

**Laramie Montessori Board of Trustees**  
**Regular Board Meeting**  
**June 24, 2021**  
**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

One board member mentioned that his children finish their to-do checklist before video games or other chosen activities.

Jeff's Montessori moment was recalling how well incoming kindergarteners are acclimating to the Montessori environment and school expectations.

B. Roll Call- all board members are present

C. Approval of Agenda

Josh moved to approve the agenda, Megan seconded, all were in favor and the motion was passed.

II. Minutes

A. Approval of Minutes, Board Meeting, May 26, 2021

Megan moved to approve the May minutes, Josh second the motion, all were in favor and the motion passed.

III. Audience Communication

A. Teacher Representative- n/a

B. Open communication- n/a

IV. Monthly Financial Report

A. Review and Board Action to approve May 2021 Financial Report

Josh moved to approve the May Financial Report, Megan seconded the motion, all were in favor and the motion passed.

V. Reports

A. Director's Report – Jeff Verosky

Projected enrollment for the start of the 2021-22 school year is 96 students projected. Jeff is looking to see what the enrollment cap will be.

The Flower Run was a success.

B. Ad hoc Preschool Exploration Committee-

Jeff has a meeting with DFS on Monday to go over preschool laws. LMCS will need to put up additional exit signs, lighting, smoke detectors, and fire alarm system to meet preschool requirements. An addendum will need to be added to the charter to include the preschool. Tuition discounts could include discounts for school district employees and for multiple enrolled children. Preschool Policy Document needs to be sent to Megan Hayes and LMCS Board.

Second summer school session starts July 12 and LMCS would like to do a PK summer session if DFS license is obtained by then. August 1<sup>st</sup> is cutoff for age limit and a little grace period with testing. A Preschool Transition Committee will be implemented to assist with the change.

Josh moved to accept the Preschool Transition Committee, Megan seconded, all were in favor and the motion passed.

C. Committee Reports:

PTO- N/A

Accountability (Jana) - N/A

Nominating- N/A

Policy and Planning (Josh)- N/A

Finance (Megan)- N/A

Facilities (Josh)- N/A

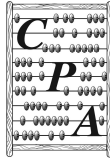
Resource Development (Jana)- N/A

Marketing (Ashlee)- N/A

VI. Audience Communication II- n/a

VII. Adjourn

Josh moved to adjourn, Megan seconded, all were in favor and the motion passed



CPA GROUP OF LARAMIE, LLC

DUNNUCK · HAMILTON · ROESLER · BROOK

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 June 30, 2021 and the related statement of activities and cash flows for the one and twelve 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.

*1273 N. 15<sup>th</sup> Street, Suite 121 • Laramie, WY 82072*

*Tel (307)745-7241 • Fax (307)745-7292 • E-mail: [info@cpalaramie.com](mailto:info@cpalaramie.com)*

*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  
July 20, 2021

## LARAMIE MONTESSORI SCHOOL, INC.

## STATEMENT OF NET ASSETS

JUNE 30, 2021

## ASSETS

## Current Assets

Cash and Checking Accounts - Operating	\$	99,590.97
Savings Account - Operating		109,281.79
Cash and Checking Accounts - Restricted		67,531.74
Total Cash		<u>276,404.50</u>

## Other Current Assets

Prepaid expenses		0.00
Other Current Assets		13.53
Total Current Assets		<u>276,418.03</u>

## Non-Current Assets

Property and Equipment		32,976.25
Less Accumulated Depreciation		31,476.25
Net Property and Equipment		<u>1,500.00</u>

## Total Assets

277,918.03

## LIABILITIES

## Current Liabilities

Accounts Payable	\$	0.00
Payroll Taxes and Benefits Payable		11,058.50
Current Portion of Long-Term Liabilities		2,882.84
Total Current Liabilities		<u>13,941.34</u>

## Total Liabilities

13,941.34

## NET ASSETS

Unrestricted		<u>263,976.69</u>
Total Net Assets		<u>263,976.69</u>

## Total Net Assets and Liabilities

\$ 277,918.03

LARAMIE MONTESSORI SCHOOL, INC.  
**STATEMENT OF ACTIVITIES**  
 FOR THE ONE AND TWELVE MONTHS ENDED JUNE 30, 2021

Revenue, Gains and Other Support	
Contributions and Donations	\$ 956.88
Student Council Income	147.95
Fundraising	3,361.57
Fnd Prg - Charter School Adjustment	896,651.43
Major Maintenance	0.00
SFC Lease Payment	185,876.00
Title I Revenue	109,319.63
Charter School Grant	0.00
Interest	123.65
Other Grants	<u>2,155.00</u>
Total Revenue, Gains & Other Support	<u>1,198,592.11</u>
Expenses	
Capital/Facilities	286,583.69
Payroll	804,800.84
Purchased Services	66,677.74
Supplies & Materials	11,611.31
Other	<u>10,985.56</u>
Total Expenses	<u>1,180,659.14</u>
Change in Net Assets	17,932.97
Net Assets at July 1, 2020	<u>246,043.72</u>
Net Assets at June 30, 2021	<u>\$ <u>263,976.69</u></u>

LARAMIE MONTESSORI SCHOOL, INC.  
**STATEMENT OF CASH FLOWS**  
 FOR THE ONE AND TWELVE MONTHS ENDED JUNE 30, 2021

CASH FLOWS FROM OPERATING ACTIVITIES	
Change in net assets	\$ 17,932.97
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	159.96
(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	<u>-33,790.88</u>
Total Cash from Operating Activities	<u>-15,697.95</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>-1,625.00</u>
Net cash from financing activities	<u>-1,625.00</u>
Net Change in Cash	<u>-17,322.95</u>
CASH	
Beginning	<u>293,727.45</u>
Ending	<u>\$ 276,404.50</u>

LARAMIE MONTESSORI SCHOOL, INC.  
**SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON**  
 FOR THE ONE AND TWELVE AND MONTHS ENDED JUNE 30, 2021

	Actual	Annual Budget	Actual % of Annual Budget
Revenue, Gains and Other Support:			
81511 - Interest Income - General Fund	\$ 85.56	\$ 300.00	28.52%
81521 - Interest Income - Major Maintenance	38.09	200.00	19.05%
81790 - Student Council	147.95	500.00	29.59%
81921 - Contributions & Donations - Individuals	956.88	5,000.00	19.14%
81927 - PTA Income	0.00	1,500.00	0.00%
81929 - Fundraising Income	3,361.57	6,000.00	56.03%
83111 - Fdn Prg - Charter School Adjustment	896,651.43	896,606.00	100.01%
83291 - SFC Lease Payment	185,876.00	185,876.00	100.00%
84206 - Title 1	109,319.63	97,846.20	111.73%
85612 - Other Grants	<u>2,155.00</u>	<u>4,655.00</u>	46.29%
Total Revenue, Gains & Other Support	1,198,592.11	1,198,483.20	100.01%
Expenses:			
Capital/Facilities			
1110500 - Equip/Furnishings - Classroom	0.00	100.00	0.00%
3320500 - Equip/Furnishings - Admin/Gen	233.48	233.48	100.00%
3420570 - Depreciation Expense	159.96	1,000.00	16.00%
3850500 - Equip/Furnishings - Info Tech	2,085.02	2,085.02	100.00%
5000325 - Facilities Rental	283,211.18	283,210.92	100.00%
6100620 - Interest Expense	<u>894.05</u>	<u>1,000.00</u>	89.41%
Total Capital/Facilities	286,583.69	287,629.42	99.64%
Payroll			
1110111 - Salaries - Teachers	250,671.12	251,000.00	99.87%
1110113 - Salaries - Assistant Teachers	66,034.48	69,000.00	95.70%
1110119 - Salaries - Tutoring	3,600.00	500.00	720.00%
1110120 - Salaries - Substitutes	3,139.77	6,000.00	52.33%
1113111 - Salaries - Specials	44,652.53	45,500.00	98.14%
1260111 - Salaries - Title I Teacher	83,053.73	82,520.00	100.65%
3320110 - Salaries - Administration	96,810.27	93,000.00	104.10%
3321110 - Salaries - Director	84,999.96	85,000.00	100.00%
3000210 - Support Svcs - Social Security	39,367.98	39,100.00	100.69%
3000215 - Support Svcs - Medicare	9,207.04	9,200.00	100.08%
3000200 - Support Svcs - Wyo Retire Sys	61,829.00	62,100.00	99.56%
3000230 - Support Svcs - Health Insurance	48,426.03	49,000.00	98.83%
3000240 - Support Svcs - Worker's Comp	7,841.31	11,500.00	68.19%
3000250 - Support Svcs - Wyo Unemployment	<u>5,167.62</u>	<u>6,000.00</u>	86.13%
Total Payroll	\$ 804,800.84	\$ 809,420.00	99.43%



LARAMIE MONTESSORI SCHOOL, INC.  
**SCHEDULE I: STATEMENT OF ACTIVITIES BUDGET COMPARISON**  
FOR THE ONE AND TWELVE AND MONTHS ENDED JUNE 30, 2021

Purchased Services			
1110334 - Field Trips	\$ 679.00	5,000.00	13.58%
2112310 - Student Counseling Services	29,727.99	29,728.00	100.00%
2213300 - Professional Development	534.94	0.00	#DIV/0!
3320318 - Accounting & Auditing Services	17,624.68	21,000.00	83.93%
3320319 - Legal Services	3,367.00	8,000.00	42.09%
3320340 - Telephone/Internet Services	1,082.41	1,100.00	98.40%
3320350 - Advertising/Recruit/PR/Market	0.00	500.00	0.00%
3320360 - Printing/Binding Services	39.75	150.00	26.50%
3420323 - Repairs & Maintenance	137.00	100.00	137.00%
3420380 - Insurance - Liability/Property	8,560.43	8,560.43	100.00%
3850323 - Technology Maintenance	4,924.54	5,000.00	98.49%
Total Purchased Services	<u>66,677.74</u>	<u>79,138.43</u>	<u>84.25%</u>
Supplies & Materials			
1110410 - Supplies - Classroom	3,358.19	3,000.00	111.94%
1110415 - Montessori Materials - Kinder	6.94	100.00	6.94%
1110416 - Montessori Mat - Lower Elem	185.57	200.00	92.79%
1110417 - Montessori Materials - Upper	1,484.50	1,484.50	100.00%
1113410 - Supplies - Specials	105.62	300.00	35.21%
1113415 - Materials - Specials	73.04	3,600.00	2.03%
1260410 - Supplies - Title I	921.71	1,000.00	92.17%
2134410 - Supplies - Nurse	71.23	75.00	94.97%
3320410 - Supplies - Office	1,511.18	1,000.00	151.12%
3320414 - Supplies - General	2,242.76	2,500.00	89.71%
3320418 - Postage/Shipping	162.90	300.00	54.30%
3320491 - PTO Expense	258.35	1,500.00	17.22%
3420492 - Fundraising Expense	1,229.32	250.00	491.73%
1410490 - Student Council	0.00	100.00	0.00%
Total Supplies & Materials	<u>11,611.31</u>	<u>15,409.50</u>	<u>75.35%</u>
Other			
3320640 - Dues & Fees	2,347.72	2,050.00	114.52%
3320641 - PTSB/Background Cks	791.00	200.00	395.50%
3320791 - Director's Fund	513.08	750.00	68.41%
4100460 - Breakfast, Snack & Lunch Assist	2,300.76	3,500.00	65.74%
3900791 - Miscellaneous	5,033.00	0.00	0.00%
Total Other	<u>10,985.56</u>	<u>6,500.00</u>	<u>169.01%</u>
Total Expenses	<u>1,180,659.14</u>	<u>1,198,097.35</u>	<u>98.54%</u>
Change in Net Assets	17,932.97	385.85	
Net Assets at July 1, 2020	<u>246,043.72</u>	<u>246,043.72</u>	
Net Assets at June 30, 2021	<u>\$ 263,976.69</u>	<u>\$ 246,429.57</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*

## July 2021 Board Report

### **2021-22 Projected Enrollment Summary** (as of 7/22/21)

• Primary 32 students

• PreSchool 13

• Kindergarten 19

• Lower Elementary 39 students

• 1st Grade 16

• 2nd Grade 13

• 3rd Grade 10

• Upper Elementary 22 students

• 4th Grade 8

• 5th Grade 8

• 6th Grade 6

**Total Students 93 students (80 K-6 students.....13 PreSchool)**

### Director Goal & Priority List from the 2021-22 School Year

- A. Updated LMCS Student, Teacher & Staff Safety Plan (working document) based on latest county/state conditions.
- B. Integrate the preschool program into our Primary Level for a seamless transition to Kindergarten.
- C. Work to ensure students show at least one years growth over the school year.
- D. Ensure consistent school & director communication with all stakeholders.
- E. Grow Student Enrollment count up to start of the 2022-23 school year.
- F. Fulfill requirements for LMCS to become a Full Title School.
- G. Retention of & Training for all highly qualified staff.
- H. Work with Board to secure permanent space for LMCS in Laramie.