



DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

Charter and/or Charter Agreement Amendment Application

Part I: General Information

All applicants must complete this section

SUBMITTED BY: Monica Ray, Chair Community College Prep Academy PCS

SUBJECT: Charter Amendment Request for: (Mark all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Enrollment Ceiling Increase | <input type="checkbox"/> Name Change – Campus or Facility |
| <input type="checkbox"/> Program Replication of Grades Served | <input type="checkbox"/> Campus Reconfiguration |
| <input type="checkbox"/> Grade Level Expansion (Single Grade) | <input type="checkbox"/> LEA Status for Special Education |
| <input type="checkbox"/> Grade Level Expansion (Grade Band) | <input type="checkbox"/> Special Education Enrollment Preference |
| <input type="checkbox"/> Additional Facility or New Location | <input type="checkbox"/> Governance Structure |
| <input type="checkbox"/> Goals and Achievement Expectations | (Bylaws, Articles of Incorporation or Management) |
| <input type="checkbox"/> Mission or Education Philosophy | <input type="checkbox"/> Graduation Requirements |
| <input type="checkbox"/> Curriculum, Standards or Assessments | <input type="checkbox"/> Competency-Based Learning Application |

SUBMISSION DATE: 3/7/2018

SCHOOL BACKGROUND

Please address the following questions in their entirety. This information provides helpful background to the DC PCSB Board as it reviews these requests.

Overview of School Performance

1. Provide the following information about your Local Education Agency (LEA) by campus:
 - a) Campus name(s) and location(s): **CC Prep @ MLK, CC Prep @ Mary Church Terrell**
 - b) Year opened: **MLK – 2013; MCT - 2016**
 - c) Grade levels served (Currently and at maturation of charter agreement, if applicable): **Adult Education**
 - d) Date that charter will be eligible for possible renewal: **March ,2018**
2. Please select the performance indicators below that describe the school's current performance*: (Mark all that apply)
 - ☐ Currently rated Tier 1, or met at least 2/3 of targets on the most recent PK-only PMF or Alternative Accountability Framework.
 - ☐ School is not currently under corrective action.
 - ☐ Has historically met enrollment projections w/in 80% of target.
 - ☐ School has been in operation for 3+ years.
 - ☐ School is currently accredited. **June 30, 2022**

*If the school has multiple campuses or varying PMFs, please describe the academic performance of each campus here: **N/A**

Disclaimer: While processing this application, DC PCSB staff may contact you later to request additional information for the Board's consideration. By submitting this application, you agree to cooperate with DC PCSB staff to ensure your application is processed in a timely manner. For questions, please contact DC PCSB staff person Laterica (Teri) Quinn at (202) 328-2660.

PROPOSAL

Community College Prep Academy submits to the DC Public Charter School Board this application to amend its charter agreement by changing the item(s) selected above. If approved, this amendment will be effective on_____, 20_____ (*leave blank if this has not been determined*).

1. Please provide details on the selected amendment(s) above and describe the requested change(s), including the school's rationale for the proposed changes. Describe any planning that is already underway to prepare for the proposed amendment.

CC Prep is in its fifth year of operation and is scheduled for review and approval. We have met all of the requirements for same. However upon initial application we were only approved for the first five years of our growth plan as put forward in our original charter. Therefore, we are requesting to continue our growth as put forward in the original charter for the next five years and outlined in the original charter application. We have met and/or exceeded growth targets each year since opening. The need for the unique adult education programming provided is constant in Wards 7 & 8 where we have chosen to concentrate our efforts and is projected to remain a challenge in the foreseeable future as indicated by the Office of Planning data on city demographics. Moreover, as gentrification continues, these Wards are reflective of the concentration of poverty in the "east end" and the concomitant deficits of education and workforce readiness.

Additionally, we are seeking to initiate partnerships with Hope Village, a nearby Half- way House for DC residents that transitions residents back into society and the Dept. of Employment Services (DOES). We currently accept those Hope Village residents who are able to leave the facility in our classes and have had success in improving their employment skills and academic readiness. Two thirds of the resident students that we have served have shown academic gain and the proposed partnership would allow us to provide assessment and initial instruction using a blended model for the 25 to 30 additional residents who cannot leave the facility. This pilot project should lead to an easier transition for the user group as outside privileges become available to them. We have begun initial planning with Hope Village and they are willing to provide all needed computer hardware.

We are also proposing to extend an existing partnership with the DOES that allows for direct referral to our school from their Project Empowerment Program. Our current efforts have led to over 150 adult students with subsidized education and training, being referred directly to our school. The rates of attendance and growth for this target group has generally been consistently higher than the general population of our school. For the purposes of the proposed pilot we have agreed to consider placing both Academic and counseling staff at a fully functioning learning lab in the new Infrastructure Academy to facilitate student's academic preparation for more intensive training opportunities and/ or connection to our training opportunities. We believe that such connected academic skill based opportunities will support retention either with CC Prep or seamless transfer to more advanced training at the Academy.

2. How will the proposed amendment(s) support or enhance the school's mission?

The first requested amendment will allow us to continue the trajectory of service that we planned and will support the development of our third strand of programming i.e., Health Tech Careers. The Health Tech Career Training is more complex and will require more space but we have sufficient programming in administrative support, GED Preparation, College Readiness and Career Readiness to support increased enrollment for the next three years. The second amendment will allow us to better serve a continuously growing population – returning citizens- and support their success reentry to the community. The third will serve to strengthen our purposeful linkages to Workforce Development and maximize the potential impact that our Adult Charter School can have on the city's commitment to living wage employment

3. While considering this amendment request, DC PCSB staff may review the school's history of board actions, DC PCSB audits, community complaints, enrollment trends, and any relevant data used by DC PCSB to monitor equity in schools. Please describe any DC PCSB audits, notices of concern or other board actions issued against your school in the past 3 years. What was the outcome? Please explain what steps, if any, you've taken to address the concerns that prompted a DC PCSB audit, board action, or community complaint.

Over the past five years CC Prep experienced complaints from two employees that were ultimately resolved and in the case of both – where formal complaints were initiated, they were resolved in our favor by the Office of Human Rights. Three student complaints were also clarified and resolved. All clarifying documentation was forwarded to the PCSB Complaint Office. We have received no complaints from community and in fact have been cited by the Anacostia Coordinating Council as a "good neighbor".

4. DC PCSB will review the school's Financial Audit Reviews (FAR) and current financials to determine the fiscal health of the organization. If applicable, describe how the proposed amendment will impact the school's finances. Explain any anticipated expenses for the proposed changes and how the school will finance them. *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Name Changes and Graduation Requirements. If not applicable, write N/A.]*

Neither proposed amendments present major fiscal impacts beyond the inability to continue the planned program growth trajectory. We are assured that our current fiscal state is sound and we have had only "clean" audits. See attached five year Budget.

Note: *If applicable, in addition to your narrative please attach a proposed [5-year Operating Budget](#).*

5. How has the school informed its external stakeholders (e.g. local ANC commissioners, neighbors) and internal stakeholders (e.g. staff, parents) of the proposed amendment(s)? Please attach any written communication (e.g., meeting minutes). Describe any notable support for or opposition to the proposed amendment(s). If concerns have been brought to your attention, how do you plan to address them? *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Graduation Requirements and Competency-Based Learning Credits. If not applicable, write N/A.]*

Our current Board is dominated by Ward 7 and 8 community members and we are standing members of the Anacostia Coordinating Council. We have shared our planned amendment with the Board; however, because the proposed amendments regarding sites will have limited to no impact on the community, we have limited the updating to the relevant ANC Commissioner - Ms. Mary Cuthbert (see attached letter). We expect no opposition to the amendments. We have had no negative community interactions and in fact, we have served as an anchor in the community for a variety of activities and events like the Annual Martin Luther King Day Parade. The school staff meets weekly and have been updated on all aspects of growth and potential development.

- 6. When did your school's board approve the proposed amendment(s)? Please attach minutes from the meeting and vote results.**

The Board held an "special session" on Tuesday, March 6th to officially approve the proposed amendments. (See attached Minutes).

Section A1. Enrollment Ceiling Increase

***ONLY complete this section if applying to amend Enrollment Ceiling Increase:**

A school should apply for an enrollment ceiling increase if it plans to offer more spaces in the next fiscal year and wishes to be paid for the additional students. A school does not need to apply for a change in enrollment ceiling if it is offering the same total number of spaces but not in the exact grade levels it determined through its Schedule I. If applying for an enrollment ceiling increase, please be sure the school meets the criteria listed in the [Enrollment Ceiling Increase Policy](#). Failure to meet the criteria may result in denial of your charter agreement amendment request.

- a. DC PCSB will review the school's enrollment trends over the past 3 years. What patterns are we likely to find? Is there any context you can provide to explain your current enrollment patterns?
- b. Describe the impact your school's enrollment ceiling(s), certificate of occupancy, and waitlist/vacant seats have had on your recruitment and program growth.
- c. Describe ways that your school ensures you recruit, enroll, and re-enroll students with disabilities and English language learners, along with your target population. What methods do you employ to ensure your curriculum is accessible to all students regardless of race, ethnicity and gender as shown through re-enrollment rates?

Over the past three years CC Prep has met and exceeded enrollment ceilings. While we do not maintain a waitlist, because of the changing lifestyles of our students (i.e., shifts in addresses and contact numbers), we actively maintain contact through a growing social media list and we have stabilized our program offering calendar to support our customers decision- making. We have actively sought and maintained formal partnerships with over 50 agencies and non-profits to leverage our capacity to recruit and retain students. We maintain a Recruitment and Retention Committee that meets monthly to develop and monitor these efforts. We have broadened our outreach efforts to partner with other Adult Charters around issues of mutual concern and to date we have served residents from every Ward of the city except Ward 3. We have developed purposeful partnerships with the Dept. of Rehabilitation Services, the Office of Returning Citizens and OSSE to ensure that we are outreaching to those most in need. Most importantly we planned and applied for a ten year growth plan; however, while our application was approved, we only received approval for the first five years of enrollment growth.

2. Will the proposed enrollment ceiling increase cause the school to exceed the maximum occupancy load detailed in the school's certificate of occupancy? If so, when and how will the school address this?

No, we currently have space for growth in the two sites and we are working with Building Hope to increase space in the future.

3. Please include a completed enrollment matrix* with your charter amendment application. Click [here](#) for enrollment matrix template.

**If requesting an amendment for more than one campus, please complete a separate enrollment matrix for each campus.*



**Minutes of the Special Board Meeting
Community College Prep Academy PCS
March 6, 2018
5:30 pm**

The Special Meeting of the Board of CC Prep Academy PSC was held via conference call. Present were: Nadirah Majied, Monica Ray, Chair, Phillip Pannell, Vice Chair, Dr. Marilyn Hamilton, John Stokes, Monica Jones, Staff and Connie Spinner. Dr. Tom Stewart indicated via e-mail that Ms. Spinner would vote his proxy in the affirmative.

Connie Spinner initiated the meeting by reminding the Board of the recent discussion regarding the proposed request for charter amendment and once again shared the three elements being requested, namely enrollment ceiling and additional sites. Mr. Pannell indicated that he moved to approve the application and Dr. Hamilton seconded. The vote was carried unanimously.

Ms. Ray thanked the Board for their participation and indicated that the final application would be shared. The Board closed the meeting at 6:03 pm.



Enrollment Matrix – Adult Education Charter Schools

	Academic Year 2017-18	Academic Year 2018-19	Academic Year 2019-20	Academic Year 2020-21	Academic Year 2021-22	Academic Year 2022-23	<i>Continue adding columns until SY of max enrollment</i>
Grade Levels	Projected	Projected	Projected	Projected	Projected	Projected	Projected
Adult Education	600	725	850	975	1100	1225	
Total							
# Campuses							
LEA Total							

**If requesting an amendment for more than one campus, please complete a separate enrollment matrix for each campus.*

***If school is not currently at Maximum Enrollment, please add columns to include all projected school years until maximum enrollment is expected to be reached.*

[Click here for downloadable Word version.](#)

Community College Preparatory Academy

FY 17

Ref #			FY17 Budget			
			MAIN	GIBBS	MC TERRELL	
	Revenues					
1	4000 - Per Pupil Charter Revenue		250	50	175	Based on 475 students
2	4001	Base Per Pupil Allocation	2,154,250.00	430,850.00	1,507,975.00	4,093,075.00
3	4002	Per Pupil Rev.--Facility Alloc	781,000.00	156,200.00	546,700.00	1,483,900.00
4	4003	Per Pupil Rev.--Summer School				0.00
5	4100	Per Pupil Rev.--Special Education				
6		Total Per Pupil Charter Revenue	2,935,250.00	587,050.00	2,054,675.00	5,576,975.00
7						
8	4230	Private Grants & Donations	25,000.00			25,000.00
9	4800	Misc. Income	0.00			
10	4300	In-Kind Donations	0.00			
11	4999	Grants	17,500.00			17,500.00
	4210	Other Government Funding - CTE Grant	19,126.50			19,126.52
12		Total Revenues	2,996,876.50	587,050.00	2,054,675.00	5,638,601.52
13						
14						
15	Expenses					
16	2260	Loan Payable	14,325.12			14,325.12
17	Total - 2260 Loan Payable		14,325.12			14,325.12
18						
19						
20	5000 - Salaries		MAIN	GIBBS	MC TERRELL	
21	5001	Principal & Exec. Dir Salaries	223,684.00		0.00	223,684.00
22	5002	Other Support Staff	161,175.00		94,019.00	255,194.00
23	5004	Student Success Specialists	181,000.00	36,200.00	126,700.00	343,900.00
24	5005	Learning Lab Managers	177,000.00	35,400.00	123,900.00	336,300.00
25	5006	Support Staff	209,500.00	41,900.00	146,650.00	398,050.00
26	5007	Business/Operations	182,834.00		106,575.00	289,409.00
27	5008	Administrative Assistant	153,500.00	30,700.00	107,450.00	291,650.00
28	5009	Custodial Salaries				0.00
29	5010	Other Staff Salaries				0.00
30	5012	Interns	10,400.00	10,400.00	31,200.00	52,000.00
31	Total - 5000 Salaries		1,299,093.00	154,600.00	736,494.00	2,190,187.00
32						
33	5100 - Payroll Taxes		39,377.08	23,626.25	110,255.81	173,259.13
34	5200 - Employee Benefits					
35	5200	Fringe Benefits - Other	30,000.00	25,000.00	135,000.00	190,000.00
36	5201	Fringe Benefits - Worker's Comp				
37	5202	Fringe Benefits - DeMinimus				

Community College Preparatory Academy

FY 17

Ref #			FY17 Budget			
38	5203	Fringe Benefits - Retirement				21,904.20
39	Total - 5200 Employee Benefits		30,000.00	25,000.00	135,000.00	211,904.20
40						
41	5300 - Other Personnel Expenses					
42	5300	Other Personnel Expenses				
43	5301	Staff Development Costs	6,631.58	5,526.32	29,842.11	42,000.01

Community College Preparatory Academy

FY 17

Ref #			FY17 Budget			
44	Total 5300 - Other Personnel Expenses		6,631.58	5,526.32	29,842.11	42,000.01
45						
46	5400 - Contractors		13,250.00	13,250.00	26,500.00	53,000.00
47						
48	6100 - Direct Student Expenses					
49	6100	Direct Student Expenses - Other				
50	6101	Computers and Materials				793,000.00
51	6102	Classroom Furnishings & Supplies				0.00
52	6103	Student Assessment Materials				37,500.00
53	6104	Contracted Student Service				175,000.00
54	6105	Miscellaneous Student Cost				0.00
55	6106	Textbooks				20,000.00
56	6107	Student Supplies & Materials				27,500.00
57	6108	Library & Media Ctr Materials				0.00
58	Total 6100 - Direct Student Expenses					1,053,000.00
59						
60	6200 - Occupancy Expenses					
61	6201	Utilities				64,800.00
62	6202	Building Maintenance & Repairs				15,000.00
63	6203	Contracted Building Services				108,300.00
64	6204	Janitorial Supplies				7,200.00
65	Total 6200 - Occupancy Expenses					195,300.00
66						
67	6210 - Rent		264,000.00	156,200.00	546,700.00	966,900.00
68	6290 - Depreciation					65,333.33
69						
70	6300 - Office Expenses					
71	6300	Office Supplies - Other				0.00
72	6301	Office Supplies & Materials				120,000.00
73	6302	Office Furnishings & Equipment				
74	63022	Office Computers				25,000.00
75	6302	Office Furnishings & Equip - Other				14,000.00
76	Total 6302 - Office Furnishings & Equip					39,000.00
77						
78	6303	Office Equipment Rental & Maintenance				0.00
79	6304	Telephone/Telecommunications				12,576.00
80	6305	Printing and Copying				10,000.00
81	6306	Postage and Shipping				10,000.00
82	6307	Equipment Rental & Maintenance				9,900.00
83	6308	Other				20,000.00
84	Total 6300 - Office Expenses					221,476.00
85						

Community College Preparatory Academy

FY 17

Ref #			FY17 Budget			
86	6400 - Professional Fees					
87	6401	Legal, Accounting & Payroll				67,200.00
88	6402	IT Fees				84,000.00
89	6403	Membership Fees				6,650.00
90	6404	Start Up Fees				0.00
91	6405	Advertising				0.00
92	6406	Tuition Reimbursement				
93	6400	Professional Fees - Other				
94	Total 6400 - Professional Fees					157,850.00
95						
96	6500 - General Expense					
97	6501	Insurance				9,000.00
98	6502	Interest Expense				1,061.12
99	6503	Transportation				0.00
100	6504	Food Service				
101	6505	Administration Fee to PCSB				27,483.22
102	6506	Other General Expense				
103	6507	EMO Management Fee				0.00
104	6508	Recruitment				35,000.00
105	6509	Bank Service Fee				
106	6510	Fundraising				0.00
107	Total 6500 - General Expense					72,544.34
108	6600 - Web Design					
109		Total Expenses				5,417,079.13
110						
111		Total Revenues				5,638,601.52
112						
113		Change in Net Assets				221,522.39

Community College Preparatory Academy

FY18

Ref #			FY18 Budget
	Revenues		
1	4000 - Per Pupil Charter Revenue		Based on 600 students
2	4001	Base Per Pupil Allocation	5,221,902.00
3	4002	Per Pupil Rev.--Facility Alloc	1,874,400.00
4	4003	Per Pupil Rev.--Summer School	0.00
5	4100	Per Pupil Rev.--Special Education	
6		Total Per Pupil Charter Revenue	7,096,302.00
7			
8	4230	Private Grants & Donations	25,000.00
9	4800	Misc. Income	
10	4300	In-Kind Donations	
11	4999	Grants	17,500.00
	4210	Other Government Funding - CTE Grant	19,126.52
12		Total Revenues	7,157,928.52
13			
14			
15	Expenses		
16	2260	Loan Payable	0.00
17	Total - 2260 Loan Payable		0.00
18			
19			
20	5000 - Salaries		
21	5001	Principal & Exec. Dir Salaries	237,306.00
22	5002	Other Support Staff	251,850.00
23	5004	Student Success Specialists	339,250.00
24	5005	Learning Lab Managers	332,350.00
25	5006	Support Staff	393,418.00
26	5007	Business/Operations	285,671.24
27	5008	Administrative Assistant	287,943.07
28	5009	Custodial Salaries	0.00
29	5010	Other Staff Salaries	0.00
30	5012	Interns	71,500.00
31	Total - 5000 Salaries		2,199,288.31
32			

Community College Preparatory Academy

FY18

Ref #			FY18 Budget
33	5100 - Payroll Taxes		168,245.56
34	5200 - Employee Benefits		
35	5200	Fringe Benefits - Other	190,000.00
36	5201	Fringe Benefits - Worker's Comp	
37	5202	Fringe Benefits - DeMinimus	
38	5203	Fringe Benefits - Retirement	65,978.65
39	Total - 5200 Employee Benefits		255,978.65
40			
41	5300 - Other Personnel Expenses		
42	5300	Other Personnel Expenses	
43	5301	Staff Development Costs	55,000.00

Community College Preparatory Academy

FY18

Ref #			FY18 Budget
44	Total 5300 - Other Personnel Expenses		55,000.00
45			
46	5400 - Contractors		53,000.00
47			
48	6100 - Direct Student Expenses		
49	6100	Direct Student Expenses - Other	
50	6101	Computers and Materials	1,001,400.00
51	6102	Classroom Furnishings & Supplies	480,000.00
52	6103	Student Assessment Materials	47,400.00
53	6104	Contracted Student Service	220,800.00
54	6105	Miscellaneous Student Cost	0.00
55	6106	Textbooks	25,200.00
56	6107	Student Supplies & Materials	34,800.00
57	6108	Library & Media Ctr Materials	0.00
58	Total 6100 - Direct Student Expenses		1,809,600.00
59			
60	6200 - Occupancy Expenses		
61	6201	Utilities	73,000.00
62	6202	Building Maintenance & Repairs	28,000.00
63	6203	Contracted Building Services	150,000.00
64	6204	Janitorial Supplies	9,000.00
65	Total 6200 - Occupancy Expenses		260,000.00
66			
67	6210 - Rent		1,045,000.00
68	6290 - Depreciation		85,000.00
69			
70	6300 - Office Expenses		
71	6300	Office Supplies - Other	0.00
72	6301	Office Supplies & Materials	145,000.00
73	6302	Office Furnishings & Equipment	
74	63022	Office Computers	70,000.00
75	6302	Office Furnishings & Equip - Other	25,000.00
76	Total 6302 - Office Furnishings & Equip		95,000.00
77			
78	6303	Office Equipment Rental & Maintenance	0.00
79	6304	Telephone/Telecommunications	18,000.00
80	6305	Printing and Copying	14,600.00

Community College Preparatory Academy

FY18

Ref #			FY18 Budget
81	6306	Postage and Shipping	14,000.00
82	6307	Equipment Rental & Maintenance	12,600.00
83	6308	Other	24,000.00
84	Total 6300 - Office Expenses		323,200.00
85			
86	6400 - Professional Fees		
87	6401	Legal, Accounting & Payroll	77,000.00
88	6402	IT Fees	90,000.00
89	6403	Membership Fees	9,600.00
90	6404	Start Up Fees	0.00
91	6405	Advertising	0.00
92	6406	Tuition Reimbursement	
93	6400	Professional Fees - Other	
94	Total 6400 - Professional Fees		176,600.00
95			
96	6500 - General Expense		
97	6501	Insurance	15,000.00
98	6502	Interest Expense	4,000.00
99	6503	Transportation	0.00
100	6504	Food Service	
101	6505	Administration Fee to PCSB	35,481.51
102	6506	Other General Expense	
103	6507	EMO Management Fee	0.00
104	6508	Recruitment	35,000.00
105	6509	Bank Service Fee	
106	6510	Fundraising	0.00
107	Total 6500 - General Expense		89,481.51
108	6600 - Web Design		
109		Total Expenses	6,520,394.02
110			
111		Total Revenues	7,157,928.52
112			
113		Change in Net Assets	637,534.50
114			

Community College Preparatory Academy

FY19

Ref #			FY19 Budget
	Revenues		
1	4000 - Per Pupil Charter Revenue		Based on 600 students
2	4001	Base Per Pupil Allocation	5,274,121.02
3	4002	Per Pupil Rev.--Facility Alloc	1,874,400.00
4	4003	Per Pupil Rev.--Summer School	0.00
5	4100	Per Pupil Rev.--Special Education	
6		Total Per Pupil Charter Revenue	7,148,521.02
7			
8	4230	Private Grants & Donations	50,000.00
9	4800	Misc. Income	
10	4300	In-Kind Donations	
11	4999	Grants	17,500.00
	4210	Other Government Funding - CTE Grant	20,000.00
12		Total Revenues	7,236,021.02
13			
14			
15	Expenses		
16	2260	Loan Payable	0.00
17	Total - 2260 Loan Payable		0.00
18			
19			
20	5000 - Salaries		
21	5001	Principal & Exec. Dir Salaries	237,306.00
22	5002	Other Support Staff	271,109.00
23	5004	Student Success Specialists	364,628.00
24	5005	Learning Lab Managers	351,800.00
25	5006	Support Staff	422,840.00
26	5007	Business/Operations	307,034.00
27	5008	Administrative Assistant	309,475.61
28	5009	Custodial Salaries	0.00
29	5010	Other Staff Salaries	0.00
30	5012	Interns	71,500.00
31	Total - 5000 Salaries		2,335,692.61
32			
33	5100 - Payroll Taxes		178,680.48
34	5200 - Employee Benefits		
35	5200	Fringe Benefits - Other	230,000.00
36	5201	Fringe Benefits - Worker's Comp	
37	5202	Fringe Benefits - DeMinimus	
38	5203	Fringe Benefits - Retirement	70,070.78
39	Total - 5200 Employee Benefits		300,070.78
40			
41	5300 - Other Personnel Expenses		
42	5300	Other Personnel Expenses	
43	5301	Staff Development Costs	55,000.00

Community College Preparatory Academy

FY19

Ref #			FY19 Budget
44	Total 5300 - Other Personnel Expenses		55,000.00
45			
46	5400 - Contractors		53,000.00
47			
48	6100 - Direct Student Expenses		
49	6100	Direct Student Expenses - Other	
50	6101	Computers and Materials	1,001,400.00
51	6102	Classroom Furnishings & Supplies	0.00
52	6103	Student Assessment Materials	47,400.00
53	6104	Contracted Student Service	220,800.00
54	6105	Miscellaneous Student Cost	0.00
55	6106	Textbooks	25,200.00
56	6107	Student Supplies & Materials	34,800.00
57	6108	Library & Media Ctr Materials	0.00
58	Total 6100 - Direct Student Expenses		1,329,600.00
59			
60	6200 - Occupancy Expenses		
61	6201	Utilities	73,000.00
62	6202	Building Maintenance & Repairs	28,000.00
63	6203	Contracted Building Services	150,000.00
64	6204	Janitorial Supplies	9,000.00
65	Total 6200 - Occupancy Expenses		260,000.00
66			
67	6210 - Rent		1,045,000.00
68	6290 - Depreciation		98,000.00
69			
70	6300 - Office Expenses		
71	6300	Office Supplies - Other	0.00
72	6301	Office Supplies & Materials	145,000.00
73	6302	Office Furnishings & Equipment	
74	63022	Office Computers	70,000.00
75	6302	Office Furnishings & Equip - Other	25,000.00
76	Total 6302 - Office Furnishings & Equip		95,000.00
77			
78	6303	Office Equipment Rental & Maintenance	0.00
79	6304	Telephone/Telecommunications	18,000.00
80	6305	Printing and Copying	14,600.00
81	6306	Postage and Shipping	14,000.00
82	6307	Equipment Rental & Maintenance	12,600.00
83	6308	Other	24,000.00
84	Total 6300 - Office Expenses		323,200.00
85			
86	6400 - Professional Fees		
87	6401	Legal, Accounting & Payroll	80,000.00
88	6402	IT Fees	90,000.00
89	6403	Membership Fees	9,600.00
90	6404	Start Up Fees	0.00
91	6405	Advertising	0.00
92	6406	Tuition Reimbursement	
93	6400	Professional Fees - Other	
94	Total 6400 - Professional Fees		179,600.00

Community College Preparatory Academy

FY19

Ref #			FY19 Budget
95			
96	6500 - General Expense		
97	6501	Insurance	20,000.00
98	6502	Interest Expense	0.00
99	6503	Transportation	0.00
100	6504	Food Service	
101	6505	Administration Fee to PCSB	35,742.61
102	6506	Other General Expense	
103	6507	EMO Management Fee	0.00
104	6508	Recruitment	35,000.00
105	6509	Bank Service Fee	
106	6510	Fundraising	0.00
107	Total 6500 - General Expense		90,742.61
108	6600 - Web Design		
109		Total Expenses	6,248,586.48
110			
111		Total Revenues	7,236,021.02
112			
113		Change in Net Assets	987,434.54

Community College Preparatory Academy

FY20

Ref #			FY20 Budget
	Revenues		
1	4000 - Per Pupil Charter Revenue		Based on 900 students
2	4001	Base Per Pupil Allocation	7,990,291.80
3	4002	Per Pupil Rev.--Facility Alloc	2,811,600.00
4	4003	Per Pupil Rev.--Summer School	0.00
5	4100	Per Pupil Rev.--Special Education	
6		Total Per Pupil Charter Revenue	10,801,891.80
7			
8	4230	Private Grants & Donations	50,000.00
9	4800	Misc. Income	
10	4300	In-Kind Donations	
11	4999	Grants	17,500.00
	4210	Other Government Funding - CTE Grant	20,000.00
12		Total Revenues	10,889,391.80
13			
14			
15	Expenses		
16	2260	Loan Payable	0.00
17	Total - 2260 Loan Payable		0.00
18			
19			
20	5000 - Salaries		
21	5001	Principal & Exec. Dir Salaries	244,425.00
22	5002	Other Support Staff	279,242.00
23	5004	Student Success Specialists	375,566.00
24	5005	Learning Lab Managers	362,353.00
25	5006	Support Staff	435,525.00
26	5007	Business/Operations	316,245.00
27	5008	Administrative Assistant	318,759.00
28	5009	Custodial Salaries	0.00
29	5010	Other Staff Salaries	0.00
30	5012	Interns	88,000.00
31	Total - 5000 Salaries		3,115,115.00
32			
33	5100 - Payroll Taxes		238,306.30
34	5200 - Employee Benefits		
35	5200	Fringe Benefits - Other	190,000.00
36	5201	Fringe Benefits - Worker's Comp	
37	5202	Fringe Benefits - DeMinimus	
38	5203	Fringe Benefits - Retirement	93,453.45
39	Total - 5200 Employee Benefits		283,453.45
40			
41	5300 - Other Personnel Expenses		
42	5300	Other Personnel Expenses	
43	5301	Staff Development Costs	42,000.01

Community College Preparatory Academy

FY20

Ref #			FY20 Budget
44	Total 5300 - Other Personnel Expenses		42,000.01
45			
46	5400 - Contractors		53,000.00
47			
48	6100 - Direct Student Expenses		
49	6100	Direct Student Expenses - Other	
50	6101	Computers and Materials	1,502,100.00
51	6102	Classroom Furnishings & Supplies	0.00
52	6103	Student Assessment Materials	71,100.00
53	6104	Contracted Student Service	500,000.00
54	6105	Miscellaneous Student Cost	0.00
55	6106	Textbooks	37,800.00
56	6107	Student Supplies & Materials	52,200.00
57	6108	Library & Media Ctr Materials	0.00
58	Total 6100 - Direct Student Expenses		2,163,200.00
59			
60	6200 - Occupancy Expenses		
61	6201	Utilities	96,000.00
62	6202	Building Maintenance & Repairs	45,000.00
63	6203	Contracted Building Services	150,000.00
64	6204	Janitorial Supplies	9,000.00
65	Total 6200 - Occupancy Expenses		300,000.00
66			
67	6210 - Rent		1,309,000.00
68	6290 - Depreciation		125,000.00
69			
70	6300 - Office Expenses		
71	6300	Office Supplies - Other	0.00
72	6301	Office Supplies & Materials	156,000.00
73	6302	Office Furnishings & Equipment	
74	63022	Office Computers	70,000.00
75	6302	Office Furnishings & Equip - Other	25,000.00
76	Total 6302 - Office Furnishings & Equip		95,000.00
77			
78	6303	Office Equipment Rental & Maintenance	0.00
79	6304	Telephone/Telecommunications	22,000.00
80	6305	Printing and Copying	28,000.00
81	6306	Postage and Shipping	20,000.00
82	6307	Equipment Rental & Maintenance	50,000.00
83	6308	Other	24,000.00
84	Total 6300 - Office Expenses		395,000.00
85			
86	6400 - Professional Fees		
87	6401	Legal, Accounting & Payroll	90,000.00
88	6402	IT Fees	115,000.00
89	6403	Membership Fees	14,400.00
90	6404	Start Up Fees	0.00
91	6405	Advertising	0.00
92	6406	Tuition Reimbursement	
93	6400	Professional Fees - Other	
94	Total 6400 - Professional Fees		219,400.00

Community College Preparatory Academy

FY20

Ref #			FY20 Budget
95			
96	6500 - General Expense		
97	6501	Insurance	28,000.00
98	6502	Interest Expense	0.00
99	6503	Transportation	0.00
100	6504	Food Service	
101	6505	Administration Fee to PCSB	54,009.46
102	6506	Other General Expense	
103	6507	EMO Management Fee	0.00
104	6508	Recruitment	48,000.00
105	6509	Bank Service Fee	
106	6510	Fundraising	0.00
107	Total 6500 - General Expense		130,009.46
108	6600 - Web Design		
109		Total Expenses	8,373,484.22
110			
111		Total Revenues	10,889,391.80
112			
113		Change in Net Assets	2,515,907.58
114			

Community College Preparatory Academy

FY21

Ref #			FY21 Budget
	Revenues		
1	4000 - Per Pupil Charter Revenue		Based on 1225 students
2	4001	Base Per Pupil Allocation	10,984,429.23
3	4002	Per Pupil Rev.--Facility Alloc	3,826,900.00
4	4003	Per Pupil Rev.--Summer School	0.00
5	4100	Per Pupil Rev.--Special Education	
6		Total Per Pupil Charter Revenue	14,811,329.23
7			
8	4230	Private Grants & Donations	67,000.00
9	4800	Misc. Income	
10	4300	In-Kind Donations	
11	4999	Grants	17,500.00
	4210	Other Government Funding - CTE Grant	20,000.00
12		Total Revenues	14,915,829.23
13			
14			
15	Expenses		
16	2260	Loan Payable	0.00
17	Total - 2260 Loan Payable		0.00
18			
19			
20	5000 - Salaries		
21	5001	Principal & Exec. Dir Salaries	356,646.00
22	5002	Other Support Staff	620,959.70
23	5004	Student Success Specialists	880,678.15
24	5005	Learning Lab Managers	841,738.02
25	5006	Support Staff	1,094,456.94
26	5007	Business/Operations	756,368.72
27	5008	Administrative Assistant	717,387.61
28	5009	Custodial Salaries	0.00
29	5010	Other Staff Salaries	0.00
30	5012	Interns	108,000.00
31	Total - 5000 Salaries		5,376,235.15
32			
33	5100 - Payroll Taxes		411,281.99
34	5200 - Employee Benefits		
35	5200	Fringe Benefits - Other	229,000.00
36	5201	Fringe Benefits - Worker's Comp	
37	5202	Fringe Benefits - DeMinimus	
38	5203	Fringe Benefits - Retirement	161,287.05
39	Total - 5200 Employee Benefits		390,287.05
40			
41	5300 - Other Personnel Expenses		
42	5300	Other Personnel Expenses	
43	5301	Staff Development Costs	75,368.43

Community College Preparatory Academy

FY21

Ref #			FY21 Budget
44	Total 5300 - Other Personnel Expenses		75,368.43
45			
46	5400 - Contractors		53,000.00
47			
48	6100 - Direct Student Expenses		
49	6100	Direct Student Expenses - Other	
50	6101	Computers and Materials	2,044,525.00
51	6102	Classroom Furnishings & Supplies	980,000.00
52	6103	Student Assessment Materials	96,775.00
53	6104	Contracted Student Service	1,000,000.00
54	6105	Miscellaneous Student Cost	0.00
55	6106	Textbooks	51,450.00
56	6107	Student Supplies & Materials	71,050.00
57	6108	Library & Media Ctr Materials	0.00
58	Total 6100 - Direct Student Expenses		4,243,800.00
59			
60	6200 - Occupancy Expenses		
61	6201	Utilities	165,000.00
62	6202	Building Maintenance & Repairs	60,000.00
63	6203	Contracted Building Services	150,000.00
64	6204	Janitorial Supplies	25,000.00
65	Total 6200 - Occupancy Expenses		400,000.00
66			
67	6210 - Rent		1,309,000.00
68	6290 - Depreciation		125,000.00
69			
70	6300 - Office Expenses		
71	6300	Office Supplies - Other	0.00
72	6301	Office Supplies & Materials	190,000.00
73	6302	Office Furnishings & Equipment	
74	63022	Office Computers	70,000.00
75	6302	Office Furnishings & Equip - Other	80,000.00
76	Total 6302 - Office Furnishings & Equip		150,000.00
77			
78	6303	Office Equipment Rental & Maintenance	0.00
79	6304	Telephone/Telecommunications	45,000.00
80	6305	Printing and Copying	356,000.00
81	6306	Postage and Shipping	28,000.00
82	6307	Equipment Rental & Maintenance	50,000.00
83	6308	Other	35,000.00
84	Total 6300 - Office Expenses		854,000.00
85			
86	6400 - Professional Fees		
87	6401	Legal, Accounting & Payroll	125,000.00
88	6402	IT Fees	150,000.00
89	6403	Membership Fees	19,600.00
90	6404	Start Up Fees	0.00
91	6405	Advertising	0.00
92	6406	Tuition Reimbursement	
93	6400	Professional Fees - Other	
94	Total 6400 - Professional Fees		294,600.00

Community College Preparatory Academy

FY21

Ref #			FY21 Budget
95			
96	6500 - General Expense		
97	6501	Insurance	50,000.00
98	6502	Interest Expense	0.00
99	6503	Transportation	0.00
100	6504	Food Service	
101	6505	Administration Fee to PCSB	74,056.65
102	6506	Other General Expense	
103	6507	EMO Management Fee	0.00
104	6508	Recruitment	600,000.00
105	6509	Bank Service Fee	
106	6510	Fundraising	0.00
107	Total 6500 - General Expense		724,056.65
108	6600 - Web Design		
109		Total Expenses	14,256,629.27
110			
111		Total Revenues	14,915,829.23
112			
113		Change in Net Assets	659,199.96
114			