorporate a preschool into Montessori is roughly \$45,000. We will discuss how to develop funds and whether or not incorporating a preschool would be feasible.

V. Audience Communication II -n/a

VI. Old Business

A. Review and Board Action to approve revised Grievance Policy- In the past the policy has been used a number of times. In the current structure, the Grievance Committee does not contain a board member. This was a process where parents in the school were tasked with mediating a grievance that had escalated to this point. The committee investigates, interviews parties, and issues a statement to come to resolution. There are many factors that we are not equipped to handle in these situations currently, including, discrimination, title, etc. We are not equipped to mediate, LMCS has to obtain a lawyer or grievance would have to reach out to office of civil rights in Colorado.

LMCS attorney did some homework and her recommendation was that we could have a committee but, in many cases, they are best to be brought in front of the board. Provide forum when there is a grievance. one recommendation was that the Board mediate any grievances that it can rather than relying on school or community volunteers.

We can investigate processes in other schools and districts. This will require that we amend out bylaws for the grievance committee. It is something that represents significant action.

It was proposed that we defer to ACSD policy, so we could be consistent with other schools in the District. We will wait until a later date to adjust the bylaws and if they are accepted we may be able to add them to the charter renewal document.

This will be posted for public comment. We will consider all feedback, discuss it, and honor it. This will have a 45-day comment period and we will get it posted as soon as possible.

Josh motion to accept

Ashlee seconds

All board members are in favor and the motion passes

VII. Adjourn

Josh motions to adjourn

Megan seconds

All board members are in favor and the meeting is adjourned.

**Consent agenda items- items approved simultaneously with approval of agenda, unless exceptions are noted.*



CPA GROUP OF LARAMIE, LLC

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CERTIFIED PUBLIC ACCOUNTANTS

The accompanying financial statements and accountants' report are for the purpose of internal use by the management and board of directors of Laramie Montessori School, Inc and should not be used or relied upon by any other party for any purpose. Additional users of these financial statements and accountants' report are hereby advised that the liability of CPA Group of Laramie, LLC to third party users who use or rely on this information may be limited pursuant to 1995 Wyo. Sess. Laws, Chapter 155 creating Wyo. Stat. §33-3-201.

ACCOUNTANTS' COMPILATION REPORT

Members of the Board
Laramie Montessori School, Inc
Laramie, Wyoming

Management is responsible for the accompanying financial statements of Laramie Montessori School, Inc (a nonprofit organization) which comprise the statement of financial position as of November 30, 2020 and the related statement of activities and cash flows for the one and five months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the statements of changes in net assets, functional expenses, and substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the statements of changes in net assets, functional expenses, and the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's financial position, results of operations, change in net assets, and cash flows. Accordingly these financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require the capitalization of fixed assets when placed in service and recording depreciation or amortization over the estimated useful lives of capitalized assets. Management has informed us that they have not capitalized fixed assets purchased in the current fiscal year for the purposes of interim financial statements and is not recording depreciation on those assets, which is not in accordance with accounting principles generally accepted in the United States of America. Management has not determined the effect of the departures from generally accepted accounting principles on the accompanying financial statements.

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Members: American Institute of Certified Public Accountants and Wyoming Society of CPA's

Other Matter

The supplementary information contained in Schedules I is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subjected to our compilation engagement, however, we have not audited or reviewed the information and, accordingly do not express an opinion, a conclusion, nor provide any assurance on such supplementary information.

CPA Group of Laramie, LLC

CPA Group of Laramie, LLC
Certified Public Accountants
January 19, 2021

LARAMIE MONTESSORI SCHOOL, INC.

STATEMENT OF NET ASSETS

NOVEMBER 30, 2020

ASSETS

Current Assets

Cash and Checking Accounts - Operating	\$	192,545.41
Savings Account - Operating		113,723.92
Cash and Checking Accounts - Restricted		67,517.35
Total Cash		<u>373,786.68</u>

Other Current Assets

Prepaid expenses		0.00
Other Current Assets		106.84
Total Current Assets		<u>373,893.52</u>

Non-Current Assets

Property and Equipment		32,976.25
Less Accumulated Depreciation		32,976.25
Net Property and Equipment		<u>0.00</u>

Total Assets

373,893.52

LIABILITIES

Current Liabilities

Accounts Payable	\$	0.00
Payroll Taxes and Benefits Payable		14,180.37
Current Portion of Long-Term Liabilities		22,824.67
Total Current Liabilities		<u>37,005.04</u>

Total Liabilities

37,005.04

NET ASSETS

Unrestricted		<u>336,888.48</u>
Total Net Assets		<u>336,888.48</u>

Total Net Assets and Liabilities

\$ 373,893.52

LARAMIE MONTESSORI SCHOOL, INC.
STATEMENT OF ACTIVITIES
 FOR THE ONE AND FIVE MONTHS ENDED NOVEMBER 30, 2020

Revenue, Gains and Other Support	
Contributions and Donations	\$ 1,992.56
PTA Income	0.00
Fundraising	859.59
Fnd Prg - Charter School Adjustment	403,472.83
Major Maintenance	0.00
SFC Lease Payment	185,876.00
Title I Revenue	45,982.99
Charter School Grant	0.00
Interest	96.71
Other Grants	1,155.00
Total Revenue, Gains & Other Support	639,435.68
Expenses	
Capital/Facilities	168,153.70
Payroll	327,549.78
Purchased Services	32,386.04
Supplies & Materials	7,082.19
Other	8,113.21
Total Expenses	543,284.92
Change in Net Assets	96,150.76
Net Assets at July 1, 2020	240,737.72
Net Assets at November 30, 2020	\$ 336,888.48

LARAMIE MONTESSORI SCHOOL, INC.
STATEMENT OF CASH FLOWS
FOR THE ONE AND FIVE MONTHS ENDED NOVEMBER 30, 2020

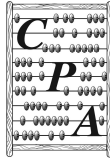
CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 96,150.76
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	66.65
(Increase) or decrease in accounts receivable	0.00
(Increase) or decrease in other current assets	0.00
Increase or (decrease) in accounts payable	0.00
Increase or (decrease) in other current liabilities	-13,480.18
Total Cash from Operating Activities	<u>82,737.23</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of equipment and leasehold improvements	<u>0.00</u>
Net cash from investing activities	<u>0.00</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Principal payments on long-term debt	<u>-2,678.00</u>
Net cash from financing activities	<u>-2,678.00</u>
Net Change in Cash	<u>80,059.23</u>
CASH	
Beginning	<u>293,727.45</u>
Ending	<u>\$ 373,786.68</u>

LARAMIE MONTESSORI SCHOOL, INC.
SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON
 FOR THE ONE AND FIVE MONTHS ENDED NOVEMBER 30, 2020

	Actual	Annual Budget	Actual % of Annual Budget
Revenue, Gains and Other Support:			
81511 - Interest Income - General Fund	\$ 73.01	\$ 300.00	24.34%
81521 - Interest Income - Major Maintenance	23.70	200.00	11.85%
81790 - Student Council	0.00	500.00	0.00%
81921 - Contributions & Donations - Individuals	1,992.56	3,000.00	66.42%
81927 - PTA Income	0.00	1,500.00	0.00%
81929 - Fundraising Income	859.59	6,000.00	14.33%
83111 - Fdn Prg - Charter School Adjustment	403,472.83	889,565.00	45.36%
83291 - SFC Lease Payment	185,876.00	118,502.00	156.85%
84206 - Title 1	45,982.99	94,000.00	48.92%
85612 - Other Grants	<u>1,155.00</u>	<u>3,500.00</u>	33.00%
Total Revenue, Gains & Other Support	<u>639,435.68</u>	<u>1,117,067.00</u>	57.24%
Expenses:			
Capital/Facilities			
1110500 - Equip/Furnishings - Classroom	0.00	500.00	0.00%
3320500 - Equip/Furnishings - Admin/Gen	233.48	500.00	46.70%
3420570 - Depreciation Expense	66.65	1,000.00	6.67%
3850500 - Equip/Furnishings - Info Tech	2,085.02	5,000.00	41.70%
5000325 - Facilities Rental	165,206.63	118,502.00	139.41%
6100620 - Interest Expense	<u>561.92</u>	<u>1,500.00</u>	37.46%
Total Capital/Facilities	168,153.70	127,002.00	132.40%
Payroll			
1110111 - Salaries - Teachers	104,446.30	251,000.00	41.61%
1110113 - Salaries - Assistant Teachers	23,691.61	73,000.00	32.45%
1110119 - Salaries - Tutoring	0.00	500.00	0.00%
1110120 - Salaries - Substitutes	1,715.00	6,000.00	28.58%
1113111 - Salaries - Specials	17,999.97	46,000.00	39.13%
1260111 - Salaries - Title I Teacher	37,209.98	77,000.00	48.32%
3320110 - Salaries - Administration	41,756.02	92,000.00	45.39%
3321110 - Salaries - Director	35,416.65	85,000.00	41.67%
3000210 - Support Svcs - Social Security	16,226.46	39,300.00	41.29%
3000215 - Support Svcs - Medicare	3,794.93	9,200.00	41.25%
3000200 - Support Svcs - Wyo Retire Sys	21,058.64	62,300.00	33.80%
3000230 - Support Svcs - Health Insurance	19,344.11	70,000.00	27.63%
3000240 - Support Svcs - Worker's Comp	3,974.02	11,500.00	34.56%
3000250 - Support Svcs - Wyo Unemployment	<u>916.09</u>	<u>5,200.00</u>	17.62%
Total Payroll	\$ <u>327,549.78</u>	\$ <u>828,000.00</u>	39.56%

LARAMIE MONTESSORI SCHOOL, INC.
SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON
 FOR THE ONE AND FIVE MONTHS ENDED NOVEMBER 30, 2020

Purchased Services			
1110334 - Field Trips	\$ 0.00	1,000.00	0.00%
2112310 - Student Counseling Services	6,606.22	28,000.00	23.59%
2210312 - Montessori Consultants	0.00	1,000.00	0.00%
2213300 - Professional Development	470.80	3,000.00	15.69%
2213003 - Montessori Certification Training	0.00	1,000.00	0.00%
3320318 - Accounting & Auditing Services	9,776.64	22,000.00	44.44%
3320319 - Legal Services	3,367.00	8,000.00	42.09%
3320325 - Equipment Rental & Maint	0.00	750.00	0.00%
3320340 - Telephone/Internet Services	577.49	1,250.00	46.20%
3320350 - Advertising/Recruit/PR/Market	0.00	500.00	0.00%
3320360 - Printing/Binding Services	39.75	150.00	26.50%
3420322 - Custodial Services	0.00	23,000.00	0.00%
3420323 - Repairs & Maintenance	230.75	800.00	28.84%
3420380 - Insurance - Liability/Property	8,560.43	8,000.00	107.01%
3850323 - Technology Maintenance	2,756.96	5,000.00	55.14%
Total Purchased Services	<u>32,386.04</u>	<u>103,450.00</u>	<u>31.31%</u>
Supplies & Materials			
1110410 - Supplies - Classroom	1,501.82	5,000.00	30.04%
1110414 - Supplies - Academic Testing	0.00	0.00	0.00%
1110415 - Montessori Materials - Kinder	398.40	750.00	53.12%
1110416 - Montessori Mat - Lower Elem	185.57	750.00	24.74%
1110417 - Montessori Materials - Upper	1,484.50	750.00	197.93%
1110420 - Books - Classroom	0.00	200.00	0.00%
1113410 - Supplies - Specials	105.62	400.00	26.41%
1113415 - Materials - Specials	73.04	3,700.00	1.97%
1113420 - Books - Specials	0.00	200.00	0.00%
1260410 - Supplies - Title I	659.55	1,200.00	54.96%
2134410 - Supplies - Nurse	42.26	150.00	28.17%
3320410 - Supplies - Office	493.68	4,000.00	12.34%
3320414 - Supplies - General	1,428.75	4,000.00	35.72%
3320418 - Postage/Shipping	22.00	300.00	7.33%
3320491 - PTO Expense	0.00	1,500.00	0.00%
3420451 - Natural Gas	0.00	12,000.00	0.00%
3420452 - Electricity	0.00	2,000.00	0.00%
3420457 - Water/Sewage/Garbage/Mosquito	0.00	5,000.00	0.00%
3420492 - Fundraising Expense	687.00	1,000.00	68.70%
1410490 - Student Council	0.00	550.00	0.00%
4300490 - Garden	0.00	500.00	0.00%
Total Supplies & Materials	<u>7,082.19</u>	<u>43,950.00</u>	<u>16.11%</u>
Other			
3320640 - Dues & Fees	1,776.28	2,500.00	71.05%
3320641 - PTSB/Background Cks	212.00	150.00	141.33%
3320791 - Director's Fund	450.00	750.00	60.00%
4100460 - Breakfast, Snack & Lunch Assist	641.93	8,000.00	8.02%
3900791 - Miscellaneous	5,033.00	0.00	0.00%
Total Other	<u>8,113.21</u>	<u>11,400.00</u>	<u>71.17%</u>
Total Expenses	<u>543,284.92</u>	<u>1,113,802.00</u>	<u>48.78%</u>
Change in Net Assets	96,150.76	3,265.00	
Net Assets at July 1, 2020	<u>240,737.72</u>	<u>240,737.72</u>	
Net Assets at November 30, 2020	\$ <u>336,888.48</u>	\$ <u>244,002.72</u>	



CPA GROUP OF LARAMIE, LLC

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Other Matter

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CPA Group of Laramie, LLC

CPA Group of Laramie, LLC
Certified Public Accountants
January 19, 2021

LARAMIE MONTESSORI SCHOOL, INC.

STATEMENT OF NET ASSETS

DECEMBER 31, 2020

ASSETS

Current Assets

Cash and Checking Accounts - Operating	\$	223,095.23
Savings Account - Operating		109,278.54
Cash and Checking Accounts - Restricted		67,520.22
Total Cash		<u>399,893.99</u>

Other Current Assets

Prepaid expenses		0.00
Other Current Assets		93.51
Total Current Assets		<u>399,987.50</u>

Non-Current Assets

Property and Equipment		32,976.25
Less Accumulated Depreciation		32,976.25
Net Property and Equipment		<u>0.00</u>

Total Assets

399,987.50

LIABILITIES

Current Liabilities

Accounts Payable	\$	4,240.67
Payroll Taxes and Benefits Payable		15,576.79
Current Portion of Long-Term Liabilities		20,062.65
Total Current Liabilities		<u>39,880.11</u>

Total Liabilities

39,880.11

NET ASSETS

Unrestricted		<u>360,107.39</u>
Total Net Assets		<u>360,107.39</u>

Total Net Assets and Liabilities

\$ 399,987.50

LARAMIE MONTESSORI SCHOOL, INC.
STATEMENT OF ACTIVITIES
FOR THE ONE AND SIX MONTHS ENDED DECEMBER 31, 2020

Revenue, Gains and Other Support	
Contributions and Donations	\$ 1,992.56
PTA Income	0.00
Fundraising	1,064.59
Fnd Prg - Charter School Adjustment	493,178.89
Major Maintenance	0.00
SFC Lease Payment	185,876.00
Title I Revenue	54,965.42
Charter School Grant	0.00
Interest	108.88
Other Grants	1,155.00
Total Revenue, Gains & Other Support	<u>738,341.34</u>
Expenses	
Capital/Facilities	168,301.29
Payroll	397,485.31
Purchased Services	37,928.13
Supplies & Materials	7,143.73
Other	8,113.21
Total Expenses	<u>618,971.67</u>
Change in Net Assets	119,369.67
Net Assets at July 1, 2020	<u>240,737.72</u>
Net Assets at November 30, 2020	<u>\$ 360,107.39</u>

LARAMIE MONTESSORI SCHOOL, INC.
STATEMENT OF CASH FLOWS
FOR THE ONE AND SIX MONTHS ENDED DECEMBER 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 119,369.67
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	79.98
(Increase) or decrease in accounts receivable	0.00
(Increase) or decrease in other current assets	0.00
Increase or (decrease) in accounts payable	4,240.67
Increase or (decrease) in other current liabilities	<u>-14,845.78</u>
Total Cash from Operating Activities	<u>108,844.54</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of equipment and leasehold improvements	<u>0.00</u>
Net cash from investing activities	<u>0.00</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Principal payments on long-term debt	<u>-2,678.00</u>
Net cash from financing activities	<u>-2,678.00</u>
Net Change in Cash	<u>106,166.54</u>
CASH	
Beginning	<u>293,727.45</u>
Ending	<u>\$ 399,893.99</u>

LARAMIE MONTESSORI SCHOOL, INC.
SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON
 FOR THE ONE AND SIX MONTHS ENDED DECEMBER 31, 2020

	Actual	Annual Budget	Actual % of Annual Budget
Revenue, Gains and Other Support:			
81511 - Interest Income - General Fund	\$ 82.31	\$ 300.00	27.44%
81521 - Interest Income - Major Maintenance	26.57	200.00	13.29%
81790 - Student Council	0.00	500.00	0.00%
81921 - Contributions & Donations - Individuals	1,992.56	3,000.00	66.42%
81927 - PTA Income	0.00	1,500.00	0.00%
81929 - Fundraising Income	1,064.59	6,000.00	17.74%
83111 - Fdn Prg - Charter School Adjustment	493,178.89	889,565.00	55.44%
83291 - SFC Lease Payment	185,876.00	118,502.00	156.85%
84206 - Title 1	54,965.42	94,000.00	58.47%
85612 - Other Grants	<u>1,155.00</u>	<u>3,500.00</u>	33.00%
Total Revenue, Gains & Other Support	<u>738,341.34</u>	<u>1,117,067.00</u>	66.10%
Expenses:			
Capital/Facilities			
1110500 - Equip/Furnishings - Classroom	0.00	500.00	0.00%
3320500 - Equip/Furnishings - Admin/Gen	233.48	500.00	46.70%
3420570 - Depreciation Expense	79.98	1,000.00	8.00%
3850500 - Equip/Furnishings - Info Tech	2,085.02	5,000.00	41.70%
5000325 - Facilities Rental	165,206.63	118,502.00	139.41%
6100620 - Interest Expense	<u>696.18</u>	<u>1,500.00</u>	46.41%
Total Capital/Facilities	<u>168,301.29</u>	<u>127,002.00</u>	132.52%
Payroll			
1110111 - Salaries - Teachers	125,335.56	251,000.00	49.93%
1110113 - Salaries - Assistant Teachers	29,441.62	73,000.00	40.33%
1110119 - Salaries - Tutoring	0.00	500.00	0.00%
1110120 - Salaries - Substitutes	1,275.42	6,000.00	21.26%
1113111 - Salaries - Specials	21,902.74	46,000.00	47.61%
1260111 - Salaries - Title I Teacher	43,793.31	77,000.00	56.87%
3320110 - Salaries - Administration	49,522.52	92,000.00	53.83%
3321110 - Salaries - Director	42,499.98	85,000.00	50.00%
3000210 - Support Svcs - Social Security	19,470.95	39,300.00	49.54%
3000215 - Support Svcs - Medicare	4,553.70	9,200.00	49.50%
3000200 - Support Svcs - Wyo Retire Sys	30,538.46	62,300.00	49.02%
3000230 - Support Svcs - Health Insurance	22,864.53	70,000.00	32.66%
3000240 - Support Svcs - Worker's Comp	5,276.01	11,500.00	45.88%
3000250 - Support Svcs - Wyo Unemployment	<u>1,010.51</u>	<u>5,200.00</u>	19.43%
Total Payroll	<u>\$ 397,485.31</u>	<u>\$ 828,000.00</u>	48.01%

LARAMIE MONTESSORI SCHOOL, INC.
SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON
 FOR THE ONE AND SIX MONTHS ENDED DECEMBER 31, 2020

Purchased Services			
1110334 - Field Trips	\$ 0.00	1,000.00	0.00%
2112310 - Student Counseling Services	9,909.33	28,000.00	35.39%
2210312 - Montessori Consultants	0.00	1,000.00	0.00%
2213300 - Professional Development	470.80	3,000.00	15.69%
2213003 - Montessori Certification Training	0.00	1,000.00	0.00%
3320318 - Accounting & Auditing Services	11,612.68	22,000.00	52.78%
3320319 - Legal Services	3,367.00	8,000.00	42.09%
3320325 - Equipment Rental & Maint	0.00	750.00	0.00%
3320340 - Telephone/Internet Services	577.49	1,250.00	46.20%
3320350 - Advertising/Recruit/PR/Market	0.00	500.00	0.00%
3320360 - Printing/Binding Services	39.75	150.00	26.50%
3420322 - Custodial Services	0.00	23,000.00	0.00%
3420323 - Repairs & Maintenance	230.75	800.00	28.84%
3420380 - Insurance - Liability/Property	8,560.43	8,000.00	107.01%
3850323 - Technology Maintenance	3,159.90	5,000.00	63.20%
Total Purchased Services	<u>37,928.13</u>	<u>103,450.00</u>	<u>36.66%</u>
Supplies & Materials			
1110410 - Supplies - Classroom	1,657.29	5,000.00	33.15%
1110414 - Supplies - Academic Testing	0.00	0.00	0.00%
1110415 - Montessori Materials - Kinder	6.94	750.00	0.93%
1110416 - Montessori Mat - Lower Elem	185.57	750.00	24.74%
1110417 - Montessori Materials - Upper	1,484.50	750.00	197.93%
1110420 - Books - Classroom	0.00	200.00	0.00%
1113410 - Supplies - Specials	105.62	400.00	26.41%
1113415 - Materials - Specials	73.04	3,700.00	1.97%
1113420 - Books - Specials	0.00	200.00	0.00%
1260410 - Supplies - Title I	659.55	1,200.00	54.96%
2134410 - Supplies - Nurse	63.23	150.00	42.15%
3320410 - Supplies - Office	493.68	4,000.00	12.34%
3320414 - Supplies - General	1,509.31	4,000.00	37.73%
3320418 - Postage/Shipping	22.00	300.00	7.33%
3320491 - PTO Expense	0.00	1,500.00	0.00%
3420451 - Natural Gas	0.00	12,000.00	0.00%
3420452 - Electricity	0.00	2,000.00	0.00%
3420457 - Water/Sewage/Garbage/Mosquito	0.00	5,000.00	0.00%
3420492 - Fundraising Expense	883.00	1,000.00	88.30%
1410490 - Student Council	0.00	550.00	0.00%
4300490 - Garden	0.00	500.00	0.00%
Total Supplies & Materials	<u>7,143.73</u>	<u>43,950.00</u>	<u>16.25%</u>
Other			
3320640 - Dues & Fees	1,776.28	2,500.00	71.05%
3320641 - PTSB/Background Cks	212.00	150.00	141.33%
3320791 - Director's Fund	450.00	750.00	60.00%
4100460 - Breakfast, Snack & Lunch Assist	641.93	8,000.00	8.02%
3900791 - Miscellaneous	5,033.00	0.00	0.00%
Total Other	<u>8,113.21</u>	<u>11,400.00</u>	<u>71.17%</u>
Total Expenses	<u>618,971.67</u>	<u>1,113,802.00</u>	<u>55.57%</u>
Change in Net Assets	119,369.67	3,265.00	
Net Assets at July 1, 2020	<u>240,737.72</u>	<u>240,737.72</u>	
Net Assets at December 31, 2020	\$ <u>360,107.39</u>	\$ <u>244,002.72</u>	



Laramie Montessori Charter School

608 South 4th Street, Laramie, Wyoming 82070

Phone: 307-742-9964

Fax: 307-742-2858

"Imagination does not become great until human beings, given the courage & strength, use it to create."

Maria Montessori

January 2021 Board Report

Enrollment Summary (as of 1/22/2021)

- Kindergarten 13 students (11 in-person / 2 virtual)
- Lower Elementary 28 students (24 in-person / 4 virtual) {+1 in-person}
 - 1st Grade 12
 - 2nd Grade 9
 - 3rd Grade 7
- Upper Elementary 24 students (19 in-person / 5 virtual) {+1 in-person}
 - 4th Grade 8
 - 5th Grade 10
 - 6th Grade 6

Total Students 65 students (54 in-person / 11 virtual)

Director Goal & Priority List for the 2020-21 School Year

- A. LMCS Student, Teacher & Staff Safety Plan (working document)...made revisions & updates with staff on hall transitions, recess and use of outside areas during the day.
- B. Build multi-tiered plan with staff & board to ensure smooth transition into a change in the school year due to COVID.....hoping this is not needed, but have made virtual plans and have made revisions after working with some parents on plan best for kids, teachers and parents.
- C. Work to ensure students show at least one years growth over the school year...all students have taken their benchmark tests this month, classroom teachers & Title staff are using this data to target areas each individual student are scoring low in to help the student improve in those areas.
- D. Ensure consistent school & director communication with all stakeholders...I work with Bronwyn to send out a weekly school news update to parents around Thursday or each week. I also send out a Director's Update each month during the first week of the month.
- E. Grow Student Enrollment count up to start of the 2021-22 school year
- F. Fulfill requirements for LMCS to become a Full Title School...application accepted by the state WDE and will now work this year to fulfill all the requirements of the application. If accepted as School wide title, would start the 2021-22 school year.
- G. Retention of & Training for all highly qualified staff...Our Staff Development Day on Monday, November 23rd will include multiple trainings for technology and Montessori teaching methods.
- H. Work with Board to secure permanent space for LMCS in Laramie...A possible first step is an upcoming meeting with the state facilities committee on Friday, January 8th

Appendix E. Laramie Montessori Charter School 2021-2026 Projected Budget

LMCS 5 Year Budget 2021 to 2026						
	Year 1	Year 2	Year 3	Year 4	Year 5	
	July 21- June 22	July 22- June 23	July 23- June 24	July 24- June 25	July 25- June 26	
Income						
81511 - Interest Income - General Fund	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
81521 - Interest Income - Major Maintenance	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
81790 - Student Council	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
81921 - Contributions and Donations - Individuals	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
81927 - PTO Income	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
81929 - Fundraising Income	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
83111 - Fdn Prtg - Charter School Adjustment	\$ 896,606.00	\$ 914,538.12	\$ 932,828.88	\$ 951,485.46	\$ 970,515.17	\$ 970,515.17
83171 - Major Maintenance Revenue						
83291 - SFC Lease Payment	\$ 185,876.00	\$ 193,311.04	\$ 193,311.04	\$ 201,043.48	\$ 201,043.48	\$ 201,043.48
84206 - Title I	\$ 94,000.00	\$ 94,940.00	\$ 95,889.40	\$ 96,848.29	\$ 97,816.78	\$ 97,816.78
CARES ACT						
84207 - Instructional Facilitator						
84208 - Title IIA Class Size Reduction						
85612 - Other Grants	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Total Income	\$ 1,191,482.00	\$ 1,217,789.16	\$ 1,237,029.32	\$ 1,264,377.24	\$ 1,284,375.43	
Expenses						
Capital/Facilities						
110500 - Equip/Furnishings - Classroom	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3320500 - Equip/Furnishings - Admin/Gen	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3420570 - Depreciation Expense	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
3470500 - Major Maintenance Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3850500 - Equip/Furnishings - Info Tech	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
5000325 - Facilities Rental	\$ 283,210.92	\$ 294,539.36	\$ 294,539.36	\$ 306,320.93	\$ 306,320.93	\$ 306,320.93
6100620 - Interest Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital/Facilities	\$ 286,210.92	\$ 297,539.36	\$ 297,539.36	\$ 309,320.93	\$ 309,320.93	\$ 309,320.93
Payroll						
1110111 - Salaries - Teachers	\$ 242,421.00	\$ 242,421.00	\$ 242,269.42	\$ 252,214.81	\$ 257,259.10	\$ 257,259.10
1110113 - Salaries - Assistant Teachers	\$ 66,000.00	\$ 66,000.00	\$ 67,320.00	\$ 68,666.40	\$ 70,039.73	\$ 70,039.73
1110119 - Salaries - Tutoring	\$ 7,000.00	\$ 7,000.00	\$ 7,140.00	\$ 7,282.80	\$ 7,428.46	\$ 7,428.46
1110120 - Salaries - Substitutes	\$ 7,500.00	\$ 7,500.00	\$ 7,650.00	\$ 7,803.00	\$ 7,959.06	\$ 7,959.06
1113111 - Salaries - Specials	\$ 45,700.00	\$ 45,700.00	\$ 46,614.00	\$ 47,546.28	\$ 48,497.21	\$ 48,497.21
1115113 - Salaries - Recess Monitor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1260111 - Salaries - Title I Teachers	\$ 62,500.00	\$ 62,500.00	\$ 63,750.00	\$ 65,025.00	\$ 66,325.50	\$ 66,325.50
3320110 - Salaries - Administration	\$ 163,000.00	\$ 163,000.00	\$ 166,260.00	\$ 169,585.20	\$ 172,976.90	\$ 172,976.90
4100113 - Salaries - Breakfast Monitor	\$ 15,500.00	\$ 15,500.00	\$ 15,810.00	\$ 16,126.20	\$ 16,448.72	\$ 16,448.72
3000210 - Support Svcs - Social Security	\$ 38,000.00	\$ 38,000.00	\$ 38,760.00	\$ 39,535.20	\$ 40,325.90	\$ 40,325.90
3000215 - Support Svcs - Medicare	\$ 9,000.00	\$ 9,000.00	\$ 9,180.00	\$ 9,363.60	\$ 9,550.87	\$ 9,550.87
3000220 - Support Svcs - Wyo Retire Sys.	\$ 59,000.00	\$ 59,000.00	\$ 60,180.00	\$ 61,383.60	\$ 62,611.27	\$ 62,611.27
3000230 - Support Svcs - Health Insurance	\$ 60,000.00	\$ 60,000.00	\$ 61,200.00	\$ 62,424.00	\$ 63,672.48	\$ 63,672.48
3000240 - Support Svcs - Worker's Comp	\$ 15,000.00	\$ 15,000.00	\$ 15,300.00	\$ 15,606.00	\$ 15,918.12	\$ 15,918.12
3000250 - Support Svcs - Wyo Unemploy.	\$ 5,500.00	\$ 5,500.00	\$ 5,610.00	\$ 5,722.20	\$ 5,836.64	\$ 5,836.64

Total Payroll	\$ 796,121.00	\$ 796,121.00	\$ 812,043.42	\$ 828,284.29	\$ 844,849.97
Purchased Services					
1110334 - Field Trips	\$ 7,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
2112310 - Student Counseling Services	\$ 29,728.00	\$ 29,728.00	\$ 30,000.00	\$ 30,500.00	\$ 31,000.00
2210312 - Montessori Consultants					
2213300 - Professional Development	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
2213303 - MECR Training - Prof Development	\$ 2,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
3320317 - Board Development/Training					
3320318 - Accounting & Auditing Services	\$ 22,000.00	\$ 22,220.00	\$ 22,442.20	\$ 22,666.62	\$ 22,893.29
3320319 - Legal Services	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00
3320325 - Equipment Rental & Maint	\$ -	\$ -	\$ -	\$ -	\$ -
3320340 - Telephone/Internet Services	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
3320350 - Advertising/Recruit/PR/Market	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
3320360 - Printing/Binding Services	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
3420323 - Repairs & Maintenance	\$ 100.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
3420380 - Insurance - Liability/Property	\$ 8,565.00	\$ 8,736.30	\$ 8,911.03	\$ 9,089.25	\$ 9,271.03
3850323 - Technology Maintenance	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,500.00
Total Purchased Services	\$ 82,293.00	\$ 90,784.30	\$ 93,453.23	\$ 94,355.87	\$ 98,764.32
Supplies & Materials					
1110410 - Supplies - Classroom	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1110414 - Supplies - Academic Testing					
1110415 - Montessori Materials - Kinder	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
1110416 - Montessori Mat - Lower Elem	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
1110417 - Montessori Materials - Upper	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
1110420 - Books - Classroom	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
1113410 - Supplies - Specials	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
1113415 - Materials - Specials	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
1113420 - Books - Specials	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
1115500 - Equip/Materials-Playground					
1260410 - Supplies - Title I	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
1410490 - Student Council	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
2134410 - Supplies - Nurse	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00
3320410 - Supplies - Office	\$ 3,400.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3320414 - Supplies - General	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
3320418 - Postage/Shipping	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
3320491 - PTO Expense	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
3320492 - Fundraising Expense	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Total Supplies & Materials	\$ 16,550.00	\$ 16,650.00	\$ 16,650.00	\$ 16,650.00	\$ 16,650.00
Other					
3320640 - Dues & Fees	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
3320641 - PTSSB/Background Cks	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00
3320791 - Director's Fund	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
4100460 - Breakfast, Snack & Lunch Assist	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Total Other	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00	\$ 10,300.00
Total Expenses	\$ 1,191,474.92	\$ 1,211,394.66	\$ 1,229,986.00	\$ 1,258,911.09	\$ 1,279,885.22
Change in Net Assets	\$ 7.08	\$ 6,394.50	\$ 7,043.32	\$ 5,466.15	\$ 4,490.20