

The Emerge School for Autism
School Board Meeting
Wednesday, December 13, 2023

Date and Time

Wednesday, December 13, 2023 at 12:00 PM CT

Location

The Emerge Center Board Room

- | | |
|--|----------------|
| 1. Opening Items | Charles Blaize |
| a. Record Attendance | |
| b. Call the Meeting to Order | |
| c. Public comments on Minutes | Charles Blaize |
| d. Approve Minutes | |
| 2. Finance | |
| a. Budget Update | Stacie Landry |
| b. 2023-24 LDOE Certificated and Support Staff Stipends | |
| 3. Governance | |
| a. School Update | Linda Brown |
| b. Conflict of Interest Policy | |
| c. Charter Update | |
| 4. Planning Ahead | |
| a. Foundation Update | Shelton Jones |
| 5. New Business | Charles Blaize |
| a. Ethics Training – All board members must complete before Dec. 31, 2023 | |
| i. https://laethics.net/EthicsTraining/login.aspx | |
| b. Upcoming Board Meetings for 2023-24 School Year | |
| i. March 13, 2024 | |
| ii. June 12, 2024 | |
| 6. Executive Session | |
| 7. Closing Items | |
| a. Public Comment on Adjournment | Charles Blaize |
| b. Adjourn Meeting | |



December 13, 2023

Board Meeting



**The Emerge School for Autism
Financial Summary
November 2023 Report**

Income Statement – Annual Forecast vs. Budget

- Forecasted revenue projections through the end of the fiscal year are \$1.3MM versus \$1.2MM budgeted.
 - The base funding line item includes MFP, which is based on an average enrollment of 48 pupils.
 - Federal Entitlement consists of Title I and ESSER allocations.
 - HCS is currently estimated at \$300K.
- Personnel expenses are projected to be \$941K versus \$941K budgeted.
- Other than personnel expenses are forecasted to be \$270K versus \$234K budgeted.
 - The unfavorable variance of \$36K includes additional expenses associated with restricted grants, additional legal costs.
- Non-operating expenses are forecasted to be \$38K versus \$38K budgeted.
- Net P&L surplus at the end of the fiscal year is forecasted to be \$41K.

Income Statement – YTD Actual vs. Forecast

- Revenue through the period was \$502K with \$789K remaining to be funded.
- Personnel expenses through the period were \$306K with \$635K remaining to be expended.
- Other than personnel expenses through the period were \$105K with \$165K remaining to be expended.
- Non-Operating Expenses through the period were \$7K with \$31K remaining to be expended.
- Net surplus through November 30, 2023 was \$83K.

Balance Sheet

- Assets –
 - Cash balance as of November 30, 2023 was \$1.2MM.
 - State & Local Gov't Accounts Receivable consists of \$33K of MFP.
 - Prepaid Expenses consists of \$6K of Insurance.
- Liabilities & Equity –
 - Accounts Payable as of November 30, 2023 was \$13K.
 - Accrued Expense consists of \$11K of Audit Fees, Back Office Support, Authorizer Fees.
 - Deferred Revenue consists of \$10K of restricted grants.
 - Equity as of November 30, 2023 was \$1.3MM.



The Emerge School for Autism
 Budget vs. Forecast
 November 2023 Financial Report

December 13, 2023 Board Meeting

	Annual Forecast	Board Approved Budget	Difference (Bud v Forecast)
Revenue			
Base Funding	799,220	768,032	31,188
Federal Entitlement Funding	9,215	6,000	3,215
State & Local Funding	316,800	300,000	16,800
General Operating Fundraising Need	150,000	150,000	-
Restricted Grants	15,000	-	15,000
Total Revenue	1,290,235	1,224,032	66,203
Expenses			
Salaries & Benefits			
Instructional Salaries	-	-	-
SPED Salaries	716,015	716,015	-
General & Administrative Salaries	92,597	92,597	-
Benefits	132,614	132,614	-
Total Salaries & Benefits	941,226	941,226	-
Other than Personnel			
Special Education OTP			
Curriculum	6,000	6,000	-
Software & Assessment	12,432	12,432	-
SPED Curriculum & Supplies	7,250	7,250	-
Equipment & Furniture (Non-Capital)	1,000	1,000	-
Utilities	14,152	14,152	-
Security	636	636	-
Custodial & Maintenance	38,707	38,707	-
Insurance	25,000	25,000	-
Student & Family Activities	500	500	-
Teacher & Staff Recruiting	1,000	1,000	-
Professional Development	29,675	14,675	(15,000)
Legal	10,000	1,000	(9,000)
Business Dues, Fees & Licenses	7,000	7,000	-
Office Supplies	1,500	1,500	-
Finance, HR & Ops Support	46,350	45,000	(1,350)
Health Consultants	7,523	6,795	(728)
Technology Consultants & Supplies	16,568	16,568	-
Other Administration	30,611	30,611	-
Total Other than Personnel	270,034	233,955	(36,078)
Non-Operating Expenses			
Depreciation	16,608	16,608	-
Contingency	21,481	21,481	-
Total Non-Operating Expenses	38,089	38,089	-
Total Expenses	1,249,348	1,213,270	(36,078)
NET SURPLUS (DEFICIT)	40,887	10,762	30,125

The Emerge School for Autism
November 2023 Financial Report

December 13, 2023 Board Meeting

	Annual Forecast	Actual YTD	Remaining \$	Remaining %
Revenue				
Base Funding	799,220	319,688	479,532	60%
Federal Entitlement Funding	9,215	-	9,215	100%
State & Local Funding	316,800	134,124	182,676	58%
General Operating Fundraising Need	150,000	42,282	107,719	72%
Restricted Grants	15,000	5,105	9,895	66%
Total Revenue	1,290,235	501,198	789,037	61%
Expenses				
Salaries & Benefits				
SPED Salaries	716,015	226,329	489,686	68%
General & Administrative Salaries	92,597	39,082	53,515	58%
Benefits	132,614	40,915	91,699	69%
Total Salaries & Benefits	941,226	306,326	634,900	67%
Other than Personnel				
Special Education OTP				
Curriculum	6,000	289	5,711	95%
Software & Assessment	12,432	9,001	3,431	28%
SPED Curriculum & Supplies	7,250	1,841	5,409	75%
Equipment & Furniture (Non-Capital)	1,000	600	400	40%
Utilities	14,152	4,059	10,093	71%
Security	636	208	429	67%
Custodial & Maintenance	38,707	18,077	20,630	53%
Insurance	25,000	8,320	16,680	67%
Student & Family Activities	500	-	500	100%
Teacher & Staff Recruiting	1,000	-	1,000	100%
Professional Development	29,675	10,457	19,218	65%
Legal	10,000	7,894	2,106	21%
Business Dues, Fees & Licenses	7,000	2,582	4,418	63%
Office Supplies	1,500	656	844	56%
Finance, HR & Ops Support	46,350	15,338	31,013	67%
Health Consultants	7,523	2,508	5,015	67%
Technology Consultants & Supplies	16,568	7,860	8,708	53%
Athletic Expenses	-	-	-	0%
Other Instruction	10,000	7,790	2,210	22%
Other Administration	30,611	6,502	24,109	79%
Total Other than Personnel	270,034	104,766	165,268	61%
Non-Operating Expenses				
Depreciation	16,608	6,920	9,688	58%
Total Non-Operating Expenses	38,089	6,920	31,169	82%
Total Expenses	1,249,348	418,012	831,337	67%
NET SURPLUS (DEFICIT)	40,887	83,186	42,300	

	<u>June 30, 2023</u>	<u>November 30, 2023</u>
Assets		
Current Assets		
Cash & Equivalents	760,956	1,239,112
Federal Accounts Receivable	-	-
State & Local Gov't Accounts Receivable	518,430	33,358
Prepaid Expenses	209	5,619
Total Current Assets	<u>1,279,594</u>	<u>1,278,089</u>
Non-Current Assets		
Fixed Assets, net of depreciation	33,549	26,727
Total Non-Current Assets	<u>33,549</u>	<u>26,727</u>
Total Assets	<u><u>1,313,144</u></u>	<u><u>1,304,816</u></u>
Liabilities & Equity		
Liabilities		
Current Liabilities		
Accounts Payable	7,892	12,944
Accrued Expenses	23,396	10,513
Accrued Payroll	78,578	0
Deferred Revenue	15,000	9,895
Total Current Liabilities	<u>124,866</u>	<u>33,352</u>
Non-Current Liabilities		
Long-Term Debt	-	-
Total Non-Current Liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>124,866</u>	<u>33,352</u>
Equity		
Net Assets	740,365	1,188,278
Net Surplus/(Deficit)	447,913	83,186
Total Equity	<u>1,188,278</u>	<u>1,271,464</u>
Total Liabilities & Equity	<u><u>1,313,144</u></u>	<u><u>1,304,816</u></u>

The Emerge School for Autism
School Board Meeting
Wednesday, September 27, 2023

Date and Time

Wednesday, September 27, 2023 at 12:00 PM CT

Location

The Emerge Center Board Room

1. Opening Items Charles Blaize
 - a. Record Attendance: Charles Blaize, Danielle Ragas, Robert Petit, Shelton Jones, Deanna Whittle, Ashley McDermott, Linda Brown (Stacy Landry – phone in due to illness)
 - b. Call the Meeting to Order
 - c. Public comments on Minutes None Charles Blaize
 - d. Approve Minutes: Robert Petit moved to approve minutes, Danielle Ragas 2nd the motion. Motion passed
2. Finance
 - a. Budget Update: Stacie Landry reviewed the financials, and gave an update on the audit. Results from the audit should be ready soon. Attached are the financials.
Stacie Landry
3. Governance
 - a. School Update : Linda Brown

Linda gave an update from the school. The school is getting ready for Parent Teacher Conferences and fall break. Students are enjoying the new music program and gymnastics. We are excited about our added group PE classes as well. Teachers are grateful for the added curriculum enrichments that we were able to purchase because a grant from the foundation team. We were also able to add a new component to our TS Gold assessments through an online program as well. HCS round 1 should be getting finished soon and we are looking forward to some cooler weather.
 - b. Conflict of Interest Policy: Linda reminded board members to sign the Conflict of Interest policy statement.
 - c. Charter Update: We are currently waiting on EBR to send us final revisions for our new Charter.

- d. HCS Update: We are currently waiting on Round 2 funding, any day now from last year's request. Round 1 for 2023-24 is due in early November.
- 4. Planning Ahead
 - a. Foundation Update Shelton Jones

Shelton and her team recently sent in a request for the Pennington Foundation Grant and will find out in December if funded. Project Puzzle is ending soon. Sunday, October 8 will be the auction event held at Sandie and Chip Robinson's home. Giving Tuesday Campaign – International Day of Giving, Filming of family from Bloom Brochures and video of family to help fun raise. Asking for Board match \$10,000 match opportunity for Board Match opportunity to show community how invested our boards are. Other people tend to give because of a match, a great way to finish the year off strong.

Volunteer Activist Luncheon in November and Wine and Cheese Reception, Thursday, October 12.
- 5. New Business Charles Blaize
 - a. Ethics Training – All board members must complete before Dec. 31, 2023
 - i. <https://laethics.net/EthicsTraining/login.aspx>
 - b. Upcoming Board Meetings for 2023-24 School Year
 - i. December 13, 2023
 - ii. March 13, 2024
 - iii. June 12, 2024
- 6. Closing Items
 - a. Public Comment on Adjournment None Charles Blaize
 - b. Adjourn Meeting Motion by Robert Petit and 2nd by Danielle Ragas.
Meeting adjourned at 12:50 pm