

**SUBJECT**

Idaho Science and Technology Charter School Annual Update

**APPLICABLE STATUTE, RULE, OR POLICY**

I.C. §33-5209(3)

IDAPA 08.02.04.301.04

**BACKGROUND**

Idaho Science and Technology Charter School (ISTCS) is a public charter school authorized by the Public Charter School Commission (PCSC) and located in Idaho Falls since 2009. ISTCS serves approximately 185 students in grades 6-8.

In February 2012, the PCSC issued a notice of defect to ISTCS on the grounds of failure to meet Measurable Student Educational Standard (MSES) 6 in the approved charter. Although ISTCS's standardized test results have shown improvement, MSES 6 remains unmet.

**DISCUSSION**

ISTCS will provide an annual update on the status of the school.

ISTCS's [Star Rating](#) for the 2011-12 school year is 3 out of 5. The school did not meet [AYP](#). However, ISTCS missed the appeal window to have the SDE review their AYP and Star Rating data, and the school believes that some of the data was inaccurate. Dealing with appeals within the appropriate window is the school's responsibility.

Based on self-reporting, ISTCS did not meet all of the Measurable Student Educational Standards (MSES) outlined in the school's charter. The school met or exceeded targets for MSES 1, 2, 3, 4, and 5, but did not reach the target for MSES 6. ISTCS has previously expressed an intention to propose charter amendments to update the MSES, but proposed amendments have not yet been submitted to the PCSC.

ISTCS continues to be under-enrolled; the school is approved to enroll 300 students total and is currently serving 184. The school's finances have been impacted. ISTCS requested an advance payment from the SDE and actual enrollment is 3.3 support units lower than ISTCS anticipated. As a result, the school did not receive a November 2012 payment. The ISTCS board revised the budget in September to account for the lower than anticipated enrollment, and the school currently projects that they will end the year with revenues and expenditures tightly balanced.

Principal Larsen has expressed his intention to retire at the end of the 2012-2013 year, so the board and school staff are currently preparing for a transition in school leadership.

**IMPACT**

No action is required of the PCSC in response to corrective action plans or updates thereto.

Pursuant to I.C. §33-5209(3) and IDAPA 08.02.04.301.04, the public charter school must “comply with the terms and conditions of the corrective action plan and...cure the defect at issue within a reasonable time...” If the public charter school fails to comply with the plan and cure the defect, “the authorized chartering entity may provide notice to the public charter school of its intent to revoke the charter.”

The PCSC may, at its discretion, formally acknowledge the lifting of a notice of defect in the event the PCSC believes the school has cured such defect.

If the PCSC determines that the school has failed to cure an identified defect within a reasonable period of time, the PCSC may issue a notice of intent to revoke the charter.

**STAFF COMMENTS AND RECOMMENDATIONS**

PCSC staff recommends that ISTCS propose amended MSES to remove outdated information and develop more useful standards by which to evaluate the academic status of the school. Assistance with this process, particularly in the use of Star Rating data for MSES purposes, is available through SDE and PCSC staff.

**COMMISSION ACTION**

Information item only. Any action would be at the discretion of the PCSC.

## Idaho Public Charter School Commission Site Visit Report

School	Idaho Science and Technology Charter School (ISTCS)
Address	17 North 550 West, Blackfoot, ID 83221
Date of Site Visit	October 25, 2012
PCSC Staff Present	Alison Henken, Charter Schools Program Manager
Board Member(s) Interviewed	Richard Dodds, Chair Mike Kitzmiller, Vice Chair
Administrator(s) Interviewed	Gary Larsen, Principal Tami Dortch, Vice Principal and Curriculum Coordinator
Business Manager / Clerk Interviewed	Chantelle Macy, Business Manager
Other Stakeholder(s) Interviewed	ISTCS Leadership Team

### Board Member(s) Interview

Richard Dodds, Board Chair, and Mike Kitzmiller, Vice Chair, participated in the interview. From the outset of the interview, it seemed as if Mr. Dodds brought negative views about the PCSC into the conversation. Later in the conversation, he refused to answer a question presented by the PCSC staff member. On the other hand, while less outspoken, it did seem that Mr. Kitzmiller was more willing to speak with and work with the PCSC.

The ISTCS board members interviewed described the school's mission and vision in their own words, saying that the school is a small, friendly and safe environment with a curriculum focused on science and technology and an emphasis on showing how STEM impacts all of life, regardless of one's career. Their goal is to provide a better education than traditional public schools. Mr. Kitzmiller said that Fred Ball and administrator Gary Larsen have worked with the board to ensure that the mission is implemented. Both board members feel that the relationship between the board and the administration is open and that issues are resolved appropriately when they arise. When the board has questions, they feel comfortable reaching out to the appropriate person on staff to have them report back to the board, and they ensure that the Director and Principal are made aware of the request or issue. If there is any disagreement between the Director, Dr. Ball, the Principal, Mr. Larsen, or the board, they are willing to discuss it and come to a consensus. The board members demonstrated an understanding of the ideal division of roles between the board (governance) and administration (day-to-day operations). While they conceded that the ideal balance is more difficult to maintain as a young school, since it is easy for board members to want to help more as the school is in the process of being established, they felt that ISTCS is getting close to having the roles and responsibilities where they should be. Tami Dortch, the Vice Principal and Curriculum Coordinator, provides updates about the school's academic performance at almost every board meeting.

The ISTCS board performs annual self-evaluations using a survey. Board training is an area where they recognize they can improve, since they have been doing it less frequently than they used to. Currently, board training includes having some board members attend the annual ISBA conference and having Dr. Ball come to board meetings to inform the board about a particular topic.

When asked about concerns they have for the school, Mr. Dodds and Mr. Kitzmiller agreed that the finances and budget are the highest priority for the board. Related to the budget is the need for ISTCS to increase enrollment and ensure strong attendance. They have found that students in the middle school grades have a high interest in extracurricular activities and sports, and the board and administration are discussing to what degree they can incorporate them. Additionally, the

board is preparing for a transition next year, as Mr. Larsen intends to retire at the end of the 2012-2013 school year. The board has started to develop policies and procedures to build and sustain ISTCS, and they recognize that they need to continue in these efforts. Both of the board members are proud of the education being provided to ISTCS students. They are particularly glad to see students who might fall through the cracks at traditional schools come to ISTCS, feel safe, and be successful.

### **Leadership Team Meeting**

Prior to meeting with the administrators, the PCSC staff member had the opportunity to meet with the ISTCS Leadership Team. The group began in spring 2012 and consists of the Principal, Vice Principal, and a lead teacher from each of the key subject areas. They are working to build and address goals and continuous improvement for ISTCS. Their projects include vertical alignment of curriculum from 6<sup>th</sup> to 8<sup>th</sup> grade and the implementation of the Common Core standards.

When asked about the school's biggest challenges, the team identified several. Enrollment, particularly because of its impact on the school's finances, is an area of concern for the Leadership Team. They are discussing how the school's marketing can be improved so they recruit new students, as well as how they can engage students so they are retained. The team is also working to prepare for a transition in school leadership.

The Leadership Team is implementing strategies to improve the school's Star Rating for next year. They are frustrated with their 3 Star Rating – they missed the appeals window and believe that some of their data was inaccurate. According to the team, if they had corrected the data, ISTCS would have made AYP and might also have received the points necessary to have a 4 Star Rating.

When asked what they feel is going well, the Leadership Team identified the following strengths:

- There is a positive school culture and ISTCS has a great group of students
- The teachers collaborate well
- They have positive academic trends, with academics improving each year
- Their science program and curriculum are more cohesive and are providing more unique opportunities for students
- ISTCS is becoming more accepted and supported by the community
- The Leadership Team is working well together to identify and implement strategic improvements

### **Administrator(s) Interview**

Gary Larsen, Principal, and Tami Dortch, Vice Principal, participated in the interview. Mr. Larsen and Mrs. Dortch provided an overview of the school's mission to provide a safe supportive environment where students can receive a hands-on, STEM education and work at their own pace.

The administrators feel they have an appropriate, professional relationship with the board and that they work well with them. The board is helpful in addressing issues when they arise, though the administrators do recognize that the board could be more proactive in providing them with strategic direction and guidance.

When asked how they measure success at ISTCS, Mrs. Dortch spoke of being very data-driven. They analyze standardized test scores, academic screenings, classroom performance, and observation in reviewing student performance. They also consider school culture (whether teachers are collaborating and students are helpful to each other and proud of their school) and quality of teaching when evaluating the school.

Finances and enrollment are the key areas of concern for the administrators. They are also working with the leadership team to review curriculum and ensure alignment with the Common Core standards.

The administrators feel that the board should do additional work to develop policies for sustainability, and they recognize that they can aid in the process by helping the board to identify policies and procedures that may not exist or may need to be reviewed. In general, however, the administrators feel that ISTCS is headed in the right direction and is transitioning away from being a start-up school to one that is more firmly established.

### **Business Manager / Clerk Interview**

Chantelle Macy, Business Manager, participated in the interview. Chantelle has been involved with BCCLC and ISTCS for five years, and helped to found ISTCS. After the school's founding, she was Business Manager for both BCCLC and ISTCS until second semester last school year (2011-2012) when a new Business Manager was hired to manage the finances at BCCLC. Since then, she has been full-time at ISTCS.

Chantelle's approach to budgeting for ISTCS is to estimate enrollment by reviewing the letters of intent received from families and then calculate 10% lower. She works closely with the administrators to monitor finances: ISTCS has a double sign-off method in which the appropriate administrator approves an item based on whether is appropriate and practical and the Business Manager confirms whether there are funds available. One of the challenges in this process is the administrative structure at ISTCS, since the Director (Dr. Ball), the Principal (Mr. Larsen), and the Assistant Principal (Mrs. Dortch), all oversee aspects of the budget. They are currently working to clarify the division of these roles in regards to financial oversight.

When asked about how she feels the school is doing financially, Chantelle was open about ISTCS's finances being tight. The school is "top heavy" on salaries given the number of students they currently have, but they need teachers, so they are working to identify other ways to reduce expenses. Increased enrollment in future years could help to alleviate this problem. At this point, Chantelle is projecting that the school "might break even" this year or, with work, have a very small carryover. The school is working on marketing to increase enrollment, and has a partnering company that offered to provide pro-bono support in this area.

### **Documents Review**

#### Finances

The finances through the 2011-2012 year and 2012-2013 year-to-date were reviewed. Questions were answered by Chantelle Macy. The financial situation at ISTCS is tight. The school ended the 2011-2012 year with a carryover of approximately \$700 and the Business Manager projects that this year will be similarly tight. Appropriate budgeting and monitoring appears to be taking place, and financial documents were in order.

#### Special Education Files

Three (3) special education files were selected at random for review. All IEPs were up-to-date, IEP goals seemed appropriate, and accommodations pages were included and clearly written. Initial eligibility documentation was included and demonstrated that a school psychologist tested students using appropriate assessments. While one of the files was less organized than the others, all critical documentation was present. Additionally, the PCSC staff member had the opportunity to

observe students receiving services; students were engaged and participating in appropriate activities. At this time, there are no concerns about the special education program or the files that were reviewed.

### **Classroom Observations**

Classroom observations demonstrated the implementation of the ISTCS's mission and vision. This was particularly true when the PCSC staff member was able to observe student actively engaged in hands-on science. In other classes, students were working on group projects, were individually engaged, or were completing assessments. Additionally, the PCSC staff member had the opportunity to watch students in two music classes; there are a high percentage of ISTCS students engaged in the music program and the teachers were clearly engaged. In one of the classes, the teacher was integrating math into music, and students were quickly solving problems. There were no significant behavior issues and teaching seemed consistently strong.

### **Summary**

#### Strengths

- The Leadership Team seems to be working effectively; they have identified strategic initiatives and are working together to implement improvements
- Classroom observations revealed strong teaching and engaged students
- The development and alignment of STEM curricula is going well; strong STEM some opportunities are being offered
- The music program is growing, teaching is strong, and students are engaged

#### Challenges or Areas for Improvement

- Finances are tight and enrollment is lower than is ideal
- Board training could be improved
- The MSES should be updated to align with the Star Rating system

#### Concerns

- The school's finances are very tight.

#### Possible Charter Violations

- The charter states that the school will provide counseling and foreign language, and these services are not being provided. Additionally, the charter states that the school will have a part-time director to run the school lunch program, and the school does not currently have this position.

#### Possible Charter Amendments

- The administration communicated that they intend to amend the charter to address areas where ISTCS operations do not align with the charter (per above).
- Amendments could also include updated MSES that are aligned with the Idaho Star Rating System (identified by PCSC staff, not the ISTCS staff or board).

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Recommendations

- PCSC staff recommends that the administrators, business manager, and board all remain diligent in monitoring their finances to give them the best possible chance of ending the year with a carryover.
- PCSC staff recommends that the school implement marketing strategies (per plans) to aid in increasing enrollment.
- PCSC staff recommends that the charter be amended to update MSES to be aligned with the ID Five-Star Rating System.

\* Please Note: PCSC staff member sent this recommendation, along with praise for the things the school is doing well, in a follow-up e-mail to the school.

Materials or Follow-up Requested of the School

No follow-up was requested of the school.

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## CHARTER SCHOOL DASHBOARD

**Date:** October 19, 2012

**School Name:** Idaho Science and Technology Charter School

**School Address:** 21 North 550 West Blackfoot, ID 83221

**School Phone:** (208)785-7827

**Current School Year:** 2012-2013

**School Mission:** To provide a solid foundation in core subjects with an emphasis on science and technology, opportunities to expand interests in the humanities and arts, and a broad program to explore educational and career opportunities.

### CHARTER SCHOOL BOARD

Board Member Name	Office and Term	Skill Set(s)	Email	Phone
Richard Dodds	Chairman, One Year Appointed	Business Leader	rdodds@inreach.com	569-9092
Mike Kitzmiller	One Year Appointed	ER Nurse	kitzmljk@msn.com	782-1804
John Heintzelman	2 Year Elected	INL Technician	jheintze@yahoo.com	680-2401
Jenny Thomas	2 Year Elected	Businesswoman/Advocate	jeremyt@wmconnect.com	643-9480
Rod Jaques	2 year Elected	Owner child therapy	piotlifeadv@aol.com	680-2595

### ENROLLMENT

Grade Level	Current Enrollment	Current ADA	Current Waiting List	Previous Year's Enrollment	Previous Year's ADA
K					
1					
2					
3					
4					
5					
6	60	96.69	0	71	96.59
7	54	96.26	0	65	95.71
8	70	95.5	0	51	96.09
9					
10					
11					
12					
TOTAL					

**Student Attrition Rate:** 4%

**Is your school planning to increase or decrease enrollment opportunities for the upcoming school year?** increase  
**If yes, briefly describe planned enrollment changes, including numbers and grades affected:** Basically all grades must show growth until we meet our target of 100 per grade. We were pleasantly surprised last year to have an influx of 7<sup>th</sup> graders. We didn't do any special advertising yet a good group of serious students chose this school. This year we were optimistically expecting another windfall and it just didn't happen. The focus of the Board of Directors, the PAC, and the administration this year must be on recruiting.

**STUDENT DEMOGRAPHICS**

School Year	Hispanic (# and %)	Asian (# and %)	White (# and %)	Black (# and %)	American Indian (# and %)	LEP (# and %)	FRL (# and %)	Special Education (# and %)
Current	16=9%	3=2%	158=86%	0	7=4%	0	93=51%	
Previous	11=6%	4=2%	166=89%	1=0%	5=3%	0	82=44%	25=13%

**FACULTY AND STAFF**

**Administrator Name(s):** Dr. Fred Ball Director, Gary Larsen Principal  
**Administrator's Hire Date:** July 2009  
**Administrator Email(s):** fball@bcclc.com; gary.larsen@istcharter.org  
**Current Classified Staff (# FTE):** 6  
**Classified Attrition Rate:** .33  
**Current Faculty (# FTE):** 15.17  
**Faculty Attrition Rate:** .07

**EDUCATIONAL PROGRAM**

**Did your school make AYP during the last school year?** no  
**If no, please specify indicator and status:** Math, School Improvement Year 2  
**If no, please describe plan for addressing need:** Curriculum Realignment, See CAP dated February 21, 2012  
**Was your school selected to participate in NAEP this year?** no

**REPORTING**

**Date of last programmatic operations audit?** October 2012  
**Date submitted to authorizer?** October 2012  
**Who performed your most recent programmatic audit?** School self-audit  
**Date of most recent fiscal audit?** July 2012  
**Date submitted to authorizer?** October 2012

**COMMENTS**

**Please describe any significant changes experienced by your school in the past year:**  
 We created new curriculum alignment maps for science and math, adding additional classes to increase accessibility for all students. We also hired three new teachers, replacing two who moved on and adding a history teacher.

**Please describe the greatest successes experienced by your school in the past year:**  
 This summer and fall we implemented a leadership team which is comprised of teachers in our math, science, language arts, and electives. The leadership team meets at least every other week and coordinates the learning activities of the school. More importantly, they have established goals and measurement standards for the school using the WISE tool. Currently they are working on our "measurable student educational standards" as described in our charter. The team

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is also addressing curriculum realignment to the common core standards. We recognize the need to reevaluate our charter to address our current needs and the educational requirements of common core standards.

Certainly the move into a new facility is a huge success for us. It allows greater flexibility in our whole program.

**Please describe any challenges you anticipate during the upcoming year:**

Our biggest challenge is to increase the enrollment for the school. The Board of Directors, the PAC, faculty, and all stakeholders will be asked to participate in growing the school. We also face the daunting challenge of aligning to the common core standards which will be implemented by 2014. We are making steady progress with this not only with the leadership team but also through the united efforts of the faculty. Finally, preparing for new state-wide testing is a major challenge.

**Please add any additional information of which you would like to make your authorizer aware :**

We are submitting our own internal audit which we undertook in connection with the WISE tool. We may be more critical of ourselves than an outsider would be. However, we also recognize that an outsider would also see things that we may not have considered.

**REQUIRED ATTACHMENTS**

- Most recent ISAT, IRI, DWA, and DMA results (as applicable)
- Chart comparing ISAT, IRI, DWA, and DMA scores over the past four years of operation (as applicable)
- Goals attainment report comparing the measurable student educational standards in your charter to actual results.
- Written response to recommendations from most recent programmatic operations audit.
- Most recent parent/stakeholder satisfaction survey results
- Budget actuals for most recent month-end
- Budget estimates for remainder of current year, and fiscal outlook for next year

**2011 - 2012 Adequate Yearly Progress Report**  
**Idaho Science & Technology Charter (468) / Idaho Science & Technology Charter School (1217)**

Was AYP Met?	School Improvement Status	Reading Goal	Math Goal	3rd Indicator Goal
No	School Improvement Year 2	Met AYP	School Improvement Year 2	Met AYP

Targets Missed: All Students: Math Proficiency      White: Math Proficiency

	ISAT Reading		ISAT Math		3rd Indicator
	% Tested	% Proficient	% Tested	% Proficient	
Grades: 6, 7, 8					Language Usage
	Goal: 95.0%	Goal: 85.6%	Goal: 95.0%	Goal: 83.0%	Goal: 75.1%
All Students	<u>100%</u>	<u>93%</u>	<u>100%</u>	<u>80.3%</u>	<u>76.1%</u>
African American	~	~	~	~	
Asian	~	~	~	~	

American Indian	~	~	~	~	
Hispanic	<u>100%</u>	~	<u>100%</u>	~	
Native Hawaiian/Pacific Islander	~	~	~	~	
White	<u>100%</u>	<u>92.4%</u>	<u>100%</u>	<u>80.7%</u>	
Limited English Proficiency	~	~	~	~	
Economically Disadvantaged	<u>100%</u>	~	<u>100%</u>	~	
Students with Disabilities	<u>100%</u>	~	<u>100%</u>	~	

2011 - 2012 Star Rating Results

Idaho Science & Technology Charter (468) / Idaho Science & Technology Charter School (1217)

OVERALL STAR RATING

3 star  
60 out of 100 points

ACHIEVEMENT

Content Area	Percent Proficient / Advanced	Points Earned	Points Eligible
ISAT Reading	91.0%	4	5
ISAT Math	70.2%	3	5
ISAT Language	62.4%	2	5

\*\* Calculated using average of last three years data

Percentage of points:

9 / 15 = 60.0%

Total points for this area:

15 / 25

GROWTH TO ACHIEVEMENT

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Content Area	Median Student Growth Percentile (SGP)	Median Student Adequate Growth Percentile (AGP)	Made Adequate Growth?	Points Earned	Points Eligible
Reading	53.0	22.0	Yes	4	5
Math	54.5	36.0	Yes	4	5
Language	38.0	43.0	No	2	5

Percentage of points:

$$10 / 15 = 66.7\%$$

Total points for this area:

$$33 / 50$$

**GROWTH TO ACHIEVEMENT - AT RISK SUBGROUP**

Content Area	Median Student Growth Percentile (SGP)	Median Student Adequate Growth Percentile (AGP)	Made Adequate Growth?	Points Earned	Points Eligible
Reading	54.5	34.5	Yes	16	20
Math	43.0	57.0	No	8	20

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Language	29.5	57.0	No	4	20
<b>Percentage of points:</b> 28 / 60 = 46.7%					
<b>Total points for this area:</b> 12 / 25					
<b>PARTICIPATION</b>					
Was participation met? Yes					

**Parent Survey 2011-2012  
Results**

**1. How did you learn about the charter school?**

Friends	Newspaper	TV/radio	Community	Other
52%	6%	1%	21%	20%

**2. How many children do you currently have enrolled in the charter school?**

One	Two	Three or more
75%	18%	7%

**3. What type of school did your child attend last year?**

Public	Parochial	Private	Home Study	Charter
47%			7%	47%

**4. What is the primary reason you decided to enroll your child in the charter school?**

Location	Discipline	Class Size	Teacher/Staff	Curriculum
4%	13%	22%	22%	43%

**5. What is the primary reason your child left his/her previous school?**

Location	Discipline	Class Size	Teacher/Staff	Curriculum
1%	18%	27%	39%	15%

**6. How satisfied were you with your child's previous school?**

Very Satisfied	Somewhat Satisfied	Somewhat Dissatis.	Very Dissatisfied	Other
17%	38%	24%	14%	13%

**7. How was your child academically performing at his/her previous school?**

Below Grade Level	At Grade Level	Above Grade Level
27%	48%	24%

**8. How is your child academically performing at the charter school?**

Below Grade Level	At Grade Level	Above Grade Level
17%	59%	25%

**10. How satisfied are you with your child's current charter school?**

Very	Somewhat satisfied	Somewhat Dissatis.	Very Dissatisfied
62%	30%	8%	

**11. How likely are you to send your child to this charter school next year?**

Very Likely	Somewhat Likely	Somewhat unlikely	Very unlikely
46%	37%	9%	7%

**12. If you could grade the performance of this charter school, what grade would you give it?**

Excellent	Good	Fair	Failing
52%	34%	15%	

**13. What is your education background?**

Less High School	High School	GED/Vo Tech	Four year College	Grad. Deg.
9%	18%	24%	42%	7%

**15. What is your current marital status?**

Never Married	Separated	Divorced	Married
8%		24%	75%

**16. What is the ethnicity of your child/children attending the charter school?**

American Indian	Asian/ Pac Islander	Hispanic	African/America	Caucasian
7%	2%	10%	2%	84%

**Measurable Student Education Standards**

1. 80% of students will earn satisfactory or above in core subject areas.

**MET:** 85% of students scored 80% or better on the 1<sup>st</sup> quarter grading period.

2. 85% of students receive a score of at least 80% on a technology portfolio.

**Met:** 2011-12, Not tested yet 2012-13

3. 6<sup>th</sup> grade career exploration
4. 7<sup>th</sup> grade career research
5. 8<sup>th</sup> grade career internship

Standards 3,4,5 realigned: **Met** with STEM realignment 2011-12. Will submit realignment with revised charter.

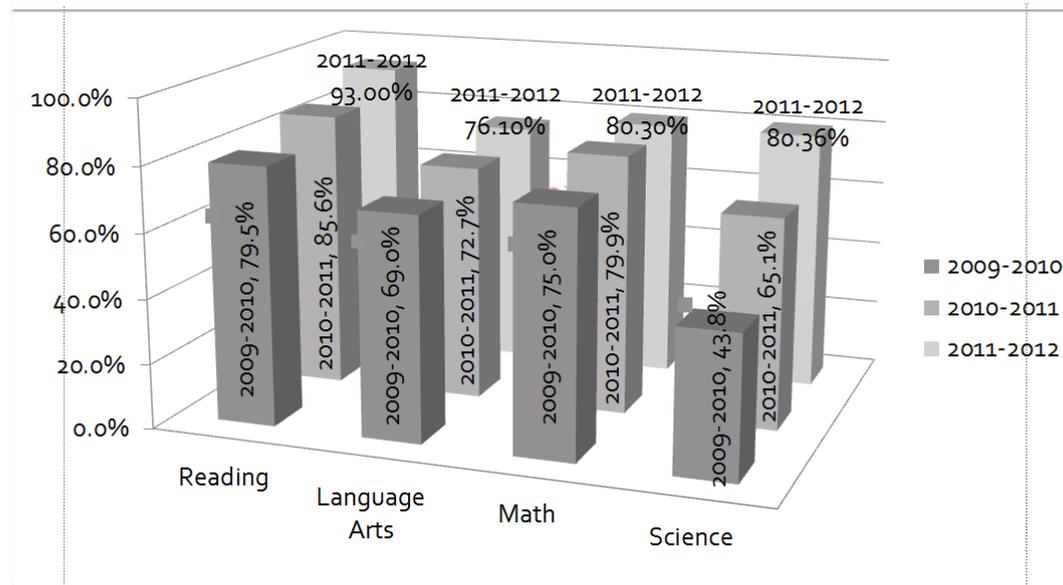
6. Standardized tests

Reading: **Met** (93%)

Math: **Met** (80.3%)

Language Arts: **Not Met** (76.1%), Curriculum realignment in progress (See WISE)

# ISAT Comparisons



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CURRENT FISCAL YEAR BUDGET COMPARISON

Idaho Science and Technology Charter School September 30, 2012	Proposed (Board Approved Budget for Fiscal Year)	Actual (Through Most Recent Month End)	Projected (Anticipated Year-End Numbers)	Percentage Used (Actual / Proposed)	Notes
<b>REVENUE</b>					Based on 190 confirmed enrollment as of August 22, 2012
Salary Apportionment	\$657,929.00	\$338,892.00	\$657,929.00	51.51%	from SBA formula
Benefit Apportionment	\$118,690.00	\$59,780.00	\$118,690.00	50.37%	from SBA formula
Entitlement	\$280,811.00	\$142,870.00	\$280,811.00	50.88%	based on 14.2 units as calculated by SDE formula
State Transportation	\$62,000.00	\$35,000.00	\$62,000.00	56.45%	based on FY12 transportation revenue
Lottery	\$7,500.00		\$7,500.00	0.00%	
Other State Funds (Specify)	\$4,500.00		\$4,500.00	0.00%	includes classroom technology and remediation revenues
Special Ed - Regular	\$34,372.00		\$34,372.00	0.00%	based on FY13 IDEA Part B Application
Special Ed - ARRA	\$0.00		\$0.00	#DIV/0!	
Title I	\$25,500.00		\$25,500.00	0.00%	Projection based on FY12 allocation
Federal Title I Funds : ARRA	\$0.00		\$0.00	#DIV/0!	
Medicaid Reimbursement	\$0.00		\$0.00	#DIV/0!	
Title IIA	\$18,096.00		\$18,096.00	0.00%	for professional development, FY13 allocation
Local Revenue (Specify)	\$2,000.00	\$2,780.00	\$2,000.00	139.00%	building rental and contributions from PAC
Federal Startup Grant				#DIV/0!	
Other Grants (Specify)	\$4,500.00		\$4,500.00	0.00%	REAP Grant
Fundraising				#DIV/0!	
Interest Earned	\$120.00	\$81.57	\$120.00	67.98%	interest on bank account
Other (Specify)	\$82,168.00		\$82,168.00	0.00%	contract reimbursements for shared contracts (IT, grant writer, business)
Other (Specify)	\$62,000.00	\$10,358.60	\$62,000.00	16.71%	transportation reimbursement from BCCLC
<b>TOTAL REVENUE</b>	<b>\$1,360,186.00</b>	<b>\$589,762.17</b>	<b>\$1,360,186.00</b>	<b>43.36%</b>	
<b>EXPENDITURES</b>					
<b>100 Salaries</b>					
Teachers	\$544,680.00	\$167,181.85	\$544,680.00	30.69%	includes IT/networking consultant
Special Education	\$12,700.00	\$1,306.75	\$12,700.00	10.29%	
Instructional Aides	\$5,490.00	\$1,189.11	\$5,490.00	21.66%	
Classified/Office	\$10,997.00	\$2,878.32	\$10,997.00	26.17%	
Administration	\$130,000.00	\$3,834.66	\$130,000.00	2.95%	
Maintenance	\$27,000.00	\$11,644.14	\$27,000.00	43.13%	1 FT maintenance/custodial and 1 PT custodial positions
Other (Specify)	\$71,250.00	\$16,183.48	\$71,250.00	22.71%	bus drivers
Other (Specify)	\$16,000.00	\$3,989.97	\$16,000.00	24.94%	title 1 teacher
<b>Total Salaries</b>	<b>\$818,117.00</b>	<b>\$208,208.28</b>	<b>\$818,117.00</b>	<b>25.45%</b>	
<b>200 Employee Benefits</b>					
PERSI/FICA/Benefits	\$68,503.00	\$21,470.00	\$68,503.00	31.34%	
Other (Specify)	\$81,017.00	\$35,030.44	\$81,017.00	43.24%	health insurance benefits
<b>Total Benefits</b>	<b>\$149,520.00</b>	<b>\$56,500.44</b>	<b>\$149,520.00</b>	<b>37.79%</b>	
<b>300 Purchased Services</b>					
Management Services				#DIV/0!	
Staff Dev/Title IIA	\$0.00	\$0.00	\$0.00	#DIV/0!	costs included in teacher contracts
Legal Pub/Advertising	\$244.00	\$109.70	\$244.00	44.96%	advertising for open positions
Legal Services	\$0.00	\$0.00	\$0.00	#DIV/0!	
Special Education	\$4,500.00	\$212.50	\$4,500.00	4.72%	Speech and Occupational therapy
Liability & Property Ins	\$15,000.00	\$4,817.21	\$15,000.00	32.11%	
Substitute Teachers	\$3,800.00	\$0.00	\$3,800.00	0.00%	
Board Expenses	\$500.00	\$0.00	\$500.00	0.00%	
Computer Services	\$0.00	\$0.00	\$0.00	#DIV/0!	IT consultant/network admin expenses included in middle school salaries
Transportation	\$593.00	\$165.41	\$593.00	27.89%	bus driver training
Travel	\$6,550.00	\$4,413.05	\$6,550.00	67.37%	estimated 3 trips to Boise, 2 to Twin Falls
Other (Specify)	\$2,100.00	\$82.42	\$2,100.00	3.92%	building care
Other (Specify)	\$5,500.00	\$5,500.00	\$5,500.00	100.00%	fiscal audit
<b>Total Services</b>	<b>\$38,787.00</b>	<b>\$15,300.29</b>	<b>\$38,787.00</b>	<b>39.45%</b>	
<b>Facilities</b>				#DIV/0!	
Building Lease	\$126,160.00	\$45,444.00	\$126,160.00	0.00%	FY13 lease payments to Idaho Science and Technology Development Inc. (Hogan Contractors)
Land Lease	\$0.00		\$0.00	#DIV/0!	
Modular Lease	\$0.00		\$0.00	#DIV/0!	
Utilities, Phones, Lndscp	\$21,300.00	\$6,449.86	\$21,300.00	0.00%	

<b>400 Supplies and Maintenance</b>					
Textbooks	\$23,000.00	\$21,621.91	\$23,000.00	94.01%	
School Supplies	\$12,200.00	\$7,484.44	\$12,200.00	61.35%	instructional consumables and supplies
Power School		\$0.00		#DIV/0!	
Custodial Supplies	\$13,500.00	\$13,454.43	\$13,500.00	99.66%	cleaning supplies
Other (Specify)	\$43,146.00	\$5,789.41	\$43,034.00	13.42%	pupil transportation supplies
Other (Specify)		\$0.00		#DIV/0!	
<b>Total Supplies</b>	<b>\$91,846.00</b>	<b>\$48,350.19</b>	<b>\$91,734.00</b>	<b>52.64%</b>	
<b>500 Capital Objects</b>					
Furniture				#DIV/0!	
Technical AV Equipment				#DIV/0!	
Other (Specify)				#DIV/0!	purchase of 2 classroom modular unit
Other (Specify)				#DIV/0!	
Other (Specify)				#DIV/0!	
Other (Specify)				#DIV/0!	
<b>Total Capital Objects</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>#DIV/0!</b>	
<b>Debt Service</b>					
Specify	\$32,100.00	\$8,928.25	\$32,100.00	27.81%	Bank of Idaho loan initiated in 2009
Specify				#DIV/0!	
Specify				#DIV/0!	
<b>Total Debt Service</b>	<b>\$32,100.00</b>	<b>\$8,928.25</b>	<b>\$32,100.00</b>	<b>27.81%</b>	
<b>Grant Purchases</b>					
Specify				#DIV/0!	
Specify	\$34,372.00	\$8,566.69	\$34,372.00	24.92%	Sp ed/speech therapy salary
Specify	\$25,500.00	\$5,698.03	\$25,500.00	22.35%	Title I salaries
Specify	\$18,096.00	\$1,254.20	\$18,096.00	6.93%	Title II
Specify	\$4,500.00	\$0.00	\$4,500.00	0.00%	REAP Grant expenses
<b>Total Grant Purchases</b>	<b>\$82,468.00</b>	<b>\$15,518.92</b>	<b>\$82,468.00</b>	<b>18.82%</b>	
Reserve Fund				#DIV/0!	
Building Fund				#DIV/0!	
<b>Total Expenses</b>	<b>\$1,360,298.00</b>	<b>\$404,700.23</b>	<b>\$1,360,186.00</b>	<b>29.75%</b>	
Carryover from Previous FY	\$713.00	\$713.00	\$713.00	100.00%	
<b>Reserve/(Deficit)</b>	<b>\$601.00</b>	<b>\$185,774.94</b>	<b>\$713.00</b>	<b>30910.97%</b>	

December 4, 2012

# December 4, 2012

UPCOMING FISCAL YEAR BUDGET COMPARISON

Idaho Science and Technology Charter School FY 14	Proposed Budget	Notes
<b>REVENUE</b>		
based on enrollment of 225 students, 75 per grade		
Local Revenue	\$2,200.00	
<b>State Revenue</b>		
Entitlement	\$314,016.00	16.4 units as calculated by SDE formula
<b>Wages</b>		
Administration	\$48,430.00	Based on SDE formula for FY13
Teachers	\$765,166.00	Based on SDE formula for FY13
Classified	\$67,120.00	Based on SDE formula for FY13
<b>Medicaid</b>		
Benefit	\$111,668.00	Based on SDE formula for FY13
Transportation	\$44,200.00	
<b>Federal Revenue</b>		
Title I	\$18,000.00	
Special Ed	\$38,000.00	
Title II		
Startup Grant		
Other Sources (Specify)		
Other Sources (Specify)		
Other Sources (Specify)		
<b>Total Revenue before holdback</b>	<b>\$1,408,800.00</b>	
<b>PROPOSED HOLDBACK</b>		
Holdbacks should be estimated at a minimum of 5% - 5.5% for FY 2011.		
Teacher Salaries		
Classified Salaries		
Admin Salaries		
Benefits		
Entitlement		
Transportation		
<b>Total Holdback</b>	<b>\$0.00</b>	
<b>Total Revenue after holdback</b>	<b>\$1,408,800.00</b>	
<b>EXPENDITURES</b>		
<b>100 Salaries</b>		
Teachers	\$429,112.00	
Admin	\$100,000.00	
Classified	\$43,800.00	
Special education	\$31,500.00	
Other (Specify)	\$31,500.00	title I teacher
Other (Specify)	\$45,600.00	bus drivers
<b>Total Salaries</b>	<b>\$681,512.00</b>	
<b>200 Benefits</b>		
Benefit Dollars		
PERSI/Payroll taxes	\$82,216.00	
Other (Specify)	\$132,658.00	
<b>Total Benefits</b>	<b>\$214,874.00</b>	
<b>300 Purchased Services</b>		
Transportation	\$780.00	new driver training
Special Education	\$4,400.00	
Proctor costs		
Legal		
Insurance	\$16,800.00	
Copier Lease	\$2,600.00	
Printer Lease		
Facility Lease	\$320,000.00	
Utilities	\$23,100.00	
Professional Development		
Technology		
Management Services		
Legal Publications/Advertising	\$1,200.00	

<b>Supplies &amp; Materials</b>		
Teacher/Classroom	\$21,000.00	
Office	\$2,200.00	
Janitorial	\$1,500.00	
Textbooks	\$2,100.00	
Other (Specify)	\$3,300.00	bus and transportation supplies
Other (Specify)		
<b>Total Supplies &amp; Materials</b>	<b>\$30,100.00</b>	
<b>Grant Expenditures</b>		
Specify		
Specify		
Specify		
<b>Total Grant Expenditures</b>	<b>\$0.00</b>	
<b>Capital Outlay</b>		
<b>Total Capital Outlay</b>	<b>\$0.00</b>	
<b>Debt Retirement</b>		
<b>Total Debt Retirement</b>	<b>\$96,000.00</b>	
<b>Insurance &amp; Judgements</b>		
<b>Total Insurance &amp; Judgements</b>	<b>\$0.00</b>	
<b>Transfers</b>		
<b>Total Transfers</b>	<b>\$0.00</b>	
<b>Contingency Reserve</b>	\$0.00	
<b>Building Fund</b>	\$0.00	
<b>Total Expenditures</b>	<b>\$1,396,466.00</b>	
<b>Carryover from Previous FY</b>	<b>\$713.00</b>	Reflects projected reserve/(deficit) from "current year" worksheet
<b>Reserve/(Deficit)</b>	<b>\$13,047.00</b>	

December 4, 2012

**Alison Henken**

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**From:** Gary Larsen [gary.larsen@istcharter.org]  
**Sent:** Tuesday, November 20, 2012 12:39 PM  
**To:** Alison Henken  
**Subject:** Fwd: ISTCS Budget

Alison,  
Here is Fred's reply to the question you raised. I knew it would be more complete than what I could offer so I asked for his help.

Gary

----- Forwarded message -----  
**From:** Fred Ball <[fball@bcclc.com](mailto:fball@bcclc.com)>  
**Date:** Tue, Nov 20, 2012 at 12:09 PM  
**Subject:** RE: ISTCS Budget  
**To:** Gary Larsen <[gary.larsen@istcharter.org](mailto:gary.larsen@istcharter.org)>

Gary,

The simple answer is yes, we anticipated a minimal or no November payment. This will not create any cash flow problems for us. We have carefully monitored current year expenditures and are well within the sequence of projected revenues. With all November expenditures paid, we currently have \$423,916.12 in our bank account. Our estimated monthly expenses up until the February 15, 2013 allocation are as follows:

December 2012	85,450
January 2013	87,700
February 2013	<u>88,330</u>
TOTAL:	251,480

This leaves us a balance of approximately \$172,436 on Feb. 15. Based on the state distribution formula, we anticipate a state payment of approximately 86,988 on that date. This will give us an estimated balance of \$259,424 to cover through May 15, 2013. We anticipate the following:

February 2013	7,200
March 2013	84,600
April 2013	86,500
May 2013	<u>57,250</u>

**December 4, 2012**

TOTAL: 235,550

The state distribution formula provides for a May 15, payment of approximately \$127,861 (10% of total revenue). This will give us a May 15 balance of 151,735. Our anticipated remaining yearly expenditures are as follows:

May 2013	7,000
June 2013	86,400
July (payroll only)	<u>57,649</u>
TOTAL:	151,049

This gives us an ending balance of approximately \$686; however, there is always a final July distribution of between 1 and 2%. Calculating this at a conservative 1%, we may receive an additional \$12,786.

This is not a great finish to the year, but it does leave us in the black. We enrolled two additional students this week and are experiencing a continual and gradual growth. We know that next year the number of students coming out of BCCLC will more than double what it has been for the past 3 year; this should help our enrollment, but next year we will be much more conservative in our growth projections.

**From:** Gary Larsen [mailto:[gary.larsen@istcharter.org](mailto:gary.larsen@istcharter.org)]  
**Sent:** Tuesday, November 20, 2012 9:44 AM  
**To:** Fred Ball  
**Subject:** Fwd: ISTCS Budget

Fred,

As I read this note from Alison, I wonder if you can give me the information she is requesting?

Thanks,

Gary

December 4, 2012

----- Forwarded message -----

From: **Alison Henken** <[Alison.Henken@osbe.idaho.gov](mailto:Alison.Henken@osbe.idaho.gov)>  
Date: Tue, Nov 20, 2012 at 9:27 AM  
Subject: RE: ISTCS Budget  
To: Gary Larsen <[gary.larsen@istcharter.org](mailto:gary.larsen@istcharter.org)>

Gary,

Thanks for providing more information. I just want to clarify one thing – am I correct in understanding that because your budget was adjusted to your enrollment, you anticipated that the funds you would receive from the state would be less and appropriately lowered your revenue? More specifically, did you know that you were unlikely to get a November payment, and if so, was that removed from your proposed budget in the form you sent us?

I am also assuming based on your response that you would like to move forward with your current budget template for the PCSC meeting, and that you do not intend to submit an update unless we require it. Is that correct?

Thanks,

Alison

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**Alison Henken, MPP**

*Charter Schools Program Manager*

*Idaho Public Charter School Commission*

[alison.henken@osbe.idaho.gov](mailto:alison.henken@osbe.idaho.gov)

[208-332-1585](tel:208-332-1585)

*650 W. State St., P.O. Box 83720*

*Boise, ID 83720-0037*

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**From:** Gary Larsen [mailto:[gary.larsen@istcharter.org](mailto:gary.larsen@istcharter.org)]  
**Sent:** Tuesday, November 20, 2012 9:16 AM  
**To:** Alison Henken  
**Subject:** ISTCS Budget

**December 4, 2012**

Hello Alison,

Thanks for your phone call yesterday. It is very helpful to have you ask for clarification on important items. Regarding your (and Michelle's) questions about our school budget, here is my reply. Our advance payment was based on projected growth which did not occur for various reasons. Our current budget was revised and adopted in September by the Board when the actual enrollment numbers were verified. Therefore, the monthly budget that has been presented to the Commission is current and viable. We currently have a few more students than at this time last year. We are gaining students slowly rather than in the larger numbers we were hoping for. We have known all along that we are in a very conservative rural community and that changes occur at a slower rate than in even the larger cities that surround us. Also, we have made some personnel changes that were vital and we are seeing positive results because of this.

Gary

December 4, 2012



**IDAHO PUBLIC CHARTER SCHOOL COMMISSION**

650 W. State Street • P.O. Box 83720 • Boise, ID 83720-0037  
208/334-2270 • FAX: 208/334-2632  
e-mail: [charter@osbe.idaho.gov](mailto:charter@osbe.idaho.gov)

February 13, 2012

Board of Directors  
Idaho Science and Technology Charter School  
21 North 550 West  
Blackfoot, ID 83221

Dear ISTCS Board of Directors:

As you are aware, Idaho Code § 33-5209 requires the authorized chartering entity of a public charter school to provide written notice of defect to any school which it has reason to believe has committed a defect. The letter is to serve as written notice of defect to Idaho Science and Technology Charter School on the following grounds:

1. ISTCS has failed to substantially meet any of the student educational standards identified in the approved charter, specifically, Measurable Student Educational Standard 6 with regard to ISAT results.

In accordance with IDAPA 08.02.04.301.03, please submit to the PCSC office by March 13, 2012, a corrective action plan detailing the means by which this defect will be cured. Please don't hesitate to contact me with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Baysinger".

Tamara L. Baysinger  
Public Charter School Commission Director

Cc: Michelle Clement Taylor, School Choice Specialist, SDE  
Gary Larsen, Administrator, ISTCS

Printed on Recycled Paper

December 4, 2012



21 North 550 West  
Blackfoot, ID 83221  
Phone: 208-785-7827  
Fax: 208-785-9913  
[www.istcharter.org](http://www.istcharter.org)

November 19, 2012

Dear Tamara Baysinger,

Last year when our school was scheduled to appear with the charter school commissioners in December, we had difficulty finding board members from our school that could attend the hearing. Unfortunately, nothing has changed. We did ask at that time if we could have a different month to meet but apparently that doesn't work for the commissioners. We understand that they have a lot of schools to oversee so we don't take any offense at not having a different month to meet. However, our board chairman works retail and his boss said that it was next to impossible for him to take a day off of work. Our vice-chair is an operating room nurse and this time of year they are booked every day with people taking advantage of insurance deductibles. Other board members are not able to take the day off either. We have had a couple of board members leave the board because they no longer have children in the school. We have replaced those two board members during our November board meeting. However, the new board members are not apprised of how the school functions so they are hesitant to represent the board.

Our professional staff is prepared to meet with the commissioners and will be there on the appointed day. They are prepared to answer questions and give a full accounting of school practices and developments. If this is not satisfactory, please let us know.

Sincerely,

Richard Dodds,  
Chairman