



Agenda

Providence Hall- Board of Trustees Meeting
January 21, 2010

Meeting called to order by Erin Preston at:

- Roll Call
- Public Comment (must be turned in 48 hours in advance and no longer than 3 minutes)

Erin Preston:

- Follow up questions and comments from previous board meeting
- Approval of November BOT minutes
- Teacher Incentive Discussion
- Advertising, Sponsorship, and Material Distribution on Campus

PHAST:

- Upcoming Events

Mark Johnson:

- Monthly Principal Update
- Proposed Calendar for 2010-2011
- Fall Evaluations
- Proposed Policy
- Admin and Teacher Mid-Year Evaluations
- Prospective Salary Review
- School Lunch Plan

Jodi Lusty:

- IB Update
- Initial Consultation Report
- IB Progression Chart
- Action Plan for Part B

Chris Ord:

- Business Managers Update
- Transparency Reporting

Jon Hagen:

- NIMS Resolution

Closed Session:

- Discussing an individual's character, professional competence, or physical or mental health.
- Strategy sessions to discuss the purchase, exchange, lease or sale of real property.
- Investigative proceedings regarding allegations of criminal misconduct.

Work Session: Budget

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: _____ **November BOT Minutes** _____

Purpose:

- | | | |
|---|--|---|
| <input type="checkbox"/> Informational | <input type="checkbox"/> Perspective/Discussion | <input type="checkbox"/> Board action |
| | | <input type="checkbox"/> Recommendation |
| | | <input checked="" type="checkbox"/> X Vote |

Submitted By: _____ **Kathy Davis** _____

Background:

These are the BOT minutes from November 2009.

Recommendation:

Vote for approval.



Minutes
Providence Hall - Board of Trustees Meeting
Thursday, November 19, 2009

Meeting called to order by ERIN PRESTON at 6:08 pm:

ROLL CALL:

Board of Trustee members present: Erin Preston, Laurie Compton, Stephanie Soper, Alicia Hansen. Robb Enger will be late. Paige Anderson is home with sick children.

Others Present: Mark Johnson, Jodi Lusty, Chris Ord, Lincoln Filmore, Jenny Hunter, Courtney Swartwood, Shasta Purdie, Lindsey Werner, Chantel Bird, Kim Andersen, Hayley Boyd.

Public Comment: None.

ERIN PRESTON:

Item of Discussion: Follow-up Questions and Comments from Previous BOT Meeting

Item of Discussion: Approval of October Board Minutes

Motion by Laurie to approve October BOT minutes. 2nd by Stephanie. Approval is unanimous.

Item of Discussion: Teacher Incentive Discussion

Providence Hall has reserve funds and is in a good place to use these funds to advance our goals. Would like to provide more training for our teachers. Robb Enger arrives. Proposed tuition reimbursement program for teachers who would like to advance their degrees. Erin recommends up to 50% reimbursement with a cap of \$4000.00 per year, per teacher with a good faith request that they would stay. Stephanie suggests a contract that if they leave within a certain amount of time the teacher must repay the reimbursement. Alicia suggests a survey with teachers to see how many teachers would take advantage of it. Erin asks Chris and Lincoln to run numbers taking into account between \$2000 - \$4000 reimbursement and see how it would affect the budget. Teachers salary would also increase due to higher degrees. Erin will investigate further. Erin would like to have a budget meeting at the beginning of calendar year and move this to budgeting work session.

Item of Discussion: Admin Analysis

No discussion.

Item of Discussion: Admin Job Descriptions and Role Discussion

Mark asked to list out different component parts of jobs and address the consistency with achieving those goals. Mark made a few changes and modifications on reporting structure. Jodi will be spending more time in classes and with teachers. Kelly has taken on more of the student discipline role to free Mark up. Erin suggests two assessments; a self-assessment on individual component parts and then Mark would assess the employee's individual component parts and factor in to the end of year evaluations of performance. Erin suggests Jon create an on-line survey for assessment. Erin asks Mark to do a proposal on either using the same format for the employees self assessment or come up with something else. Would like to do this semi-annually.

Item of Discussion: Discussion of Board Focus and Priorities

List of committees: Laurie - Academic Excellence Committee. Outreach committee – no objection to eliminate this committee. Curriculum committee – **Laurie proposes that the Curriculum Committee and the Assessment Committee combine and become the Academic Excellence Committee. Motion by Robb. 2nd by Stephanie. Approval is unanimous.** Dyslexia / Struggling Readers Research Committee - enacted under the direction of Paige Anderson. Special Learners Committee; name will stay for now. **Motion by Laurie to approve the committee as established per Paige. 2nd by Alicia. Approval is unanimous.** Love and Logic Committee – no board member or chair person on committee. BOT agrees it is now an administrative committee as well as outreach committee. **Motion by Robb to remove this committee and the Outreach Committee from being a Board of Trustees committee and making it an administrative committee. 2nd by Laurie. Approval is unanimous.** Accreditation Committee – no BOT member or chair. BOT feels this should be administrative committee, not a BOT committee. **Motion by Robb to move Accreditation Committee to an administrative committee with quarterly report on progress. 2nd by Laurie. Approval is unanimous.** Student Body Officers Committee – Kim Richins is on this committee and is the liaison. With current operation this needs to be moved to be a PHAST Committee. **Motion by Laurie to move Student Body Officers committee to be a PHAST committee. 2nd by Robb. Approval is unanimous.** Health and Safety Committee – budgets intertwine with the safety grant. Health and Safety needs to be a free standing committee per requirement of Risk Management and remain a BOT committee. Shelly needs to be added as a member of this committee. **Motion by Laurie to combine PHAST committee chair over Health and Safety and Health and Safety Committee and redefine committee to make sure all is covered. 2nd by Stephanie. Approval is unanimous.** UPIPS Committee – ask Mark and Kathy Watson for response. Land Trust Committee – PHAST President. **Motion by Robb to leave as a BOT committee with head as PHAST chair with the requirement that the board be notified of meeting times for board attendance and input. 2nd by Laurie. Approval is unanimous.** Providence Hall Culture and Public Relations Committee by Paige. PHAST has Hospitality Committee established. BOT has agreed to delay until Paige can be at meeting. Paige would like to see something specific for the teachers to show BOT appreciation. This is not to conflict with PHAST Hospitality Committee. Public relations is also relevant to this. Stephanie recommends that PHAST publicity representative be a member of this committee. **Motion by Robb to approve \$2500 new line item for staff appreciation and create a committee for this to be chaired by Paige Anderson. 2nd by Laurie. Approval is unanimous.**

Item of Discussion: PI Review and Potential Purchase

Delayed until a later date.

Item of Discussion: Emergency Item.

Reduced interest rate on the long-term note by ¼ %. Had 30 minutes to sign. BOT supports action by Erin. Paige Anderson arrives. Robb asks to see what the savings will be.

ALICIA HANSEN:

Item of Discussion: Health and Safety Committee Report

No questions. No cell phone use during drop off and pick up – post signs and encourage parents not to be on phones for the safety of students.

Item of Discussion: REMS Update

Pull forward sign will be put up.

Item of Discussion: Sept 11 Statement of Drill

Jon and Kelly are attending a safety training and cannot comment. Will delay until a later date.

CHRIS ORD:

Item of Discussion: Monthly Business Manager Update

Providence Hall is under budget. The state revenues are not coming into the state as projected. Possible funding cuts. Lincoln suggests: 1. do nothing. 2. areas in budget where some cuts can be made. Mark and Lincoln went over the budget and found about \$60,000 where things can be cut that wouldn't really be felt. Auditors said Providence Hall needs to implement better procedures to implement cash receipts. Robb had questions that were cleared up by Lincoln and Chris.

Item of Discussion: Tile Prep

Soft tile installation was discussed. \$10,000 was approved. Tiles were \$7,000. Installation was an additional \$7500. Billed for \$15,000 including total installation cost. 3 bids were received. Recommended by Erin to use Peck. **Motion by Laurie to approve \$6500 to allow Peck Ormsby to finish the playground tile. \$2000 for tile install and \$4500 for Peck. 2nd by Robb. Approval is unanimous.**

Item of Discussion: Update on playground and front office counter

Erin approves Chris to have Bill move ahead and reconstruct the front office counter.

PHAST:

Item of Discussion: Board Minutes / Timeline of Events

Stephanie would like name tags for PHAST members and executive officers at functions. PHAST has \$500 towards Music Department. Providence Hall does not have a piano. Keyboard stands are not steady. Stephanie would like BOT to allow a match of money for the purchase of a piano for the music program. **Motion by Robb to budget \$1000 for a piano to be purchased for the school. 2nd by Laurie. Approval is unanimous.**

Item of Discussion: Recent Events

No questions or discussion.

Item of Discussion: Current Projects

Discussion on having a face book or blog specific to Providence Hall. Teachers discussed their thoughts on bringing siblings when volunteers come in. Move back to committee discussion set up by Paige Anderson.

Item of Discussion: Definition of PHAST

No questions or discussion.

MARK JOHNSON:

Item of Discussion: Monthly Principal Update

Tracking failing grades – will make proposal and report to BOT next week. BOT would like to see teacher evaluations. Employees will do a self-evaluation semi-annually. Iowa test results haven't come in yet.

Item of Discussion: Enrollment

Mark and Kathy explain the options for this action. Last year it was proposed that Jon would take over the lottery system. Many days were wasted trying to fill openings. Many entries have been on for a long time and have moved on or are no longer interested. To try to get the wait list to a more accurate list, entries will be removed from the existing list if they don't confirm their entry. **Motion by Laurie that we dissolve all unconfirmed status enrollees at the end of open enrollment before the lottery is run but making sure we have gone through the proper steps of properly informing them by email that they have to reconfirm. 2nd by Robb. Approval is unanimous.**

Item of Discussion: Admin Job Descriptions

No discussion or questions.

Items of Discussion: Spanish Proposal

New student can be overwhelmed with Spanish if they have never learned the language. BOT agrees not to test in Spanish; only participation. Pushing academic goals and reducing Spanish time will create more time in teachers focusing on other subjects needed and reaching their goals. A teacher explains how she thinks that shortening Spanish would be more beneficial. **Motion by Laurie to change the Spanish program to be taught twice a week, back to back for 30 minutes for each class rather than 30 minutes four times a week. We propose we change the grades to participation grades rather than letter grades. 2nd by Alicia. Approval is unanimous.** Public relations committee will need to put the word out to parents.

Item of Discussion: Utah Consolidated Application

Funding is tied to this report. Report must be submitted correctly and on time. Goals were set by BOT. **Motion by Laurie to approve the UCA report as presented. 2nd by Robb. Vote is not unanimous. Opposed by Paige.**

Item of Discussion: ARRA Purchases

One time money that must be used on Special Education only. Can roll over for 1 year.

Item of Discussion: H & R Block

Lincoln will recommend a policy. Will delay vote until next meeting.

JODI LUSTY:

Item of Discussion: IB Update

Informational. BOT would like a report on how the IB meeting goes.

Item of Discussion: IB Administrator Training

Heads of School training meeting. Paige doesn't think Kathy Watson should go at this time. Level 1 training will be later this summer and would receive training then. Erin and Laurie express the benefit of going with other employees.

Item of Discussion: Professional Development Days for Creating IB Unit Planners

Cannot cut teaching days to add Professional Development days. Erin asks that Mark and Jodi research with State Charter Board to see if it is ok to shorten a few extra days throughout the year for Professional Development days. They will work on suggestions and present to the board at another time.

Item of Discussion: What is Right at Providence Hall

Highlights given on teachers, admin, how the school is running. BOT would like to see the program of inquiry and updates on our website. Erin suggests adding a link on the website that highlights what Jodi has written. Paige suggests finding a committee member that will write the highlights and post them. Jodi said she plans on doing that. Mark states he and teachers can also contribute.

Item of Discussion: IB Progression Chart

BOT appreciates progression chart.

PAIGE ANDERSON:

Item of Discussion: Special Learners Committee

No discussion or questions.

Item of Discussion: Adding Heidi Totten to BOT

3 part item – 1. Is this something the board wants as a board position. 2. Do we want to set a policy in place for adding new board members or adding additional board positions. 3. Addressing the situation specific to Heidi Totten. Fundraising – limited to 1 fundraiser per year. Heidi is interested in doing fundraising for the school but not interested in being on the board. Paige explains she would like to see it more of a corporate fundraising, not a parent fundraising. Discussion on whether or not it will be a beneficial role to add a new board member to fulfill this fundraising position. Erin will come up with suggestions defining position and forward to BOT.

Motion by Robb to add position to board. 2nd by Paige. Approval is unanimous. Part 2 - policy on adding board positions – Erin will add to next board meeting.

Item of Discussion: Providence Hall Marketing and School Culture Committee
Discussed previously.

Closed Session:

Motion to move to closed session – Robb, Laurie, Stephanie, Alicia, Erin.

Meeting adjourned by ERIN PRESTON at 9:10 pm.

ADVERTISING, SPONSORSHIP, AND MATERIAL DISTRIBUTION ON CAMPUS

The Board recognizes the educational value of proper and wholesome resources in the nature of individual personalities, business and institutional publications and the many materials of local, state, and national agencies.

The property, parking lots, sidewalks, and facilities of Charter Academy and the publications of Charter Academy are a closed forum, to be managed in the best interests of the students and patrons as determined by school Administration.

The Board of Directors adopts the following policy relating sponsorship of school facilities or activities by outside entities and for the distribution of advertising or other materials from outside parties on campus.

SPONSORSHIP OF FACILITIES OR ACTIVITIES

The board or administration may seek sponsorship for specific school activities or for any part of the school's facilities. All sponsors must:

- Be approved by the Board of Directors
- Not participate in any activity or produce any product that would be prohibited on school grounds by policy, rule, or statute
- Pay a sponsorship fee (or make an in-kind donation) as negotiated with school administration

Charter Academy and any sponsor shall enter a written agreement specifying the fee or donation, the activity or facility (or portion thereof) sponsored, and the length or term of the sponsorship. The Board may revoke the sponsorship agreement at any time by majority vote and refunding the prorated fee or donation based on the proportion of actual sponsorship compared to the agreed term.

SCHOOL PUBLICATIONS AND PRINTED MATERIALS

The Board places the responsibility for school publications and distribution of any materials with school administration. Therefore, printed material of any nature shall not be distributed on the school premises without the consent of the school principal. Flyers, handbills, or other printed materials which are not either approved by the principal are prohibited and may not be posted or distributed on school property or placed in mail boxes that are provided for school staff. All publications shall be free of any adverse, lewd, wanton, or lascivious writings or pictures. There shall be no publications of a nature that would ridicule, defame, belittle, or otherwise injure the character of any individual or group.

Charter Academy will not accept or publish public political advertising on ballot initiatives, constitutional amendments, and candidates for election. The Board may publicize its position on initiatives and other matters sponsored by the Board or having a direct bearing on the education of students in Charter Academy.

Printed material advertising a private service not related to Charter Academy or education in general may be distributed at the discretion of the school principal. The principal may require the sponsors of such material to pay a fee to the school for the privilege of distribution within the school. Fees shall be uniformly applied, but may be waived for community events and activities sponsored by a local city or other community organization, or for services or activities that are closely related to Charter Academy's mission. Fliers may not advertise any activity or product that would be prohibited on school grounds by policy, rule, or statute.

From: gskan5@comcast.net
Sent: Sunday, January 10, 2010 10:15 AM
To: Kathy Davis
Subject: Phast upcoming events

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: _____

Purpose:

- Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: _____ Stephanie Soper _____

Background:

Phast Upcoming Events:

January 13-Dad's and Donuts
January 19-20Night at the Museum kick-off
February 12-Valentine's Parties (Room Parents), February B-day table
February 18-Parent/Teacher Conference Dinner-
February 18-19-Book Fair
March 15-19-Student Spirit Week (Student Government)

Date to be determined-Free Spring Carnival

Phast Elections to be held in the spring-We will discuss this at our next PHAST meeting on January 27

Positions that need to be filled are VP, Publicity Director, and Volunteer Director

Positions that can continue for one more year are: Fundraising Director, Secretary and Treasurer.

Recommendation:

Informational purpose only

Principal's Monthly Update **Submitted January 11, 2010**

Enrollment

The following are the current enrollment #'s as of today 1-06-10:

K – 100
1 – 101
2 – 100
3 – 100
4 – 100
5 – 100
6 – 99

Staffing Update

Liz Schnell (6th grade) is out on maternity leave. Her baby is doing well. The substitute is Debbie Turley. She did some long-term substituting for us last year and is a good substitute.

Jessica Sheffield (5th grade) is due on January 31st. I have already arranged for a recent USU graduate (certified teacher) to fill in for her. She is very excited and I think she will do well.

A new special ed. assistant started this week. Her name is Janette Maxwell. She replaces Tracy Larsen who had to quit due to college conflicts. We will miss her, but hopefully this new person will be good.

Academic Progress

Mid-year benchmarks are due February 3rd. This will include math, reading, and writing.

Anticipated Changes

Looking into options for a school lunch program.

State and Training updates

- ✓ Mike Marshall came out today and has arranged for us to be trained on the school's water flow valve test. If we perform this test quarterly, we receive a 10% refund on our Risk Management premium.
- ✓ I will be attending director's meeting on Monday the 11th.
- ✓ We will have our monthly team leader meeting on the 19th.
- ✓ I will be attending the monthly director's training conducted by Jeannie Rowland on January 29th.
- ✓ Kelly and Jon will be gone from the 18th thru the 20th for a REMS grant training in Texas.

- ✓ Jodi conducts an IB training 3 Fridays out of the month. One time she will meet with grades 5-6, the next 3-4, etc. We have made this change to better serve our teachers by allowing the training to be more specific to grade levels.
- ✓ Monthly language arts training will be on the 13th. Board members get to attend as part of their school visit. We moved it to this day so you could come and see it.
- ✓ PHAST meeting on .

Reports Submitted this past month

- Materials and pre-prints have been ordered for the annual DWA assessment. This test has been moved from 6th grade to 5th.
- Prior year W2 forms distributed to employees
- DWS wage report filed for prior quarter
- Form 941 filed for prior quarter
- Utah money management report filed by Dec 31st
- Monthly financial report submitted on October 20th.
- Federal compliance visit took place on December 10th
- First UPIPS report for special ed. was turned in. UPIPS is an extensive special education report required of all charter schools in their 2nd year.
- December 1 special ed. count was turned in.

Fun information

- Kindergarten nursery rhyme festival was on the 4th of December
- Faculty Christmas party was held on December 18th. Thank you for coming!

Mission and Philosophy

- 4th grade Mrs. Pocock's class performed the play, "The Best Christmas Pageant Ever" We had many parents and grandparents attend. It was fun.
- All teachers and staff completed CPR training on December 9, 10, 11.
- Sped has received a new program called the basic reading inventory. It is used to assess our reading students in a different way. Kathy has used it to place them in the new sped. reading program that we just purchased and have now received. It is called Power Reading.
- Per charter policy and also IB guidelines to have student driven actions, our student body officers Student body officers have selected a school-wide humanitarian project to lead. They have chosen the "Pennies by the Inch" program to support the Primary Children's Hospital.
- On December 3rd I visited 3 charter schools in the Ogden area. The visits are set up by the charter school association and are meant to help directors by sharing successful practices.
- 6th grade is starting their Renaissance unit now that the medieval times are over with. They will be learning and performing Shakespeare plays next month.

- 5th grade continues to prepare for the DWA by using the Utah Write program in the computer lab.
- 2nd grade had their World's fair on the 7th. Great turnout.
- 3rd grade held their dance festival on the 11th.
- 5th and 6th grade have begun preparing for the science fair. The grade level fair will be on the 22nd of January. School wide fair on the 25th. Charter level fair on February 4th at UVU.
- 2nd grade did a unit on architecture. Each teacher did a different style and they crossed classes to hit all 4 styles covered.
- 4th grade did a neat inquiry based unit on soil.
- The Christmas music program was held on December 15th.
- 1st grade did a fun project. They had students do reports on different countries and celebrations that are unique to their culture. We had lots of parental support and participation. It was great.

Additional Updates

- I updated the IB information on the web-site. It should be more comprehensive now, but also a bit easier to understand
- We have received and mounted the world map in the hallway for Erin's world ancestry project.
- The charter school board meeting is on the 14th. This is when we will be asking for them to approve our amendment to our Spanish program.
- We now have our own fully operational weather station. This can be used by any grade level, but 4th grade is most excited about it since weather is part of their core curriculum.

School wide testing

Jodi has IOWA test results and is sending the grade level averages to you. This test was taken by grades 3 and 5 this fall. It is a national test and is quite different from the end of level test from Utah.

Teacher evaluations

These were completed in December. To follow is a chart with some evaluation data.

Fall Evaluation Averages

<u>Teacher/Staff Member</u>	<u>Grade</u>	<u>Average Score</u>
Proud	k	4.5
Larsen	k	4
Kwak	k	4.1
Miller	1	5
Katyal	1	4.6

Winder	1	4.6
Downs	1	4.3
Boyd	2	4.1
Bird	2	4.2
Andersen	2	4.6
Thomas	2	5
Clark	3	4.4
Mecham	3	4.7
Collett	3	4.6
Barton	3	4
Andersen	4	4.2
Jones	4	4.6
Pocock	4	4.9
Nuttall	4	4.7
Sheffield	5	4.5
Swartwood	5	4.8
Hunter	5	4.5
Stoker	5	4.45
Kirton	6	5
Werner	6	4.2
Purdie	6	4.3
Schnell	6	4.5
Lusty	curr	4.1
Mattingly	A/D	4
Davis	Sec	4.45
Watson	Sped	4.5

Any other things specific going on this month?

- Faculty meeting on January 6th after school.
- I will be meeting with Stephanie on January 12th to just go over general PHAST things and see if there is anything we can do to better coordinate our efforts, etc.
- The quarter ends January 15th and report cards go home the following Friday.
- PHAST meeting on January 27th.

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: Proposed calendar for 2010-2011

Purpose:

Informational

***Perspective/Discussion**

Board action

Recommendation

Vote

Submitted By: Principal Johnson

Background:

Attached is my recommendation for a new calendar for the next school year. I have made a few changes such as: PT conference at the end of the quarter instead of the middle of it, shorter fall break, longer Christmas break, 3 teacher professional development days during the year.

Recommendation:

Review and ask questions if necessary before adopting this calendar.

<u>Teacher Prof. Dev.</u>	<u>Aug 16-20</u>
<u>Back to School Night</u>	<u>August 19</u>

- | | |
|------------------------------------|-------------------------------------|
| ❖ First Day of School 1-6 | August 23 |
| ❖ First Day for Kindergarten | August 27 |
| ❖ Labor Day | Sept 6 (no school) |
| ❖ Fall Break | Oct 14-15 (no school) |
| ❖ End of Quarter | Oct 28 |
| ❖ Professional Dev. Day | Oct 29 (student non-attendance day) |
| | |
| ❖ Start of 2 nd Quarter | Nov 1 |
| ❖ PT Conference | Nov 4 and 5 |
| ❖ Short Day | Nov 4 |
| ❖ Student non- attendance | Nov 5 (no school) |
| ❖ Thanksgiving | Nov 25-26 (no school) |
| ❖ Mid-term | Dec 3 |
| ❖ Christmas Break | Dec22-Jan 3 (no school) |
| ❖ End of Quarter | Jan 14 |
| ❖ Martin Luther King Day | Jan 17 (no school) |
| ❖ Professional Dev. Day | Jan 18 (student non-attendance day) |
| | |
| ❖ Start of 3 rd Quarter | Jan 19 |
| ❖ President's Day | Feb 21 (no school) |
| ❖ End of Quarter | Mar 24 |
| ❖ Professional Dev. Day | Mar 25 |
| | |
| ❖ Start of 4 th Quarter | Mar 28 |
| ❖ PT Conference | Mar 31 and April 1 |
| ❖ Short Day | Mar 31 |
| ❖ Student non-attendance | April 1 (no school) |
| ❖ Spring Break | April 18-22 |
| ❖ Mid-term | Apr 29 |
| ❖ Memorial Day | May 30 (no school) |
| ❖ Last Day of School | June 3 |

Features of the calendar:

- We start the same week as the Jordan District traditional calendar, although we start two days earlier.
- I have set our Fall and Spring breaks to be on the same weeks as the Jordan District breaks. Our Fall break is identical to theirs, and our Spring break is a full week long, compared to Jordan's 3 days.
- Our Christmas break is one day longer than Jordan's. Jordan's begins on the 23rd.
- PT conference has been changed to be at the end of the 1st and 3rd quarters. This is at the request of teachers and staff.
- I have scheduled 181 total school days.
- Parent teacher conference days count as attendance days.
- We would still have 8 professional development days, but three of those days have been moved so they fall during the school year. (They are scheduled for the end of the first, second, and third quarters) Five of them are still scheduled to be prior to the start of school. These days are scheduled for August 16-20.
- There are no built in snow days. Any emergency closures will be made up during Spring Break.

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: Proposed Policy

Purpose:

Informational

Perspective/Discussion

*** Board action
Recommendation
Vote**

Submitted By: Principal Johnson

Background:

Our school recently submitted out UCA application. UCA stands for Utah Consolidated Application. The application relates to a school's own improvement goals and ties them to different funding streams. Our UCA application has been submitted and everything has been approved with the exception of one area. In order for us to receive Title I funding, we must have a parent involvement policy in place. I have attached a proposed policy for your consideration.

Recommendation:

Approve the policy.

Title I Parent Involvement Policy 2009-2010

At Providence Hall, we believe that the ongoing involvement of parents is very important to the success of our students' education. To meet the Title I Schools requirements, our school must create and support a strong parent-school partnership. In order to receive Title I funding for our school, programs that support parental involvement must be in place and implemented. Because Providence Hall is a targeted assistance Title I school, students identified as being at-risk will benefit from the funding and are considered participants. As a Title I school, we encourage parent volunteerism and plan meaningful activities in which parents and families may participate.

Annually, Providence Hall will convene a Title I orientation meeting at the beginning of each school year. All parents of identified students will be invited and encouraged to attend. The purpose of the meeting will be to inform parents of the school's participation under Title I and to explain Title I requirements and parents' rights to be involved. School administration will also inform parents regarding the curriculum used in the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet.

A group of parents will form the Action Team for Partnerships, which will be responsible for the construction and revision of this policy and the Parent-Teacher-Student compacts, in addition to the development of the School-wide Title I Plan. The ATP will meet each year, with additional meetings as deemed necessary for the improvement and benefit of the school. Providence Hall will provide parents with timely and pertinent information regarding parent involvement, their child's achievement and the school's performance.

This will include, but is not limited to, the following:

- Yearly Title I and Curriculum Open House meeting
- School performance records and proficiency level expectations distributed each school year through UPASS and summative test results
- Written communication from teacher, including:
 - Weekly learning plan
 - Weekly take-home folders
 - Quarterly report cards
 - Formal standardized test scores reports

- Monitored progress in the targeted math and reading assistance programs
- Oral communication from teacher, including:
 1. Conference opportunities (at least two opportunities per year)
 2. Interaction at after-school functions
- PTO meetings
- Board of Trustee Meetings
- Newsletters
- Posting upcoming events on school website
- Timely responses to parent suggestions through telephone calls, notes and conferences
- Satisfaction Surveys distributed to all parents at the end of each year

Parents, through the annual “Back to School Night” and the Providence Hall website, will be assisted in understanding the following: the National Education Goals, Utah’s state content standards and student performance standards, school improvement process (when applicable), the school-wide Title I program, the Utah Criterion –referenced test (CBT/CRT), and Title I requirements. Translations will be provided to the extent possible, funded by Title I. Ongoing Various school activities at all grade levels will provide opportunities for parents to participate in school related activities throughout the year.

A Parent-Teacher-Student Compact will be created. This compact will outline how parents, the school staff, and students will share the responsibility for improved students’ academic achievement and the means by which the school and parents will build a partnership to help students achieve the state’s standards. The contract shall address the importance of communication between teachers and parents on an ongoing basis. The compact will be distributed to all parents through the Providence Hall Parent/Student Handbook, and will be sent home with each student. Translations in other languages will be available as needed and the extent possible.

The school will collect suggestions and comments from parents on an ongoing basis, through the end of the year parent satisfaction surveys and other sources. All data, comments and suggestions, including unsatisfactory comments, regarding the Title I school plan and parent involvement policy, shall be collected and sent to the LEA. This information will be considered in the revision of the Parent Involvement Policy and the Parent Involvement Action Plan for the school. The school will provide timely responses to suggestions.

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: Fall Evaluations

Purpose:

- *Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: Principal Johnson

Background:

I have attached a document that gives the average evaluation score of each teacher and staff member at Providence Hall. No one has been placed on probation as a result of these evaluations. School policy was followed in completing these evaluations.

Recommendation:

None

Fall Evaluation Averages

<u>Teacher/Staff Member</u>	<u>Grade</u>	<u>Average Score</u>
Proud	k	4.5
Larsen	k	4
Kwak	k	4.1
Miller	1	5
Katyal	1	4.6
Winder	1	4.6
Downs	1	4.3
Boyd	2	4.1
Bird	2	4.2
Andersen	2	4.6
Thomas	2	5
Clark	3	4.4
Mecham	3	4.7
Collett	3	4.6
Barton	3	4
Andersen	4	4.2
Jones	4	4.6
Pocock	4	4.9
Nuttall	4	4.7
Sheffield	5	4.5
Swartwood	5	4.8
Hunter	5	4.5
Stoker	5	4.45
Kirton	6	5
Werner	6	4.2
Purdie	6	4.3
Schnell	6	4.5
Lusty	curr	4.1
Mattingly	A/D	4
Davis	Sec	4.45
Watson	Sped	4.5

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: Providence Hall school lunch proposal

Purpose:

Informational

***Perspective/Discussion**

Board action

Recommendation

Vote

Submitted By: Principal Johnson

Background:

Everyone knows what happened with Lunchboxers. Since we decided to break ties with them, we have been looking for different lunch providers. We have had little. It has been discussed previously that perhaps Providence Hall could start its own lunch program. Attached is a proposal to do that, using Jason's Deli to provide the food.

Recommendation:

Begin the new lunch program as proposed in the attached document.

School Lunch Proposal

I would like to create our own on-line ordering page, similar to the one that Hogi Yogi had. We would maintain this ourselves and it would be linked to our Providence Hall web-site. All orders would be placed through this page and all orders would have to be placed in advance. No cash payment would be accepted at the school. This would reduce workload and would allow us to reduce waste. Tracking of money would also be easier and more accurate.

The web-site would include a menu for the upcoming month, as well as nutritional information, etc.

I think we could beat the price offered by Hogi Yogi. Jason's Deli offers two sizes of entrée. The small is \$2.50 and the large is \$3.00. I would expect the parents to have to pay a .25 fee to submit orders.

Federal guidelines for nutrition would be met. We would be eligible to receive Federal reimbursements and we could offer free and reduced price lunches to those who qualify. Jason's Deli has already met all of the nutritional guidelines.

We would receive our food initially from Jason's Deli. Jason's Deli is currently supplying food to four other charter schools. We have been in contact with each of them and they are happy with the product and service. We could start using them right away, and then move into offering the free and reduced lunches once we have applied for it and are accepted.

Meadow Gold would continue to deliver milk which would be a required element of the school lunch. We would also continue to offer milk for sale to any student.

PH would need to staff one part-time person to run the program. They would be in charge of getting the orders to Jason's Deli. They would also oversee the deliveries from Meadow Gold. They would of course, do any prep work, help serve the food and help with clean up. This would be an hourly position. Other schools with a similar program are employing this type of person for about 2.5 hours per day. Estimated annual cost for this person would be \$5,000.00.

The lunch worker would also be responsible for filing state and federal reports. I have already procured the needed computer for them to use. Training on how to submit these reports, meeting standards, etc. will be provided through some of Lincoln's schools where a food service program is already in place. These people have already been contacted and are willing to help. Channing Hall has also offered its assistance.

We would most likely need one assistant to help with prep, serving and clean-up. This would be a part-time position for probably about 90 minutes per day. Estimated annual cost for this person is \$2,500.00.

At some point, we will need to have the income form sent home to all families so that we get an accurate count of our free and reduced students.

Obviously there are still some details to work out, but I like this plan. We would have more control over the lunch program and we could offer free and reduced lunches to those families in need.

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #:

Agenda Item: IB Update

Purpose:

- Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: Jodi Lusty

Background:

I have several items of information regarding our IB application process. I have attached the IB Flow chart, Judson Rhoads report to IB headquarters, and Providence Hall's goal sheet that Judson used to create his report.

To begin with I have the IB flow chart that was updated for January. On the flow chart, in purple text, it shows that PH is in the process of examining and writing Application B. In regards to application B, the school is working on the goals that were set and structured with the IB consultant. Some of the goals that were set are already completed; others are still in the process of being completed. These goals were then analyzed and used by Judson Rhoads to create a report that was sent to headquarters in Switzerland. This report is included here.

In Mr. Rhoads communication, regarding the report sent to headquarters, he stated that he was impressed by the goals set by Providence Hall and that other consultants at his school were also impressed by how much we had in place and what we are continuing to add to our application. He also stated that he is quite confident that PH will be prepared to have our authorization visit in the fall of 2010 and have our candidacy status soon thereafter.

The third sheet included in this IB update is the goal sheet that was completed at the time of our consultation visit. Several of these items on the sheet are completed. PH is mostly working completing the necessary planning documents, our POI refinement and communicating more with our parent community.

Lastly, Providence Hall is working on creating and refining our planning documents. These are currently being worked on during collaboration meetings and after school at IB training meetings. We are making significant progress and I am pleased with what the teachers are doing. In order to have our planners completed by application deadline, we are asking the teachers to complete 4 more by the beginning of May. Our due date for application is June 1, 2010. These will be completed by that date.

Recommendation:

This section should be worded in the form of a motion or motions, if it is intended to have the item voted on by the board. The language of the motion can be changed if necessary at the meeting following any discussion.

**INTERNATIONAL BACCALAUREATE NORTH AMERICA
PRIMARY YEARS PROGRAMME
INITIAL CONSULTATION REPORT**

**Providence Hall
4795 W. Mt. Ogden Peak Drive
Herriman, Utah**

Consultancy Period: Fall 2009 – Spring 2010

Visitor: Judson Rhoads – Primary Teacher / Assistant Principal, McGraw IB World School, Ft. Collins, CO

Head of School: Mr. Mark Johnson

PYP Coordinator: Ms. Jodi K. Lusty

Introduction

Providence Hall is a public charter school located in Herriman Utah. The school is located in a developing, upper-middle class neighborhood. The school opened in 2008 with the plan of becoming a PYP authorized school. With students in grades K-6, the population of the school is 700 students. The families that attend Providence Hall must provide their own transportation, and make the journey to the school, some from as far away as 20 miles. There is an extensive waiting list for families wanting to attend Providence Hall. The school accepts students of all abilities based on a random draw in a procedural lottery. The staff has been hired with the plan of becoming a PYP authorized school, and elements of the PYP were a central focus of the initial interviews. The staff is young, but very energetic and appears to be ready to continue the journey in becoming a PYP authorized school.

Providence Hall was formed by a board of parents that were dedicated to providing a unique quality education for their children, and the children of their community. A conscientious effort was put forth to determine the curricular framework to be used in the school. Board members researched the IB programme and it was determined that they would seek authorization as a PYP school. Many of the board members have attended category I training, and plan on continue their own education in the programme by attending category II trainings.

The school is organized by grade level groupings K-6. There are three classes at each grade level so there is ample support within grade levels for implementation of their POI. Weekly meetings with the PYP coordinator occur to assure relevant planning, futuring, and reflection for the units of inquiry. The students have physical education, music, and art every week; specialists are not certified instructors. There are currently three non-certified Spanish instructors and they provide daily instruction for each class grades 1st – 6th.

The two day consultation visit included the opportunity to visit in classrooms and to speak with parents, board members, teaching staff and administrators. The staff and administrators were enthusiastic about the visit and were candid and open about their progress, concerns and perceptions to date. Recommendations and commendations were made at the initial visit in November 2009. The school and the consultant have been in contact throughout the school year and reports have been exchanged. The latest report from the school details their action plan to address the recommendations that were shared during the visit. During the exit meeting which was positive and productive, the following commendations and recommendations were generated:

The consultant commends:

1. The commitment of the governing board, administration, PYP coordinator, staff, and students in their journey towards authorization.
2. The ongoing commitment for professional development regarding the implementation of the PYP programme.
3. The development of a master schedule that allows adequate time to work as grade levels, as well as time to work collaboratively with the PYP coordinator.
4. The awareness of developing a relevant and purposeful POI.
5. The involvement of the specialists, special education, and second language instructors in supporting the implementation of the PYP.
6. A continued effort to promote inquiry based learning within the classrooms.
7. An environment of inquiry based learning.
8. The framework of a complete and comprehensive POI which reflects the concepts deemed necessary by the state of Utah.
9. The fiscal planning that will assure financial resources for the programme, as well as continued professional development.
10. The ongoing effort to become the best educational programme in the state of Utah.

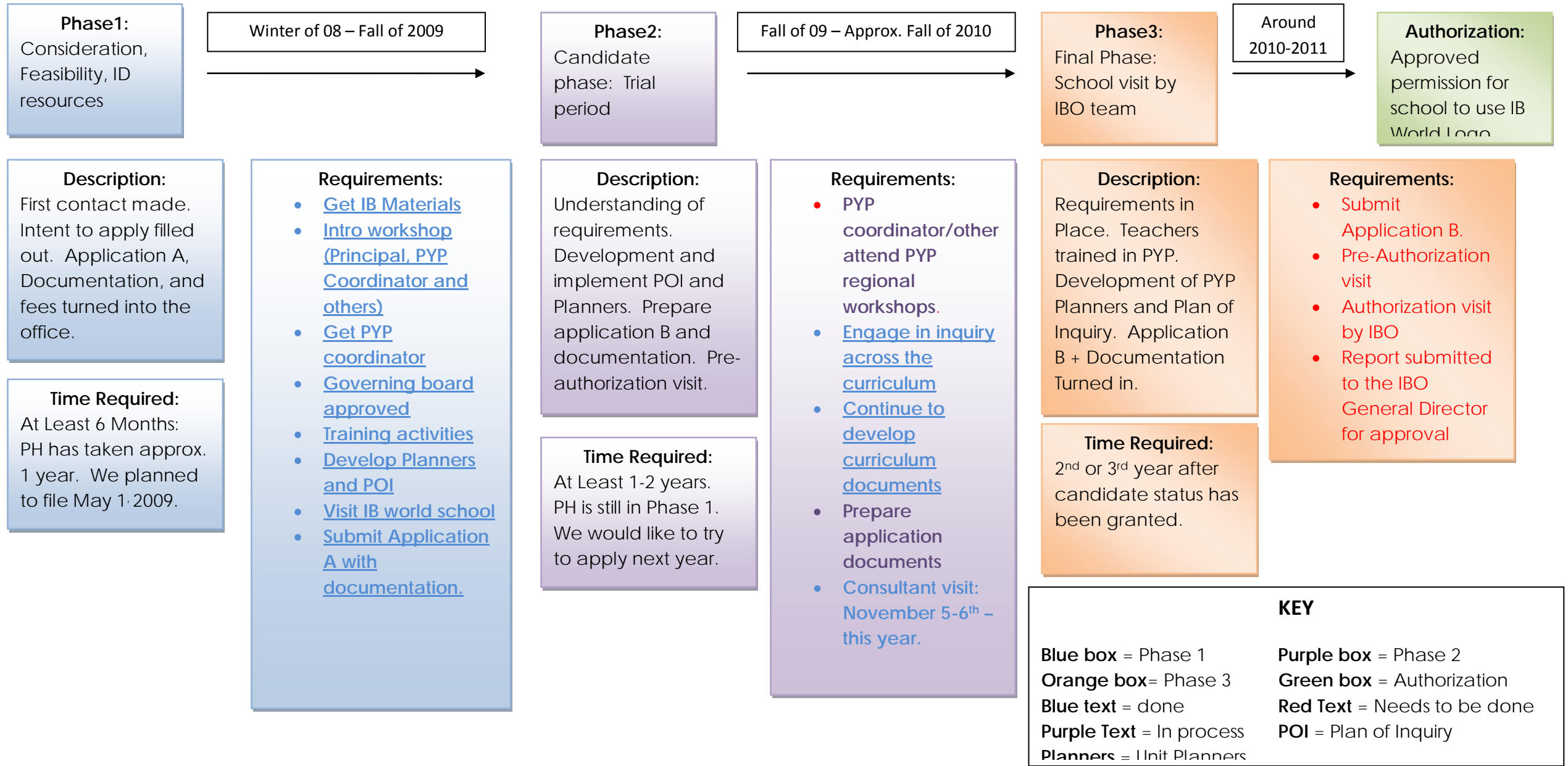
The consultant recommends that:

1. The school completes a comprehensive POI, and grade level planners.
2. The learner profile as well as accurate programme vocabulary be integrated more frequently in all areas of the building. For example the word "trait" was being used rather than "profile."
3. Staff members continue to obtain professional development that will benefit their own personal development as well as the development of the PYP within their building.
4. A change in the second language program which will allow the kindergarten students to receive exposure to Spanish, as well as relieve some of the current pattern of instruction which has placed some of the language instruction on the classroom teacher.
5. There be continued planning time for vertical and horizontal articulation regarding all the PYP components, as well as a review of Program of Inquiry to avoid duplication of POIs.
6. There must be a refinement of the central ideas and inquiry into components of the planners as well as the addition of the inquiry into segments to the program of inquiry.
7. The reflection sections of the planners be done in a timely manner when the Unit of Inquiry is completed.
8. A comprehensive plan be implemented to ensure the development of the exhibition project.
9. A better understanding of the student action element of the programme be developed.
10. The tenants of the PYP be shared with the parent community on a regular and systematic basis.
11. The school develop a mission statement that correlates with the philosophy of the IBO.

ACTION

Providence Hall has already drafted a comprehensive and attainable action plan to address those recommendations put forth at the exit interview during the consulting visit. This is just another example of the commitment and dedication the school has in becoming a PYP authorized school. It would not be inappropriate to recommend that their authorization visit occur in the fall of the 2010-2011 school year.

IB Progression Chart: Providence Hall



Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

** : practices schools must have in place as a condition for authorization: non-negotiable

* : schools must show evidence this practice is well underway

Standards and Practices	Strategies	Date to be achieved or progress towards assessed	Person/ Group responsible for achieving the goal	Budgetary implications	Evidence of achievement or of progress towards achievement of the goal
Standards A1 and 2: Philosophy					
A1.1 The school is committed to the principles defined in the IBO mission statement. *	Providence Hall's mission statement is written to reflect the ideals found in the IBO mission statement.	March 2009	Board		A copy of the mission statement.
A1.2. The school is committed to developing in students the qualities, attitudes and characteristics described in the IB learner profile. **	Providence Hall has implemented the following: <ul style="list-style-type: none"> • We have a focus on an IB trait each month. Teachers highlight this trait and narrow in on it within their lessons. • We have student reflection essays on what the IB trait is that month which is put in our newsletter for parents to read and is read over the announcements so students can understand. • Each quarter students set a goal on one of the learner profiles to be more like that trait. • Each month a parent volunteer creates a lesson around the learner profile and shares it with the class they have volunteered with. • We are progressing towards student led rubrics. • Learner profiles are up in every room and the teachers/students refer to them during instruction time. 	Progress assessed in April of 2010	PYP Coordinator, Assistant Principal, Teachers, Parents and Students	N/A	Essays produced will be placed in the newsletter. Students will evaluate their own progress each quarter in a reflection essay. Students will participate in creating rubrics for their assignments involving the learner profiles.
A1.3 There are clear and close connections between the school's published statements of mission and philosophy and the beliefs and values of the programme. *	PH's mission statement focuses on students becoming global international learners that through exploration become knowledgeable. PH's philosophy focuses on the individual learner working in a global community of learners. Students will inquire, discover and research ways to being better learners.	Written April 2009 Progress in classroom assessed by April 2010	PH Board, PH admin team, teachers/students	NA	The written statement is published in our school's charter. Our teachers need to harvest this in their classroom and students need the opportunity to embrace it.

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

	PH's mission statement and philosophy correlate with IB's mission statement and philosophy because IB is fostering international mindedness in its students and doing this through inquiry learning. This is what PH's mission statement does.				
A2.5. The school provides students with opportunities for learning about issues that have local, national and global significance, leading to an understanding of human commonalities. *	<p>At Providence Hall the Programme of Inquiry is framed around the Utah State standards. These standards encompass significant and global issues students should be learning about.</p> <ul style="list-style-type: none"> • Kindergarten studies the continents. They study the importance of cultural differences and how people work together in a community. • First graders study their neighbourhoods and how they work within a neighbour like system. • Second graders learn about plant and animal cycles and how those affect the community as a whole. • Third graders study about South American cultures and how they affect the students today. They also work on how a government is organized. • Fourth graders study westward movement and how that expansion changed the culture in the United States. They also study in-depth about the water cycle, weather, erosion and rocks. • Fifth grade studies about civil wars, revolutionary wars, expansion and territories. They also learn about physical and chemical changes, magnets, electricity etc. • Sixth grade is focused on the global community. They learn about ancient civilizations of Greece, Rome. They study the revolutionary wars in Europe and North America. They focus on space, heat and light, 	September 2008	Providence Hall Faculty and Administration		<p>Each grade level's Programme of Inquiry.</p> <p>Each grade level's scope and sequence for each subject area.</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

**** : practices schools must have in place as a condition for authorization: non-negotiable**

*** : schools must show evidence this practice is well underway**

	etc.				
A2.6. The school develops a climate of open communication and careful expression of ideas, attitudes and feelings. *	<p>Providence Hall has student elected student body officers. These students work with the administration of the school and teachers to provide communication from students to school administration.</p> <p>The school also has student written essays that are read aloud over the announcements each morning. These essays focus on the learner profiles. Students are allowed to voice their opinions about the profiles anonymously.</p> <p>Teachers attend collaboration meetings where they are able to voice their ideas and opinions to the group.</p> <p>Each faculty meeting has 2-3 presenters from the grade levels sharing their ideas about what they are doing in their classrooms.</p> <p>At IB group meetings teachers are allowed to voice their ideas on how the POI should work in the school.</p> <p>In Faculty meetings we discuss ideas openly and follow the best course of action.</p> <p>The office of the administration is always open. Teachers, parents and students are always open to come and ask questions to any member of administration.</p>	September 2008	Students, Teachers and Administration		<p>Student essays that are written and hung up in the hallways.</p> <p>Teacher Collaboration agendas</p> <p>Faculty meeting agendas</p>
A2.8. The school provides a safe, secure and stimulating environment based on understanding and respect. *	<p>Providence Hall employs a full time school counsellor who works with students on behaviour issues.</p> <p>Providence Hall policy is to call parents at home when a student behaves in a manner that hurts other students.</p> <p>The school has a bully program called bully busters that utilizes students in grades 5 and 6 to help break-up</p>	September 2008	Students, Teachers and administration	Costs of paying aides on the playground	<p>Calling log of the counsellor and the teachers to parents.</p> <p>Bully buster logs and agenda for the bully buster meetings each year.</p> <p>The map of where the aides</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

	<p>problems/issues on the play ground. Students know who these students are and will go to them for help.</p> <p>We have six aides out on the play ground with specific spots. These aids wear protective vests to help them be more visible to the students on the field at recess.</p> <p>Providence Hall has safety committee with a safety plan in place. Teachers and students know these plans and use them to help them while on the building grounds.</p> <p>Providence Hall faculty and staff are trained as Love and Logic managers. This program gives students the opportunity to solve their own problems.</p>				<p>stand on the playground.</p> <p>The school safety plan.</p> <p>Love and Logic training agendas.</p>
A2.9. The school attaches importance to language learning through the development of each student's mother tongue and the acquisition of other languages, including the host country language. *	Providence Hall teaches students in the students' mother tongue of English. The school is then exposed to the language of Spanish to help aide students in learning about more international knowledge.	September 2008	Teachers and Spanish instructors	Cost of instructional materials for Spanish	The scope and sequence of the Spanish instruction.

Standard B: Organization

B1.1. The governing body is explicitly supportive of the programme, and has allocated sufficient funding for the effective implementation and ongoing development of the programme **	The Board of Directors were the individuals who carefully studied then selected the IB program for the school. They are fully behind implementing all the aspects of the IB program.	Completed September 2007	Board of Directors	Budgeted items	<p>2 board members have been to Level 1 & 2 training</p> <p>2 other board members have gone to level 1 training.</p> <p>Board members have budgeted enough funds for the program's development.</p>
B1.7. The school has appointed a programme coordinator with sufficient support and resources to	The board and principal hired a PYP coordinator. The duties for the PYP coordinator are: PYP coordinator	Completed May of 2008	Principal, Board, PYP	Salary of PYP coordinato	<p>Curriculum budget</p> <p>IB level 1 and level 2 trainings</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

carry out the responsibilities of the position. **	Assessment director Curriculum director Professional development coordinator Instructor coordinator		coordinator	r and training of PYP coordinator	Time to work with teachers on development of their planners and POI. Available for questions during the day.
B1.8. The head of school/the school principal and programme coordinator have a good understanding of the principles of the programme and demonstrate pedagogical leadership. *	Principal and Coordinator have been to level 1 and a level 2 training. They will be attending a heads of school/coordinator training this year.	Progress assessed in April of 2010	Board, Principal and PYP coordinator	Cost of PYP trainings	Certificates of attendance at the IB trainings.

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

<p>B1.1*. Time for collaborative planning and reflection is built into all teachers' schedules. **</p>	<p>Each grade level has 1 hour per week for collaboration as a grade level. They also have planning time on Fridays for 1 ½ hours.</p> <p>Kindergarten Planning time is on Thursdays from 4-5pm. It is after hours and needs to be addressed.</p>	<p>September 2008</p>	<p>Board, principal, teachers and teams</p>	<p>Costs for instructor to allow for collaboration time</p>	<p>Grade level team meeting agendas and learning plans.</p>
<p>B1.14. The school has systems in place to ensure the continuity of the programme; this includes an induction system for new staff and ongoing staff professional development. *</p>	<p>New teachers to the building meet with the PYP coordinator prior to school starting. As a group we go over the basics of IB and how it is implemented into the school. They are given examples of how this can be included in their classrooms.</p> <p>We are in the process of applying for an onsite IB training at our school in the summer of 2010. This will give us the opportunity to train those teachers who have not been trained yet and allow for new teachers to be involved.</p>	<p>September 2008</p>	<p>Board</p>	<p>Budget for professional development</p>	<p>The school becomes more IB friendly. Teachers, administration and board have more ideas to implement into the school.</p> <p>The students learn more effectively and inquiry is brought more into the curriculum.</p>
<p>B1.15. The school provides professional development opportunities for the head/principal, programme coordinator and teaching staff, including attendance at appropriate IB conferences, meetings and/or workshops, and access to the online curriculum centre (OCC). **</p>	<p>This past October Providence Hall sent 8 teachers, the principal, the coordinator, and 3 board members to level 1 and level 2 trainings. This spring Providence Hall will be sending the coordinator, the principal and our Special Education Director to level 2 and level 1 trainings. We have a professional development budget set aside to send teachers, instructors and administrators to IB trainings and workshops.</p> <p>At the school we have monthly IB meetings with the PYP coordinator. These meetings consist of learning what IB is, how to write planners, how to construct our Programme of Inquiry and new ideas on implementation of IB into the school.</p>	<p>July 2008</p>	<p>Board, Administration, Faculty</p>	<p>Budget for Professional Development</p>	<p>The principal, coordinator and teaching staff have attended the training. These trainings reflect in their classroom and school wide.</p> <p>The students, school and parents know more about IB.</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

**** : practices schools must have in place as a condition for authorization: non-negotiable**

*** : schools must show evidence this practice is well underway**

B1.16. The school provides learning environments and opportunities for learning that support the pedagogy of the programme. *					
B1.18. The school recognizes and promotes the role of the library/media centre in the implementation of the programme. *	<p>Providence Hall librarians meet with each class twice per month. The students, however, go to the library each week. The first week they read a book that follows the IB learner profile of the month and talk about how they can become better at that profile. They also then read through, research and check out books in the library. The next week they meet with the media specialist who helps the students with technology in the classroom. Students research topics that related back to the central ideas on their unit planners.</p> <p>The librarians also look for items that correlate to the unit planners and order those books for the library.</p>	May 2010	Librarians	Library/Media Budget	<p>Library budget</p> <p>Library inventory sheet</p> <p>Library scope and sequence</p>
B1.23. The school offers a language, in addition to the language of instruction, to students from the age of seven. (Bilingual/dual language schools are not required to offer a third language to their students.) **	Providence Hall is utilizing Spanish as its additional language to English (the language of instruction).	September 2008	Board, Administration, Spanish Instructors	Budget for Spanish Curriculum. Budget to pay Spanish Instructors	Providence Hall students have Spanish for an hour each week. The hour is spread out over four days of instruction. The goal is to achieve exposure to the language.

Standard C1: Written Curriculum

C1.10. The curriculum is sensitive to cultural, gender,	Providence Hall is not affiliated with a specific religion at the school nor does it teach a specific	September 2008	Board		Providence Hall is very adamant that students at the
---	---	----------------	-------	--	--

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

**** : practices schools must have in place as a condition for authorization: non-negotiable**

*** : schools must show evidence this practice is well underway**

<p>linguistic, ethnic and religious differences *</p>	<p>religion. The curriculum taught is more open-minded and based upon the Utah State Standards which provides separation from church and state in regards to school instruction. However, the curriculum does cover religions in regards historical significance. When religion made an impact upon history it is mentioned, discussed and thought about in the curriculum scope and sequence.</p>				<p>school become internationally minded. Students are encouraged to become like the Learner Profiles.</p> <p>These are shown through student reflection/goal sheets that focus students to analyze themselves with the learner profiles.</p> <p>Students are also recognized during over announcements for doing things that teachers, administration and instructors see as being similar to the learner profiles.</p>
<p>C1.15. The school provides opportunities for students to learn at least one language in addition to their mother tongue. **</p>	<p>Providence Hall teaches Spanish for two hours per grade level each week. This is 30 minutes per day. Four days a week.</p>	<p>September 2008</p>	<p>Board, Administration, Instructors</p>	<p>Cost of materials and Cost of instructors time</p>	<p>Providence Hall students have Spanish for an hour each week. The hour is spread out over four days of instruction. The goal is to achieve exposure to the language</p>
<p>C1.16. There is a coherent, articulated programme of inquiry. **</p>	<p>Providence Hall has a Programme of Inquiry we are working with.</p>	<p>May 2010</p>	<p>Coordinator & teachers</p>		<p>Providence Hall has a printed POI. Teachers and Coordinator are working on it to adjust suggestions added by our Consultant.</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

					Specifically working on central ideas and unit planners.
C1.17. The programme of inquiry and corresponding unit planners are the product of sustained collaborative work involving all the appropriate staff. *	Providence Hall created the POI & Unit planners with collaborative teams and the entire staff.	May 2010	Coordinator & Teachers		Collaborative team agendas & Faculty meeting agendas showing the dates and times we worked on the POI.
C1.21. The curriculum includes the required number of units per year. **	Providence Hall has 6 unit planners from each grade level.	May 2010	Teachers & coordinator		The 6 unit planners will be our evidence. Teachers are still in the process of completing these.
Standard C2: Planning					
C2.1. All teachers are provided with the appropriate documentation, including relevant IBO publications, in preparation for all planning activities. **	Teachers have a copy of Making the PYP happen in their materials. Team leaders bring them out to help guide their planning. Team leaders and one other member of each team also has materials they received from their IB training that they are using to help their planning.	May 2010	Teachers & coordinator		Programme of Inquiry Unit Planners
C2.2. Planning at the school takes place collaboratively. **	Teams have collaborative planning time for an hour once per week. Kindergarten has it on Thursdays after school.	May 2010	Board, principal, coordinator		Collaborative time is written in the schedule. We need to address Kindergarten planning time.
C2.6. Planning at the school addresses assessment issues throughout the planning process. *	The last collaboration meeting each month focuses on assessment and reflection on the month's activities and parts of unit. We feel this helps to drive instruction.	May 2010	Principal, coordinator, and teams		Agenda from assessment planning meetings.
C2.10. Planning at the school makes effective use of the PYP planning process across the curriculum and by all teachers. *	Teachers plan with their collaborative teams. On Tuesdays, Wednesdays and Thursdays our PE, library and music instructors teach 30 minute lessons to the students. These classes are grouped in such a way to give each grade level team an hour of collaboration time. During this hour teams plan	September 2010	Principal, coordinator, grade level teams		Collaboration Agendas Collaboration Schedule Scope and sequence from library, PE and music.

**Action plan for the trial implementation of the PYP (2009-2012)
in preparation for the submission of Application Part B and the authorization visit**

**** : practices schools must have in place as a condition for authorization: non-negotiable**

*** : schools must show evidence this practice is well underway**

	their unit planners, structure the lessons for the next week and discuss methods and strategies to help their students based upon classroom assessments.				
C2.11. Planning at the school includes provision for easy access to completed PYP planners. *	Unit planners are developed within grade level teams and then given to the PYP coordinator. She keeps them on file and are accessible on our net work for teachers at any time.	November 2009	PYP coordinator and Teachers		File saved online and shared with teachers.
C2.13. Planning at the school is documented on PYP planners that are coherent records of the learning experiences of students in developing their understanding of central ideas. **	Some of our planners are finished. We are working on finishing all of them. There are deadlines for the teachers to complete and submit.	May 2010	Grade level teams		6 Unit planners from each grade level

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

Standard C3: Teaching					
<p>C3.3. Teaching at the school uses a range and balance of teaching strategies to meet the objectives of the programme. **</p>	<p>Providence Hall's philosophy is focused on differentiated instructional practices.</p> <p>Our reading program is based on the Balanced Literacy philosophy. Students are benchmarked at their guided reading level and then they are placed in smaller groups within the same classroom. These groups for 4-6 students work on or around the same guided reading level with the teacher. As the group works on reading other students are in centers working on activities that reinforce what they have already learned in other topics being discussed through the day.</p> <p>Providence Hall's math program is taught using both direct and inquiry practices. Students learn usually in a whole group the lesson for the day and then the students are broken down into smaller groups to help those who are struggling get more help from their teacher. Those who know what they are doing work with help from the Teacher's aide and those who are fast finishers for the day are given a challenging project to work on. AT the end of the lesson the teacher and students conclude with a quick review of what they learned.</p> <p>Social studies, Science, arts, music, etc. Are all integrated throughout the day. The focus of the lessons are to bring inquiry into the classroom and to the students. Children work on projects with their own guiding questions.</p>	<p>September 2008</p>	<p>PYP coordinator and grade level teams</p>	<p>Center materials</p>	<p>Unit planners</p> <p>Lesson plans</p> <p>Scope and Sequence</p> <p>Student led projects and rubrics</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

<p>C3.5. Teaching and learning at the school addresses the needs of students who have reached different stages in their development and those who have different learning styles. *</p>	<p>Our balanced literacy program mentioned above allows for differentiated reading instruction on the student's own reading level.</p> <p>Providence Hall also has a tier 2 reading program focused. This program is an intervention program. Students who are 1-2 levels below grade level in reading come to STAR reading. In this program we have trained volunteers who work one-on-one with students for 30 minutes twice a week on their guided reading level. Tutors work with the students on phonics, phonemic awareness, reading fluency, sight words, etc. Students who come to STAR also work with their teacher in their classroom on reading instruction as well.</p> <p>Providence Hall also has a Special Education program. Within this program students who are Individual Education Plans work with a trained special education teacher. They meet with her each day on those strategies that are written up in their plans. These strategies are focused on the items that the students are struggling with. Teachers in the classroom also know of these IEP's and work on these with them in the classroom as well.</p> <p>Each classroom as a Teacher's Aide whose purpose is to help the teacher with other students. They work either one-on-one with students, circulate the classroom helping students or are trained as interventionists.</p> <p>Parents are also asked to volunteer 4 hours per month of their own time to the classroom.</p>	<p>September 2008</p>	<p>Administration, Teachers, Teachers Aides, Special Education, and Parent Volunteers</p>	<p>Cost of STAR program and volunteers, Cost of Reading instructors</p>	<p>Guided Reading Benchmarks</p> <p>STAR Reading reports</p> <p>Parent Volunteer logs</p> <p>Teacher lesson plans</p>
---	--	-----------------------	---	---	---

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

****:** practices schools must have in place as a condition for authorization: non-negotiable

***** : schools must show evidence this practice is well underway

	Teachers use them to help with the individual instruction with the students.				
<p>C3.11. Teaching at the school uses inquiry across the curriculum, and by all the teachers. *</p> <p><i>There is some evidence that inquiry is starting to be used across the curriculum and by all teachers.</i></p>	<p>Teachers create unit planners with inquiry experiences in mind. These are developed in their collaboration meetings and are prepared by the whole team. Students are encouraged to not only learn from the lessons presented but also from the questions they ask themselves.</p> <p>Each classroom has a “parking lot” poster which places all the key concept questions on the poster. As children ask questions through the unit they add them to the poster. At the end of the unit or the end of the week the class addresses some of the questions. This will sometime inspire new inquiry.</p> <p>The PYP coordinator acts as a teaching coach and observes classrooms on a regular basis. On the visits the coordinator takes notes/ideas on what was wonderful in the teaching and new ideas that can be presented to the teachers.</p>	May of 2009	PYP coordinator Grade level teams		<p>Unit planners</p> <p>Programme of Inquiry</p> <p>Inquiry projects from the teachers</p> <p>Vertical/horizontal planning experiences</p> <p>Team collaboration agendas</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

** : practices schools must have in place as a condition for authorization: non-negotiable

* : schools must show evidence this practice is well underway

Standard C4: Assessment					
<p>C4.2. Assessment at the school is viewed as being integral with planning, teaching and learning. *</p>	<p>Providence Hall uses the planners in a backward design viewpoint. The initial part of the planner is to come up with a central idea. The second part of the plan is to come up with the assessments that will tell the teacher that the students understand the central idea. This focuses all the planning on the central goal.</p> <p>Assessments that are used in the classroom are both formal and informal. Teachers use state wide testing, benchmarking for reading, math, spelling, and writing which are kept for the next year's teacher; quizzes and tests, etc. Informally students are assessed within the guided reading groups using running records. They are also assessed on unit projects based upon student led rubrics. Students also assess themselves on the learner profiles each quarter. Students also write reflection essays on different aspects of the central ideas and learner profiles.</p>	<p>September 2008</p>	<p>PYP coordinator and Grade level teams</p>		<p>Unit planners</p> <p>Benchmark results</p> <p>State wide testing results</p> <p>Student created rubric</p> <p>Reflections on the learner profiles</p>
<p>C.4..8. Assessment at the school provides students with regular opportunities for reflection on their own learning. *</p>	<p>Students at providence hall reflect each quarter on their own learning in regards to the learner profiles. They write things that they have done that quarter to be more like that learner profile. Then they set a goal toward a new profile piece for the next quarter.</p> <p>Each month students also write an essay in regards to the learner profile focus for that month. It is important for the students to think and reflect on what the profile means and how they can apply them. The teachers turn these into the office and they are read over the announcements and placed in the hallway to be read.</p>	<p>May 2009</p>	<p>Teachers, Students and Administration</p>		<p>Reflection essays</p> <p>Quarterly reflections on the learner profiles</p>

Action plan for the trial implementation of the PYP (2009-2012) in preparation for the submission of Application Part B and the authorization visit

**** : practices schools must have in place as a condition for authorization: non-negotiable**

*** : schools must show evidence this practice is well underway**

<p>C.4 15. Assessment at the school requires the storage of and easy access to student work showing evidence of the process of learning and progress over time. **</p>	<p>Each child at providence hall as a student folder that is kept with the teacher. The file contains benchmarks from reading, math, writing and spelling. These folders are kept all year and passed onto the next teacher the next year. AT the end of their school at Providence Hall they will have work samples from K-6 grades.</p> <p>The office also keeps files on each of the children. These files contain their report cards as well as standardized tests results from the state.</p>	<p>May 2010</p>	<p>Teachers, coordinator and administration</p>		<p>Student file folders</p>
--	--	-----------------	---	--	-----------------------------

Standard D1: Action

<p>D.1.4. The school provides opportunities for student action to be an integral part of the curriculum and/or an extension of the curriculum. *</p>	<p>Providence Hall has student elected student body officers. These students are motivated and create opportunities for the school to be involved in action projects. They have done canned food drives, letters to soldiers, collected money for charity, etc.</p> <p>Each grade level focuses on one humanitarian project each year. These projects are centered on their unit planners. Some examples are art for charity, recycling projects, picking up the play ground, etc.</p>	<p>May 2010</p>	<p>Administration, Grade level teams, and the students</p>		<p>Unit planners</p> <p>Reflections on the projects</p> <p>Pictures of the projects that were completed.</p>
--	--	-----------------	--	--	--

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: Business Manager's Report

Purpose:

- Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: Chris Ord

Background:

Attached are the November and December financials. As of November, all of the journal entries have been entered from the audit. The major change from this was the moving of the startup loan payoff (\$218,000) from FY09 to FY10, as the check was not cashed/cleared until after the end of the FY. As a result, our net profit for the year is showing negative \$19,000, as opposed to positive by nearly \$200,000. This does not affect our actual cash standings, as it resulted in us showing a much larger carry-forward from FY09.

Recommendation:

PROVIDENCE HALL CHARTER SCHOOL

Account Reconciliation

As of Nov 30, 2009

1030 - Cash in Bank

Bank Statement Date: November 30, 2009

Filter Criteria includes: Report is printed in Detail F

<hr/>			
Beginning GL Balance			317,398.65
Add: Cash Receipts			
Less: Cash Disbursements			(119,828.81)
Add (Less) Other			<u>128,352.30</u>
Ending GL Balance			<u><u>325,922.14</u></u>
Ending Bank Balance			338,959.91
Add back deposits in transit		<hr/>	
Total deposits in transit			
(Less) outstanding checks			
	Dec 17, 2008	1204	(92.35)
	Sep 22, 2009	1710	(420.65)
	Oct 12, 2009	1760	(126.00)
	Nov 4, 2009	1803	(315.04)
	Nov 5, 2009	1813	(20.44)
	Nov 5, 2009	1816	(28.30)
	Nov 5, 2009	1817	(13.05)
	Nov 12, 2009	1832	(10.17)
	Nov 13, 2009	1841	(64.67)
	Nov 23, 2009	1845	(780.00)
	Nov 23, 2009	1846	(37.58)
	Nov 23, 2009	1847	(830.45)
	Nov 23, 2009	1848	(1,531.74)
	Nov 23, 2009	1849	(350.48)
	Nov 23, 2009	1850	(445.30)
	Nov 23, 2009	1851	(10.00)
	Nov 23, 2009	1852	(1,200.00)
	Nov 23, 2009	1855	(169.77)
	Nov 23, 2009	1856	(211.17)
	Nov 23, 2009	1857	(41.08)
	Nov 23, 2009	1858	(121.50)
	Nov 23, 2009	1859	(33.95)
	Nov 23, 2009	1860	(60.12)
	Nov 25, 2009	1861	<u>(222.55)</u>
Total outstanding checks			(7,136.36)
Add (Less) Other			
	Nov 30, 2009	NovB Ret	<u>(5,901.41)</u>
Total other			(5,901.41)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>325,922.14</u></u>

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Five Months Ending November 30, 2009

	Current Month		Year to Date	
Revenues				
Bond Proceeds	\$ 0.00	0.00	\$ 0.00	0.00
Income- Interest Income	663.24	0.00	3,647.98	0.00
Parent Organization Revenue	156.00	0.00	156.00	0.00
Other Student Activities	0.00	0.00	0.00	0.00
Income--School Programs	350.00	0.00	1,375.00	0.00
Income- Corporate Donation	0.00	0.00	91.93	0.00
Income- Cash Donation	200.00	0.00	700.00	0.00
Income-K-12 WPU	127,776.00	0.00	638,881.00	0.00
Income--Professional Staff	1,150.00	0.00	22,617.00	0.00
Locally Determined Reduction	0.00	0.00	0.00	0.00
Income--Administrative Costs	0.00	0.00	0.00	0.00
Income--Special Ed Add-on	12,668.00	0.00	63,340.00	0.00
Income--Extended Year SpEd	0.00	0.00	702.00	0.00
Income--SpEd Self-Contained	0.00	0.00	0.00	0.00
Income--Accelerated Learning	185.00	0.00	905.00	0.00
Income--At-Risk Student Progra	537.00	0.00	1,571.00	0.00
Income--Homeless & Minority	0.00	0.00	89.00	0.00
Income--Class Size Reduction	14,540.00	0.00	66,603.00	0.00
Income--Quality Teaching Block	0.00	0.00	0.00	0.00
Income--Local Discretionary BI	0.00	0.00	0.00	0.00
Income--Interventions for Stud	1,106.00	0.00	5,078.00	0.00
Income--Soc Security & Retirem	15,146.00	0.00	77,132.00	0.00
Income--School Nurses	93.00	0.00	461.00	0.00
Income--LAND Trust	0.00	0.00	29,299.00	0.00
Income--Professional Dev.	0.00	0.00	0.00	0.00
Income--Charter Local Replacem	83,242.00	0.00	416,210.00	0.00
Income--U-PASS	1,858.00	0.00	1,858.00	0.00
Income--Reading Achievement	1,917.00	0.00	9,585.00	0.00
Income--Library Books and Supp	52.00	0.00	260.00	0.00
Income--Charter Administrative	5,834.00	0.00	29,167.00	0.00
Income--Teachers Mat. & Supp.	0.00	0.00	16,123.00	0.00
Income--Educator Salary Adj.	11,775.00	0.00	58,873.00	0.00
Income--One-Time Signing Bonus	0.00	0.00	0.00	0.00
Income--IDEA	0.00	0.00	0.00	0.00
Income--ARRA IDEA Funds	0.00	0.00	0.00	0.00
Income--Federal REMS Grant	0.00	0.00	0.00	0.00
Federal Facilities Grant	0.00	0.00	0.00	0.00
Federal Implemenation Grant	0.00	0.00	0.00	0.00
Income--MSP Stabilization Fund	0.00	0.00	30,638.00	0.00
Income--NCLB Title I	0.00	0.00	0.00	0.00
Income--NCLB Tech Literacy	0.00	0.00	0.00	0.00
Income--Title IIA	0.00	0.00	0.00	0.00
Income--Federal Teacher Qual	0.00	0.00	0.00	0.00
Other Financing Proceeds	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	279,248.24	0.00	1,475,362.91	0.00

Cost of Sales

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Five Months Ending November 30, 2009

	<u>Current Month</u>		<u>Year to Date</u>	
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	279,248.24	0.00	1,475,362.91	0.00
Expenses				
Wages- Student Support	0.00	0.00	0.00	0.00
Wages--Instruction Support	0.00	0.00	0.00	0.00
Merit Pay- Admin Expense	0.00	0.00	0.00	0.00
Wages- Admin Instructional Sup	4,362.36	0.00	23,576.80	0.00
Wages - Director	6,562.50	0.00	29,778.75	0.00
Wages - Teachers	83,419.63	0.00	291,764.02	0.00
Wages - Teachers Special Ed	4,181.85	0.00	14,749.04	0.00
Merit Pay- Teacher Expense	0.00	0.00	0.00	0.00
Wages- Substitute Teacher	2,367.57	0.00	5,636.54	0.00
Wages - School Admin	11,360.27	0.00	45,972.97	0.00
Wages - Aides & Instructors	24,895.75	0.00	61,285.55	0.00
Wages - SpEd Aides	4,413.77	0.00	12,958.76	0.00
Wages- Admin MAINT & OPS.	4,108.09	0.00	17,242.08	0.00
Social Security & Medicare Tax	10,907.91	0.00	38,371.55	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Retirement Programs	7,036.09	0.00	26,181.33	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Employee Benefits Expense	9,099.26	0.00	33,313.44	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Worker's Compensation Insuranc	440.00	0.00	1,172.33	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Unemployment Insurance	642.53	0.00	4,942.37	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Special Ed Services	8,285.83	0.00	21,240.17	0.00
Professional & Tech Services	0.00	0.00	1,643.00	0.00
Web Services	0.00	0.00	79.80	0.00
Business Services	0.00	0.00	28,000.00	0.00
Startup Services	0.00	0.00	0.00	0.00
Prof. Dev.- Teachers & Instr.	0.00	0.00	9,055.00	0.00
Prof. Dev.- Other	0.00	0.00	200.00	0.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Five Months Ending November 30, 2009

	Current Month		Year to Date	
Bank Fees	0.00	0.00	2,647.50	0.00
Accounting and Auditing	500.00	0.00	10,850.00	0.00
Legal Fees	107.73	0.00	107.73	0.00
Security Expense	0.00	0.00	1,440.00	0.00
Garbage Expense	190.37	0.00	1,085.80	0.00
Property Repairs & Maint.	0.00	0.00	815.00	0.00
Equipment Repairs	0.00	0.00	0.00	0.00
Property Services	110.00	0.00	3,314.80	0.00
Custodial Services	0.00	0.00	0.00	0.00
Equipment Rental	0.00	0.00	37.17	0.00
Lease- Rent Expense	0.00	0.00	0.00	0.00
Mortgage Expense	16,686.00	0.00	83,430.00	0.00
Storage	0.00	0.00	0.00	0.00
HR--Payroll Processing	186.10	0.00	1,395.16	0.00
Copier Maintenance Expense	1,115.86	0.00	3,396.93	0.00
Insurance Expense	0.00	0.00	0.00	0.00
Telephone- Voice	406.62	0.00	5,036.87	0.00
Internet	98.95	0.00	494.75	0.00
Postage & Mailing Expense	0.00	0.00	589.14	0.00
Advertising	0.00	0.00	0.00	0.00
Advertising & Promotions	0.00	0.00	0.00	0.00
HR-Recruitment	10.00	0.00	210.00	0.00
Travel & Lodging Expense	187.55	0.00	863.78	0.00
Travel- Field Trips Expense	1,340.00	0.00	2,050.00	0.00
Supplies- Administration	73.10	0.00	1,148.24	0.00
Supplies-Medical/First Aid	0.00	0.00	55.06	0.00
Supplies- Copier & Printer	1,493.41	0.00	4,135.93	0.00
Supplies- Classroom	0.00	0.00	1,116.98	0.00
Testing & Testing Materials	0.00	0.00	0.00	0.00
Supplies--Teacher Class Funds	1,238.87	0.00	4,003.31	0.00
Supplies-Physical Education	0.00	0.00	1,893.30	0.00
Supplies - Special Ed	235.48	0.00	1,376.29	0.00
Supplies - Workroom	206.57	0.00	884.43	0.00
Utilities Expense	3,726.13	0.00	29,083.02	0.00
Curriculum & Materials	2,134.21	0.00	40,523.49	0.00
Curriculum--Special Education	35.98	0.00	2,004.15	0.00
Library Books & Supplies	0.00	0.00	1,710.99	0.00
Supplies- Custodial & Maint	1,482.46	0.00	7,493.12	0.00
Equipment- Computer & Software	0.00	0.00	35,943.70	0.00
Classroom Equipment Expense	68.75	0.00	4,238.36	0.00
Maintenance Equipment	0.00	0.00	14,528.30	0.00
Bond Expenses	0.00	0.00	0.00	0.00
Small Equipment Expense	108.46	0.00	10,611.36	0.00
Property- Equipment Expense	0.00	0.00	4,580.00	0.00
Other Expense	64.67	0.00	1,047.38	0.00
Student Motivation Expense	0.00	0.00	259.08	0.00
Prof. Dev. Meals	0.00	0.00	489.46	0.00
Employee Motivation Expense	0.00	0.00	360.07	0.00
Other Objects	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
License & Tax Expense	0.00	0.00	0.00	0.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Five Months Ending November 30, 2009

	Current Month		Year to Date	
Sales Tax Paid and Refunded	0.00	0.00	(68.33)	0.00
BoT Staff Motivation	169.77	0.00	169.77	0.00
Dues & Subscriptions	0.00	0.00	4,949.00	0.00
Interest USOE Loan	0.00	0.00	261.62	0.00
Interest - Bond	0.00	0.00	254,123.11	0.00
Principal Payments on loans	0.00	0.00	0.00	0.00
Principal USOE Loan	0.00	0.00	218,010.17	0.00
Principal - Bond	0.00	0.00	64,559.84	0.00
Property Tax	25,334.96	0.00	25,334.96	0.00
Parent Organization Expense	0.00	0.00	111.06	0.00
Error	0.00	0.00	0.00	0.00
	<u>239,395.41</u>	0.00	<u>1,519,865.35</u>	0.00
Total Expenses				
Net Income	<u>\$ 39,852.83</u>	0.00	<u>(\$ 44,502.44)</u>	0.00

PROVIDENCE HALL CHARTER SCHOOL
General Ledger
For the Period From Nov 1, 2009 to Nov 30, 2009

Filter Criteria includes: 1) IDs: 1030. Report order is by ID. Report is printed with shortened descrip

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1030	11/1/09			Beginning Balance			317,398.65
Cash in Bank	11/2/09	USDA Payment	GENJ			16,686.00	
	11/2/09	Deposit	GENJ		506.00		
	11/4/09	1794	CDJ	Office Depot		188.01	
	11/4/09	1795	CDJ	WAXIE Sanitary Supply		1,643.69	
	11/4/09	1796	CDJ	Qwest		151.92	
	11/4/09	1797	CDJ	Preventative Pest Control		110.00	
	11/4/09	1798	CDJ	Thorson Embroidery, Inc		111.06	
	11/4/09	1799	CDJ	Questar Gas		381.85	
	11/4/09	1800	CDJ	Herriman City		1,977.33	
	11/4/09	1801	CDJ	ABSI-Speech		5,885.83	
	11/4/09	1802	CDJ	Jessica Sheffield		299.45	
	11/4/09	1803	CDJ	Melanie Clark		315.04	
	11/4/09	1804	CDJ	Kami Mecham		77.30	
	11/4/09	1807	CDJ	Valcom		6,563.75	
	11/5/09	1810	CDJ	Bill Trujillo		46.20	
	11/5/09	1811	CDJ	Christopher Ord		63.36	
	11/5/09	1812	CDJ	Jill VanDongen		13.74	
	11/5/09	1813	CDJ	Alicia Elder		20.44	
	11/5/09	1814	CDJ	Kathy Watson		214.66	
	11/5/09	1815	CDJ	Shasta Purdie		13.20	
	11/5/09	1816	CDJ	Jennifer Hunter		28.30	
	11/5/09	1817	CDJ	Jennifer Hunter		13.05	
	11/5/09	1818	CDJ	Michelle Willis		12.29	
	11/5/09	Bond Transfer	GENJ			51,927.65	
	11/9/09	1819	CDJ	Salt Lake County Treasurer		25,334.96	
	11/10/09	1820	CDJ	Central School		560.00	
	11/10/09	NovAPR	GENJ			11,298.72	
	11/10/09	NovAPR	GENJ			16,304.58	
	11/10/09	NovAPR	GENJ			44,769.45	
	11/12/09	1821	CDJ	ACE Disposal		189.61	
	11/12/09	1822	CDJ	Conseco Insurance Company		235.10	
	11/12/09	1823	CDJ	Rocky Mountain Power		2,632.46	
	11/12/09	1824	CDJ	School Specialty		41.96	
	11/12/09	1825	CDJ	South Valley Sewer District		49.43	
	11/12/09	1826	CDJ	Squire		850.00	
	11/12/09	1827	CDJ	WAXIE Sanitary Supply		617.38	
	11/12/09	1828	CDJ	Office Depot		344.27	

PROVIDENCE HALL CHARTER SCHOOL
General Ledger
For the Period From Nov 1, 2009 to Nov 30, 2009

Filter Criteria includes: 1) IDs: 1030. Report order is by ID. Report is printed with shortened descrip

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
	11/12/09	1829	CDJ	Shasta Purdie		82.88	
	11/12/09	1830	CDJ	Kathy Watson		293.46	
	11/12/09	1831	CDJ	Erin Kirton		86.69	
	11/12/09	1832	CDJ	Courtney Swartwood		10.17	
	11/12/09	1833	CDJ	Erica Downs		107.00	
	11/12/09	1834	CDJ	MidAmerica Books		953.91	
	11/13/09	1835	CDJ	Charter Solutions		48,020.00	
	11/13/09	1836	CDJ	Office Depot		264.40	
	11/13/09	1837	CDJ	Comcast		280.59	
	11/13/09	1838	CDJ	Utah Charter Schools Interloca		11,466.98	
	11/13/09	1837V	CDJ	Comcast	280.59		
	11/13/09	1839	CDJ	Comcast		296.83	
	11/13/09	1840	CDJ	Benchmark Insurance Company		440.00	
	11/13/09	1841	CDJ	Anne Smedburg		64.67	
	11/13/09	1842	CDJ	Bill Trujillo		46.20	
	11/13/09	1843	CDJ	Christopher Ord		31.79	
	11/13/09	NovARet	GENJ			5,522.61	
	11/20/09	transfer	GENJ		80,000.00		
	11/20/09	FT Deposit	GENJ		200.00		
	11/23/09	Wire20091120	CDJ	Farm Credit of Southwest Flori		2,632.50	
	11/23/09	1845	CDJ	C3 Charters		780.00	
	11/23/09	1846	CDJ	Utah State University-AITC		37.58	
	11/23/09	1847	CDJ	School Specialty		830.45	
	11/23/09	1848	CDJ	Office Depot		1,531.74	
	11/23/09	1849	CDJ	Oce Imagistics Inc.		350.48	
	11/23/09	1850	CDJ	Questar Gas		445.30	
	11/23/09	1851	CDJ	DPS Bureau of Criminal Identif		10.00	
	11/23/09	1852	CDJ	Paul Stratton, PhD, MBA		1,200.00	
	11/23/09	1855	CDJ	Erin Preston		169.77	
	11/23/09	1856	CDJ	Sarah Andersen		211.17	
	11/23/09	1857	CDJ	Elizabeth Schnell		41.08	
	11/23/09	1858	CDJ	Stephanie Stoker		121.50	
	11/23/09	1859	CDJ	Rebecca Strait		33.95	
	11/23/09	1860	CDJ	Kami Mecham		60.12	
	11/24/09	NovBPR	GENJ			186.10	
	11/24/09	NovBPR	GENJ			10,903.20	
	11/24/09	NovBPR	GENJ			48,436.65	
	11/24/09	NovBPR	GENJ			18,296.33	

PROVIDENCE HALL CHARTER SCHOOL
General Ledger
For the Period From Nov 1, 2009 to Nov 30, 2009

Filter Criteria includes: 1) IDs: 1030. Report order is by ID. Report is printed with shortened descrip

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
	11/25/09	1861	CDJ	Cindy Anderson		222.55	
	11/30/09	Nov MSP	GENJ		277,879.00		
	11/30/09	NovB Ret	GENJ			5,901.41	
				Current Period Change	358,865.59	350,342.10	8,523.49
	11/30/09			Ending Balance			325,922.14

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Five Months Ending November 30, 2009

Revenues									
Local Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09		
01.100	Bond Proceeds	\$ 0.00	\$ 0.00	0.00	\$ 0.00	\$ 0.00	0.00	0.00	0.00
01.500	Income- Interest Income	3,647.98	5,000.00	(1,352.02)		663.24	858.81	791.84	
01.700	Parent Organization Revenue	156.00	10,000.00	(9,844.00)		156.00	0.00	0.00	
01.790	Other Student Activities	0.00	0.00	0.00		0.00	0.00	0.00	
01.800	Income--School Programs	1,375.00	0.00	1,375.00		350.00	1,025.00	0.00	
01.920	Income- Corporate Donation	91.93	0.00	91.93		0.00	0.00	91.93	
01.921	Income- Cash Donation	700.00	0.00	700.00		200.00	113.00	100.00	
	Total Local Revenue	5,970.91	15,000.00	(9,029.09)		1,369.24	1,996.81	983.77	
State Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09		
03.010	Income-K-12 WPU	638,881.00	1,533,315.00	(894,434.00)		127,776.00	127,776.00	127,776.00	
03.020	Income--Professional Staff	22,617.00	30,666.00	(8,049.00)		1,150.00	5,366.00	5,367.00	
03.021	Locally Determined Reduction	0.00	0.00	0.00		0.00	0.00	0.00	
03.025	Income--Administrative Costs	0.00	0.00	0.00		0.00	0.00	0.00	
03.105	Income--Special Ed Add-on	63,340.00	152,015.00	(88,675.00)		12,668.00	12,668.00	12,668.00	
03.106	Income--Extended Year SpEd	702.00	1,287.00	(585.00)		0.00	0.00	0.00	
03.110	Income--SpEd Self-Contained	0.00	0.00	0.00		0.00	0.00	0.00	
03.211	Income--Accelerated Learning	905.00	2,171.00	(1,266.00)		185.00	180.00	180.00	
03.215	Income--At-Risk Student Progra	1,571.00	3,770.00	(2,199.00)		537.00	258.00	259.00	
03.218	Income--Homeless & Minority	89.00	89.00	0.00		0.00	89.00	0.00	
03.230	Income--Class Size Reduction	66,603.00	159,847.00	(93,244.00)		14,540.00	13,015.00	13,016.00	
03.255	Income--Quality Teaching Block	0.00	0.00	0.00		0.00	0.00	0.00	
03.260	Income--Local Discretionary Bl	0.00	0.00	0.00		0.00	0.00	0.00	
03.270	Income--Interventions for Stud	5,078.00	12,187.00	(7,109.00)		1,106.00	993.00	993.00	
03.405	Income--Soc Security & Retirem	77,132.00	183,154.00	(106,022.00)		15,146.00	15,496.00	15,497.00	
03.468	Income--School Nurses	461.00	1,106.00	(645.00)		93.00	92.00	92.00	
03.520	Income--LAND Trust	29,299.00	29,299.00	0.00		0.00	0.00	0.00	
03.718	Income--Professional Dev.	0.00	0.00	0.00		0.00	0.00	0.00	
03.719	Income--Charter Local Replacem	416,210.00	1,009,400.00	(593,190.00)		83,242.00	83,242.00	83,242.00	
03.801	Income--U-PASS	1,858.00	1,858.00	0.00		1,858.00	0.00	0.00	
03.805	Income--Reading Achievement	9,585.00	23,004.00	(13,419.00)		1,917.00	1,917.00	1,917.00	
03.810	Income--Library Books and Supp	260.00	621.00	(361.00)		52.00	52.00	52.00	
03.842	Income--Charter Administrative	29,167.00	70,000.00	(40,833.00)		5,834.00	5,833.00	5,833.00	
03.868	Income--Teachers Mat. & Supp.	16,123.00	20,153.00	(4,030.00)		0.00	0.00	0.00	
03.876	Income--Educator Salary Adj.	58,873.00	141,294.00	(82,421.00)		11,775.00	11,774.00	11,775.00	
03.877	Income--One-Time Signing Bonus	0.00	0.00	0.00		0.00	0.00	0.00	
	Total State Revenue	1,438,754.00	3,375,236.00	(1,936,482.00)		277,879.00	278,751.00	278,667.00	
Federal Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09		
04.524	Income--IDEA	0.00	76,501.00	(76,501.00)		0.00	0.00	0.00	
04.525	Income--ARRA IDEA Funds	0.00	81,238.00	(81,238.00)		0.00	0.00	0.00	
04.600	Income--Federal REMS Grant	0.00	0.00	0.00		0.00	0.00	0.00	

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Five Months Ending November 30, 2009

04.624	Federal Facilities Grant	0.00	0.00	0.00	0.00	0.00	0.00
04.625	Federal Implemenation Grant	0.00	195,743.00	(195,743.00)	0.00	0.00	0.00
04.661	Income--MSP Stabilization Fund	30,638.00	112,651.00	(82,013.00)	0.00	21,277.00	0.00
04.801	Income--NCLB Title I	0.00	0.00	0.00	0.00	0.00	0.00
04.802	Income--NCLB Tech Literacy	0.00	0.00	0.00	0.00	0.00	0.00
04.803	Income--Title IIA	0.00	8,248.00	(8,248.00)	0.00	0.00	0.00
04.874	Income--Federal Teacher Qual	0.00	0.00	0.00	0.00	0.00	0.00
	Total Federal Revenue	30,638.00	474,381.00	(443,743.00)	0.00	21,277.00	0.00
	Total Income	\$ 1,475,362.91	\$ 3,864,617.00	(2,389,254.09)	\$ 279,248.24	\$ 302,024.81	279,650.77

Expenses							
Salaries	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
115.20	Merit Pay- Admin Expense	\$ 0.00	\$ 15,000.00	(15,000.00)	\$ 0.00	\$ 0.00	0.00
115.22	Wages- Admin Instructional Sup	23,576.80	59,585.00	(36,008.20)	4,362.36	5,042.16	5,345.86
115.24	Wages - Director	29,778.75	77,250.00	(47,471.25)	6,562.50	6,562.50	6,562.50
131.10	Wages - Teachers	291,764.02	997,300.00	(705,535.98)	83,419.63	83,485.67	82,114.29
131A.10	Wages - Teachers Special Ed	14,749.04	0.00	14,749.04	4,181.85	5,381.85	4,181.85
131B.10	Merit Pay- Teacher Expense	0.00	0.00	0.00	0.00	0.00	0.00
132.10	Wages- Substitute Teacher	5,636.54	24,960.00	(19,323.46)	2,367.57	2,068.45	1,200.52
152.24	Wages - School Admin	45,972.97	103,000.00	(57,027.03)	11,360.27	11,050.76	11,389.43
161.10	Wages - Aides & Instructors	61,285.55	240,000.00	(178,714.45)	24,895.75	16,888.22	20,733.04
161A.10	Wages - SpEd Aides	12,958.76	0.00	12,958.76	4,413.77	4,577.78	2,188.04
182.26	Wages- Admin MAINT & OPS.	17,242.08	50,810.00	(33,567.92)	4,108.09	4,059.09	4,315.68
	Total Salaries	502,964.51	1,567,905.00	(1,064,940.49)	145,671.79	139,116.48	138,031.21

Benefits	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
220.00	Social Security & Medicare Tax	38,371.55	117,749.00	(79,377.45)	10,907.91	10,443.30	10,606.31
230.00	Retirement Programs	26,181.33	90,000.00	(63,818.67)	7,036.09	13,595.71	14,770.80
240.00	Employee Benefits Expense	33,313.44	174,000.00	(140,686.56)	9,099.26	8,197.59	8,123.76
270.00	Worker's Compensation Insuranc	1,172.33	6,000.00	(4,827.67)	440.00	0.00	444.00
280.00	Unemployment Insurance	4,942.37	38,389.00	(33,446.63)	642.53	662.99	(4,056.16)
	Total Benefits	103,981.02	426,138.00	(322,156.98)	28,125.79	32,899.59	29,888.71

Outside Services	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
300.10	Special Ed Services	21,240.17	60,000.00	(38,759.83)	8,285.83	1,100.00	9,159.34
300.20	Professional & Tech Services	1,643.00	1,000.00	643.00	0.00	0.00	0.00
300.24	Web Services	79.80	2,000.00	(1,920.20)	0.00	19.95	19.95
310.24	Business Services	28,000.00	84,000.00	(56,000.00)	0.00	7,000.00	14,000.00
311.24	Startup Services	0.00	0.00	0.00	0.00	0.00	0.00
330.22	Prof. Dev.- Teachers & Instr.	9,055.00	25,000.00	(15,945.00)	0.00	0.00	250.00
330.24	Prof. Dev.- Other	200.00	8,000.00	(7,800.00)	0.00	0.00	200.00
340.24	Bank Fees	2,647.50	20,280.00	(17,632.50)	0.00	2,632.50	0.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Five Months Ending November 30, 2009

341.24	Accounting and Auditing	10,850.00	10,000.00	850.00	500.00	3,350.00	0.00
342.24	Legal Fees	107.73	5,000.00	(4,892.27)	107.73	0.00	0.00
400.26	Security Expense	1,440.00	1,000.00	440.00	0.00	0.00	1,440.00
412.26	Garbage Expense	1,085.80	2,000.00	(914.20)	190.37	379.16	327.04
430.26	Property Repairs & Maint.	815.00	2,000.00	(1,185.00)	0.00	0.00	675.00
431.26	Equipment Repairs	0.00	1,000.00	(1,000.00)	0.00	0.00	0.00
433.26	Property Services	3,314.80	8,000.00	(4,685.20)	110.00	1,944.80	250.00
434.26	Custodial Services	0.00	5,000.00	(5,000.00)	0.00	0.00	0.00
440.26	Equipment Rental	37.17	0.00	37.17	0.00	0.00	37.17
441.26	Lease- Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00
441.50	Mortgage Expense	83,430.00	795,490.00	(712,060.00)	16,686.00	16,686.00	16,686.00
442.26	Storage	0.00	0.00	0.00	0.00	0.00	0.00
500.24	HR--Payroll Processing	1,395.16	4,000.00	(2,604.84)	186.10	459.08	350.56
500B.24	Copier Maintenance Expense	3,396.93	13,000.00	(9,603.07)	1,115.86	831.58	1,195.91
521.26	Insurance Expense	0.00	20,000.00	(20,000.00)	0.00	0.00	0.00
531.24	Telephone- Voice	5,036.87	7,240.00	(2,203.13)	406.62	380.12	3,413.98
531A.24	Internet	494.75	5,000.00	(4,505.25)	98.95	98.95	98.95
532.24	Postage & Mailing Expense	589.14	1,000.00	(410.86)	0.00	0.00	212.58
540.10	Advertising	0.00	0.00	0.00	0.00	0.00	0.00
540.24	Advertising & Promotions	0.00	0.00	0.00	0.00	0.00	0.00
540A.24	HR-Recruitment	210.00	1,500.00	(1,290.00)	10.00	60.00	140.00
580.00	Travel & Lodging Expense	863.78	10,000.00	(9,136.22)	187.55	67.98	538.40
594.10	Travel- Field Trips Expense	2,050.00	5,000.00	(2,950.00)	1,340.00	710.00	0.00
	Total Outside Services	177,982.60	1,096,510.00	(918,527.40)	29,225.01	35,720.12	48,994.88

Supplies	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
600.20	Supplies- Administration	1,148.24	6,000.00	(4,851.76)	73.10	172.97	358.99
600.21	Supplies-Medical/First Aid	55.06	1,000.00	(944.94)	0.00	0.00	41.40
610.00	Supplies- Copier & Printer	4,135.93	10,000.00	(5,864.07)	1,493.41	938.10	1,481.93
610.10	Supplies- Classroom	1,116.98	12,000.00	(10,883.02)	0.00	197.73	27.56
610A.10	Testing & Testing Materials	0.00	3,000.00	(3,000.00)	0.00	0.00	0.00
610B.10	Supplies--Teacher Class Funds	4,003.31	9,000.00	(4,996.69)	1,238.87	364.77	1,257.33
610C.10	Supplies-Physical Education	1,893.30	1,500.00	393.30	0.00	0.00	1,253.50
610D.10	Supplies - Special Ed	1,376.29	3,000.00	(1,623.71)	235.48	96.60	0.00
610E.10	Supplies - Workroom	884.43	7,000.00	(6,115.57)	206.57	6.90	298.70
620.26	Utilities Expense	29,083.02	45,000.00	(15,916.98)	3,726.13	6,304.56	7,062.49
641.10	Curriculum & Materials	40,523.49	90,000.00	(49,476.51)	2,134.21	9,734.24	4,928.43
641A.10	Curriculum--Special Education	2,004.15	3,000.00	(995.85)	35.98	0.00	562.53
644.22	Library Books & Supplies	1,710.99	25,000.00	(23,289.01)	0.00	953.91	599.00
680.26	Supplies- Custodial & Maint	7,493.12	12,000.00	(4,506.88)	1,482.46	1,738.96	908.80
	Total Supplies	95,428.31	227,500.00	(132,071.69)	10,626.21	20,508.74	18,780.66

Equipment	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
700.00	Equipment- Computer & Software	35,943.70	40,000.00	(4,056.30)	0.00	8,728.95	6,925.26

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Five Months Ending November 30, 2009

700.10	Classroom Equipment Expense	4,238.36	31,000.00	(26,761.64)	68.75	2,626.18	0.00
700.26	Maintenance Equipment	14,528.30	21,000.00	(6,471.70)	0.00	128.56	192.70
700.45	Bond Expenses	0.00	0.00	0.00	0.00	0.00	0.00
700A.00	Small Equipment Expense	10,611.36	30,000.00	(19,388.64)	108.46	1,602.74	4,706.63
730A.26	Property- Equipment Expense	4,580.00	0.00	4,580.00	0.00	0.00	4,580.00
	Total Equipment	69,901.72	122,000.00	(52,098.28)	177.21	13,086.43	16,404.59

Other Expenses	Description	YTD: Actual	YTD: Budget	YTD: Variance	Nov-09	Oct-09	Sep-09
800.00	Other Expense	1,047.38	5,000.00	(3,952.62)	64.67	60.00	922.71
800.10	Student Motivation Expense	259.08	1,500.00	(1,240.92)	0.00	163.75	95.33
800.22	Prof. Dev. Meals	489.46	2,000.00	(1,510.54)	0.00	38.64	217.55
800.24	Employee Motivation Expense	360.07	6,000.00	(5,639.93)	0.00	118.46	208.01
800.45	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00
800A.24	Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
800B.24	License & Tax Expense	0.00	400.00	(400.00)	0.00	0.00	0.00
800D.24	Sales Tax Paid and Refunded	(68.33)	0.00	(68.33)	0.00	0.00	0.00
801.24	BoT Staff Motivation	169.77	2,500.00	(2,330.23)	169.77	0.00	0.00
810.24	Dues & Subscriptions	4,949.00	15,000.00	(10,051.00)	0.00	0.00	80.00
831.51	Interest USOE Loan	261.62	0.00	261.62	0.00	0.00	0.00
832.26	Interest - Bond	254,123.11	0.00	254,123.11	0.00	254,123.11	0.00
840.50	Principal Payments on loans	0.00	0.00	0.00	0.00	0.00	0.00
841.51	Principal USOE Loan	218,010.17	0.00	218,010.17	0.00	0.00	0.00
842.26	Principal - Bond	64,559.84	0.00	64,559.84	0.00	64,559.84	0.00
850.26	Property Tax	25,334.96	20,000.00	5,334.96	25,334.96	0.00	0.00
890.24	Parent Organization Expense	111.06	2,500.00	(2,388.94)	0.00	111.06	0.00
9999	Error	0.00	0.00	0.00	0.00	0.00	0.00
	Total Other Expenses	569,607.19	54,900.00	514,707.19	25,569.40	319,174.86	1,523.60
	Total Expenses	1,519,865.35	3,494,953.00	(1,975,087.65)	239,395.41	560,506.22	253,623.65
	Net Income	(\$ 44,502.44)	\$ 369,664.00	(414,166.44)	\$ 39,852.83	(\$ 258,481.41)	26,027.12

PROVIDENCE HALL CHARTER SCHOOL
Statement of Cash Flow
For the five Months Ended November 30, 2009

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 39,852.83	(\$ 44,502.44)
Adjustments to reconcile net income to net cash provided by operating activities		
A/D- Leasehold Improvements	0.00	0.00
A/D- Furniture & Fixtures	0.00	0.00
A/D- Equipment	0.00	0.00
A/D- Start up Costs	0.00	0.00
State WPU Receivable	0.00	0.00
Federal Receivable	0.00	0.00
Prepaid Insurance	0.00	0.00
Prepays	(48,020.00)	(39,605.00)
Note Receivable	0.00	0.00
Rent Deposit	0.00	0.00
Marketable Securities	0.00	0.00
Valuation Allowance	0.00	0.00
Accrued Salaries & Benefits	0.00	(232,033.97)
Accrued Payroll	0.00	0.00
Accounts Payable	(10,718.45)	(61,108.81)
Accrued Interest	0.00	0.00
Current portion of LTD	0.00	0.00
Income Tax Liability	0.00	0.00
Merit Pay Accrual	0.00	0.00
Employee Retirement Liability	0.00	0.00
	<hr/>	<hr/>
Total Adjustments	(58,738.45)	(332,747.78)
	<hr/>	<hr/>
Net Cash provided by Operations	(18,885.62)	(377,250.22)
Cash Flows from investing activities		
Used For		
Leasehold Improvements	0.00	0.00
Furniture & Fixtures	0.00	0.00
Equipment	0.00	0.00
Start up Costs	0.00	0.00
Construction in Process	0.00	0.00
Land and Improvements	0.00	0.00
Buildings	0.00	0.00
	<hr/>	<hr/>
Net cash used in investing	0.00	0.00
Cash Flows from financing activities		
Proceeds From		
Revolving Loan	0.00	0.00
LTD Grouping account	0.00	0.00
Beginning Balance Equity	0.00	0.00

PROVIDENCE HALL CHARTER SCHOOL
Statement of Cash Flow
For the five Months Ended November 30, 2009

	Current Month	Year to Date
Acc Other Comp Gain	0.00	0.00
Used For		
Revolving Loan	0.00	0.00
LTD Grouping account	0.00	0.00
Beginning Balance Equity	0.00	0.00
Acc Other Comp Gain	0.00	0.00
	<hr/>	<hr/>
Net cash used in financing	0.00	0.00
	<hr/>	<hr/>
Net increase <decrease> in cash	<u>(\$ 18,885.62)</u>	<u>(\$ 377,250.22)</u>
Summary		
Cash Balance at End of Period	\$ 1,106,460.01	\$ 1,106,460.01
Cash Balance at Beg of Period	<u>(1,125,345.63)</u>	<u>(1,483,710.23)</u>
	<hr/>	<hr/>
Net Increase <Decrease> in Cash	<u>(\$ 18,885.62)</u>	<u>(\$ 377,250.22)</u>

PROVIDENCE HALL CHARTER SCHOOL

Balance Sheet
November 30, 2009

ASSETS

Current Assets		
Cash in Bank	\$	325,922.14
Savings at Mountain America		25.00
Mountain America MM		404,968.26
PHAST cash account		1,573.80
PHAST Savings Account		13,028.57
PHAST Cash Box		(600.00)
State Purchase Card		(9,414.09)
Interest Account		47,859.17
Principal Account		11,141.19
Reserve Fund		301,942.13
Escrow Account		10,013.84
Prepays		48,020.00
Accrued Salaries & Benefits		<u>232,033.97</u>
Total Current Assets		1,386,513.98
Property and Equipment		
<hr/>		
Total Property and Equipment		0.00
Other Assets		
<hr/>		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>1,386,513.98</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	<u>5,269.45</u>
Total Current Liabilities		5,269.45
Long-Term Liabilities		
Revolving Loan		<u>(0.01)</u>
Total Long-Term Liabilities		<u>(0.01)</u>
Total Liabilities		5,269.44
Capital		
Retained Earnings		1,386,746.98
Net Income		<u>(5,502.44)</u>
Total Capital		<u>1,381,244.54</u>
Total Liabilities & Capital	\$	<u><u>1,386,513.98</u></u>

PROVIDENCE HALL CHARTER SCHOOL

Account Reconciliation

As of Dec 31, 2009

1030 - Cash in Bank

Bank Statement Date: December 31, 2009

Filter Criteria includes: Report is printed in Detail F

Beginning GL Balance			325,922.14
Add: Cash Receipts			
Less: Cash Disbursements			(40,024.41)
Add (Less) Other			<u>70,158.87</u>
Ending GL Balance			<u><u>356,056.60</u></u>
Ending Bank Balance			365,684.06
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Dec 17, 2008	1204	(92.35)
	Oct 12, 2009	1760	(126.00)
	Nov 5, 2009	1816	(28.30)
	Nov 5, 2009	1817	(13.05)
	Nov 12, 2009	1832	(10.17)
	Dec 10, 2009	1880	(7,615.00)
	Dec 10, 2009	1881	(121.22)
	Dec 10, 2009	1885	(461.03)
	Dec 14, 2009	1890	(34.40)
	Dec 14, 2009	1891	(77.10)
	Dec 14, 2009	1892	(209.25)
	Dec 14, 2009	1893	(38.91)
	Dec 14, 2009	1894	(135.00)
	Dec 14, 2009	1895	(9.98)
	Dec 14, 2009	1899	(456.00)
	Dec 18, 2009	1901	(92.35)
	Dec 18, 2009	1902	<u>(92.35)</u>
Total outstanding checks			(9,612.46)
Add (Less) Other			
	Dec 9, 2009	Dec Bond Pmt	<u>(15.00)</u>
Total other			(15.00)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>356,056.60</u></u>

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Six Months Ending December 31, 2009

	Current Month		Year to Date	
Revenues				
Bond Proceeds	\$ 0.00	0.00 \$	0.00	0.00
Income- Interest Income	0.00	0.00	3,647.98	0.00
Parent Organization Revenue	0.00	0.00	156.00	0.00
Other Student Activities	0.00	0.00	0.00	0.00
Income--School Programs	0.00	0.00	1,375.00	0.00
Income- Corporate Donation	1,391.69	0.00	1,483.62	0.00
Income- Cash Donation	314.00	0.00	1,014.00	0.00
Income-K-12 WPU	127,777.00	0.00	766,658.00	0.00
Income--Professional Staff	1,150.00	0.00	23,767.00	0.00
Locally Determined Reduction	0.00	0.00	0.00	0.00
Income--Administrative Costs	0.00	0.00	0.00	0.00
Income--Special Ed Add-on	12,668.00	0.00	76,008.00	0.00
Income--Extended Year SpEd	585.00	0.00	1,287.00	0.00
Income--SpEd Self-Contained	0.00	0.00	0.00	0.00
Income--Accelerated Learning	181.00	0.00	1,086.00	0.00
Income--At-Risk Student Progra	314.00	0.00	1,885.00	0.00
Income--Homeless & Minority	0.00	0.00	89.00	0.00
Income--Class Size Reduction	13,321.00	0.00	79,924.00	0.00
Income--Quality Teaching Block	0.00	0.00	0.00	0.00
Income--Local Discretionary BI	0.00	0.00	0.00	0.00
Income--Interventions for Stud	1,016.00	0.00	6,094.00	0.00
Income--Soc Security & Retirem	15,146.00	0.00	92,278.00	0.00
Income--School Nurses	92.00	0.00	553.00	0.00
Income--LAND Trust	0.00	0.00	29,299.00	0.00
Income--Professional Dev.	0.00	0.00	0.00	0.00
Income--Charter Local Replacem	88,490.00	0.00	504,700.00	0.00
Income--U-PASS	0.00	0.00	1,858.00	0.00
Income--Reading Achievement	1,917.00	0.00	11,502.00	0.00
Income--Library Books and Supp	52.00	0.00	312.00	0.00
Income--Charter Administrative	5,833.00	0.00	35,000.00	0.00
Income--Teachers Mat. & Supp.	110.00	0.00	16,233.00	0.00
Income--Educator Salary Adj.	11,774.00	0.00	70,647.00	0.00
Income--One-Time Signing Bonus	0.00	0.00	0.00	0.00
Income--IDEA	0.00	0.00	0.00	0.00
Income--ARRA IDEA Funds	0.00	0.00	0.00	0.00
Income--Federal REMS Grant	0.00	0.00	0.00	0.00
Federal Facilities Grant	0.00	0.00	0.00	0.00
Federal Implemenation Grant	0.00	0.00	0.00	0.00
Income--MSP Stabilization Fund	0.00	0.00	30,638.00	0.00
Income--NCLB Title I	0.00	0.00	0.00	0.00
Income--NCLB Tech Literacy	0.00	0.00	0.00	0.00
Income--Title IIA	0.00	0.00	0.00	0.00
Income--Federal Teacher Qual	0.00	0.00	0.00	0.00
Other Financing Proceeds	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	282,131.69	0.00	1,757,494.60	0.00

Cost of Sales

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Six Months Ending December 31, 2009

	<u>Current Month</u>		<u>Year to Date</u>	
Total Cost of Sales	0.00	0.00	0.00	0.00
Gross Profit	282,131.69	0.00	1,757,494.60	0.00
Expenses				
Wages- Student Support	0.00	0.00	0.00	0.00
Wages--Instruction Support	0.00	0.00	0.00	0.00
Merit Pay- Admin Expense	250.00	0.00	250.00	0.00
Wages- Admin Instructional Sup	4,886.86	0.00	28,463.66	0.00
Wages - Director	6,562.50	0.00	36,341.25	0.00
Wages - Teachers	83,344.32	0.00	375,108.34	0.00
Wages - Teachers Special Ed	7,181.85	0.00	21,930.89	0.00
Merit Pay- Teacher Expense	0.00	0.00	0.00	0.00
Wages- Substitute Teacher	3,387.57	0.00	9,024.11	0.00
Wages - School Admin	11,233.41	0.00	57,206.38	0.00
Wages - Aides & Instructors	22,249.43	0.00	83,534.98	0.00
Wages - SpEd Aides	4,162.20	0.00	17,120.96	0.00
Wages- Admin MAINT & OPS.	4,161.04	0.00	21,403.12	0.00
Social Security & Medicare Tax	11,115.32	0.00	49,486.87	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Social Security	0.00	0.00	0.00	0.00
Retirement Programs	1,634.52	0.00	27,815.85	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Retirement	0.00	0.00	0.00	0.00
Employee Benefits Expense	11,970.91	0.00	45,284.35	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Group Insurance	0.00	0.00	0.00	0.00
Worker's Compensation Insuranc	456.00	0.00	1,628.33	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Worker's Comp	0.00	0.00	0.00	0.00
Unemployment Insurance	560.31	0.00	5,502.68	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Unemployment	0.00	0.00	0.00	0.00
Special Ed Services	8,975.83	0.00	30,216.00	0.00
Professional & Tech Services	350.00	0.00	1,993.00	0.00
Web Services	0.00	0.00	79.80	0.00
Business Services	0.00	0.00	28,000.00	0.00
Startup Services	0.00	0.00	0.00	0.00
Prof. Dev.- Teachers & Instr.	0.00	0.00	9,055.00	0.00
Prof. Dev.- Other	135.00	0.00	335.00	0.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
For the Six Months Ending December 31, 2009

	Current Month		Year to Date	
Bank Fees	15.00	0.00	2,662.50	0.00
Accounting and Auditing	0.00	0.00	10,850.00	0.00
Legal Fees	121.22	0.00	228.95	0.00
Security Expense	0.00	0.00	1,440.00	0.00
Garbage Expense	0.00	0.00	1,085.80	0.00
Property Repairs & Maint.	0.00	0.00	815.00	0.00
Equipment Repairs	0.00	0.00	0.00	0.00
Property Services	4,500.00	0.00	7,814.80	0.00
Custodial Services	0.00	0.00	0.00	0.00
Equipment Rental	0.00	0.00	37.17	0.00
Lease- Rent Expense	0.00	0.00	0.00	0.00
Mortgage Expense	16,686.00	0.00	100,116.00	0.00
Storage	0.00	0.00	0.00	0.00
HR--Payroll Processing	423.15	0.00	1,818.31	0.00
Copier Maintenance Expense	782.95	0.00	4,179.88	0.00
Insurance Expense	21,664.00	0.00	21,664.00	0.00
Telephone- Voice	275.90	0.00	5,312.77	0.00
Internet	98.95	0.00	593.70	0.00
Postage & Mailing Expense	0.00	0.00	589.14	0.00
Advertising	0.00	0.00	0.00	0.00
Advertising & Promotions	0.00	0.00	0.00	0.00
HR-Recruitment	30.00	0.00	240.00	0.00
Travel & Lodging Expense	0.00	0.00	863.78	0.00
Travel- Field Trips Expense	972.50	0.00	3,022.50	0.00
Supplies- Administration	19.81	0.00	1,168.05	0.00
Supplies-Medical/First Aid	0.00	0.00	55.06	0.00
Supplies- Copier & Printer	664.15	0.00	4,800.08	0.00
Supplies- Classroom	0.00	0.00	1,116.98	0.00
Testing & Testing Materials	0.00	0.00	0.00	0.00
Supplies--Teacher Class Funds	319.50	0.00	4,322.81	0.00
Supplies-Physical Education	0.00	0.00	1,893.30	0.00
Supplies - Special Ed	0.00	0.00	1,376.29	0.00
Supplies - Workroom	360.92	0.00	1,245.35	0.00
Utilities Expense	3,839.88	0.00	32,922.90	0.00
Curriculum & Materials	1,329.10	0.00	41,852.59	0.00
Curriculum--Special Education	3,622.73	0.00	5,626.88	0.00
Library Books & Supplies	7,121.40	0.00	8,832.39	0.00
Supplies- Custodial & Maint	714.28	0.00	8,207.40	0.00
Equipment- Computer & Software	0.00	0.00	35,943.70	0.00
Classroom Equipment Expense	650.00	0.00	4,888.36	0.00
Maintenance Equipment	0.00	0.00	14,528.30	0.00
Bond Expenses	0.00	0.00	0.00	0.00
Small Equipment Expense	2,221.74	0.00	12,833.10	0.00
Property- Equipment Expense	7,615.00	0.00	12,195.00	0.00
Other Expense	0.00	0.00	1,047.38	0.00
Student Motivation Expense	0.00	0.00	259.08	0.00
Prof. Dev. Meals	0.00	0.00	489.46	0.00
Employee Motivation Expense	0.00	0.00	360.07	0.00
Other Objects	0.00	0.00	0.00	0.00
Interest Expense	0.00	0.00	0.00	0.00
License & Tax Expense	0.00	0.00	0.00	0.00

PROVIDENCE HALL CHARTER SCHOOL

Income Statement

For the Six Months Ending December 31, 2009

	Current Month		Year to Date	
Sales Tax Paid and Refunded	0.00	0.00	(68.33)	0.00
BoT Staff Motivation	0.00	0.00	169.77	0.00
Dues & Subscriptions	0.00	0.00	4,949.00	0.00
Interest USOE Loan	0.00	0.00	261.62	0.00
Interest - Bond	0.00	0.00	254,123.11	0.00
Principal Payments on loans	0.00	0.00	0.00	0.00
Principal USOE Loan	0.00	0.00	218,010.17	0.00
Principal - Bond	0.00	0.00	64,559.84	0.00
Property Tax	0.00	0.00	25,334.96	0.00
Parent Organization Expense	0.00	0.00	111.06	0.00
Error	0.00	0.00	0.00	0.00
	<hr/>		<hr/>	
Total Expenses	256,665.25	0.00	1,776,530.60	0.00
	<hr/>		<hr/>	
Net Income	\$ 25,466.44	0.00	(\$ 19,036.00)	0.00
	<hr/>		<hr/>	

PROVIDENCE HALL CHARTER SCHOOL
General Ledger
For the Period From Dec 1, 2009 to Dec 31, 2009

Filter Criteria includes: 1) IDs: 1030. Report order is by ID. Report is printed with shortened descrip

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
1030	12/1/09			Beginning Balance			325,922.14
Cash in Bank	12/2/09	1862	CDJ	State of Utah		9,184.49	
	12/2/09	1863	CDJ	ABSI-Speech		5,098.33	
	12/2/09	1864	CDJ	WAXIE Sanitary Supply		854.04	
	12/2/09	1865	CDJ	Oce Imagistics Inc.		765.38	
	12/2/09	1866	CDJ	Karen W Malm PhD PC		1,200.00	
	12/2/09	1867	CDJ	Herriman City		549.51	
	12/2/09	1868	CDJ	Free and Associates		107.73	
	12/2/09	1869	CDJ	Qwest		144.82	
	12/2/09	1870	CDJ	T-Mobile		63.92	
	12/2/09	1871	CDJ	Staples Business Advantage		44.72	
	12/2/09	1872	CDJ	Office Depot		99.80	
	12/2/09	USDA Pmt	GENJ			16,686.00	
	12/3/09	1873	CDJ	Jamie Katyal		172.01	
	12/3/09	1874	CDJ	Erica Nuttall		82.62	
	12/3/09	1875	CDJ	Jeni Larsen		80.56	
	12/7/09	1876	CDJ	John Hutchings Museum of Natur		235.00	
	12/9/09	Dec Bond Pmt	GENJ			40,637.73	
	12/9/09	Dec Bond Pmt	GENJ			15.00	
	12/9/09	DecAPR	GENJ			177.75	
	12/9/09	DecAPR	GENJ			20.03	
	12/9/09	DecAPR	GENJ			103.91	
	12/9/09	DecAPR	GENJ			16,982.54	
	12/9/09	DecAPR	GENJ			22.14	
	12/9/09	DecAPR	GENJ			9,260.37	
	12/9/09	DecAPR	GENJ			45,375.54	
	12/9/09	Deposit2	GENJ		234.00		
	12/10/09	1877	CDJ	John Hutchings Museum of Natur		250.00	
	12/10/09	1878	CDJ	Conseco Insurance Company		235.10	
	12/10/09	1879	CDJ	Karen W Malm PhD PC		800.00	
	12/10/09	1880	CDJ	Blue Sky Recreation		7,615.00	
	12/10/09	1881	CDJ	Kirton and McConkie		121.22	
	12/10/09	1882	CDJ	Office Depot		463.31	
	12/10/09	1883	CDJ	NASCO		73.50	
	12/10/09	1884	CDJ	ACE Disposal		190.37	
	12/10/09	1885	CDJ	Riverton Music, Inc		461.03	
	12/10/09	1886	CDJ	WAXIE Sanitary Supply		1,394.38	
	12/10/09	1887	CDJ	TxtWire Communications Inc.		350.00	

PROVIDENCE HALL CHARTER SCHOOL
General Ledger
For the Period From Dec 1, 2009 to Dec 31, 2009

Filter Criteria includes: 1) IDs: 1030. Report order is by ID. Report is printed with shortened descrip

Account ID	Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Account Description							
	12/14/09	1888	CDJ	Rocky Mountain Power		2,251.53	
	12/14/09	1889	CDJ	Erica Nuttall		222.90	
	12/14/09	1890	CDJ	Lindsey Werner		34.40	
	12/14/09	1891	CDJ	Lindsey Werner		77.10	
	12/14/09	1892	CDJ	RaChell Jensen		209.25	
	12/14/09	1893	CDJ	Jill VanDongen		38.91	
	12/14/09	1894	CDJ	Kelly Mattingly		135.00	
	12/14/09	1895	CDJ	Michelle Willis		9.98	
	12/14/09	1896	CDJ	South Valley Sewer District		49.43	
	12/14/09	1897	CDJ	Peck Ormsby Construction Co		4,500.00	
	12/14/09	1898	CDJ	Squire		500.00	
	12/14/09	1899	CDJ	Benchmark Insurance Company		456.00	
	12/14/09	1900	CDJ	C3 Charters		487.50	
	12/14/09	Deposit	GENJ		4,891.69		
	12/17/09	Dec A Ret	GENJ			5,815.88	
	12/18/09	1901	CDJ	Kelly Mattingly		92.35	
	12/18/09	1902	CDJ	Jodi Lusty		92.35	
	12/18/09	1903	CDJ	Mark Johnson		230.87	
	12/21/09	DecBPR	GENJ			18,786.57	
	12/21/09	DecBPR	GENJ			49,281.98	
	12/21/09	DecBPR	GENJ			199.51	
	12/21/09	DecBPR	GENJ			12,061.98	
	12/21/09	Deposit1	GENJ		80.00		
	12/24/09	Check Reissue	GENJ			45.89	
	12/31/09	Dec MSP	GENJ		280,426.00		
				Current Period Change	285,631.69	255,497.23	30,134.46
	12/31/09			Ending Balance			356,056.60

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Six Months Ending December 31, 2009

		Year to Date Actual	Year to Date Budget	Year to Date Variance	Current Month	Current - 1	Current - 2
Revenues							
Local Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
01.100	Bond Proceeds	\$ 0.00	\$ 0.00	0.00	\$ 0.00	\$ 0.00	0.00
01.500	Income- Interest Income	3,647.98	5,000.00	(1,352.02)	0.00	663.24	858.81
01.700	Parent Organization Revenue	156.00	10,000.00	(9,844.00)	0.00	156.00	0.00
01.790	Other Student Activities	0.00	0.00	0.00	0.00	0.00	0.00
01.800	Income--School Programs	1,375.00	0.00	1,375.00	0.00	350.00	1,025.00
01.920	Income- Corporate Donation	1,483.62	0.00	1,483.62	1,391.69	0.00	0.00
01.921	Income- Cash Donation	1,014.00	0.00	1,014.00	314.00	200.00	113.00
	Total Local Revenue	7,676.60	15,000.00	(7,323.40)	1,705.69	1,369.24	1,996.81
State Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
03.010	Income-K-12 WPU	766,658.00	1,533,315.00	(766,657.00)	127,777.00	127,776.00	127,776.00
03.020	Income--Professional Staff	23,767.00	30,666.00	(6,899.00)	1,150.00	1,150.00	5,366.00
03.021	Locally Determined Reduction	0.00	0.00	0.00	0.00	0.00	0.00
03.025	Income--Administrative Costs	0.00	0.00	0.00	0.00	0.00	0.00
03.105	Income--Special Ed Add-on	76,008.00	152,015.00	(76,007.00)	12,668.00	12,668.00	12,668.00
03.106	Income--Extended Year SpEd	1,287.00	1,287.00	0.00	585.00	0.00	0.00
03.110	Income--SpEd Self-Contained	0.00	0.00	0.00	0.00	0.00	0.00
03.211	Income--Accelerated Learning	1,086.00	2,171.00	(1,085.00)	181.00	185.00	180.00
03.215	Income--At-Risk Student Progra	1,885.00	3,770.00	(1,885.00)	314.00	537.00	258.00
03.218	Income--Homeless & Minority	89.00	89.00	0.00	0.00	0.00	89.00
03.230	Income--Class Size Reduction	79,924.00	159,847.00	(79,923.00)	13,321.00	14,540.00	13,015.00
03.255	Income--Quality Teaching Block	0.00	0.00	0.00	0.00	0.00	0.00
03.260	Income--Local Discretionary BI	0.00	0.00	0.00	0.00	0.00	0.00
03.270	Income--Interventions for Stud	6,094.00	12,187.00	(6,093.00)	1,016.00	1,106.00	993.00
03.405	Income--Soc Security & Retirem	92,278.00	183,154.00	(90,876.00)	15,146.00	15,146.00	15,496.00
03.468	Income--School Nurses	553.00	1,106.00	(553.00)	92.00	93.00	92.00
03.520	Income--LAND Trust	29,299.00	29,299.00	0.00	0.00	0.00	0.00
03.718	Income--Professional Dev.	0.00	0.00	0.00	0.00	0.00	0.00
03.719	Income--Charter Local Replacem	504,700.00	1,009,400.00	(504,700.00)	88,490.00	83,242.00	83,242.00
03.801	Income--U-PASS	1,858.00	1,858.00	0.00	0.00	1,858.00	0.00
03.805	Income--Reading Achievement	11,502.00	23,004.00	(11,502.00)	1,917.00	1,917.00	1,917.00
03.810	Income--Library Books and Supp	312.00	621.00	(309.00)	52.00	52.00	52.00
03.842	Income--Charter Administrative	35,000.00	70,000.00	(35,000.00)	5,833.00	5,834.00	5,833.00
03.868	Income--Teachers Mat. & Supp.	16,233.00	20,153.00	(3,920.00)	110.00	0.00	0.00
03.876	Income--Educator Salary Adj.	70,647.00	141,294.00	(70,647.00)	11,774.00	11,775.00	11,774.00
03.877	Income--One-Time Signing Bonus	0.00	0.00	0.00	0.00	0.00	0.00
	Total State Revenue	1,719,180.00	3,375,236.00	(1,656,056.00)	280,426.00	277,879.00	278,751.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Six Months Ending December 31, 2009

		Year to Date Actual	Year to Date Budget	Year to Date Variance	Current Month	Current - 1	Current - 2
Federal Revenue	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
04.524	Income--IDEA	0.00	76,501.00	(76,501.00)	0.00	0.00	0.00
04.525	Income--ARRA IDEA Funds	0.00	81,238.00	(81,238.00)	0.00	0.00	0.00
04.600	Income--Federal REMS Grant	0.00	0.00	0.00	0.00	0.00	0.00
04.624	Federal Facilities Grant	0.00	0.00	0.00	0.00	0.00	0.00
04.625	Federal Implemenation Grant	0.00	195,743.00	(195,743.00)	0.00	0.00	0.00
04.661	Income--MSP Stabilization Fund	30,638.00	112,651.00	(82,013.00)	0.00	0.00	21,277.00
04.801	Income--NCLB Title I	0.00	0.00	0.00	0.00	0.00	0.00
04.802	Income--NCLB Tech Literacy	0.00	0.00	0.00	0.00	0.00	0.00
04.803	Income--Title IIA	0.00	8,248.00	(8,248.00)	0.00	0.00	0.00
04.874	Income--Federal Teacher Qual	0.00	0.00	0.00	0.00	0.00	0.00
	Total Federal Revenue	30,638.00	474,381.00	(443,743.00)	0.00	0.00	21,277.00
	Total Income	\$ 1,757,494.60	\$ 3,864,617.00	(2,107,122.40)	\$ 282,131.69	\$ 279,248.24	302,024.81

Expenses							
Salaries	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
115.20	Merit Pay- Admin Expense	\$ 250.00	\$ 15,000.00	(14,750.00)	\$ 250.00	\$ 0.00	0.00
115.22	Wages- Admin Instructional Sup	28,463.66	59,585.00	(31,121.34)	4,886.86	4,362.36	5,042.16
115.24	Wages - Director	36,341.25	77,250.00	(40,908.75)	6,562.50	6,562.50	6,562.50
131.10	Wages - Teachers	375,108.34	997,300.00	(622,191.66)	83,344.32	83,419.63	83,485.67
131A.10	Wages - Teachers Special Ed	21,930.89	0.00	21,930.89	7,181.85	4,181.85	5,381.85
131B.10	Merit Pay- Teacher Expense	0.00	0.00	0.00	0.00	0.00	0.00
132.10	Wages- Substitute Teacher	9,024.11	24,960.00	(15,935.89)	3,387.57	2,367.57	2,068.45
152.24	Wages - School Admin	57,206.38	103,000.00	(45,793.62)	11,233.41	11,360.27	11,050.76
161.10	Wages - Aides & Instructors	83,534.98	240,000.00	(156,465.02)	22,249.43	24,895.75	16,888.22
161A.10	Wages - SpEd Aides	17,120.96	0.00	17,120.96	4,162.20	4,413.77	4,577.78
182.26	Wages- Admin MAINT & OPS.	21,403.12	50,810.00	(29,406.88)	4,161.04	4,108.09	4,059.09
	Total Salaries	650,383.69	1,567,905.00	(917,521.31)	147,419.18	145,671.79	139,116.48

Benefits	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
220.00	Social Security & Medicare Tax	49,486.87	117,749.00	(68,262.13)	11,115.32	10,907.91	10,443.30
230.00	Retirement Programs	27,815.85	90,000.00	(62,184.15)	1,634.52	7,036.09	13,595.71
240.00	Employee Benefits Expense	45,284.35	174,000.00	(128,715.65)	11,970.91	9,099.26	8,197.59
270.00	Worker's Compensation Insuranc	1,628.33	6,000.00	(4,371.67)	456.00	440.00	0.00
280.00	Unemployment Insurance	5,502.68	38,389.00	(32,886.32)	560.31	642.53	662.99
	Total Benefits	129,718.08	426,138.00	(296,419.92)	25,737.06	28,125.79	32,899.59

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Six Months Ending December 31, 2009

		Year to Date Actual	Year to Date Budget	Year to Date Variance	Current Month	Current - 1	Current - 2
Outside Services	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
300.10	Special Ed Services	30,216.00	60,000.00	(29,784.00)	8,975.83	8,285.83	1,100.00
300.20	Professional & Tech Services	1,993.00	1,000.00	993.00	350.00	0.00	0.00
300.24	Web Services	79.80	2,000.00	(1,920.20)	0.00	0.00	19.95
310.24	Business Services	28,000.00	84,000.00	(56,000.00)	0.00	0.00	7,000.00
311.24	Startup Services	0.00	0.00	0.00	0.00	0.00	0.00
330.22	Prof. Dev.- Teachers & Instr.	9,055.00	25,000.00	(15,945.00)	0.00	0.00	0.00
330.24	Prof. Dev.- Other	335.00	8,000.00	(7,665.00)	135.00	0.00	0.00
340.24	Bank Fees	2,662.50	20,280.00	(17,617.50)	15.00	0.00	2,632.50
341.24	Accounting and Auditing	10,850.00	10,000.00	850.00	0.00	500.00	3,350.00
342.24	Legal Fees	228.95	5,000.00	(4,771.05)	121.22	107.73	0.00
400.26	Security Expense	1,440.00	1,000.00	440.00	0.00	0.00	0.00
412.26	Garbage Expense	1,085.80	2,000.00	(914.20)	0.00	190.37	379.16
430.26	Property Repairs & Maint.	815.00	2,000.00	(1,185.00)	0.00	0.00	0.00
431.26	Equipment Repairs	0.00	1,000.00	(1,000.00)	0.00	0.00	0.00
433.26	Property Services	7,814.80	8,000.00	(185.20)	4,500.00	110.00	1,944.80
434.26	Custodial Services	0.00	5,000.00	(5,000.00)	0.00	0.00	0.00
440.26	Equipment Rental	37.17	0.00	37.17	0.00	0.00	0.00
441.26	Lease- Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00
441.50	Mortgage Expense	100,116.00	795,490.00	(695,374.00)	16,686.00	16,686.00	16,686.00
442.26	Storage	0.00	0.00	0.00	0.00	0.00	0.00
500.24	HR--Payroll Processing	1,818.31	4,000.00	(2,181.69)	423.15	186.10	459.08
500B.24	Copier Maintenance Expense	4,179.88	13,000.00	(8,820.12)	782.95	1,115.86	831.58
521.26	Insurance Expense	21,664.00	20,000.00	1,664.00	21,664.00	0.00	0.00
531.24	Telephone- Voice	5,312.77	7,240.00	(1,927.23)	275.90	406.62	380.12
531A.24	Internet	593.70	5,000.00	(4,406.30)	98.95	98.95	98.95
532.24	Postage & Mailing Expense	589.14	1,000.00	(410.86)	0.00	0.00	0.00
540.10	Advertising	0.00	0.00	0.00	0.00	0.00	0.00
540.24	Advertising & Promotions	0.00	0.00	0.00	0.00	0.00	0.00
540A.24	HR-Recruitment	240.00	1,500.00	(1,260.00)	30.00	10.00	60.00
580.00	Travel & Lodging Expense	863.78	10,000.00	(9,136.22)	0.00	187.55	67.98
594.10	Travel- Field Trips Expense	3,022.50	5,000.00	(1,977.50)	972.50	1,340.00	710.00
	Total Outside Services	233,013.10	1,096,510.00	(863,496.90)	55,030.50	29,225.01	35,720.12
Supplies	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
600.20	Supplies- Administration	1,168.05	6,000.00	(4,831.95)	19.81	73.10	172.97
600.21	Supplies-Medical/First Aid	55.06	1,000.00	(944.94)	0.00	0.00	0.00
610.00	Supplies- Copier & Printer	4,800.08	10,000.00	(5,199.92)	664.15	1,493.41	938.10

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Six Months Ending December 31, 2009

		Year to Date Actual	Year to Date Budget	Year to Date Variance	Current Month	Current - 1	Current - 2
610.10	Supplies- Classroom	1,116.98	12,000.00	(10,883.02)	0.00	0.00	197.73
610A.10	Testing & Testing Materials	0.00	3,000.00	(3,000.00)	0.00	0.00	0.00
610B.10	Supplies--Teacher Class Funds	4,322.81	9,000.00	(4,677.19)	319.50	1,238.87	364.77
610C.10	Supplies-Physical Education	1,893.30	1,500.00	393.30	0.00	0.00	0.00
610D.10	Supplies - Special Ed	1,376.29	3,000.00	(1,623.71)	0.00	235.48	96.60
610E.10	Supplies - Workroom	1,245.35	7,000.00	(5,754.65)	360.92	206.57	6.90
620.26	Utilities Expense	32,922.90	45,000.00	(12,077.10)	3,839.88	3,726.13	6,304.56
641.10	Curriculum & Materials	41,852.59	90,000.00	(48,147.41)	1,329.10	2,134.21	9,734.24
641A.10	Curriculum--Special Education	5,626.88	3,000.00	2,626.88	3,622.73	35.98	0.00
644.22	Library Books & Supplies	8,832.39	25,000.00	(16,167.61)	7,121.40	0.00	953.91
680.26	Supplies- Custodial & Maint	8,207.40	12,000.00	(3,792.60)	714.28	1,482.46	1,738.96
	Total Supplies	113,420.08	227,500.00	(114,079.92)	17,991.77	10,626.21	20,508.74

Equipment	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
700.00	Equipment- Computer & Software	35,943.70	40,000.00	(4,056.30)	0.00	0.00	8,728.95
700.10	Classroom Equipment Expense	4,888.36	31,000.00	(26,111.64)	650.00	68.75	2,626.18
700.26	Maintenance Equipment	14,528.30	21,000.00	(6,471.70)	0.00	0.00	128.56
700.45	Bond Expenses	0.00	0.00	0.00	0.00	0.00	0.00
700A.00	Small Equipment Expense	12,833.10	30,000.00	(17,166.90)	2,221.74	108.46	1,602.74
730A.26	Property- Equipment Expense	12,195.00	0.00	12,195.00	7,615.00	0.00	0.00
	Total Equipment	80,388.46	122,000.00	(41,611.54)	10,486.74	177.21	13,086.43

Other Expenses	Description	YTD: Actual	YTD: Budget	YTD: Variance	Dec-09	Nov-09	Oct-09
800.00	Other Expense	1,047.38	5,000.00	(3,952.62)	0.00	64.67	60.00
800.10	Student Motivation Expense	259.08	1,500.00	(1,240.92)	0.00	0.00	163.75
800.22	Prof. Dev. Meals	489.46	2,000.00	(1,510.54)	0.00	0.00	38.64
800.24	Employee Motivation Expense	360.07	6,000.00	(5,639.93)	0.00	0.00	118.46
800.45	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00
800A.24	Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00
800B.24	License & Tax Expense	0.00	400.00	(400.00)	0.00	0.00	0.00
800D.24	Sales Tax Paid and Refunded	(68.33)	0.00	(68.33)	0.00	0.00	0.00
801.24	BoT Staff Motivation	169.77	2,500.00	(2,330.23)	0.00	169.77	0.00
810.24	Dues & Subscriptions	4,949.00	15,000.00	(10,051.00)	0.00	0.00	0.00
831.51	Interest USOE Loan	261.62	0.00	261.62	0.00	0.00	0.00
832.26	Interest - Bond	254,123.11	0.00	254,123.11	0.00	0.00	254,123.11
840.50	Principal Payments on loans	0.00	0.00	0.00	0.00	0.00	0.00
841.51	Principal USOE Loan	218,010.17	0.00	218,010.17	0.00	0.00	0.00
842.26	Principal - Bond	64,559.84	0.00	64,559.84	0.00	0.00	64,559.84
850.26	Property Tax	25,334.96	20,000.00	5,334.96	0.00	25,334.96	0.00

PROVIDENCE HALL CHARTER SCHOOL
Income Statement
Compared with Budget
For the Six Months Ending December 31, 2009

	Year to Date Actual	Year to Date Budget	Year to Date Variance	Current Month	Current - 1	Current - 2
890.24 Parent Organization Expense	111.06	2,500.00	(2,388.94)	0.00	0.00	111.06
9999 Error	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expenses	569,607.19	54,900.00	514,707.19	0.00	25,569.40	319,174.86
Total Expenses	1,776,530.60	3,494,953.00	(1,718,422.40)	256,665.25	239,395.41	560,506.22
Net Income	(\$ 19,036.00)	\$ 369,664.00	(388,700.00)	\$ 25,466.44	\$ 39,852.83	(258,481.41)

PROVIDENCE HALL CHARTER SCHOOL
Statement of Cash Flow
For the six Months Ended December 31, 2009

	Current Month	Year to Date
Cash Flows from operating activities		
Net Income	\$ 25,466.44	(\$ 19,036.00)
Adjustments to reconcile net income to net cash provided by operating activities		
A/D- Leasehold Improvements	0.00	0.00
A/D- Furniture & Fixtures	0.00	0.00
A/D- Equipment	0.00	0.00
A/D- Start up Costs	0.00	0.00
State WPU Receivable	0.00	0.00
Federal Receivable	0.00	0.00
Prepaid Insurance	0.00	0.00
Prepays	0.00	(39,605.00)
Note Receivable	0.00	0.00
Rent Deposit	0.00	0.00
Marketable Securities	0.00	0.00
Valuation Allowance	0.00	0.00
Accrued Salaries & Benefits	0.00	(232,033.97)
Accrued Payroll	0.00	0.00
Accounts Payable	50,990.24	(10,118.57)
Accrued Interest	0.00	0.00
Current portion of LTD	0.00	0.00
Income Tax Liability	0.00	0.00
Merit Pay Accrual	0.00	0.00
Employee Retirement Liability	0.00	0.00
	<hr/>	<hr/>
Total Adjustments	50,990.24	(281,757.54)
	<hr/>	<hr/>
Net Cash provided by Operations	76,456.68	(300,793.54)
Cash Flows from investing activities		
Used For		
Leasehold Improvements	0.00	0.00
Furniture & Fixtures	0.00	0.00
Equipment	0.00	0.00
Start up Costs	0.00	0.00
Construction in Process	0.00	0.00
Land and Improvements	0.00	0.00
Buildings	0.00	0.00
	<hr/>	<hr/>
Net cash used in investing	0.00	0.00
Cash Flows from financing activities		
Proceeds From		
Revolving Loan	0.00	0.00
LTD Grouping account	0.00	0.00
Beginning Balance Equity	0.00	0.00

PROVIDENCE HALL CHARTER SCHOOL
Statement of Cash Flow
For the six Months Ended December 31, 2009

	Current Month	Year to Date
Acc Other Comp Gain	0.00	0.00
Used For		
Revolving Loan	0.00	0.00
LTD Grouping account	0.00	0.00
Beginning Balance Equity	0.00	0.00
Acc Other Comp Gain	0.00	0.00
	0.00	0.00
Net cash used in financing	0.00	0.00
Net increase <decrease> in cash	\$ 76,456.68	(\$ 300,793.54)
Summary		
Cash Balance at End of Period	\$ 1,182,916.69	\$ 1,182,916.69
Cash Balance at Beg of Period	(1,106,460.01)	(1,483,710.23)
Net Increase <Decrease> in Cash	\$ 76,456.68	(\$ 300,793.54)

PROVIDENCE HALL CHARTER SCHOOL

Balance Sheet

December 31, 2009

ASSETS

Current Assets		
Cash in Bank	\$	356,056.60
Savings at Mountain America		25.00
Mountain America MM		404,968.26
PHAST cash account		(1,926.20)
PHAST Savings Account		13,028.57
PHAST Cash Box		(600.00)
State Purchase Card		(229.60)
Interest Account		75,781.08
Principal Account		22,190.34
Reserve Fund		301,942.13
Escrow Account		11,680.51
Prepays		48,020.00
Accrued Salaries & Benefits		<u>232,033.97</u>
Total Current Assets		1,462,970.66
Property and Equipment		
Total Property and Equipment		<u>0.00</u>
Other Assets		
Total Other Assets		<u>0.00</u>
Total Assets	\$	<u><u>1,462,970.66</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	<u>56,259.69</u>
Total Current Liabilities		56,259.69
Long-Term Liabilities		
Revolving Loan		<u>(0.01)</u>
Total Long-Term Liabilities		<u>(0.01)</u>
Total Liabilities		56,259.68
Capital		
Retained Earnings		1,386,746.98
Net Income		<u>19,964.00</u>
Total Capital		<u>1,406,710.98</u>
Total Liabilities & Capital	\$	<u><u>1,462,970.66</u></u>

PROVIDENCE HALL CHARTER SCHOOL

Account Reconciliation

As of Dec 31, 2009

1036 - Mountain America MM

Bank Statement Date: December 31, 2009

Filter Criteria includes: Report is printed in D

Beginning GL Balance	404,968.26
Add: Cash Receipts	
Less: Cash Disbursements	
Add (Less) Other	<u>358.94</u>
Ending GL Balance	<u><u>405,327.20</u></u>
Ending Bank Balance	405,327.20
Add back deposits in transit	<u> </u>
Total deposits in transit	
(Less) outstanding checks	<u> </u>
Total outstanding checks	
Add (Less) Other	<u> </u>
Total other	
Unreconciled difference	<u>0.00</u>
Ending GL Balance	<u><u>405,327.20</u></u>

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: _____ **Transparency Reporting** _____

Purpose:

- Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: _____ **Chris Ord** _____

Background:

There is a new state requirement that requires all transactions for a public entity to be reported on a state website so that the public can see how their tax dollars are being spent. Charter Solutions will be handling this reporting as part of our financial oversight. The forms are attached that show the format and requirements of the reporting for informational purposes.

Recommendation:

State of Utah Transparency Website

File Layout -- Suggested Charter School Simple Mapping

Data Name

Record number (up to 16 characters)

nnnnn

Fiscal year (4 characters)

yyyy

Entity name (up to 60 characters)

Charter School Name

Fund 1 name (up to 60 characters)

10 General Fund
30 Debt Service and Capital Funds

Organization level 1 name (Use with EX type)

1000 Instruction
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
2000 Support Services
3000 Noninstructional Operation Services
3000 Noninstructional Operation Services
3000 Noninstructional Operation Services

Organization level 1 name (Use with RV type)

1000 Instruction

Transaction type (2 characters)

EX
RV

Category level 1 name (Use with EX type)

110 General Administrative Salaries
121 Salaries - Principals and Assistants
131 Salaries - Teachers
132 Salaries - Substitute Teachers
133 Salaries - Sabbatical Leave
141 Salaries - Attendance and Social Workers
142 Salaries - Guidance Personnel
143 Salaries - Health Services Personnel
144 Salaries - Psychological Personnel
145 Salaries - Licensed Media Personnel
149 Salaries - Other Licensed Personnel
151 Salaries - Accounting Personnel
152 Salaries - Secretarial and Clerical
161 Salaries - Teacher Aides and Para-professionals
162 Salaries - Non-Licensed Media Personnel
171 Salaries - Student Transportation Supervisor
172 Salaries - Bus Drivers
173 Salaries - Mechanics and Garage Employees
174 Salaries - Other Transportation Services
181 Salaries - Operation and Maint Supervisors
182 Salaries - Custodial and Maint Personnel
191 Salaries - Food Service Personnel
198 Salaries - Other Classified Personnel
199 Salaries - All Other
210 State Retirement
220 Social Security
240 Group Insurance
280 Unemployment Insurance
290 Other Employee Benefits
310 Office/Administrative Services
320 Professional - Educational Services
330 Professional Employee Training and Development
340 Other Professional Services
410 Utility Services
420 Cleaning Services
430 Repairs and Maintenance Services
440 Rentals
450 Construction Services
510 Student Transportation Services
520 Insurance
530 Communication
540 Advertising
550 Printing and Binding
560 Tuition
570 Food Service Management

Organization level 2 name (Use with EX type)

1000 Instruction
2100 Support Services - Students
2200 Support Services - Instructional Staff
2300 Support Services - School Wide Admin
2400 Support Services - School Administration
2500 Support Services - Central Services
2600 Operation and Maintenance of Facilities
2700 Student Transportation Services
2900 Other support Services
3100 Food Services
3200 Other Enterprise Services
3300 Community Services

580 Travel/Per Diem
590 Other Purchased Services
610 General Supplies
621 Natural Gas
622 Electricity
626 Motor Fuel - Gasoline and Diesel
630 Food
641 Textbooks
642 Library Books
645 Periodicals Expense
646 Audiovisual Material Expense
670 Software
680 Maintenance and Supplies and Materials
710 Land and Site Improvements
720 Buildings Expense
730 Equipment
790 Depreciation
810 Dues and Fees Expense
830 Interest Expense

Category level 1 name (Use with RV type)

1100 Property Tax Revenues
1200 Non-LEA Local Government Revenues
1310 Tuition From Pupils or Parents
1320 Tuition From Other LEA Within State
1330 Tuition From Other LEA Outside State
1410 Transportation Fees - Pupils or Parents
1420 Transportation Fees - Other LEA Within State
1430 Transportation Fees - Other LEA Outside State
1500 Interest and Investment Earnings
1610 Sales to Students
1620 Sales to Adults
1690 Other Local Revenue
1700 Student Activity Fees and Sales
1910 Rentals
1920 Contributions and Donations - Private Sources
1930 Gain or Loss on Sale of Capital Assets
1940 Textbook Sales and Rentals
1950 Misc Revenue from Other School Districts
1960 Misc Revenue from Other Local Governments
1980 Refund of Prior Years Expenditures
1990 Miscellaneous Revenues
3010 Regular School Programs K-12
3015 Necessarily Existent Small Schools
3020 Professional Staff
3025 Administrative Costs
3105 Special Education -- Ad-On
3110 Special Education -- Self-Contained
3115 Special Education -- Pre-School
3120 Extended Year Program -- Severely Disabled
3125 Special Education -- State Programs
3155 Applied Technology -- Add-On
3160 Applied Technology -- Set-Aside
3211 Gifted and Talented
3212 Advanced Placement
3213 Concurrent Enrollment
3215 At-Risk -- Student Program
3218 At-Risk -- Homeless and Minority
3219 At-Risk -- MESA
3220 At-Risk -- Gang Prevention
3221 At-Risk -- Youth-In-Custody
3230 Class Size Reduction -- K-8
3255 Quality Teaching Block Grant
3260 Local Discretionary Block Grant
3270 Interventions for Student Success Block Grant
3405 Social Security and Retirement
3415 Pupil Transportation
3423 Out-of-State Tuition
3466 Highly Impacted Schools
3471 Guarantee on Transportation Levy
3520 School Land Trust Program
3521 Electronic High School
3522 Job Enhancement
3555 Voted Leeway
3560 Board Leeway
3650 Capital Outlay Foundation
3770 School Lunch Program - Liquor Control Tax
3805 Reading Achievement Program
3867 Charter School Local Replacement

3900 Other State Agency Revenues
4200 Unrestricted Federal Revenue from State
4300 Restricted Direct Federal Revenues
4520 Federal Programs for the Disabled
4571 National School Lunch Program
4572 National School Lunch Program--Free-Reduced
4571 Federal School Breakfast Reimbursement
4600 Other Federal or State Restricted Sources
4700 Federal Received Through Other Agencies
4800 Federal No Child Left Behind--NCLB
4810 Federal Forest Revenue--In Lieu of Tax

Payee/Customer/Vendor name (up to 60 characters)
Payee DBA name (up to 60 characters)
Vendor ID code (up to 60 characters)
Posting date (mm/dd/yyyy)
Transaction description (up to 255 characters)
Transaction ID (up to 255 characters)
Transaction reference ID (up to 255 characters)
Contract name (up to 255 characters)
Contract number (up to 50 characters)
Position title (used only with PY code)
Hourly rate (used only with PY code)
Gender (used only with PY code)
Amount (up to 16 numbers and includes decimal 2 decimal places)
Protection Indicator (1 character)

State of Utah Transparency Website
File Layout

1. Optional fields must be null if not used.
2. Required fields are highlighted in yellow.
3. The file must be a pipe (|) delimited .txt file.
4. New data is in a separate file and appended to the database.
5. Data may be transmitted daily, weekly, monthly, or quarterly.
6. Entity administrators will upload the file.

Data Name	Size	Description
Record number	Varchar (16)	Required. Must be unique for each record in the batch
Fiscal year	Varchar (4)	Required. Must be year only – <i>i.e.</i> 2009, 2010 Also called Fiscal Period.
Entity name	Varchar (60)	Required. Used to define the entity. For example: Davis County.
Fund 1 name	Varchar (60)	Required. This is the top level in the fund hierarchy. A fund is a series of self- balancing accounts and may match the funds shown in your financial statements.
Fund 2 name	Varchar (60)	Optional. This is the 2nd level in the fund hierarchy.
Fund 3 name	Varchar (60)	Optional. This is the 3rd level in the fund hierarchy.
Fund 4 name	Varchar (60)	Optional. This is the 4th level in the fund hierarchy.
Organization level 1 name	Varchar (60)	Required. This is the top level in the organization hierarchy. It would typically be the next level down from the Entity.
Organization level 2 name	Varchar (60)	Optional. This is the 2nd level in the organization hierarchy.
Organization level 3 name	Varchar (60)	Optional. This is the 3rd level in the organization hierarchy.
Organization level 4 name	Varchar (60)	Optional. This is the 4th level in the organization hierarchy.
Organization level 5 name	Varchar (60)	Optional. This is the 5th level in the organization hierarchy.
Organization level 6 name	Varchar (60)	Optional. This is the 6th level in the organization hierarchy.
Organization level 7 name	Varchar (60)	Optional. This is the 7th level in the organization hierarchy.
Organization level 8 name	Varchar (60)	Optional. This is the 8th level in the organization hierarchy.
Organization level 9 name	Varchar (60)	Optional. This is the 9th level in the organization hierarchy.
Organization level 10 name	Varchar (60)	Optional. This is the 10th level in the organization hierarchy.
Transaction type	Varchar (2)	Required. Defines the type of monies being

		reported. <i>i.e.</i> Expenditures = EX, Payroll = PY, Revenue = RV, Budget = BG
Category level 1 name	Varchar (60)	Required. Further defines the type of transaction type.
Category level 2 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Category level 3 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Category level 4 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Category level 5 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Category level 6 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Category level 7 name	Varchar (60)	Optional. Further defines the type of transaction type. Usually hierarchical
Payee/Customer/Vendor name	Varchar (60)	Required. Enter the payee, customer or vendor name. Choose one of the options below to populate this field: <ul style="list-style-type: none"> For transactions without a payee, customer or vendor (like a journal voucher), enter "Not Applicable" For transactions with payees, customers or vendors that are private (protected by GRAMA, HIPPA, FERPA, etc.) and will always remain private, enter "Not Provided". For transactions with payees, customers or vendors that are legally protected when the file is created but could become unprotected at some time in the future, do <u>all</u> of the following: 1) enter the actual name of the payee, customer or vendor into this field; 2) enter a "P" into the Protection Indicator field (described below); 3) Enter a Vendor ID that is unique to this payee, customer vendor.
Payee DBA name	Varchar (60)	Optional. Payee 'Doing Business As' name
Vendor ID code	Varchar (60)	Required unless payee, customer or vendor is "Not Applicable" or "Not Provided". This code will not be displayed to the public.
Posting date	Date	Required. In the case of revenues and expenditures, the date the financial transaction was posted to the entity's general ledger.
Transaction description	Varchar (255)	Required. Used to further describe the transaction. Do not include private information. Must be at least 2 characters in length <i>i.e.</i> could be lowest category name if actual description

		contains private information .
Transaction ID	Varchar (255)	Required. Normally the tran ID from the entity's general ledger system. Must be unique.
Transaction reference ID	Varchar (255)	Optional. If transactions are related to each other (reversals, corrections, etc.) this ID connects them. If populated, there should also be a record with this field as the Transaction ID.
Contract name	Varchar (255)	Required if record is for a payment on a contract, otherwise null.
Contract number	Varchar (50)	Required if record is for a payment on a contract, otherwise null.
Position title	Varchar (50)	Required and used only for Transaction type = PY (payroll).
Hourly rate	Num (16,2)	Required and used only for Transaction type = PY (payroll)
Gender	Char (1)	Required, if available on the entity's payroll system, and used only with Transaction type = PY (payroll). M=Male F= Female
Amount	Num (16,2)	Required. For Transaction type = EX (expenditure) or PY (payroll), primarily a positive number unless the transaction is a correction, reversal, refund, or reduction. For Transaction type = RV (revenue), this is also a positive number even though revenues are normally negative numbers in a ledger. Revenue corrections, reversals, refunds, or reductions will be negative numbers*
Protection Indicator	Char (1)	Optional. Enter "P" for payee, customer and vendor records that are Protected. If this field is "P", the values in the Payee/Customer/Vendor field, the Payee DBA Name field and Gender fields will NOT be displayed on the website.

* Revenue collected is normally shown as a credit (negative) in accounting. To keep the general public from perceiving the negative number as revenue lost, the amount for all revenue transactions should be multiplied by -1.

56210644|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Attorney General|Attorney General|Public Advocacy|||||EX|Travel/In State|In State Travel|In State Travel-Lodging Reimbursement||||Not Provided||121152|10/01/2009|In State Travel-Lodging Reimbursement|GAX0800000000595-4011|||||45.16

56205617|2010|State Government|Special Revenue Fund|(PED) Uniform School Fund Unrestricted|||Utah State Board of Education|PED Office of Education|PED Student Achievement|||||EX|Travel/Out of State|Out of State Travel|Out of State Travel-Clearing|||||Not Applicable||10/01/2009|Out of State Travel-Clearing|IET4000T020009541-1011|||||8.00

56205034|2010|State Government|Special Revenue Fund|(DOT) Transportation Fund Unrestricted|||Dept of Transportation|DOT Region Management|DOT Region 2|||||EX|Personnel Services|Employee Benefits/Retirement|FICA/Medicare|||||Not Applicable||10/01/2009|FICA/Medicare|CAPAY09091800442-37001|||||21.51

56205151|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Dept of Natural Resources|DNR Forestry, Fire & State Lands|Fire Management|||||EX|Data Processing Current Expense|Data Processing Equipment Less Than \$5000|Data Processing Hardware Less Than \$5000-Laptop/Notebook|||||CDW GOVERNMENT INC||11462IB|10/01/2009|Data Processing Hardware Less Than \$5000-Laptop/Notebook|GMA56001FF0000008-2011|MA100MA1448|RESELLER ORIENTED COMPUTERS, SONCUMABLES, PRINTERS, PERIPHER|MA1448|||||389.12

56205753|2010|State Government|Component Unit|(INS) Comprehensive Health Insurance Pool|||Dept of Insurance|Component Units|INS Comprehensive Health Insurance Pool|||||EX|Current Expense|Services|Professional & Technical Services-Non-medical|||||Not Provided||93830A|10/01/2009|Professional & Technical Services-Non-medical|PRC69001000000022-1111||690 TOMI JEAN OSSANA (Amd. #5)|056180|||||9562.50

56213676|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Dept of Health|DOH Community & Family Health Services|Health Promotion|||||EX|Personnel Services|Employee Benefits/Other|State Leave Pool|||||Not Applicable||10/01/2009|State Leave Pool|IDT2700400000011-12001|||||6.00

56197983|2010|State Government|Capital Projects Fund|(FCM) Capital Projects Fund|||Building Board Construction|DAS DFCM Capital Program|DFCM Capital Development|||||EX|Current Expense|Construction Current Expense|Statewide Roofing-Current Expense|||||UTAH CORRECTIONAL INDUSTRIES||08897A|10/01/2009|Statewide Roofing-Current Expense|GAX30004C30000162-1011|||||7500.00

56197985|2010|State Government|Capital Projects Fund|(FCM) Capital Projects Fund|||Building Board Construction|DAS DFCM Capital Program|DFCM Capital Development|||||EX|Capital Expenditure|Architectural & Engineering Services|Construction In Progress-Other Professional Services|||||DIAMOND TREE EXPERTS INC||57973J|10/01/2009|Construction In Progress-Other Professional Services|GAX30004C30000163-1011|||||2000.00

58047664|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Dept of Human Services|DHS Juvenile Justice Services|Early Intervention|||||EX|Data Processing Current Expense|Dept of Technology Services Data Processing Charges|Dept of Technology Services-Data Processing Charges|||||Not Applicable||11/05/2009|Dept of Technology Services-Data Processing Charges|IET11000430911844-1011|||||60.00

58047668|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Dept of Natural Resources|DNR Wildlife Resources|NR DWR Administrative Services|||||EX|Data Processing Current Expense|Dept of Technology Services Data Processing Charges|Dept of Technology Services-Data Processing Charges|||||Not Applicable||11/05/2009|Dept of Technology Services-Data Processing Charges|IET11000430911845-1011|||||200.00

58047672|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Dept of Community & Culture|DCC Housing & Community Development|DCC Ethnic Office|||||EX|Current Expense|Dept of Technology Services Telecommunications|Dept of Technology Services Telecommunication Charges|||||Not Applicable||11/05/2009|Dept of Technology Services Telecommunication Charges|IET11000430911846-1011|||||3.70

58048594|2010|State Government|Internal Service Fund|(DTS) Enterprise Technology Fund|||Dept of Technology Services|DTS Internal Service Funds|DTS ISF Enterprise Technology|||||EX|Data Processing Current Expense|Dept of Technology Services Data Processing Charges|Dept of Technology Services-Data Processing Charges|||||Not Applicable||11/05/2009|Dept of Technology Services-Data Processing Charges|IET11000430911992-1011|||||1794.00

58048598|2010|State Government|Internal Service Fund|(DTS) Agency Services Fund|||Dept of Technology Services|DTS Internal Service Funds|DTS ISF Agency Services|||||EX|Current Expense|Dept of Technology Services Telecommunications|Dept of Technology Services Telecommunication Charges|||||Not Applicable||11/05/2009|Dept of Technology Services Telecommunication Charges|IET11000430911994-1011|||||1.40

58190096|2010|State Government|General Fund|(GF) General Fund Unrestricted|||Judicial Branch|SJC Court Administrator|Administrative Office|||||EX|Current Expense|Other Current Expense|Purchasing Card Current

Expenses||||Not Applicable||11/06/2009|Purchasing Card Current Expenses|IET0200P241086611-3011|||||60.00
56189405|2010|State Government|General Fund|(GF) General Fund Unrestricted||Dept of Natural Resources|DNR
Wildlife Resources|NR DWR Conservation Outreach|||||EX|Current Expense|Services|Professional & Technical
Services-Non-medical||||Not Provided||07336A|10/01/2009|Professional & Technical Services-Non-
medical|GAX56005W80000675-1011|||||130.00
56207455|2010|State Government|Agency Fund|(FIN) Finder Fund||Dept of Administrative Services|Agency
Fund|(FIN) Finder Fund|||||EX|Trust & Agency Disbursements|Trust & Agency|Trust & Agency-Disbursements||||Not
Provided||000LCR|10/01/2009|Trust & Agency-Disbursements|GAX1000DIS0000306-1011|||||199.57

**PROVIDENCE HALL Charter School
Agenda Item Cover Sheets**

Agenda Item #: _____

Agenda Item: _____ **NIMS Resolution** _____

Purpose:

- Informational** **Perspective/Discussion** **Board action**
 Recommendation
 Vote

Submitted By: _____ **Jon Hagen** _____

Background:

For Providence Hall to be able to effectively communicate with first responders in an emergency situation we are required to be NIMS trained and certified. NIMS is the National Incident Management System which allows multiple agencies to communicate and effectively distribute information in a timely manner. NIMS also clearly outlines the chain of command during an emergency.

NIMS compliance is also a requirement of the REMS grant.

Recommendation:

Approve the attached NIMS Policy.

**A RESOLUTION AUTHORIZING ADOPTION
OF THE
NATIONAL INCIDENT MANAGEMENT SYSTEM**

BE IT RESOLVED that Providence Hall, authorizes the Director and administration to participate in federal, state, and local initiatives to participate in the National Incident Management System (NIMS) concept of emergency planning and training .

WHEREAS, Homeland Security Presidential Directive HSPD-5 establishes the National Incident Management System (NIMS); and

WHEREAS, the NIMS establishes a single, comprehensive approach to domestic incident management to ensure that all levels of government across the nation have the capability to work efficiently and effectively together using a national approach to domestic incident management; and

WHEREAS, the NIMS provides a consistent nationwide approach for federal, state and local governments to work together to prepare for and respond to, and recover from domestic incidents regardless of the cause, size or complexity; and

WHEREAS, the NIMS provides for interoperability and compatibility among federal, state and local capabilities and includes a core set of concepts, principles, terminology and technologies covering the incident command system, unified command, training, management of resources and reporting; and

WHEREAS, beginning October 1, 2004 all federal departments and agencies shall make adoption of the NIMS a requirement for providing federal preparedness assistance through grants, contracts or other activities to local governments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Providence Hall hereby adopts the National Incident Management System (NIMS) as its system of preparing for and responding to disaster incidents.

NOW, THEREFORE, BE IT by the Board of Trustees of Providence Hall, as follows:

Section 1: That it shall be the policy of Providence hall to adopt the NIMS concept of emergency planning and unified command. It shall further be the policy of Providence Hall to train school officials responsible for emergency management.

Dated this 21st day of January, 2010

President, Board of Trustees
Providence Hall

ATTEST:

Secretary, Board of Trustees
Providence Hall