

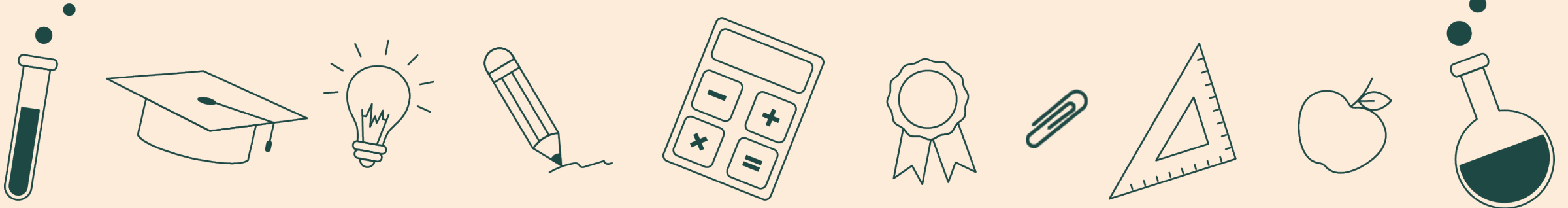


Developing Your Budget & Making the Case for Fiscal Feasibility

Petitioner Bootcamp FY22

Morgan Felts - Chief Operations Officer

Kathy Schieber – Financial Analyst





Vision

Innovative and superior charter schools advancing education in every community.





Mission

The mission of the State Charter Schools Commission of Georgia is to improve public education by authorizing high quality charter schools that provide students with better educational opportunities than they would otherwise receive in traditional district schools.





Presentation Overview

- SCSC School New Budget Template Overview
 - Revenue Components
 - Budget Acknowledgement & Sign Off
 - Overall Template Preview
- Petition Application – Operations & Fiscal Feasibility
 - LEA Responsibilities
 - Transportation
 - Food Program
 - Staffing
- Petition Application – Fiscal Feasibility Section
 - School CFO
 - Facility
 - Enrollment Plan





New Budget Template Overview

Revenues — Estimated State Funding Calculated in Budget Template

Disclaimer: The information presented in this Budget Template, including calculated revenue, is intended for educational purposes only. There is no guarantee or assurance that a school, if approved, will receive the calculated level of revenue. Petitioner accepts the risk that revenues will vary by school. Additionally, the SCSC cannot guarantee financial success based on any estimates or plans presented within the Budget Template. If approved, petitioners will need to base all budgetary decisions, including estimated revenue and expenditures, on their own due diligence.



Revenues — State Funding- QBE and Austerity

Enter School Name here.	FY2023	FY2024
Revenues		
Funding for QBE (excluding T&E and HI) [Avg funding/FTE x Number of Students]		-
Funding for Training & Experience(T&E) [FY22 initial allotment sheet T&E state funding /Certified Employee x Number of Certified Ees]		-
Funding for Health Insurance(HI) [945/mo or 11,340/yr x Number of Certified Ees]		-
Local Five Mills Share [FY22 initial allotment sheet state avg of -1263/FTE x Number of Students]		-
QBE State Revenue Subtotal		-
Austerity (Rates applied to QBE State Rev Subtot) [FY24: 4.23%, FY25: 3%, FY26: 2%, FY27: 1%, FY28: 0%]		-



Weights for FTE Funding Formula

<u>Report</u>		
Category:	QBE Reports	
Name:	Weights for FTE Funding Formula	
Fiscal Year:	FY 2022	
Allotment Term:	FY 2022 Initial	
System:	State	
GADOE site link:	https://financeweb.doe.k12.ga.us/	
	<u>Weight/FTE</u>	
Kindergarten PGM	4664.04	
Primary Grades (1-3) PGM	3611.3	
Upper Elementary Grades (4-5) PGM	2898.21	
Middle School PGM (6-8)	3174.09	
Base -- Grades 9-12	2789.66	



State's FY22 Initial Allotment Sheet

OFFICIAL

Georgia State Department Of Education Earnings Sheet for FY 2022

7/14/2021

School System: State FY22 Initial(Amend #2) THE BASIC UNIT COST IS DEFINED TO BE THE AMOUNT OF \$2,789.66

Earnings (\$)							Earned Positions Grades K-12			
DIRECT INSTRUCTIONAL COST	FTE	SALARY	OPERATING	QBE EARNINGS	LESS LOCAL \$ MILLS	STATE FUNDS	Teacher	Subj. Spec	Couns.	Tech. Spec
Kindergarten Pgm	86,845	527,631,962	6,787,000	534,418,962	105,231,996	429,186,966	5,789.67		192.99	78.95
Kindergarten Early Intr Pgm	23,377	185,007,733	1,826,879	186,834,612	34,155,385	152,679,227	2,125.18		51.95	21.25
Primary Grade(1-3) Pgm	261,586	1,273,954,341	22,469,820	1,296,424,161	257,298,591	1,039,125,570	15,387.39	758.25	581.30	237.81
Primary Grd Early Intr(1-3) Pgm	70,096	512,199,753	6,021,276	518,221,029	97,903,815	420,317,214	6,372.36	203.18	155.77	63.73
Upper Elementary Grd(4-5) Pgm	169,874	631,432,416	11,962,645	643,395,061	126,581,490	516,813,571	7,385.84	492.41	377.50	154.44
UppElem Grd Early Intr(4-5)	42,267	309,249,449	2,976,404	312,225,853	60,350,699	251,875,154	3,842.45	122.52	93.93	38.43
Middle Grade(6-8) Pgm	0	0	0	0	0	0	0.00	0.00	0.00	0.00
Middle School(6-8) Pgm	318,729	1,340,337,937	22,445,015	1,362,782,952	262,307,607	1,100,475,345	15,936.46	923.89	708.28	289.76
High School Gen Educ(9-12)	346,202	1,210,295,278	39,328,729	1,249,624,007	242,924,229	1,006,699,778	15,052.29		769.33	314.74
CTAE(9-12) PGM	80,598	322,330,973	26,452,276	348,783,249	63,668,642	285,114,607	4,030.25		179.12	73.28
Students with Disab Cat I	25,637	240,418,777	6,382,574	246,802,351	50,505,368	196,296,983	3,205.00			23.31
Students with Disab Cat II	10,443	121,884,968	1,371,892	123,256,860	23,148,455	100,108,205	1,610.46			9.52
Students with Disab Cat III	64,653	973,999,618	13,202,156	987,201,774	187,753,288	799,448,486	12,977.80			58.99
Students with Disab Cat IV	13,162	331,689,790	5,558,805	337,248,595	61,875,810	275,373,785	4,402.67			12.01
Students with Disab Cat V	15,386	146,588,107	6,499,312	153,087,419	27,365,857	125,721,562	1,923.25			13.99
Gifted Student Category VI	114,331	722,370,960	11,535,790	733,906,750	146,736,145	587,170,605	9,527.59			103.94
Remedial Education Pgm	32,164	169,145,744	1,847,552	170,993,296	34,353,447	136,639,849	2,144.27		71.48	29.24
Alternate Education Pgm	18,646	97,706,618	1,313,074	99,019,692	19,037,985	79,981,707	1,243.07		41.44	16.95
Eng Spkrs of Other Lang.(ESOL)	27,136	295,384,173	1,558,814	296,942,987	58,604,347	238,338,640	3,876.88		60.31	24.67
Spec Ed. Itinerant				769,377	153,236	616,141				
Spec Ed. Supplemental Speech				7,761,714	1,274,254	6,487,460				
TOTAL DIRECT INSTRU.	1,721,134	9,411,629,597	189,540,813	9,609,701,501	1,861,230,646	7,748,470,855	116,832.	2,500.25	3,283.40	1,565.01
INDIRECT COST										
Cent. Admin		270,284,888	154,577	270,439,465	50,542,842	219,896,623				
School Admin		471,301,667	11,918,809	483,220,476	93,795,180	389,425,296				
Facility M & O			512,898,057	512,898,057	98,971,233	413,926,824				
Sub Total (INDIRECT COST)		741,586,555	524,971,443	1,266,557,998	243,309,255	1,023,248,743				
MEDIA CENTER PGM.		218,548,243	23,917,888	242,466,131	47,177,094	195,288,037				
20 DAYS ADDITIONAL INSTRUCTION		72,115,890		72,115,890	14,003,212	58,112,678				
STAFF & PROFESSIONAL DEV				44,165,567	8,500,081	35,665,486				
PRINCIPAL STAFF & PROF. DEV				760,445	146,866	613,579				
MIDTERM HOLD HARMLESS										
Amended Formula Adjustment						(383,024,889)				
Charter System Adjustment				31,398,115		31,398,115				
QBE FORMULA EARNINGS	10,443,880.	738,429,944	11,267,165.	2,174,367,154	8,709,773,404	116,832.	2,500.25	3,283.40	1,565.01	180.00
CATEGORICAL GRANTS										
Pupil Transportation Pgm (Includes 8827 Drivers and bus replacement funds of 0)				135,128,261		135,128,261				
Sparsity - Regular				7,405,547		7,405,547				
Nursing Services				36,809,688		36,809,688				
TOTAL EARNINGS FOR QUALITY BASIC EDUCATION				11,446,506.		8,889,116,900				
Education Equalization Funding Grant				797,797,158		797,797,158				
TOTAL STATE FUNDING ON THIS ALLOTMENT SHEET				12,244,306.		9,686,914,058				
Charter Commission Admin - State						-6,412,902				
Military Counselors						494,757				
SHIP One-Month Employer Contrib. Holiday						0				
State Commission Charter Supplement				219,059,142		219,059,142				
TOTAL FUNDING ON THIS ALLOTMENT SHEET				12,463,365.		9,900,055,055				

Notes:

- Expenditure controls as set forth in O.C.G.A. Section 20-2-167 are reinstated, subject to each district's approved flexibility contract.
- Health Insurance for Certificated Personnel is funded on a per member per month amount(PM/PM) of \$945.00, for an annual funding amount of \$11,340 in QBE under appropriation in FY 2022 (HB 311).
- Teacher Retirement is funded at 19.81% in QBE in FY 2022 (HB 81).

Total T&E 4,106,710,354 includes T&E 2,860,228,894 and HI 1,246,481,460

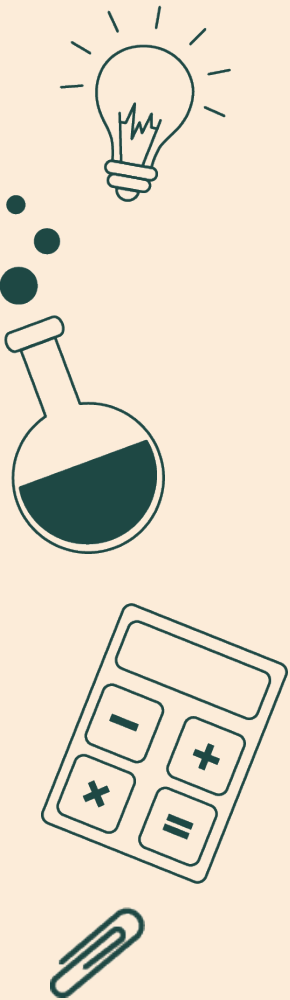
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Revenues – State Funding – SCSC Supplement Components

Enter School Name here.	FY2023	FY2024
State Nutritional Grant (Categorical Grant, 14/Student) - 1st yr funding calc for only 2nd half of yr		-
State Transportation Grant (Categorical Grant, 77/Student)		-
Funding for SCSC Supplement (excl Categorical Grants) for B&M Students [SCSC Avg/FTE applied to Number of Students]		-
Funding for SCSC Supplement (excluding Categorical Grants) for Virtual Students [SCSC Avg/FTE applied to Number of Students]		-
Subtotal		-
SCSC Admin (above subtot x .02 or .01--1st yr)		-
Total State Funding		-
State Funding/Student		#DIV/0!



Revenues – Other Funding Sources

Enter School Name here.	FY2023	FY2024
Meal Fees (Recd fr Students)		
Donations		
Grant		
Total Revenues	-	-



Budget Submission – Acknowledgement & Sign Off

- Required component of application
- If submission does not comply with these requirements, it is likely the application will be rejected.
- Rejection requires re-application the following cycle.

Please acknowledge your understanding of the following:

- ☐ I acknowledge and affirm that I have used the FY 20 Budget Template as downloaded from this application. I understand that if I have changed or attempted to reproduce the template in anyway, that my application may be rejected.
- ☐ I acknowledge and affirm that the budget template must be completed using Excel and will not function properly with the use of other programs, such as Google docs. Failure to use the Excel-based template and upload it as an .xlsx file may result in the rejection of my application.
- ☐ I acknowledge and affirm that the budget template contains 5 separate tabs which I must complete. I understand that failure to complete all tabs in their entirety may result in the rejection of my application.
- ☐ I acknowledge and affirm that grants, including the Federal Implementation Grant, should not be included unless they have already been awarded to the school. Inclusion of grant monies without documentation of award may result in the rejection of my application.
- ☐ I acknowledge and affirm that only revenue that can be adequately assured should be included as "Additional Revenue". Although it is not necessary for revenue to be received to by the school to be included in the template, the school MUST have written evidence that the revenue will be provided upon receipt of a charter contract. Inclusion of additional revenue without sufficient documentation may result in the rejection of my application.

Signature

Overall Budget Template Preview





Petition Application – Operations & Fiscal Feasibility

Operations & LEA Responsibilities

- SCSC schools must operate similar to a school district
 - Data Collections
 - Fiscal Management
 - Federal Programs
 - Special Education
 - Legal Compliance
 - Transportation
 - Nutrition
 - Facilities
 - Enrollment
 - Staffing



Staffing – What Staff are Essential for Operations?

Key Positions May Include:

- Superintendent/Executive Director
- Chief Financial Officer (CFO)*
- Bookkeeper/Business Manager
- Data Clerk
- Communications Manager
- Assessment Coordinator
- Federal Programs Manager
- Facility/IT Manager



Chief Financial Officer (CFO)

- Required by law & must meet specific requirements
 - Baccalaureate or higher degree in business, accounting, or finance from an accredited college or university and a minimum of four years experience in a field related to business; OR
 - Documented experience of ten or more years in the field of business and financial management
- Application –
 - Name the person & provide a resume; OR
 - Provide a job description & describe the hiring process



Staffing Plan Template Upload

- Required Upload
- Align with application AND budget template
- Be reasonable

	A	B	C	D	E
1	Staffing Plan Instructions				
2	For each LEA Function, please provide the title of the position that the school anticipates will assume responsibility for that function. One position may be responsible for multiple LEA functions. For example, an Assistant Principal may assume responsibility for both Personnel Functions and Student Health & Welfare. In the third column, provide the estimated annual salary for that position. In the last column, provide the line item on the budget template that includes the salary identified in this Staffing Plan which that salary is accounted for.				
3	LEA Function	Title of Position Responsible for LEA Function	Estimated Annual Salary	Budget Line Item	Exc Row
4	Student Enrollment and Admissions				
5	Student Data Collection and Submission (e.g. FTE, Student Record)				
6	Employee Data Collection and Submission (e.g. CPI)				
7	Coordinating Service and Compliance Related to English Learners				
8	Coordinating Service and Compliance Related to Students with Disabilities				
9	Coordinating Service and Compliance Related to Homeless Students				
10	Federal Program Administration (e.g. developing the CLIP, gathering stakeholder input, submitting required documents and reports)				
11	Federal Program Implementation (e.g. coordinating services to students and families)				
12	Ensuring Protection of Student Rights (e.g. FERPA, PPRA)				
13	Student Health and Welfare (e.g. nursing program, health screenings)				
14	Ensuring Transparency in Governance (e.g. Open Meetings and Open Records)				
15	Human Resources (e.g. clearance certificates, FMLA)				
16	Fiscal Management (e.g. accounting, payroll)				

Facilities – Budget Considerations

- Reasonable estimates with supporting documentation
 - Best practice – do not exceed 15% of total expenses
- 65% budget costs and fixed overhead
- Renovation/constructions costs

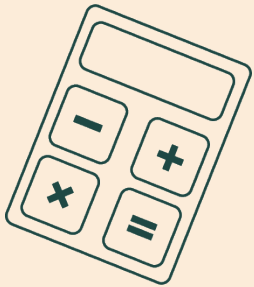


Transportation – How Will Students Get to School?

- Option 1 - School provided transportation plan
 - When, where, and how much, etc.
 - Compliance with state law & GaDOE rules
 - Will transportation be free for parents?
- Option 2 - No transportation plan
 - Barrier to enrollment
 - Mitigation
- Option 3 - Other frameworks
 - PTA or parent transportation plan
- Resources:
 - <http://www.gadoe.org/Finance-and-Business-Operations/Pupil-Transportation>



Nutrition – How Will Students’ Nutritional Needs be Met?



Will the school provide a GaDOE authorized nutrition program?

If Yes:

- When, where, how much, etc.
- Compliance with state & federal regulations
- Management & oversight

If No:

- Meeting student needs
- Provider: vendor, parents, other?
- Barrier to enrollment

Resources: <http://snp.wpgadoe.org/>

Enrollment Plan

Important Considerations:

- Attendance zone/location affects funding
- Enrollment drives funding
 - Market saturation
 - Importance of comprehensive recruitment plan
 - Retention and Attrition
- Petition must provide a reasonable plan that supports budgetary assumptions

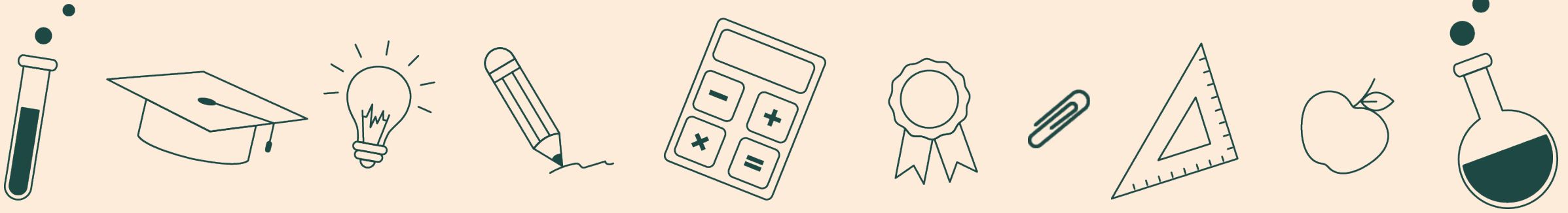
Resources:

- <https://chartergrowthfund.org/advice-how-to/>
 - Building a Student Recruitment Plan
 - Generating Leads
 - Maximizing Conversions
 - Reducing First Day No Shows





Questions?



Contact Us

Website: scsc.georgia.gov

Twitter: @SCSCGa

Address: 504 Twin Towers West,
205 Jesse Hill Jr. Dr., SE,
Atlanta, GA 30334

Phone: (404) 656-2837

