

SUBJECT

Wings Charter Middle School Closure Update

APPLICABLE STATUTE, RULE, OR POLICY

I.C. §33-5212

BACKGROUND

Wings Charter Middle School (WCMS) is a public charter school authorized by the Public Charter School Commission (PCSC). WCMS began operations in 2009. The school's enrollment has decreased in recent years; in 2013-2014, WCMS served approximately 80 middle school students in Twin Falls.

When WCMS presented its annual update to the PCSC in April 2014, the PCSC noted that the school's enrollment had decreased each year and that, as a result, WCMS's finances were tight. The school communicated their intention to move to a new facility with the hope that they could lower their lease costs to a more reasonable level and develop a budget that could lead to long-term financial sustainability.

On April 17, 2014, WCMS notified PCSC staff that the WCMS Board of Directors had voted to relinquish the schools charter. On April 21, 2014, the school provided additional information regarding the board's decision to relinquish the charter after the completion of the 2013-2014 school year due to the strong possibility that WCMS would not remain solvent through the 2014-2015 school year. The school has met with PCSC and SDE staff regularly since this announcement to ensure the closure process is implemented efficiently and effectively.

DISCUSSION

WCMS has provided a closure update, including an established closure plan and updated financials.

The final day of instruction at WCMS was held on May 22, 2014. The school has developed a closure plan with a tentative final dissolution date of October 30, 2014. School officials have communicated with teachers, parents, and students regarding the closure, and have provided information regarding the student record transfer process.

The majority of WCMS's students are likely to return to traditional public schools in the Twin Falls School District. Some of the students may choose to home school or attend other public charter schools in the area. WCMS has begun processing record transfers at the request of families and districts. Twin Falls School District has agreed to accept and store any WCMS student records remaining after June 30, 2014.

WCMS will vacate its facility by the end of June, and PCSC staff will remove federally-purchased items from the school for redistribution.

The school has provided cash flow projections through October 2014; these indicate a final balance of approximately \$25,000 that the school anticipates relinquishing to the state. Per statute, any remaining funds shall be distributed to the public school income fund.

IMPACT

No official action is required of the PCSC in response to the relinquishment of WCMS's charter. Responsibility for dissolution of the school resides with the board of directors. However, SDE and PCSC staff are prepared to provide continued guidance and support throughout the process. In accordance with federal and state law, PCSC staff will supervise the redistribution of school assets purchased using federal funds.

STAFF COMMENTS AND RECOMMENDATIONS

Staff offers no comments or recommendations.

COMMISSION ACTION

Any action would be at the discretion of the PCSC.

June 17, 2014

Idaho Charter School Commission

Idaho State Department of Education

Re: School Closure

Date: April 21, 2014

This letter confirms that the board of trustees of Wings Charter Middle School in Twin Falls, has voted to close the school at the end of this fiscal year, tentatively July 1, 2014. Business transactions, audit, and final disposition of property and materials are anticipated to conclude by September, 2014.

Following months of deliberation and negotiation to determine the financial security of Wings Charter Middle School, the board of trustees voted on Thursday, April 10, at a special board meeting to complete the current school year, but close the school at the completion of the year. The high cost of facility lease, reduction in student enrollment, continuous staff turnover, and state budget cuts over the past several years have eroded the financial stability of the school. Even though a new lease was being negotiated at a more reasonable rate, and the state funding for the next school year shows a slight increase, the projected budget was too tight to allow for adequate staff and technology. There were insufficient anticipated revenues to feel confident that the school would be able to complete the school year without a deficit, which would make closure during the middle of the school year a possibility. The board did not feel such an action served the students, parents, staff, or taxpayers fairly.

Instruction for students will continue through the end of the school year, slated to end on May 22. A transition plan for students will be established, including transfer of student records.

A parent meeting was held at WINGS on April 17 to answer questions and assist parents and students to make plans for the upcoming school year. Notices were sent home with students and an article was published in the local media, both television and newspaper.

The board of trustees will continue to meet in regular session until full closure of the school has occurred. All documents that must be stored in perpetuity will be housed at the Twin Falls School District office.

Respectfully,

Board Chair, Pat Walker



June 17, 2014

IDAHO PUBLIC CHARTER SCHOOL COMMISSION



**CLOSURE
PROTOCOL**

**Wings Charter Middle
School (WCMS)**

Tentative Closure Date: October 30, 2014

Background

This Closure Protocol is aligned to Idaho statute and rule and is designed to reflect best practices for managing the school closure process in an organized manner that protects the state, students and the community.

The Idaho Public Charter School Commission Closure Protocol is based on the Colorado Charter School Sample Closure Framework released in 2011 and publicly available at www.charterschoolquality.org. The Colorado Sample Closure Framework was created through the collaborative work of the Colorado Department of Education, the Colorado League of Charter Schools, and the Colorado Charter School Institute.

The Colorado Charter School Sample Closure Framework incorporated information from the following sources:

1. *Accountability in Action: A Comprehensive Guide to Charter School Closure*. Edited by Kim Wechtenhiser, Andrew Wade, and Margaret Lin. National Association of Charter School Authorizers (2010).
2. Colorado Charter School Institute Closure Project Plan (2010).
3. *Charter Renewal*. Charter Schools Institute, The State University of New York (SUNY).
4. *Pre-Opening Checklist and Closing Checklist*. Office of Education Innovation, Office of the Mayor, City of Indianapolis.
5. *2010-2011 Charter Renewal Guidelines*. District of Columbia Public Charter School Board.

During the revision process, the following additional sources were integrated into the Idaho Public Charter School Commission Closure Protocol:

6. *Navigating the Closure Process*. Matthew Shaw. Authorizing Matters Issue Brief, May 2011. National Association of Charter School Authorizers (2011).

Table of Contents

Introduction..... 4

A Conceptual Timeline for Closure..... 5

Notification and Initial Steps..... 6

Develop / Monitor Implementation
of the Closure Plan 8

Finalize School Affairs: Governance
and Operations..... 9

Finalize School Affairs: Finance.....11

Finalize School Affairs: Reporting.....12

Dissolution.....13



Introduction

Charter school closures happen when a school’s charter is revoked, non-renewed, or relinquished. A number of factors can lead to closure of the school, including poor academic performance, finances, governance, or safety issues. Regardless of the reasons for closure, the board of directors of the public charter school is responsible for managing the closure and dissolution process.² Cooperation between the public charter school board and administrator, authorizer, and other state entities can allow for the facilitation of a smooth process that “minimize[s] disruption for students while ensuring that public funds are used appropriately.”³

The closure process should begin as soon as the authorizer or the charter school board takes initial action to close the school, regardless of whether an appeals process has been completed or the decision has been finalized. This allows the school and authorizer to discuss the potential closure, identify a tentative timeline for the final decision, and work together to establish a closure team and clear paths of communication with each other, stakeholders, and the community.

Whenever possible, the authorizer and public charter school should work together to ensure that the school is able to operate through the completion of the regularly-scheduled school year. Under most circumstances, this should allow adequate time to complete all closure tasks. More importantly, it minimizes instructional gaps for students. However, there are occasions when it is necessary for a school to close mid-year. In these cases, students’ educational transitions should be the highest priority. The school, authorizer, and other state entities must also identify the appropriate closure team and work closely together to prioritize closure tasks and manage their completion in as organized and efficient manner as possible.

Though individual schools should develop closure plans that are tailored to their situation, resources, and needs, all schools should keep the following primary goals in mind:

1. Providing educational services in accordance with the charter and performance certificate until the end of the school year, or the agreed upon date when instruction will stop.
2. Reassigning students to schools that meet their educational needs.
3. Addressing the school’s financial, legal and reporting obligations.

The closure process has many tasks, which are illustrated in the chart below. Based on the circumstances surrounding the closure, not all tasks in this protocol may apply. When the charter school, authorizer, and other state entities meet at the outset of the closure process, they should refer to the Closure Protocol and identify which tasks will be required or necessary. During this meeting, responsible parties and completion dates should be agreed upon to ensure a transparent and smooth closure. The template that follows includes the basic tasks that will usually need to be addressed to close a school; the format allows for the insertion of responsible parties and task deadlines.

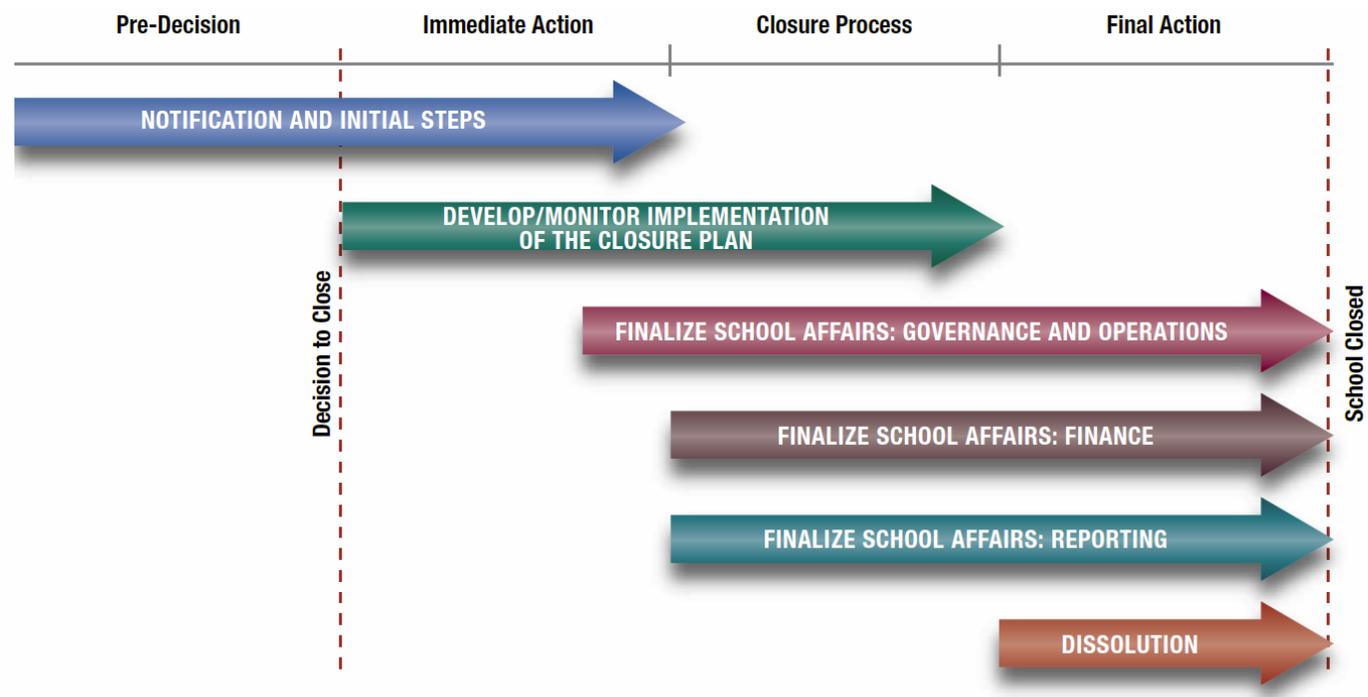
Endnotes

¹ Peyser, J. and Marino, M. “Why Good Authorizers Should Close Bad Schools.” *Accountability in Action: A Comprehensive Guide to Charter School Closure*. National Association of Charter School Authorizers (2010). Pages 6 and 9.

² I.C. § 33-5212

³ Shaw, M. “Navigating the Closure Process.” *Authorizing Matters Issue Brief*, May 2011. National Association of Charter School Authorizers (2011). Pages 2-3.

A Conceptual Timeline for Closure



Notification and Initial Steps

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Meet with PCSC and SDE staff</p> <p>Within 3 business days of the authorizer’s or school’s initial / intended closure decision, the charter school administrator and a representative of the school’s board will meet (in-person or via telephone or web conference) with staff representatives of the PCSC and SDE to:</p> <ol style="list-style-type: none"> 1. Review the remaining process for finalizing the closure decision as applicable 2. Review the Closure Protocol and tasks and clarify critical deadlines 3. Identify points of contact for media or community questions 4. Draft communication to staff, families, and affected districts 	School, PCSC, SDE	Kristy Oberg, Pat Walker, Dianna Cullinan Kay Jones, Marci Stimpson	April 21, 2014	Complete
<p>Notify Parents / Guardians of Potential Closure</p> <ol style="list-style-type: none"> 1. Within one week of the authorizer’s or school’s initial / intended closure decision, the charter school will send letters to enrolled families. Notification should include: <ul style="list-style-type: none"> • The reasons for closure. • If applicable, an explanation of the appeals process and likely timeline for a final decision. • Assurance that instruction will continue through the end of the school year or an estimation of when instruction will cease. • Assurance that after a final decision is reached, parents/students will be notified and assisted in the reassignment process. • Public Charter School Closure FAQ. • Contact information for parents/guardians with questions. 	School, PCSC	Kristy Oberg	April 23, 2014	Complete
<p>Notify School Districts Materially Impacted</p> <ol style="list-style-type: none"> 1. Within one week of the authorizer’s or school’s initial / intended closure decision, the charter school will send letters to districts materially impacted by the closure decision. Notification should include: <ul style="list-style-type: none"> • The reasons for closure. • If applicable, an explanation of the appeals process and likely timeline for a final decision. • Copy of the letter sent to parents. • Public Charter School Closure FAQ. • Contact information for questions. 	School, PCSC	Kristy Oberg, Kay Jones	April 21, 2014	Complete
<p>Meet with Charter School Faculty and Staff</p> <p>Administrator and charter board chair meet with the faculty and staff to:</p> <ol style="list-style-type: none"> 1. Discuss reasons for closure, status of appeals process (if applicable), and likely timeline for a final decision. 2. Emphasize importance of maintaining continuity of instruction through the end of the school year. 3. Emphasize need to limit expenditures to necessities. 4. Discuss plans for helping students find new schools and need for teachers and staff to have organized student files prepared for transfer. 5. Identify date when last salary checks will be issued, when benefits terminate, and anticipated last day of work. 6. Describe assistance, if any, that will be provided to faculty and staff to find new positions. 	School	Kristy Oberg, Kay Jones, Dianna Cullinan, Barbara Anderson, Pat Walker	April 17, 2014	Complete
<p>Review and Report on Finances</p> <ol style="list-style-type: none"> 1. Review budget to ensure that funds are sufficient to operate the school through the end of the school year, if applicable. Communicate with the PCSC and SDE regarding financial status and next steps. 2. Limit expenditures to only those in the approved budget and delay approving expenditures that might no longer be necessary until a revised budget is approved. 3. Communicate with the SDE regarding whether there are any anticipated changes to remaining disbursements from the state. 	School, PCSC, SDE	Marci Stimpson, Kay Jones, Kristy Oberg	May 12, 2014	In process

<p>Send Additional and Final Notifications</p> <ol style="list-style-type: none"> 1. Notify parents and affected school districts in writing after key events (e.g., denial of an appeal) and when the closure decision is final. 2. The letters notifying staff, parents, and other districts of the final closure decision should include: <ul style="list-style-type: none"> • The last day of instruction. • Any end-of-the-year activities that are planned to make the transition easier for parents and students. • Assistance that will be provided to families in identifying new schools. This may include a list of school options; application deadlines or open house dates for traditional public, public charter, or private schools; or individual meetings with families. • Basic information about the process for access and transfer of student and personnel records. 	<p>School, PCSC</p>	<p>Kristy Oberg, Kay Jones</p>	<p>May 16, 2014</p>	<p>Complete</p>
--	-------------------------	--	-------------------------	-----------------

Develop/Monitor Implementation of the Closure Plan

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Establish Transition Team, Develop Closure Plan, and Assign Roles</p> <ol style="list-style-type: none"> 1. Contact appropriate entities to establish a transition team, including: <ul style="list-style-type: none"> • A member of the PCSC staff • A member of the SDE staff • Charter school board chair • Lead administrator from the charter school • Lead finance person from the charter school • Additional members as deemed appropriate 2. Develop plan, review roles of primary entities, identify individuals responsible for closure tasks, and exchange contact information. 	<p>School, PCSC, SDE</p>	<p>Alison Henken, Michelle Clement-Taylor, Pat Wakler, Kristy Oberg, Marci Stimpson, Kay Jones</p>	<p>Plan by May 19, 2014</p>	<p>Ongoing</p>
<p>Establish a Schedule for Meetings and Interim Status Reports</p> <p>Agree on a meeting schedule to review progress and interim, written status reports to include:</p> <ol style="list-style-type: none"> 1. Reassignment of students and transfer of student records. 2. Identification of long-term storage location of student and personnel records; plan for access and communication to parents regarding access. 3. Notification to entities doing business with the school. 4. The status of the school’s finances, including outstanding expenses and payment of creditors and contractors. 5. Sale, dissolution, or return of assets. 6. Submission of all required reports and data to the authorizer and/or state. 	<p>School</p>	<p>Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Submit Final Closure Report</p> <p>Submit the completed closure Protocol document and appropriate final closure documents to the PCSC (see the Reporting section for more details).</p>	<p>School</p>	<p>Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg</p>	<p>10/30/14</p>	

Finalize School Affairs: Governance and Operations

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Maintain Identifiable Location Maintain the school’s current location through the winding up of its affairs or relocate its business records and remaining assets to a location with operational telephone service that has voice message capability.</p>	School	Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg	6/30/14	Ongoing
<p>Protect School Assets Protect the school’s assets and any assets in the school that belong to others against theft, misappropriation and deterioration.</p> <ol style="list-style-type: none"> Maintain existing insurance coverage on assets, including facility, until the disposal of such assets in accordance with the closure plan. Negotiate school facility insurance with entities that may take possession of school facility – lenders, mortgagors, bond holders, etc. Obtain or maintain appropriate security services. Action may include moving assets to secure storage after closure or loss of facility. 	School	Pat Walker, Kay Jones, Marci Stimpson	6/30/14	Ongoing
<p>Notify Commercial Lenders / Bond Holders (if applicable) If the school has existing loans - Within 10 days after the final decision to close the charter school (after appeals process is complete), notify banks, bond holders, etc., of the school’s closure and projected dates for the school’s last payment towards its debt and if/when default will occur.</p>	School	Not applicable		
<p>Terminate EMO /CMO Agreement (if applicable) Review the management agreement and take steps needed to terminate the agreement at the end of the school year or prior to the intended closure date.</p> <ol style="list-style-type: none"> The management company should be asked for a final invoice and accounting, including an accounting of any retained school funds and the status of grant funds. The school and the management company should agree upon how the company will continue to provide educational services until the last day of instruction. <p>The school and the management company agree when other services including business services will end.</p>	School	Not applicable		
<p>Notify Contractors and Terminate Contracts</p> <ol style="list-style-type: none"> Notify all contractors, including food service and transportation, of school closure. Retain records of past contracts and payments. Terminate contracts for goods and services as of the last date such goods or services will be needed. 	School	Pat Walker, Kay Jones, Marci Stimpson	8/1/2014	Ongoing
<p>Notify Employees and Benefit Providers</p> <ol style="list-style-type: none"> Whenever possible, provide employees with formal, written notification of termination of employment at least 60 days before closure to include date of termination of all benefits in accordance with applicable law and regulations (i.e. WARN and COBRA) and eligibility for unemployment insurance pursuant to federal or state law or regulations of the Idaho Department of Labor. Notify benefit providers of pending termination of all employees, to include: <ul style="list-style-type: none"> Medical, dental, vision plans. Life insurance. PERSI, 403(b), or other retirement plans Consult legal counsel as specific rules and regulations may apply to such programs. 	School	Pat Walker, Kay Jones, Marci Stimpson	7/1/2014	Ongoing

Finalize School Affairs: Governance and Operations (continued)

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Maintain and Organize Records</p> <ol style="list-style-type: none"> Maintain all corporate records related to: <ul style="list-style-type: none"> Loans, bonds, mortgages and other financing. Contracts. Leases. Assets and their sale, redistribution, etc. Grants -- records relating to federal grants must be kept in accordance with 34 CFR 80.42. Governance (minutes, bylaws, policies). Accounting/audit, taxes and tax status, etc. Employees (background checks, personnel files). Employee benefit programs and benefits. Any other items listed in the closure plan. Determine where records will be stored after dissolution. 	School	Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg	<p>All records will be stored in storage facility after 6/30/2014</p> <p>Prior to dissolution all records will be continued to be stored at TFSD per Dr. Dobbs agreement; scheduled pick up July 30, 2014</p>	Ongoing
<p>Transfer Student Records and Testing Material</p> <ol style="list-style-type: none"> Ensure that all student records are organized and complete Within 10 days of receiving a records request, send student records, including final grades and evaluations, to the students' parent or new district and/or school, including: <ul style="list-style-type: none"> Individual Education Programs (IEPs) and all records regarding special education and supplemental services. Student health / immunization records. Attendance record. Any testing materials required to be maintained by the school. Student transcripts and report cards. All other student records. Document the transfer of records to include: <ul style="list-style-type: none"> Date of transfer (for each individual student file transferred). Signature and printed name of the charter school representative releasing the records. Name and contact information of the receiver's representative. The total number and percentage of general and special education records transferred. 	School	Kristy Oberg	9/30/14	Ongoing
<p>Inventory Assets and Prepare Federal Items for Pick-up</p> <ol style="list-style-type: none"> Inventory school assets, and identify items: <ul style="list-style-type: none"> Loaned from other entities. Encumbered by the terms of a contingent gift, grant or donation, or a security interest. Belonging to the EMO/CMO, if applicable, or other contractors. Purchased with federal grants or funds (ie. ID Charter Start grant) <ul style="list-style-type: none"> Items purchased with federal funds should be listed on the Federal Items Inventory spreadsheet provided by the PCSC. The list should be very detailed and complete, and items should not be sold or re-distributed. Return assets not belonging to school where appropriate documentation exists. Keep records of assets returned. Organize and pack items purchased with federal funds and arrange for PCSC walk-through and pick-up. <ul style="list-style-type: none"> Boxes should be packed, closed, taped, and <i>clearly</i> labeled with name(s) and/or number(s) corresponding to the inventory. PCSC walk-through must be scheduled in advance and must be at least 2 days prior to the scheduled move day. At the time of the walk-through, all federal items must be prepared and distinctly separate from other school assets. If the school's items are not adequately prepared for moving, the PCSC will delay the date for pick-up of federal items. 	School, PCSC	Kristy Oberg, Pat Walker, Kay Jones	<p>Walk-thru 6/24/14;</p> <p>Pick-up 6/26/14-6/27/14</p>	Ongoing

Finalize School Affairs: Finance

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Maintain IRS 501(c)(3) Status Maintain IRS 501(c)(3) status until final dissolution. Notify IRS regarding any address change(s) and file required tax returns and reports.</p>	School	Pat Walker, Kay Jones, Marci Stimpson	10/30/14	
<p>Notify Funding Sources / Charitable Partners Notify all funding sources, including charitable partners of school closure. Notify state and federal agencies overseeing grants / programs of school closure.</p>	School	Pat Walker, Kay Jones, Marci Stimpson	6/30/14	
<p>Review and Revise School Budget</p> <ol style="list-style-type: none"> Review the school’s budget and overall financial condition. Make revisions, taking closure expenses into account closure while prioritizing continuity of instruction. Submit budget to PCSC and SDE. Identify acceptable use of reserve funds. 	School, PCSC, SDE	Pat Walker, Kay Jones, Marci Stimpson	Initial Deadline 5/23/14 (overdue); Final Deadline 6/3/14	Complete
<p>List all Creditors and Debtors Formulate a list of creditors and debtors and any amounts accrued and unpaid with respect to such creditor or debtor. Not that the creditor list is not the same as the contractor list (above), but should include any contractors with whom the school owes money (based on a contract or invoice).</p> <ol style="list-style-type: none"> Creditors include lenders, mortgage holders, bond holders, equipment suppliers, service providers and secured and unsecured creditors. Debtors include persons who owe the school fees or credits, any lessees or sub-lessees of the school, and any person holding property of the school. 	School	Pat Walker, Kay Jones, Marci Stimpson	5/28/14	
<p>Notify Debtors and Process Payments Contact debtors to request payment. Process and document received payments.</p>	School		Request payment from state 6/30/14; Process payments 8/30/14.	
<p>Determine PERSI Obligations Contact PERSI to determine remaining liabilities for employee retirement program.</p>	School	Pat Walker, Kay Jones, Marci Stimpson	7/15/14	
<p>Notify and Pay Creditors</p> <ol style="list-style-type: none"> Notify all creditors of the school’s closure and request final invoices. Sell appropriate assets. Prioritize and pay creditors in accordance with I.C. § 33-5212(2). Document payments made. 	School	Pat Walker, Kay Jones, Marci Stimpson	9/30/14	
<p>Itemize Financials Review, prepare and make available the following:</p> <ol style="list-style-type: none"> Fiscal year-end financial statements. Cash analysis. Bank statements for the year, investments, payables, unused checks, petty cash, bank accounts, and payroll reports including taxes. Collect and void all unused checks and destroy all credit and debit cards. Close accounts after transactions have cleared. 	School	Pat Walker, Kay Jones, Marci Stimpson	Year-end organized 9/15/14; Final 10/15/14	
<p>Close Out All State and Federal Grants Close out state, federal, and other grants. This includes filing any required expenditure reports or receipts and any required program reports, including disposition of grant assets.</p>	School, SDE, Fed	Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg	9/30/14	

June 17, 2014

<p>Prepare Final Financial Statement Retain an independent accountant to prepare a final statement of the status of all contracts and obligations of the school and all funds owed to the school, showing:</p> <ol style="list-style-type: none"> 1. All assets and the value and location thereof. 2. Each remaining creditor and amounts owed. 3. Statement that all debts have been collected or that good faith efforts have been made to collect same. 4. Each remaining debtor and the amounts owed. 	School	Pat Walker, Kay Jones, Marci Stimpson	10/30/14	
<p>Complete Final Financial Audit Complete a financial audit of the school in accordance with statute by a date to be determined by the authorizer. Submit final audit to the PCSC and SDE.</p>	School, PCSC, SDE	Pat Walker, Kay Jones, Marci Stimpson	9/30/14	
<p>Reconcile with State Reconcile state billings and payments. If the school owes the state money, it should list the SDE as a creditor and treat it accordingly.</p>	School, SDE	Pat Walker, Kay Jones, Marci Stimpson	10/15/14	

Finalize School Affairs: Reporting

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
Prepare and Submit End-of-Year Reports <ol style="list-style-type: none"> 1. Communicate with the PCSC regarding necessary end-year or annual data or reporting that needs to be submitted and identify deadlines. 2. Prepare and submit annual reports to the authorizer. 	School, PCSC	Pat Walker, Kay Jones, Marci Stimpson, Kristy Oberg	9/15/14	
Prepare Final Report Cards and Student Records Notice Provide parents / guardians with copies of final report cards and notice of where student records will be sent along with contact information.	School	Marci Stimpson, Kristy Oberg, Brett Twiss	6/15/14	
Prepare and Submit Final ISEE Report Within 10 days of final closure, submit a final ISEE report to the SDE.	School, SDE	Pat Walker, Kay Jones, Marci Stimpson	6/15/14	
Prepare and Submit Final Budget and Financial Reporting Within 120 days of final closure, submit a final budget and financial reporting, including final financial audit, to the SDE.	School, SDE	Pat Walker, Kay Jones, Marci Stimpson	10/1/14	
Prepare and Submit All Other Required State and Federal Reports <ol style="list-style-type: none"> 1. Communicate with the SDE and the federal government to identify any outstanding or final reports required for federal, state, or special programs (special education, Title I, etc.) and confirm deadlines. 2. Prepare and submit reports to the SDE and/or federal government. 	School, SDE	Pat Walker, Kay Jones, Marci Stimpson	9/30/14	
Prepare and Submit Final Closure Report to the PCSC Submit the completed closure Protocol document and a narrative and/or attachments that outline the following: <ol style="list-style-type: none"> 1. The name and contact information of the individual(s) with whom the PCSC can follow-up after closure if there are questions or issues to be addressed 2. The school's final financial status, including the final independent audit 3. The status of the transfer and storage of student records, including: <ul style="list-style-type: none"> • The school's total enrollment at the start of the final semester • The number and percentage of student records that have been transferred prior to closure • The plan for storage and access to student records after closure, including the signature of the person / entity that has agreed to be responsible for transferring records after closure • A copy of public communication to parents regarding how to access student records after closure 4. The status of the transfer and storage of personnel records, including: <ul style="list-style-type: none"> • The school's total number of staff at the beginning of the final semester • The number and percentage of personnel records that have been distributed to staff and/or new employers • If necessary, the plan for storage and access to personnel records after closure, including the signature of the person / entity that has agreed to be responsible for transferring records after closure • A copy of communication to staff regarding how to access personnel records after closure 5. Additional documentation (inventories, operational info, etc.) may be included with the report 	School, PCSC	1. Marci Stimpson	1. 10/15/14 2. 9/30/14 3. June ISEE 10/1/14 7/1/14 6/15/14 4. 10/1/14 5. 6/30/14 FINAL REPORT DUE TO PCSC & SDE 10/30/14	

Dissolution

DESCRIPTION OF REQUIRED ACTIONS	ENTITIES INVOLVED	INDIVIDUALS RESPONSIBLE	DEADLINE	STATUS
<p>Dissolve the Charter School (I.C. § 30-3-110)</p> <ol style="list-style-type: none"> 1. Give appropriate notice of the meeting per Open Meeting law and statute, including the intention to vote on the dissolution of the corporation. 2. The charter school board adopts a plan of dissolution indicating to whom the assets of the non-profit corporation will be distributed after all creditors have been paid. (I.C. § 33-5206(9)) 3. Unless otherwise provided in the bylaws, the board of directors votes on the resolution to dissolve. A non-profit corporation is dissolved upon the effective date of its articles of dissolution. (I.C. § 30-3-112) 	School	Pat Walker, Kay Jones, Marci Stimpson	10/30/14	
<p>Notify the Secretary of State (I.C. § 30-3-112)</p> <ol style="list-style-type: none"> 1. After the resolution to dissolve is authorized, dissolve the corporation by delivering to the Secretary of State for filing articles of dissolution setting forth: <ul style="list-style-type: none"> • The name of the non-profit corporation. • The date dissolution was authorized. • A statement that dissolution was approved by sufficient vote of the board. • If approval of members was not required (commonly true for public charter schools), a statement to that effect and a statement that dissolution was approved by a sufficient vote of the board of directors or incorporators • Such additional information as the Secretary of State determines is necessary or appropriate. 	School	Pat Walker, Kay Jones, Marci Stimpson	10/30/14	
<p>Notify Known Claimants (I.C. § 30-3-114)</p> <p>Give written notice of the dissolution to known claimants after the effective date of the dissolution. Claimants have 120 days from the effective date of the written notice to submit a claim.</p>	School	Pat Walker, Kay Jones, Marci Stimpson		
<p>End Corporate Existence (I.C. § 30-3-113)</p> <p>A dissolved non-profit corporation continues its corporate existence, but may not carry on any activities except as is appropriate to wind up and liquidate its affairs, including:</p> <ol style="list-style-type: none"> 1. Preserving and protecting its assets and minimizing its liabilities. 2. Discharging or making provision for discharging its liabilities. 3. Disposing of its properties that will not be distributed in kind. 4. Returning, transferring or conveying assets held by the corporation upon a condition requiring return, transfer or conveyance, which condition occurs by reason of dissolution, in accordance with such condition. 5. Transferring, subject to any contractual or legal requirements, its assets as provided in or authorized by its articles of incorporation or bylaws. 6. Doing every other act necessary to wind up and liquidate its assets and affairs. 	School	Pat Walker, Kay Jones, Marci Stimpson	10/30/14	
<p>Notify IRS</p> <p>Notify the IRS of dissolution of the education corporation and its 501(c)(3) status and furnish a copy to the authorizer.</p>	School	Marci Stimpson, Kay Jones, Pat Walker	10/30/14	

“If charter schools are to have any hope of transforming public education, they cannot settle for simply being pretty good or just above average – especially when that average is well below what students need to succeed in the world. From this perspective, charter schools need to be about excellence. Specifically, they need to prove that excellence is possible and achievable at scale and under difficult circumstances, even with students whom others may have given up on.”

“All of those who embark on this perilous journey of hope deserve our deepest gratitude and respect for embracing this challenge with courage, persistence and good faith. But these virtues alone are not enough. Charter schools are not supposed to rest on good intentions and earnest effort; they are supposed to achieve meaningful results demonstrated by a sound body of evidence over the charter term. Charter schools that cannot deliver on that promise, either to their students or the broader public, need to be closed. This is the unpleasant, but imperative responsibility of authorizers.”

-- James A. Peyser and Maura Marino. “Why Good Authorizers Should Close Bad Schools.”¹

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 BUDGET SUMMARY

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
REVENUE							
414100 Tuition	-	-	-	-	-	-	
415000 Earnings on Investments	-	-	-	-	-	-	
416100 School Food Service	-	-	-	-	-	-	
416200 Meal sales: non-reimbursable	-	-	-	-	-	-	
416900 Other Food Sales	-	-	-	-	-	-	
417100 Admissions / Activities	-	-	-	-	-	-	
417200 Bookstore Sales	-	-	-	-	-	-	
417300 Clubs / Organization Fees, etc.	-	-	-	-	-	-	
417400 School Fees & Charges/Fundraising	-	-	-	-	-	-	
417900 Other Student Revenue	-	-	-	-	-	-	
419100 Rentals	-	-	-	-	-	-	
419200 Contributions/Donations	3,000.00	1,000.00	500.00	500.00	50%	1,000.00	
419900 Other Local Revenue	2,500.00	6,250.00	7,873.00	(1,623.00)	126%	6,250.00	
431100 Base Support Program	314,192.00	282,626.00	126,850.00	155,776.00	45%	282,626.00	
431200 Transportation Support	41,190.00	44,853.00	20,000.00	24,853.00	45%	44,853.00	
431400 Exceptional Child Support	54,299.00	18,743.00	49,490.00	(30,747.00)	264%	18,743.00	
431600 Tuition Equivalency	-	-	-	-	-	-	
431800 Benefit Apportionment	42,183.00	43,986.00	175,662.00	(131,676.00)	399%	43,986.00	
431900 Other State Support	-	-	-	-	-	-	
437000 Lottery / Addtl State Maintenance	2,187.00	11,084.00	11,084.00	-	100%	11,084.00	
439000 Other State Revenue	18,663.00	18,663.00	10,000.00	8,663.00	54%	18,663.00	
442000 Indirect Unrestricted Federal	-	-	-	-	-	-	
443000 Direct Restricted Federal	40,679.00	40,679.00	11,501.00	29,178.00	28%	40,679.00	
445000 Title I - ESEA	48,897.00	48,897.00	55,412.24	(6,515.24)	113%	48,897.00	
445500 Child Nutrition Reimbursement	-	-	-	-	-	-	
445600 Title VI-B IDEA	-	-	-	-	-	-	
445900 Other Indirect Restricted Federal	3,475.00	-	4,239.00	(4,239.00)	-	-	
451000 Proceeds	-	-	-	-	-	-	
460000 Transfers In	-	17,910.00	89,817.00	(71,907.00)	501%	17,910.00	
TOTAL REVENUE	\$571,265.00	\$534,691.00	\$562,428.24	(\$27,737.24)	105%	\$534,691.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 BUDGET SUMMARY

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
EXPENDITURES							
100 SALARIES	359,117.00	363,462.00	299,556.00	63,906.00	82%	317,706.00	
200 EMPLOYEE BENEFITS	161,695.00	118,891.00	113,318.00	5,573.00	95%	124,151.00	
300 PURCHASED SERVICES	343,376.00	305,770.00	301,303.00	4,467.00	99%	306,520.00	
400 SUPPLIES	72,195.00	81,385.00	73,809.00	7,576.00	91%	81,431.00	
500 CAPITAL OUTLAY	-	-	-	-		-	
600 DEBT RETIREMENT	-	-	-	-		-	
700 INSURANCE	7,000.00	6,470.00	6,470.00	-	100%	6,470.00	
920000 TRANSFERS OUT	-	17,910.00	-	17,910.00	0%	17,910.00	
TOTAL EXPENDITURES	\$943,383.00	\$893,888.00	\$794,456.00	\$99,432.00	89%	\$854,188.00	
TOTAL FUND REVENUES OVER EXPENDITURES	(\$372,118.00)	(\$359,197.00)	(\$232,027.76)			(\$319,497.00)	
TOTAL BEGINNING BALANCE (All Funds)	\$350,268.00	\$350,268.00	\$350,268.00			\$350,268.00	
TOTAL CHANGES (All Funds)	(\$372,118.00)	(\$359,197.00)	(\$232,027.76)			(\$319,497.00)	
ENDING BALANCE (All Funds)	(\$21,850.00)	(\$8,929.00)	\$118,240.24			\$30,771.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 BUDGET SUMMARY

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
CHANGES IN FUND BALANCE BY FUND							
100 Beginning Fund Balance	\$241,867.00	\$241,867.00	\$241,867.00			\$241,867.00	
100 Changes in Fund Balance	(\$241,867.00)	(\$194,666.00)	(\$88,774.00)			(\$149,800.00)	
100 Ending Fund Balance	\$0.00	\$47,201.00	\$153,093.00			\$92,067.00	
251 Beginning Fund Balance	\$52,284.00	\$52,284.00	\$52,284.00			\$52,284.00	
251 Changes in Fund Balance	(\$100,572.00)	(\$161,091.00)	(\$119,604.76)			(\$166,257.00)	
251 Ending Fund Balance	(\$48,288.00)	(\$108,807.00)	(\$67,320.76)			(\$113,973.00)	
257 Beginning Fund Balance	\$50,889.00	\$50,889.00	\$50,889.00			\$50,889.00	
257 Changes in Fund Balance	(\$29,679.00)	\$35.00	(\$22,886.00)			\$35.00	
257 Ending Fund Balance	\$21,210.00	\$50,924.00	\$28,003.00			\$50,924.00	
271 Beginning Fund Balance	\$5,228.00	\$5,228.00	\$5,228.00			\$5,228.00	
271 Changes in Fund Balance	\$0.00	(\$3,475.00)	(\$763.00)			(\$3,475.00)	
271 Ending Fund Balance	\$5,228.00	\$1,753.00	\$4,465.00			\$1,753.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 GENERAL 100 FUND

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
REVENUE								
100.414100	Tuition				-			
100.415000	Earnings on Investments				-			
100.417100	Admissions / Activities				-			
100.417200	Bookstore Sales				-			
100.417300	Clubs / Organization Dues, etc.				-			
100.417400	School Fees & Charges				-			
100.417900	Other Student Revenue				-			
100.419100	Rentals				-			
100.419200	Contributions/Donations	3,000.00	1,000.00	500.00	500.00	50%	1,000.00	
100.419900	Other Local Revenue	2,500.00	6,250.00	7,873.00	(1,623.00)	126%	6,250.00	
100.431100	Base Support	314,192.00	282,626.00	126,850.00	155,776.00	45%	282,626.00	
100.431200	Transportation Support	41,190.00	44,853.00	20,000.00	24,853.00	45%	44,853.00	
100.431400	Exceptional Child Support	54,299.00	18,743.00	49,490.00	(30,747.00)	264%	18,743.00	
100.431600	Tuition Equivalency				-			
100.431800	Benefit Apportionment	42,183.00	43,986.00	175,662.00	(131,676.00)	399%	43,986.00	
100.431900	Other State Support				-			
100.437000	Lottery / Addtl State Maintenance	2,187.00	11,084.00	11,084.00	-	100%	11,084.00	
100.439000	Other State Revenue	18,663.00	18,663.00	10,000.00	8,663.00	54%	18,663.00	
100.442000	Indirect Unrestricted Federal				-			
100.443000	Direct Restricted Federal	11,000.00	11,000.00	10,981.00	19.00	100%	11,000.00	
100.445900	Other Indirect Restricted Federal				-			
100.460000	Transfers In		17,910.00	89,817.00	(71,907.00)	501%	17,910.00	
TOTAL GENERAL FUND REVENUES		\$489,214.00	\$456,115.00	\$502,257.00	(46,142.00)	110%	\$456,115.00	
EXPENDITURES								
100.512100	Elementary Salaries	38,792.00	59,984.00	29,992.00	29,992.00	50%	14,368.00	
100.512200	Elementary Benefits	15,538.00	6,066.00	12,924.00	(6,858.00)	213%	6,066.00	
100.512300	Elementary Purchased Services				-			
100.512400	Elementary Supplies				-			
100.512500	Elementary Capital Outlay				-			
100.512600	Elementary Debt Retirement				-			
100.512700	Elementary Insurance				-			

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 GENERAL 100 FUND

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
100.515100	Secondary Salaries	120,182.00	120,182.00	91,069.00	29,113.00	76%	120,182.00	
100.515200	Secondary Benefits	47,267.00	47,267.00	36,753.00	10,514.00	78%	47,267.00	
100.515300	Secondary Purchased Services			3,750.00	(3,750.00)			
100.515400	Secondary Supplies	20,000.00	3,000.00	2,472.00	528.00	82%	3,000.00	
100.515500	Secondary Capital Outlay				-			
100.515600	Secondary Debt Retirement				-			
100.515700	Secondary Insurance				-			
100.521100	Exceptional Child Salaries				-			
100.521200	Exceptional Child Benefits				-			
100.521300	Exceptional Child Purchased Services	750.00		-	-			
100.521400	Exceptional Child Supplies		750.00	750.00	-	100%	750.00	
100.521500	Exceptional Child Capital Outlay				-			
100.521600	Exceptional Child Debt Retirement				-			
100.521700	Exceptional Child Insurance				-			
Subtotals: Instruction		242,529.00	237,249.00	177,710.00	59,539.00	75%	191,633.00	
100.616100	Special Services Program Salaries				-			
100.616200	Special Services Program Benefits				-			
100.616300	Special Services Program Purchased Services	7,000.00	3,000.00	4,784.00	(1,784.00)	159%	3,000.00	
100.616400	Special Services Program Supplies				-			
100.616500	Special Services Program Capital Outlay				-			
100.616600	Special Services Program Debt Retirement				-			
100.616700	Special Services Program Insurance				-			
100.623100	Instruction-Related Technology Salaries				-			
100.623200	Instruction-Related Technology Benefits				-			
100.623300	Instruction-Related Technology Purchased Services	15,750.00	6,000.00	12,675.00	(6,675.00)	211%	6,750.00	
100.623400	Instruction-Related Technology Supplies	1,300.00		203.00	(203.00)			
100.623500	Instruction-Related Technology Capital Outlay				-			
100.623600	Instruction-Related Technology Debt Retirement				-			
100.623700	Instruction-Related Technology Insurance				-			
100.631100	Board of Education Program Salaries				-			
100.631200	Board of Education Program Benefits				-			
100.631300	Board of Education Program Purchased Services	12,200.00	7,500.00	7,485.00	15.00	100%	7,500.00	
100.631400	Board of Education Program Supplies	100.00	50.00	50.00	-	100%	50.00	
100.631500	Board of Education Program Capital Outlay				-			
100.631600	Board of Education Program Debt Retirement				-			
100.631700	Board of Education Program Insurance				-			

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 GENERAL 100 FUND

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
100.632100	District Administration Program Salaries	43,500.00	41,350.00	45,860.00	(4,510.00)	111%	41,350.00	
100.632200	District Administration Program Benefits	15,209.00	11,000.00	16,066.00	(5,066.00)	146%	11,000.00	
100.632300	District Administration Program Purchased Services	650.00	3,530.00	3,529.00	1.00	100%	3,530.00	
100.632400	District Administration Program Supplies	200.00	1,500.00	1,349.00	151.00	90%	1,500.00	
100.632500	District Administration Program Capital Outlay				-			
100.632600	District Administration Program Debt Retirement				-			
100.632700	District Administration Program Insurance	4,500.00	3,167.00	3,167.00	-	100%	3,167.00	
100.641100	School Administration Program Salaries	62,005.00	37,314.00	29,490.00	7,824.00	79%	37,314.00	
100.641200	School Administration Program Benefits	25,781.00	15,960.00	12,489.00	3,471.00	78%	15,960.00	
100.641300	School Administration Program Purchased Services	3,683.00	2,707.00	3,244.00	(537.00)	120%	2,707.00	
100.641400	School Administration Program Supplies	200.00	200.00	1,243.00	(1,043.00)	622%	200.00	
100.641500	School Administration Program Capital Outlay				-			
100.641600	School Administration Program Debt Retirement				-			
100.641700	School Administration Program Insurance	2,500.00	3,303.00	3,303.00	-	100%	3,303.00	
100.656100	Administrative Technology Service Salaries				-			
100.656200	Administrative Technology Service Benefits				-			
100.656300	Administrative Technology Service Purchased Services	11,510.00	5,000.00	4,297.00	703.00	86%	5,000.00	
100.656400	Administrative Technology Service Supplies				-			
100.656500	Administrative Technology Service Capital Outlay				-			
100.656600	Administrative Technology Service Debt Retirement				-			
100.656700	Administrative Technology Service Insurance				-			
100.661100	Buildings - Care Program Salaries	3,468.00	3,475.00	4,488.00	(1,013.00)	129%	3,475.00	
100.661200	Buildings - Care Program Benefits	263.00	180.00	343.00	(163.00)	191%	180.00	
100.661300	Buildings - Care Program Purchased Services	191,160.00	193,846.00	193,192.00	654.00	100%	193,846.00	
100.661400	Buildings - Care Program Supplies	1,575.00	650.00	850.00	(200.00)	131%	650.00	
100.661500	Buildings - Care Program Capital Outlay				-			
100.661600	Buildings - Care Program Debt Retirement				-			
100.661700	Buildings - Care Program Insurance				-			
100.664100	Maintenance - Student Occupied Salaries				-			
100.664200	Maintenance - Student Occupied Benefits				-			
100.664300	Maintenance - Student Occupied Purchased Services	1,230.00	750.00	1,634.00	(884.00)	218%	750.00	
100.664400	Maintenance - Student Occupied Supplies		30.00	26.00	4.00	87%	30.00	
100.664500	Maintenance - Student Occupied Capital Outlay				-			
100.664600	Maintenance - Student Occupied Debt Retirement				-			
100.664700	Maintenance - Student Occupied Insurance				-			

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 GENERAL 100 FUND

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
100.665100	Maintenance - Grounds Salaries			1,173.00	(1,173.00)			
100.665200	Maintenance - Grounds Benefits			98.00	(98.00)			
100.665300	Maintenance - Grounds Purchased Services	193.00	195.00	298.00	(103.00)	153%	195.00	
100.665400	Maintenance - Grounds Supplies	200.00	125.00	102.00	23.00	82%	125.00	
100.665500	Maintenance - Grounds Capital Outlay				-			
100.665600	Maintenance - Grounds Debt Retirement				-			
100.665700	Maintenance - Grounds Capital Insurance				-			
100.667100	Security Program Salaries				-			
100.667200	Security Program Benefits				-			
100.667300	Security Program Purchased Services	225.00		225.00	(225.00)			
100.667400	Security Program Supplies				-			
100.667500	Security Program Capital Outlay				-			
100.667600	Security Program Debt Retirement				-			
100.667700	Security Program Insurance				-			
100.681100	Pupil-to-School Transportation Salaries				-			
100.681200	Pupil-to-School Transportation Benefits				-			
100.681300	Pupil-to-School Transportation Purchased Services	80,450.00	70,000.00	58,809.00	11,191.00	84%	70,000.00	
100.681400	Pupil-to-School Transportation Supplies				-			
100.681500	Pupil-to-School Transportation Capital Outlay				-			
100.681600	Pupil-to-School Transportation Debt Retirement				-			
100.681700	Pupil-to-School Transportation Insurance				-			
100.682100	Pupil-Activity Transportation Salaries				-			
100.682200	Pupil-Activity Transportation Benefits				-			
100.682300	Pupil-Activity Transportation Purchased Services	1,000.00		394.00	(394.00)			
100.682400	Pupil-Activity Transportation Supplies				-			
100.682500	Pupil-Activity Transportation Capital Outlay				-			
100.682600	Pupil-Activity Transportation Debt Retirement				-			
100.682700	Pupil-Activity Transportation Insurance				-			
Subtotals: Support Services		485,852.00	410,832.00	410,866.00	(34.00)	100%	411,582.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 GENERAL 100 FUND

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
100.710100	Child Nutrition Salaries				-			
100.710200	Child Nutrition Benefits				-			
100.710300	Child Nutrition Purchased Services	2,700.00	2,700.00	2,455.00	245.00	91%	2,700.00	
100.710400	Child Nutrition Supplies				-			
100.710500	Child Nutrition Capital Outlay				-			
100.710600	Child Nutrition Debt Retirement				-			
100.710700	Child Nutrition Insurance				-			
Subtotals: Non-Instruction		2,700.00	2,700.00	2,455.00	245.00	91%	2,700.00	
100.920000	Transfers Out				-			
100.950000	Contingency Reserve				-			
Subtotals: Other		-	-	-	-		-	
TOTAL GENERAL FUND EXPENDITURES		\$731,081.00	\$650,781.00	\$591,031.00	\$59,750.00	91%	\$605,915.00	
TOTAL GENERAL FUND REVENUES OVER EXPENDITURES		(\$241,867.00)	(\$194,666.00)	(\$88,774.00)			(\$149,800.00)	
BEGINNING FUND BALANCE (July 1, 2013)		\$241,867.00	\$241,867.00	\$241,867.00			\$241,867.00	
CHANGES IN FUND BALANCE		(\$241,867.00)	(\$194,666.00)	(\$88,774.00)			(\$149,800.00)	
ENDING FUND BALANCE AS OF June 30, 2014		\$0.00	\$47,201.00	\$153,093.00			\$92,067.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL - FY14 FUND 251 (Title I and SIG Grant)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
REVENUE								
251.443000	Direct Restricted Federal				-			
251.445100	Title I - ESEA	48,897.00	48,897.00	55,412.24	(6,515.24)	113%	48,897.00	
251.445900	Other Indirect Restricted Federal				-			
251.460000	Transfers In				-			
TOTAL FUND REVENUE		\$48,897.00	\$48,897.00	\$55,412.24	(\$6,515.24)	113%	\$48,897.00	
EXPENDITURES								
251.512100	Elementary Salaries		10,500.00	5,230.00	5,270.00	50%	10,460.00	No sig
251.512200	Elementary Benefits		5,500.00	2,701.00	2,799.00	49%	5,402.00	No sig
251.512300	Elementary Purchased Services				-			
251.512400	Elementary Supplies				-			
251.512500	Elementary Capital Outlay				-			
251.512600	Elementary Debt Retirement				-			
251.512700	Elementary Insurance				-			
251.515100	Secondary Salaries	22,101.00	0:00	11,703.00	10,397.00	53%	22,000.00	Non Sig 5230
251.515200	Secondary Benefits	4,200.00	128.00	5,959.00	(5,831.00)	4655%	4,200.00	Non Sig 2701
251.515300	Secondary Purchased Services				-			
251.515400	Secondary Supplies	750.00	31,000.00	30,714.00	286.00	99%	31,000.00	Non Sig 98
251.515500	Secondary Capital Outlay				-			
251.515600	Secondary Debt Retirement				-			
251.515700	Secondary Insurance				-			
251.611100	Attendance-Guidance-Health Program Salaries	20,000.00	23,000.00	24,189.00	(1,189.00)	105%	23,000.00	Non Sig 5311
251.611200	Attendance-Guidance-Health Program Benefits	6,250.00	8,500.00	8,582.00	(82.00)	101%	8,500.00	Non Sig 2217
251.611300	Attendance-Guidance-Health Program Purchased Services				-			
251.611400	Attendance-Guidance-Health Program Supplies	3,500.00		1,136.00	(1,136.00)		46.00	Non Sig
251.611500	Attendance-Guidance-Health Program Capital Outlay				-			
251.611600	Attendance-Guidance-Health Program Debt Retirement				-			
251.611700	Attendance-Guidance-Health Program Insurance				-			

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL - FY14 FUND 251 (Title I and SIG Grant)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
251.621100	Instruction Improvement Salaries	17,699.00	17,700.00	30,814.00	(13,114.00)	174%	17,700.00	Non SIG 1458
251.621200	Instruction Improvement Benefits	14,119.00	14,000.00	6,394.00	7,606.00	46%	14,000.00	Non SIG 687
251.621300	Instruction Improvement Purchased Services	9,000.00	9,000.00	3,750.00	5,250.00	42%	9,000.00	Non Sig 561
251.621400	Instruction Improvement Supplies		1,500.00	1,467.00	33.00	98%	1,500.00	Non Sig 172
251.621500	Instruction Improvement Capital Outlay				-			
251.621600	Instruction Improvement Debt Retirement				-			
251.621700	Instruction Improvement Insurance				-			
251.623100	Instruction-Related Technology Program Salaries				-			
251.623200	Instruction-Related Technology Program Benefits				-			
251.623300	Instruction-Related Technology Program Purchased Services		150.00		150.00	0%	150.00	SIG
251.623400	Instruction-Related Technology Program Supplies	42,850.00	40,000.00	33,067.00	6,933.00	83%	40,000.00	SIG
251.623500	Instruction-Related Technology Program Capital Outlay				-			
251.623600	Instruction-Related Technology Program Debt Retirement				-			
251.623700	Instruction-Related Technology Program Insurance				-			
251.641100	School Administration Program Salaries	9,000.00	9,000.00	6,750.00	2,250.00	75%	9,000.00	SIG
251.641200	School Administration Program Benefits			2,561.00	(2,561.00)		1,286.00	SIG
251.641300	School Administration Program Purchased Services				-			
251.641400	School Administration Program Supplies				-			
251.641500	School Administration Program Capital Outlay				-			
251.641600	School Administration Program Debt Retirement				-			
251.641700	School Administration Program Insurance				-			
251.656100	Administrative Technology Salaries				-			
251.656200	Administrative Technology Benefits				-			
251.656300	Administrative Technology Purchased Services				-			
251.656400	Administrative Technology Supplies				-			
251.656500	Administrative Technology Capital Outlay				-			
251.656600	Administrative Technology Debt Retirement				-			
251.656700	Administrative Technology Insurance				-			
251.920000	Transfers Out		17,910.00		17,910.00	0%	17,910.00	
TOTAL FUND EXPENDITURES		\$149,469.00	\$209,988.00	\$175,017.00	\$34,971.00	83%	\$215,154.00	
TOTAL FUND REVENUE OVER EXPENDITURES		(\$100,572.00)	(\$161,091.00)	(\$119,604.76)			(\$166,257.00)	
BEGINNING FUND BALANCE (JULY 1, 2013)		\$52,284.00	\$52,284.00	\$52,284.00			\$52,284.00	
CHANGES IN FUND BALANCE		(\$100,572.00)	(\$161,091.00)	(\$119,604.76)			(\$166,257.00)	
ENDING FUND BALANCE AS OF June 30, 2014		(\$48,288.00)	(\$108,807.00)	(\$67,320.76)			(\$113,973.00)	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL --- FY14 FUND 257 (IDEA Part B)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
REVENUE								
257.443000	Direct Restricted Federal	29,679.00	29,679.00	520.00	29,159.00	2%	29,679.00	
257.445600	Title VI-B IDEA Federal Revenue				-			
257.445900	Other Indirect Restricted Federal				-			
257.460000	Transfers In				-			
TOTAL FUND REVENUES		\$29,679.00	\$29,679.00	\$520.00	\$29,159.00	2%	\$29,679.00	
EXPENDITURES								
257.512100	Elementary Salaries	11,185.00	18,857.00		18,857.00	0%	18,857.00	
257.512200	Elementary Benefits	16,534.00	10,290.00		10,290.00	0%	10,290.00	
257.512300	Elementary Purchased Services	1,200.00	282.00		282.00	0%	282.00	
257.512400	Elementary Supplies	760.00	215.00		215.00	0%	215.00	
257.512500	Elementary Capital Outlay				-			
257.512600	Elementary Debt Retirement				-			
257.512700	Elementary Insurance				-			
257.521100	Exceptional Child Salaries	11,185.00		14,985.00	(14,985.00)			
257.521200	Exceptional Child Benefits	16,534.00		8,124.00	(8,124.00)			
257.521300	Exceptional Child Purchased Services	1,200.00		282.00	(282.00)			
257.521400	Exceptional Child Supplies	760.00		15.00	(15.00)			
257.521500	Exceptional Child Capital Outlay				-			
257.521600	Exceptional Child Debt Retirement				-			
257.521700	Exceptional Child Insurance				-			
257.920000	Transfers Out				-			
TOTAL FUND EXPENDITURES		\$59,358.00	\$29,644.00	\$23,406.00	\$6,238.00	79%	\$29,644.00	
TOTAL FUND REVENUES OVER EXPENDITURES		(\$29,679.00)	\$35.00	(\$22,886.00)			\$35.00	
BEGINNING FUND BALANCE (JULY 1, 2013)		\$50,889.00	\$50,889.00	\$50,889.00			\$50,889.00	
CHANGES IN FUND BALANCE		(\$29,679.00)	\$35.00	(\$22,886.00)			\$35.00	
ENDING FUND BALANCE AS OF June 30, 2014		\$21,210.00	\$50,924.00	\$28,003.00			\$50,924.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL - FY14 FUND 271 (Title II)

ACCOUNT	DESCRIPTION	ORIGINAL BUDGET	AMENDED / WORKING BUDGET	FYTD ACTIVITY	UNRECEIVED / UNEXPENDED BALANCE	FYTD %	PROJECTED YEAR-END	NOTES
REVENUE								
271.443000	Direct Restricted Federal				-			
271.445900	Other Indirect Restricted Federal	3,475.00		4,239.00	(4,239.00)			
271.460000	Transfers In				-			
TOTAL FUND REVENUES		\$3,475.00	\$0.00	\$4,239.00	(\$4,239.00)		\$0.00	
EXPENDITURES								
271.621100	Instruction Improvement Salaries			3,813.00	(3,813.00)			
271.621200	Instruction Improvement Benefits			324.00	(324.00)			
271.621300	Instruction Improvement Purchased Services	3,475.00	1,110.00	500.00	610.00	45%	1,110.00	
271.621400	Instruction Improvement Supplies		2,365.00	365.00	2,000.00	15%	2,365.00	
271.621500	Instruction Improvement Capital Outlay				-			
271.621600	Instruction Improvement Debt Retirement				-			
271.621700	Instruction Improvement Insurance				-			
271.920000	Transfers Out				-			
TOTAL FUND EXPENDITURES		\$3,475.00	\$3,475.00	\$5,002.00	(\$1,527.00)	144%	\$3,475.00	
TOTAL FUND REVENUES OVER EXPENDITURES		\$0.00	(\$3,475.00)	(\$763.00)			(\$3,475.00)	
BEGINNING FUND BALANCE (JULY 1, 2013)		\$5,228.00	\$5,228.00	\$5,228.00			\$5,228.00	
CHANGES IN FUND BALANCE		\$0.00	(\$3,475.00)	(\$763.00)			(\$3,475.00)	
ENDING FUND BALANCE AS OF June 30, 2014		\$5,228.00	\$1,753.00	\$4,465.00			\$1,753.00	

June 17, 2014

WINGS CHARTER MIDDLE SCHOOL (WCMS)
FISCAL YEAR 2013- 2014 CASH FLOW (All Funds)

DESCRIPTION	FY 14 Working Budget	July 13	Aug 13	Sept 13	Oct 13	Nov 13	Dec 13	Jan 14	Feb 14	Mar 14	Apr 14	May 14	June 14	July 14	Aug 14	Sept 14	Oct 14	FY 14 TOTAL	July-Oct 2014 TOTAL
CASH ON HAND (Beginning Cash)	N/A	252,006	255,419	434,538	380,862	315,294	264,320	200,742	136,420	221,122	147,547	85,038	27,525	20,224	68,090	39,329	31,433	N/A	N/A
RECEIPTS																			
Base Support	282,626	0	215,662	0	34,127	52,723	0	0	96,196	0	0	43,154	0	19,676	0	0	0	441,862	19,676
Benefit Apportionment	43,986	35,120	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	35,120	0
Lottery / Maintenance	11,084	0	0	11,084	0	0	0	0	0	0	0	0	0	0	0	0	0	11,084	0
Transportation	44,853	0	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20,000	0
Exceptional Child Support	18,743	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tuition Equivalency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other State Support	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other State Revenue	18,663	0	9,000	0	0	1,000	0	0	0	0	0	0	0	0	0	0	0	10,000	0
Nutrition	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Federal Revenue	89,576	49,490	0	0	0	0	0	0	63,742	0	493	0	65,660	71,651	11,000	0	0	179,385	82,651
Local Revenue	6,250	0	2,500	168	0	3,750	70	1,384	0	1,057	0	0	0	0	0	0	0	8,929	0
Fees & Fundraising	1,000	250	0	0	0	0	0	0	0	0	250	0	0	0	0	0	0	500	0
Other Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS	516,781	84,860	247,162	11,252	34,127	57,473	70	1,384	159,938	1,057	743	43,154	65,660	91,327	11,000	0	0	706,880	102,327
OUTFLOW																			
Salaries	378,162	31,264	33,918	27,791	28,955	30,272	28,631	29,170	34,116	28,908	26,876	51,897	28,778	27,778	23,028	5,096	5,096	380,576	60,998
Benefits	130,641	12,549	13,325	11,519	11,654	11,827	11,637	11,670	12,630	10,580	10,408	15,272	10,983	10,683	8,983	1,800	1,800	144,054	23,266
Subtotal - Payroll	508,803	43,813	47,243	39,310	40,609	42,099	40,268	40,840	46,746	39,488	37,284	67,169	39,761	38,461	32,011	6,896	6,896	524,630	84,264
Facility Costs (All)	195,596	30,993	16,526	16,570	16,517	16,045	16,404	16,378	17,891	17,231	15,673	15,880	9,000	2,000	1,000	1,000	0	205,108	4,000
Subtotal - Occupancy	195,596	30,993	16,526	16,570	16,517	16,045	16,404	16,378	17,891	17,231	15,673	15,880	9,000	2,000	1,000	1,000	0	205,108	4,000
Elementary Supplies & Svcs	497	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Secondary Supplies & Svcs	34,000	86	0	328	220	30,149	1,231	187	712	4,033	(10)	0	0	0	0	0	0	36,936	0
Technology	53,850	1,306	1,082	6,112	29,182	330	1,830	1,080	1,406	2,678	1,513	4,049	10,350	3,000	0	0	0	60,918	3,000
Exceptional Child	11,250	862	0	0	185	0	0	0	0	0	0	0	0	0	0	0	0	1,047	0
Transportation	70,000	338	0	0	9,258	9,801	7,126	6,708	0	8,728	7,232	10,012	9,000	0	0	0	0	68,203	0
Nutrition	2,700	0	0	0	323	357	255	238	364	306	272	340	250	0	0	0	0	2,705	0
Support Services	32,487	882	(111)	2,441	3,137	9,406	(3,802)	1,008	8,070	1,505	1,288	3,217	4,600	0	6,750	0	0	31,641	6,750
Other Program Costs	0	0	0	167	264	260	336	(733)	47	663	0	0	0	0	0	0	0	1,004	0
Subtotal - Educational Pgm	204,784	3,474	971	9,048	42,569	50,303	6,976	8,488	10,599	17,913	10,295	17,618	24,200	3,000	6,750	0	0	202,454	9,750
Capital Outlay	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt Retirement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Insurance	6,470	3,167	3,303	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,470	0
Other Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal - Other Costs	6,470	3,167	3,303	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,470	0
Other payments/obligations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OUTFLOW	915,653	81,447	68,043	64,928	99,695	108,447	63,648	65,706	75,236	74,632	63,252	100,667	72,961	43,461	39,761	7,896	6,896	938,662	98,014
CHANGE IN CASH	(398,872)	3,413	179,119	(53,676)	(65,568)	(50,974)	(63,578)	(64,322)	84,702	(73,575)	(62,509)	(57,513)	(7,301)	47,866	(28,761)	(7,896)	(6,896)		
ENDING CASH	N/A	255,419	434,538	380,862	315,294	264,320	200,742	136,420	221,122	147,547	85,038	27,525	20,224	68,090	39,329	31,433	24,537		

ASSUMPTIONS / NOTES: Estimated revenue does not include funds that will come as a result of sale of non-federally purchased items, as the WCMS is still in the process of completing a detailed inventory to identify which items have been purchased using federal, state, or local funds. The school will liquidate all non-federally purchased items in July or August and this revenue will be added to the total that is returned to the state upon closure.