



AGENDA
Reid Traditional Schools'
VALLEY ACADEMY
Board of Directors - Regular Meeting
14841 N. Black Canyon Highway
Board Room
Phoenix, AZ 85023
September 24, 2015 at 6:40 p.m.

The Board reserves the right to change the order of items on the agenda. Items not noted as "possible action items" are presented for review and/or discussion. Items presented for review and/or discussion may result in action taken. The Board may vote to go into Executive Session, which will not be open to the public, to discuss certain matters authorized under ARS § 38-431.03(A)

6:40 – 6:45

Call to Order:

Roll Call: _____ P. Chokshi, _____ C. Reid, _____ L. Warner, _____ S. Hopkins

Agenda Adoption – action item

Public Comments: (Speakers are limited to three minutes and a total time set aside for comments is 21 minutes. Those who wish to speak are asked to fill out a public comment card and give it to the Board Secretary.

Please note: Board members should not respond during the meeting to topics not on the agenda.)

CONSENT AGENDA – (reference policy: GP-2:6 Governing Commitments) – all consent agenda items are action items. (Prior to Agenda Adoption, Board Members may request any item on the Consent Agenda to be discussed and voted on separately. If the Consent Agenda is not approved by vote of the Board, each item will be considered and voted on separately.)

1. Regular Meeting minutes of August 27, 2015 (reference policy: GP-4 Officer's Roles)
2. Financial Reports: August 2015 (reference policy: OE-4 Financial Planning/Budgeting)
3. Warrants and Demands in the amount of \$ 428,343.99 (reference policy: OE-4 Financial Planning/Budgeting)

6:45 – 6:50

BOARD REPORTS

President's report

Secretary report

VAPO report (reference policy: OE-7 Communicating with Community)

FSAC report (reference policy: OE-3 Personnel Administration)

Treasurer: Finance & Audit Committee

OPERATIONS REPORT

6:50 – 7:00

CEO Report

1. B/CD-3: Staff Accountability - Monitoring Report – *action item*
2. B/PD-4: Authority of Principal – Monitoring Report – *action item*
3. Update to Governance Policy reporting calendar
4. CEO update (*reference policy: OE-6 Communicating with the Board*)

School Reports

1. Enrollment update
2. School happenings (*reference policy: OE-6 Communicating with the Board*)

Plus/Delta Analysis of Meeting (*reference policy: GP-4 Officer's Roles*)

+	Δ
(what went well)	(ways to improve)

Reminder of Future Meetings

October 22, 2015

Board Comments and Informal Questions & Answer Session (if need and time exist)

Valley Academy does not discriminate on the basis of race, religion, sex,
or national origin in employment and/or enrollment practices



MINUTES

Reid Traditional Schools'
Valley Academy
Board of Directors - Regular Meeting
14841 N. Black Canyon Highway
Phoenix, AZ 85023
08-27-2015

Call to Order: 6:34 P.M.

Roll Call: 0 P. Chokshi, X L. Warner, X C. Reid, 0 S. Hopkins

Agenda Adoption – Mrs. Reid moved and Mrs. Warner seconded the motion to adopt the agenda as presented. The motion carried unanimously.

Public Comments – None

Consent Agenda

Mrs. Reid moved and Mrs. Warner seconded the motion to approve the Consent Agenda, including:

- the Regular Meeting minutes of June 18, 2015 and July 2, 2015
- Warrants and Demands in the amount of \$843,182.77 (\$287,297.92 June and \$555,884.85 July).

The motion carried unanimously.

BOARD REPORTS

President's report – No report.

Secretary report – No report.

VAPO Report – Full council established. Curriculum Night upcoming and cookie dough fund raiser in process.

FSAC report – No report

Treasurer: Finance & Audit Committee – No report

OPERATIONS REPORT

CEO Report

1. **Financial Reports:** The June and July financial reports, including the dashboard report, profit and loss, balance sheet, and investment report were presented and discussed.
2. **Financial Planning/Budgeting Monitoring Report (OE 5)** was presented. Mrs. Reid moved and Mrs. Warner seconded to accept the report as fully compliant. The motion carried unanimously.
3. **CEO update** – Teacher contracts ready for board signature. Investigating building costs for next phase.

School Reports

1. **Enrollment update** – After meet the teacher night, staff called no shows. The first day enrollment was 794 students. ELL testing is underway.
2. **School happenings** – Two teachers resigned. Hired parent to fill one slot. Start up smoother – kudos to teachers for their assistance.

Plus/Delta Analysis of Meeting – Good update about school start-up.

The Board was reminded that the date and time for the next meeting is September 24, 2015

The meeting adjourned at 7:09 p.m.

Letha Warner, Secretary of the Board

Date



Valley Academy
DASHBOARD REPORT
 From July 1, 2015 to August 31, 2015

Income Statement Highlights:

	% of Budget				
	YTD Actual	YTD Budget	YTD	Prior YTD	% of PYTD
Total Revenue					
1 State Revenues	360,927	360,434	100.1%	355,983	101.4%
2 Grant Revenues	-	-	0.0%	-	0.0%
3 Ancillary Program Revenues	121,888	121,688	100.2%	95,604	127.5%
4 Prop 301 Revenues	43,842	41,172	106.5%	20,938	209.4%
5 Gifts & Donations incl Tax Credits	1,492	1,567	95.2%	292	511.0%
6 Other Revenue	22,006	22,093	99.6%	27,962	78.7%
Total Expenses					
7 Salaries and Benefits	559,801	560,715	99.8%	525,180	106.6%
8 Ancillary Programs	11,764	11,992	98.1%	15,045	78.2%
9 Maintenance	39,968	39,919	100.1%	34,273	116.6%
10 Copying Cost	6,310	6,168	102.3%	6,179	102.1%
11 Other Expenses	284,658	262,115	108.6%	246,864	115.3%

Balance Sheet Highlights:

12 Total Equity	4,587,505	not budgeted	not budgeted	4,640,474	98.9%
13 Bonds Outstanding	7,466,180	not budgeted	not budgeted	7,633,968	97.8%
14 Capital Expenses	12,658	25,000	50.6%	23,227	54.5%
15 Number of Days Cash on Hand	206	not budgeted	not budgeted	207	99.7%

Financial Statistics

16 Avg. Revenue Per Child	764	766	99.7%	680	112.2%
17 Avg. Cost Per Child	1,253	1,233	101.6%	1,124	111.4%
18 Avg. Revenue Per Classroom	17,192	17,092	100.6%	15,649	109.9%
19 Avg. Cost Per Classroom	28,203	27,528	102.5%	27,580	102.3%
20 Avg. Variable Cost Per Classroom	20,426	20,177	101.2%	19,216	106.3%
21 Avg. Fixed Cost Per Classroom	7,777	7,352	105.8%	8,364	93.0%

	Curr Year	Prior Year
22 Projected Debt Service Ratio	1.25	1.17
23 Projected Liquidity Ratio	34.30%	31.49%

	Historical Trend				
	6/30/2015	6/30/2014	6/30/2013	6/30/2012	6/30/2011
24 Revenue	5,300,853	5,182,309	5,062,671	5,185,668	5,091,932
25 Expenses	4,942,134	4,876,128	5,039,056	4,886,575	4,796,504
26 Net Income (before Depreciation)	358,719	306,181	274,994	299,093	295,428

Operational Statistics

YTD as of August 31, 2015

<u>Student Attendance</u>	8/31/2015	8/31/2014	Change
27 Total Students enrolled - TSC/ADM	795/741.5	793/741	+2/+5
28 Student Attrition - TSC/ADM	4/4	12/10.5	-8/-6.5
29 New Enrollment - TSC/ADM	184/130.5	186/133	-2/-2.5
30 Average Students per classroom	24.9	24.8	+0.1
31 Open Spaces (current)	-15	-13	+2
32 Attendance Rate (current)	97.58%	97.44%	+14%
33 Waiting List - Curr Yr/Next Yr	634	609	+25

Health and Safety

34 Student Injuries (Mo./YTD)	0/0	1/1	-1/-1
35 Employee Injuries (Mo./YTD)	0/0	0	0

Student Discipline

36 In School Suspension -(Mo./YTD)	0	0	0
37 Out of School Suspension-(Mo/YTD)	0	0	0
38 Behavior Probation - (Mo/YTD)	0	0	0

Academics

39 Academic Probation (Mo./YTD)	4/4	0	+4/+4
40 Retentions (YTD)	0	0	0

Communication

41 Website Visits - # of people (YTD)	9,157	12,097	-24.30%
42 Website Page Reads (YTD)	16,108	33,964	-52.57%



Valley Academy

Consolidated Profit and Loss (unaudited)

From July 1, 2015 to August 31, 2015

	1	2	3	4	5	6	7	8	9
	YTD Actual 8/31/15	YTD Budget 8/31/15	\$ Variance - YTD Actual vs. YTD Budget	% Variance- YTD Actual vs. YTD Budget	Annual Budget	\$ Remaining in Budget	Projected Year End	\$ Variance- Proj YE vs. Annual Budget	% Variance- Proj YE vs. Annual Budget
Revenue:									
State Equalization	360,927	360,434	493	0.1%	4,325,387	3,964,460	4,343,255	17,868	0.4%
Prop 301	43,842	41,172	2,670	6.5%	246,984	203,142	248,521	1,537	0.6%
Instructional Improvement Fund		0	0	0.0%	32,535	32,535	28,976	(3,559)	-10.9%
Local Revenue & Interest	48,274	48,361	(87)	-0.2%	88,783	40,509	88,783	0	0.0%
Change in FMV of Bonds	(26,268)	(26,268)	0	0.0%	(26,268)	0	(26,268)	0	0.0%
IDEA Grant		0	0	0.0%	96,500	96,500	96,500	0	0.0%
Gifts & Donations & TCDs	1,492	1,567	(75)	-4.8%	19,000	17,508	19,000	0	0.0%
Auxiliary Programs	121,888	121,688	200	0.2%	628,000	506,112	628,000	0	0.0%
Total Revenue	550,155	546,955	3,200	0.6%	5,410,920	4,860,765	5,426,767	15,847	0.3%
Expenses:									
Salaries, Benefits & Taxes	559,801	560,715	(914)	-0.2%	3,378,652	2,818,851	3,378,652	0	0.0%
Accounting & Audit		0	0	0.0%	12,100	12,100	12,100	0	0.0%
Advertising & Marketing	99	83	16	18.8%	500	401	500	0	0.0%
Auxiliary Services and Supplies	11,764	11,992	(228)	-1.9%	83,936	72,172	83,936	0	0.0%
Bank Charges (Analysis Fees)	671	750	(79)	-10.5%	1,500	829	1,500	0	0.0%
Bond Interest & Fees	47,663	47,679	(16)	0.0%	557,323	509,660	557,323	0	0.0%
Cleaning	4,633	4,700	(67)	-1.4%	51,000	46,367	51,000	0	0.0%
Copier Maintenance	6,310	6,168	142	2.3%	37,000	30,690	37,000	0	0.0%
Dues and Fees	3,288	3,196	92	2.9%	7,775	4,487	7,775	0	0.0%
Electricity	19,410	19,370	40	0.2%	100,000	80,590	100,000	0	0.0%
Instruction/Library Supplies	18,354	18,168	186	1.0%	40,000	21,646	40,000	0	0.0%
Insurance	21,768	21,500	268	1.2%	38,992	17,224	38,992	0	0.0%
IT Services	20,033	6,835	13,198	193.1%	41,000	20,967	54,198	13,198	32.2%
Legal		667	(667)	-100.0%	4,000	4,000	4,000	0	0.0%
Management Fees	58,500	58,500	0	0.0%	351,000	292,500	351,000	0	0.0%
Misc. Services	5,134	5,000	134	2.7%	12,000	6,866	12,000	0	0.0%
Payroll Fees	2,424	2,692	(268)	-10.0%	14,000	11,576	14,000	0	0.0%



Valley Academy

Consolidated Profit and Loss (unaudited)

From July 1, 2015 to August 31, 2015

	1	2	3	4	5	6	7	8	9
	YTD Actual 8/31/15	YTD Budget 8/31/15	\$ Variance - YTD Actual Budget	% Variance- YTD Actual Budget	Annual Budget	\$ Remaining in Budget	Projected Year End	\$ Variance- Proj YE vs. Annual Budget	% Variance- Proj YE vs. Annual Budget
Pest Control	162	167	(5)	-2.8%	1,000	838	1,000	0	0.0%
Postage & Delivery	225	250	(25)	-10.0%	1,500	1,275	1,500	0	0.0%
Printing	76	567	(491)	-86.6%	3,400	3,324	3,400	0	0.0%
Prof./Tech. Services - Background checks		33	(33)	-100.0%	200	200	200	0	0.0%
Publications		17	(17)	-100.0%	100	100	100	0	0.0%
Repairs & Maint. & Landscaping	35,173	35,053	120	0.3%	75,300	40,127	75,300	0	0.0%
Security, Fire Monitoring & Elevator Serv	3,342	3,300	42	1.3%	6,000	2,658	6,000	0	0.0%
Seminars & Travel	225	267	(42)	-15.7%	7,000	6,775	7,000	0	0.0%
Software & Website	11,036	10,984	52	0.5%	21,500	10,464	21,500	0	0.0%
Spalding Expenses	1,765	1,667	98	5.9%	7,000	5,235	7,000	0	0.0%
Special Education	24,990	26,822	(1,832)	-6.8%	160,900	135,910	160,900	0	0.0%
Student Transportation		(0)	0	-100.0%	6,500	6,500	6,500	0	0.0%
Supplies	5,363	5,301	62	1.2%	24,000	18,637	24,000	0	0.0%
Sales & Use Tax	1,247	1,267	(20)	-1.6%	4,000	2,753	4,000	0	0.0%
Testing	1,510	1,450	60	4.1%	3,900	2,390	3,900	0	0.0%
Telephone/Fax/Internet	2,590	2,584	6	0.2%	12,500	9,910	12,500	0	0.0%
Textbooks	23,630	12,000	11,630	96.9%	12,000	(11,630)	23,630	11,630	96.9%
Water/Utilities	11,315	11,168	148	1.3%	25,000	13,685	25,000	0	0.0%
Total Expenses	902,501	880,909	21,592	2.5%	5,102,577	4,200,076	5,127,405	24,828	17.6%
Income in Excess of Expenses	(352,346)	(333,955)	(18,391)	5.5%	308,343	660,689	299,362	(8,981)	-2.9%
Depreciation & Amortization	50,384	50,477	(93)	-0.2%	302,800	252,416	302,800	0	0.0%
Operating Profit (Loss)	(402,730)	(384,431)	(18,299)	4.8%	5,543	408,273	(3,438)	(8,981)	-162.0%
Capital Expenses	12,658	25,000	(12,342)	-49.4%	25,000	12,342	12,658	(12,342)	-49.4%
Profit (Loss) *	(415,388)	(409,431)	(5,957)	1.5%	(19,457)	395,931	(16,096)	3,361	-17.3%



Valley Academy
 Balance Sheet (unaudited)
 YTD as of August 31, 2015

	Current Year	Prior Year
ASSETS		
CURRENT ASSETS		
CHECKING & SAVINGS ACCOUNTS		
Student Council	955	1,064
General Schoolwide	1,112,527	656,630
Payroll	51,852	50,576
Non-State (Auxiliary)	756,720	1,138,569
High Yield Savings - Statewide	30,185	30,180
High Yield Savings - Non-state	80,115	60,061
TOTAL CHECKING & SAVINGS ACCOUNTS	2,032,354	1,937,079
Accounts Receivable	28,043	1,015
Prepaid expenses & deposits	58,780	18,985
Due from Painted Rock, current portion	163,351	206,604
TOTAL CURRENT ASSETS	2,282,529	2,163,683
FIXED ASSETS		
Land & improvements	2,580,876	2,580,876
Building & improvements	8,009,243	8,009,243
Textbooks	28,970	21,928
Furniture, fixtures, equipment	707,024	631,046
Less accumulated depreciation	(2,879,240)	(2,578,941)
TOTAL FIXED ASSETS	8,446,872	8,664,152
Bond Fund	-	-
Credit Reserve for Q Bonds (now invested in 3-5 yr US Treasuries)	273,345	269,624
Debt Reserve for 2008 bonds (now invested in 3-5 yr US Treasuries)	599,459	589,386
Investments (Painted Rock bonds & money market)	861,709	940,950
Bond Sinking Fund (Loan issuance costs, net of accum amortization)	292,119	306,698
Due from Painted Rock, non-current portion	844,445	794,831
TOTAL ASSETS	13,600,477	13,729,324
LIABILITIES & EQUITY		
LIABILITIES		
CURRENT LIABILITIES		
Accounts Payable	25,208	52,751
Accrued payroll & related	356,662	370,520
Deferred Revenue	-	-
Bonds Payable, current portion	141,805	140,198
TOTAL CURRENT LIABILITIES	523,675	563,468
LONG TERM LIABILITIES		
Bonds payable, non-current portion	8,489,297	8,641,372
TOTAL LONG TERM LIABILITIES	8,489,297	8,641,372
TOTAL LIABILITIES	9,012,972	9,204,840
NET ASSETS (EQUITY)		
Unrestricted net assets	4,823,428	4,767,499
Net Income, current year	(402,730)	(409,823)
Board designated for staff development	113,454	113,454
Reserved for compensated absences (accrued leave & sick time)	13,883	13,883
Temporarily restricted donations	39,470	39,470
TOTAL EQUITY	4,587,505	4,524,483
TOTAL LIABILITIES & EQUITY	13,600,477	13,729,324

Valley Academy
Statement of Profit and Loss - Major Auxiliary Programs
From July 1, 2015 to August 31, 2015

	Academic Arcade	Coyote Club	Full-Day Kindergarten	Lunch	Preschool
Revenue - YTD	19,480	22,296	32,380	13,573	32,849
Expenses:					
Salaries, Benefits & Taxes	1,348	4,389	6,646	2,268	25,599
I.T. & Software & Hosting Fees				231	
Supplies/Equip/R&M		382	1,077	26	2,347
Licensing, Fees, Permits				230	
Food				7,951	
Total Expenses	1,348	4,771	7,723	10,706	27,946
Operating Profit (Loss)	18,132	17,525	24,657	2,867	4,903

Valley Lunch Statistics YTD	YTD	% of Rev
# Lunches served	4,323	
# Lunches served per week	1,351	
# Lunches per student per week	1.82	
Avg. Cost of 1 lunch	2.48	
Lunch Revenue	13,573	
Lunch Salaries/Benefits	2,268	16.7%
Food Cost	7,951	58.6%
Food&Labor Cost	10,219	75.3%
Other Costs	487	3.6%
Total Lunch Expenses	10,706	78.9%

Valley Academy
Special Education Profit and Loss
From July 1, 2015 to August 31, 2015

INCOME:

IDEA Fed Grant Revenue YTD (Accrued)	16,083
Equalization Funds for SPED YTD (40 students)	9,095
Total Revenue for SPED YTD	<u>25,179</u>

EXPENSES:

Special Education Consultant YTD	24,990
Special Education Supplies YTD	-
Total Special Education Expense YTD	<u>24,990</u>

NET INCOME (Loss) YTD	<u>189</u>
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Policy: B/PD-3

Policy Type: Board/Principal Delegation

Staff Accountability

The Principal is responsible for all matters related to the day-to-day operation of the school, within the values expressed by the Board in policy and the delegation of authority by the RTS CEO. All school staff members are considered to report directly or indirectly to the Principal.

1. The Board will never give direction to any employee other than the Principal or to any contractor hired by the Principal or RTS CEO regarding a contract with the Principal.
2. The Board will not participate in decisions or actions involving the hiring, evaluating, disciplining or dismissal of any employee other than providing necessary input to the RTS CEO regarding the Principal except as required by law or the organizations bylaws.

Adopted: _____

Revised: _____

Monitoring Method: Board Self-Assessment

Monitoring Frequency: Annually in _____

Policy: B/PD-4

Policy Type: Board/Principal Delegation

Authority of the Principal

The Board will provide direction to the Principal within the delegation of authority by the RTS CEO through written policies that define the organizational results to be achieved and define relevant operational conditions and actions to be accomplished or avoided.

1. The Board will ratify End Result policies developed by the RTS Board instructing the RTS CEO to achieve defined results for those served by the school. The RTS CEO will delegate responsibility for relevant portions of achieving the End Result policies to the Principal.
2. The Board will develop RTS Valley Academy Operational Expectations policies which express the Board's values about operational conditions and actions relevant to RTS Valley Academy. Certain of these values will be stated as directives and will be expressed positively to ensure that the stated action occurs and the identified conditions exist.
3. Pursuant to the delegated responsibilities, the Principal uses any reasonable interpretation of the relevant portions of the Board's End Result policies and RTS Valley Academy Operational Expectations policies. Furthermore, in collaboration with the RTS CEO, the Principal is authorized to establish additional policies or regulations, make any decisions, establish any practices and develop any activities the Principal deems appropriate, legal and ethical to achieve the Board's End Result policies. The Principal is not expected to seek Board approval or authority for any such decision falling within the areas of authority delegated by the Board and/or RTS CEO.
4. The RTS Board may change its End Result and its Operational Expectations policies and in doing so shift the boundary between Board, RTS CEO and Principal areas of responsibility. The Board will ratify the updated policies at the next public meeting of the Board.
5. The Board may change its RTS Valley Academy Operational Expectations policies and in doing so shift the boundary between Board and Principal area of responsibility.
6. The Board will respect and support any reasonable interpretation of its policies by the Principal.

Adopted: _____

Revised: _____

Monitoring Method: Board Self-Assessment

Monitoring Frequency: Annually in _____

LISTED BY POLICY TYPE:

Meeting Month	RTS Policy	SCHOOL POLICY	Name	Date Last Monitored	Last Status
March	B/CD-1	B/PD-1	Single Point of Connection	3/26/2015	compliant
March	B/CD-2	B/PD-2	Single Unit Control	3/26/2015	compliant
Sept	B/CD-3	B/PD-3	Staff Accountability	9/24/2015	
Sept	B/CD-4	B/PD-4	Authority of CEO	9/24/2015	
Dec	B/CD-5	B/PD-5	CEO Accountability		
Oct	ER-1	ER-1	Overall End Result		
Oct	ER-2	ER-2	Academic Achievement		
Oct	ER-3	ER-3	Knowledge and Skills		
Oct	ER-4	ER-4	Preparation and Empowerment		
June	ER-5	ER-5	On Campus Environment		
Feb	GP-1	GP-1	Board Purpose	7/2/2015	to be revised by Oct
Jan	GP-2	GP-2	Governing Commitments	3/26/2015	compliant
Jan	GP-3	GP-3	Board Job Description	3/26/2015	compliant
Jan	GP-4	GP-4	Officer's Roles	3/26/2015	compliant
Jan	GP-5	GP-5	Board Committees	3/26/2015	compliant
Feb	GP-6	GP-6	Annual Calendar and Work Plan	3/26/2015	compliant
Feb	GP-7	GP-7	Directors' Code of Conduct	3/26/2015	compliant
Feb	GP-8	GP-8	Directors' Conflict of Interest	3/26/2015	compliant
Feb	GP-9	GP-9	Process for Addressing Director Violations	3/26/2015	compliant
Oct	OE-1	OE-1	Overall Operational Expectations	3/26/2015	compliant
March	OE-2	N/A	Emergency CEO Succession	3/26/2015	compliant
June	OE-3	OE-2	Treatment of Students/Parents	7/2/2015	compliant
Oct	OE-4	OE-3	Personnel Administration	9/24/2015	
August	OE-5	OE-4	Financial Planning/Budgeting	8/27/2015	compliant
Oct	OE-6	N/A	Financial Administration		
Oct	OE-7	OE-5	Asset Protection		
June	OE-8	OE-6	Communicating with Board	9/24/2015	
June	OE-9	OE-7	Communicating with Community	7/2/2015	compliant
				7/2/2015	compliant

LISTED BY MONTH:

Meeting Month	RTS Policy	SCHOOL POLICY	Name	
Feb	GP-1	GP-1	Board Purpose	3/26/2015
Feb	GP-6	GP-6	Annual Calendar and Work Plan	3/26/2015
Feb	GP-7	GP-7	Directors' Code of Conduct	3/26/2015
Feb	GP-8	GP-8	Directors' Conflict of Interest	3/26/2015
Feb	GP-9	GP-9	Process for Addressing Director Violations	3/26/2015
March	B/CD-1	B/PD-1	Single Point of Connection	3/26/2015
March	B/CD-2	B/PD-2	Single Unit Control	3/26/2015
March	OE-2	N/A	Emergency CEO Succession	3/26/2015
June	ER-5	ER-5	On Campus Environment	7/2/2015
June	OE-3	OE-2	Treatment of Students/Parents	7/2/2015
June	OE-8	OE-6	Communicating with Board	7/2/2015
June	OE-9	OE-7	Communicating with Community	7/2/2015
August	OE-5	OE-4	Financial Planning/Budgeting	8/27/2015
Sept	B/CD-3	B/PD-3	Staff Accountability	9/24/2015
Sept	B/CD-4	B/PD-4	Authority of CEO	9/24/2015
Oct	OE-1	OE-1	Overall Operational Expectations	
Oct	OE-4	OE-3	Personnel Administration	
Oct	OE-7	OE-5	Asset Protection	
Oct	OE-6	N/A	Financial Administration	
Oct	ER-1	ER-1	Overall End Result	
Oct	ER-2	ER-2	Academic Achievement	
Oct	ER-3	ER-3	Knowledge and Skills	
Oct	ER-4	ER-4	Preparation and Empowerment	
Dec	B/CD-5	B/PD-5	CEO Accountability	
Jan	GP-2	GP-2	Governing Commitments	3/26/2015
Jan	GP-3	GP-3	Board Job Description	3/26/2015
Jan	GP-4	GP-4	Officer's Roles	3/26/2015
Jan	GP-5	GP-5	Board Committees	3/26/2015

Valley Academy Enrollment Report

SPECIAL September 18, 2015

Grade	# of Classes Per Level	<u>Actual Capacity</u>	Summer Overload Capacity	<u>Enrolled 15-16</u>	Wait List 15-16	# on Interest List
PS	2	44	44	39	0	
PK Totals	2	44	44	39	0	

K	4	100	108	108	90	
1	4	100	108	107	97	
2	4	100	108	109	173	
3	4	100	108	108	122	
4	4	100	108	104	1	
5	4	95	95 **	78	4	
6	3	75	81	73	5	
7	3	60	60 **	63	44	
8	2	50	54	48	72	
Totals	32	780	830	796	608	759

**These classes need to drop to be able to feed into three/two 6th/8th grades during the next school year.

Children on waiting list are:

- A) Waiting to be tested &/or for parent to attend a Parent Orientation.
- B) Waiting for parent to bring in Registration Packet.
- C) Waiting for space to open in grade level.

Actual Enrollment (Adjusted K = 1/2)	742
Budgeted Enrollment (K = 1/2)	723
Whole Student Budgeted - 775	