



PCCS Board of Director's Meeting AGENDA

Thursday, October 25, 2015 6:30 PM
Comstock Bldg. – Muir Hall
1591 Jones Point Road
Grayslake, IL 60030

Meet and Greet New Board Members

6:30 to 7:00

7PM - Call to Order

President Ed Jamison

Pledge of Allegiance

Recognition & Appreciation: The Board

Exec Director

Mission Moment: Celebrating Our Diversity

Exec Director

Motion to Adjourn – Sine Die

Seating of Incoming Board Members

Past President

Roll Call to Constitute a Quorum

Past Secretary

Motion to Approve Parent Elect Candidate for Board Appointed Position

Election of New Board Officers

Facilitated by Exec Director

Oath of Office

Review and Sign Documents

Resolution to Adopt Policies, Resolutions and Procedures of Former Boards

Resolution to Employ Legal Counsel:

- Franczek Radelet P.C.

Motion to Approve PCCS Holdings, LLC Managers - John Wylie, Bob Helle and Eve Lee.

Motion to Approve Agenda

Discussion Agenda

1. Welcome of New Board Members
2. Legal Bills: Franczek Radelet:
3. FY16 Audit
4. 1st Policy Reading – 800 Operational Series
5. Contracts: School Sign, Utility Shed,
6. Committee Updates

Sept: GSL/SPED: \$ 267.50

Public Comment

10 Minutes

Closed Session

Discussion Related to 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

7. Employment of Staff Member(s)

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi annual review of the minutes mandated by Section 2.06.

8. Review Closed Session Minutes of Previous Board Meetings.

Discussion Related to 5ILCS 120/2(c)(11) Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

9. Pending and Possible Litigation

Consent Agenda

10. Director's Report - includes School Team and Business Manager's Report
11. Financial Statements, September 2016
12. ~~PSO Report~~
13. Motion to Approve Open Session Minutes of Previous Board and Committee Meetings
14. Motion to Accept Reports on Consent Agenda

Public Comment

10 Minutes

Action Agenda – New Business

- 2A – Authorize Payment of Legal Bills- GSL \$ 267.50
- 3A – Approve FY 16 Audit from Clifton Larson Allen
- 5A – Approve Contracts with SignaRama and Northstar
- 6A – Approve Employment of Staff Member(s)
- 7A – Approve Closed Session Minutes of Previous Board and Committee Meetings

Adjourn

A copy of the board documents for this meeting is available for viewing on the school web site.

Thank you for attending the meeting of the PCCS Board of Education. You are asked to limit your remarks to the Public Comment opportunities to fewer than four minutes. As a reminder, individual Board members do not respond to public comment, nor does the Board engage in discussion with the public at its business meeting.

For questions or comments, please e-mail the Board at board@pccharterschool.org.

The PCCS Board of Directors:

Jeff Barhorst
Sean Daw
Abe Janis
Sue Ross

Marcelo Chiodi
Dan Fedor
Angela Lewis

Brian Conlon
Ed Jamison
Nick Kotzamanis

Discussion Agenda

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

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RESPICIO F. VAZQUEZ

312.786.6134

rfv@franczek.com

October 7, 2016

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

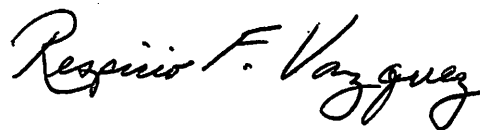
**Re: October 2016 Invoice
General School Law
Woodland CCSD 50 et al. v. ISBE, Prairie Crossing
Case No. 2015 CH 07492 (funding recalculation)**

Dear Geoff:

Enclosed please find our invoices Nos. 170870 and 170871 for services rendered in September, 2016 for the above-captioned matters.

Please do not hesitate to call me if you have questions.

Sincerely,



Respicio F. Vazquez

RFV:imp
Enclosures

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

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FEIN 36-3924177

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: October 7, 2016

Invoice No. 170870

Matter No. 01907.107001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

FOR PROFESSIONAL FEES AND EXPENSES INCURRED THROUGH 09/30/16:

<u>Matter No.</u>	<u>Description</u>	<u>Fees</u>	<u>Expenses</u>	<u>Total</u>
01907.107001	General School Law	\$247.50	\$0.00	\$247.50
Total		\$247.50	\$0.00	\$247.50
Fees				\$247.50
Costs Advanced and Expenses Incurred				\$0.00
CURRENT INVOICE DUE				\$247.50

PROFESSIONAL FEES INCURRED THROUGH 09/30/16:

FEE SUMMARY:

COSTS ADVANCED AND EXPENSES INCURRED THROUGH 09/30/16:

<u>Description</u>	<u>Total</u>
Local Travel Cabfare	\$20.00
Total Costs Advanced And Expenses Incurred For This Matter	\$20.00
Costs Advanced and Expenses Incurred	\$20.00
CURRENT INVOICE DUE	\$20.00

**PRAIRIE CROSSING CHARTER SCHOOL
AND ITS SUBSIDIARY**

**CONSOLIDATED FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEARS ENDED JUNE 30, 2016 AND 2015

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
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INDEPENDENT AUDITORS' REPORT

Board of Directors
Prairie Crossing Charter School and its Subsidiary
Grayslake, Illinois

Report on the Financial Statements

We have audited the accompanying consolidated financial statements of Prairie Crossing Charter School and its Subsidiary, which comprise the consolidated statements of financial position as of June 30, 2016 and 2015, and the related consolidated statements of activities and cash flows for the years then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

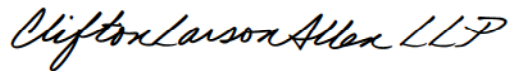
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of Prairie Crossing Charter School and its Subsidiary as of June 30, 2016 and 2015, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The consolidating supplementary schedules are presented for purposes of additional analysis and are not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements as a whole.



CliftonLarsonAllen LLP

Racine, Wisconsin
October 18, 2016

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2016 AND 2015

	2016	2015
ASSETS		
CURRENT ASSETS		
Cash and Cash Equivalents	\$ 1,389,293	\$ 1,340,631
Cash Restricted to Investment in Property	5,946	5,951
Grants Receivable	77,390	59,566
Charter Renewal Fees	22,246	29,661
Prepaid Assets	4,916	8,258
Total Current Assets	1,499,791	1,444,067
DEPOSIT REQUIRED BY LOAN AGREEMENT	306,696	306,696
PROPERTY AND EQUIPMENT, NET	8,553,595	8,693,969
BOND ISSUANCE COSTS , Net of Accumulated Amortization of \$187,730 in 2016 and \$161,178 in 2015	589,436	615,988
Total Assets	\$ 10,949,518	\$ 11,060,720
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts Payable	\$ 113,121	\$ 58,402
Accrued Expenses and Other Liabilities	349,444	246,362
Current Maturities of Bond Payable	242,779	222,500
Current Maturities of Capital Lease Obligations	4,472	3,341
Unearned Revenue	35,115	43,320
Total Current Liabilities	744,931	573,925
LONG-TERM LIABILITIES		
Interest Rate Swap	25,420	128,149
Bond Payable, Less Current Maturities Above	7,778,471	8,021,250
Capital Lease Obligations, Less Current Maturities Above	18,890	-
Total Long-Term Liabilities	7,822,781	8,149,399
Total Liabilities	8,567,712	8,723,324
NET ASSETS		
Unrestricted	2,375,743	2,331,333
Temporarily Restricted	6,063	6,063
Total Net Assets	2,381,806	2,337,396
Total Liabilities and Net Assets	\$ 10,949,518	\$ 11,060,720

See accompanying Notes to Consolidated Financial Statements.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATED STATEMENTS OF ACTIVITIES
YEARS ENDED JUNE 30, 2016 AND 2015**

	2016			2015		
	Unrestricted	Temporarily Restricted	Total	Unrestricted	Temporarily Restricted	Total
REVENUES, GAINS, AND OTHER SUPPORT						
General State Aid	\$ 4,352,771	\$ -	\$ 4,352,771	\$ 3,798,600	\$ -	\$ 3,798,600
Contributions	25,368	2,265	27,633	25,276	2,532	27,808
Fundraising	8,683	-	8,683	9,103	-	9,103
Grants:						
State Grants	134,212	-	134,212	110,953	-	110,953
Federal Special Education	117,217	-	117,217	86,719	-	86,719
Other	36,258	-	36,258	34,491	-	34,491
School and Program Fees	369,435	-	369,435	303,790	-	303,790
Rent Income	17,214	-	17,214	17,639	-	17,639
Interest Income	1,466	-	1,466	953	-	953
Unrealized Gain on Interest Rate Swap	102,729	-	102,729	94,038	-	94,038
Other Expense	(100,190)	-	(100,190)	(81,562)	-	(81,562)
Total Revenues, Gains, and Other Support	5,065,163	2,265	5,067,428	4,400,000	2,532	4,402,532
Net Assets Released from Restrictions	2,265	(2,265)	-	3,792	(3,792)	-
Total Unrestricted Revenues, Gains, and Other Support	5,067,428	-	5,067,428	4,403,792	(1,260)	4,402,532
EXPENSES						
Program Services	4,016,531	-	4,016,531	3,551,841	-	3,551,841
Fundraising	19,220	-	19,220	13,472	-	13,472
Management and General	987,267	-	987,267	809,220	-	809,220
Total Expenses	5,023,018	-	5,023,018	4,374,533	-	4,374,533
CHANGE IN NET ASSETS	44,410	-	44,410	29,259	(1,260)	27,999
Net Assets - Beginning of Year	2,331,333	6,063	2,337,396	2,302,074	7,323	2,309,397
NET ASSETS - END OF YEAR	\$ 2,375,743	\$ 6,063	\$ 2,381,806	\$ 2,331,333	\$ 6,063	\$ 2,337,396

See accompanying Notes to Consolidated Financial Statements.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATED STATEMENTS OF CASH FLOWS
YEARS ENDED JUNE 30, 2016 AND 2015**

	2016	2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in Net Assets	\$ 44,410	\$ 27,999
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation and Amortization	378,988	353,107
Unrealized Gain on Interest Rate Swap	(102,729)	(94,038)
Effects of Changes in Operating Assets and Liabilities:		
Grants Receivable	(17,824)	(26,434)
Other Receivable	-	2,095
Prepaid Assets	3,342	(12,579)
Accounts Payable	54,719	(62,017)
Accrued Expenses and Other Liabilities	103,082	7,870
Unearned Revenue	(8,205)	(27,464)
Net Cash Provided by Operating Activities	455,783	168,539
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of Property and Equipment	(179,852)	(141,202)
Cash Restricted to Investment Property	5	-
Net Cash Used by Investing Activities	(179,847)	(141,202)
CASH FLOWS FROM FINANCING ACTIVITIES		
Payments on Capital Lease Obligations	(4,774)	(4,210)
Payments on Bond Payable	(222,500)	(212,500)
Net Cash Used by Financing Activities	(227,274)	(216,710)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	48,662	(189,373)
Cash and Cash Equivalents - Beginning of Year	1,340,631	1,530,004
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 1,389,293	\$ 1,340,631
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Interest Paid	\$ 323,436	\$ 330,956
NONCASH INVESTING AND FINANCING ACTIVITIES		
Property and Equipment Acquired via Capital Lease	\$ 24,795	\$ -

See accompanying Notes to Consolidated Financial Statements.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Prairie Crossing Charter School (PCCS) was formed in July 1999 in the state of Illinois and focuses on the environment, conservation, and good citizenship and currently offers kindergarten through grade 8. For the 2015-2016 school year, the maximum enrollment was 419 students, of which one student was out of the district. For the 2014-2015 school year, the maximum enrollment was 392 students, of which two students were out of the district. PCCS is supported primarily by General State Aid from the state of Illinois, which reimburses PCCS a dollar amount per student per school year, and various grants from state, federal, and other agencies.

PCCS is subject to a "Charter Agreement" with the Illinois State Charter School Commission (ISCSC). The original agreement was for a term of five years and ended with the 2008-2009 school year. The agreement was renewed for an additional five years, ending with the 2013-2014 school year. On July 24, 2014, an agreement was renewed for an additional five years, ending with the 2018-2019 school year.

PCCS Holdings, LLC (Holdings) is an Illinois Limited Liability Company, with PCCS as a single member. Holdings was formed in June 2004 to own and develop PCCS property and lease it to PCCS. Construction for the first building was completed in December 2004, and construction for the second building was completed in August 2006.

Consolidation

The accompanying consolidated financial statements include the accounts of Prairie Crossing Charter School and its wholly-owned subsidiary, PCCS Holdings, LLC (collectively, the Organization). All significant intercompany items and transactions have been eliminated.

Significant accounting policies followed by the Organization are presented below.

Basis of Accounting

The Organization prepares its consolidated financial statements on the accrual basis of accounting. Accordingly, revenues are recognized when earned and expenses are recognized when obligations are incurred, regardless of the timing of the cash flows.

Consolidation

The accompanying consolidated financial statements include the accounts of Prairie Crossing Charter School and its wholly-owned subsidiary, PCCS Holdings, LLC (collectively, the Organization). All significant intercompany items and transactions have been eliminated.

Use of Estimates

The preparation of consolidated financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenues, expenditures, gains, losses, and other changes in net assets during the reporting period. Actual results could differ from those estimates.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Financial Instruments

The Organization's financial instruments are cash and cash equivalents, accounts receivable, accounts payable, unearned revenue, accrued expenses, and long-term debt. The recorded values of cash and cash equivalents, accounts receivable, accounts payable, accrued expenses, and unearned revenue approximate their fair values based on their short-term nature. The fair value of the Organization's long-term debt is estimated based on the current rates offered to the Organization for debt of similar terms and maturities.

Cash Equivalents

The Organization considers all highly-liquid investments available for current use with an initial maturity of three months or less to be cash equivalents. The Organization maintains its cash balances at regional banks.

Certificates of Deposit

Certificates of deposit are carried at cost which approximates fair value.

Receivables

Receivables are uncollateralized obligations which generally require payment within 30 days from the invoice date. Receivables are stated at the invoice amount.

Account balances with invoices over 90 days old are considered delinquent. Payments of receivables are applied to the specific invoices identified on the remittance advice or, if unspecified, to the earliest unpaid invoices.

The carrying amount of receivables is reduced by a valuation allowance that reflects management's best estimate of amounts that will not be collected. The allowance for doubtful accounts is based on management's assessment of the collectibility of specific accounts and the aging of the receivables. All accounts or portions thereof deemed to be uncollectible or to require an excessive collection cost are written off to the allowance for doubtful accounts. At June 30, 2016 and 2015, no amounts are considered uncollectible and accordingly, the Organization has not recorded an allowance for uncollectible amounts.

Property and Equipment

Property and equipment is stated at cost or, if donated, at the estimated fair market value as of the date of donation. Expenses for maintenance and repairs are charged to expense as incurred. Additions and replacements in excess of \$2,500, including interest and issuance costs during the construction period, are capitalized. Depreciation is recorded on the straight-line method over the estimated useful lives of the various assets, which range from three to 39 years.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Impairment of Long-Lived Assets

The Organization reviews long-lived assets for impairment whenever events or changes in circumstances indicate the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of an asset to future undiscounted net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets. Assets to be disposed of are reported at the lower of carrying amount or the fair value less costs to sell.

Bond Issuance Costs

Costs incurred as a result of issuing tax-exempt bonds are amortized on a straight-line basis over the term of the related debt.

Accounting Policy for Derivative Financial Instruments

The Organization recognizes all of its derivative instruments as either assets or liabilities at fair value. The accounting for changes in the fair value (i.e., gains or losses) of a derivative instrument depends on whether it has been designated and qualifies as part of a hedging relationship. For those derivative instruments that are designated and qualify as hedging instruments, the Organization designates the hedging instrument as a fair value hedge.

For derivative instruments that are designated and qualify as a fair value hedge (i.e., hedging the exposure to changes in the fair value of an asset or a liability or an identified portion thereof that is attributable to a particular risk), the gain or loss on the derivative instrument as well as the offsetting loss or gain on the hedged item attributable to the hedged risk are recognized in the current earnings during the period of the change in fair values.

Net Assets

Net assets are classified into one of three classes of net assets based on the existence or absence of donor-imposed restrictions. The following is a description of each class:

Unrestricted

Unrestricted net assets includes all net assets which are neither temporarily or permanently restricted. Gains or losses on investments are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or law.

Temporarily Restricted

Temporarily restricted net assets includes contributed net assets for which donor imposed time and purpose restrictions have not been met and the ultimate purpose of the contribution is not permanently restricted.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Assets (Continued)

Permanently Restricted

Permanently restricted net assets includes contributed net assets which require, by donor restriction, that the corpus be invested in perpetuity and only the income be made available for program operations in accordance with donor restrictions.

Contributions

The Organization reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the consolidated statements of activities as net assets released from restrictions.

The Organization reports gifts of property and equipment as unrestricted support unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as restricted support. Absent explicit donor stipulations about how long those long-lived assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired long-lived assets are placed in service.

Other Income (Expense)

The Organization reports other income (expense) in the consolidated statements of activities as a component of revenues, gains, and other support. This includes the charter school commission fee established by the Illinois legislature in 2011 and various activities on a net basis including SCRIP, plant sale, holiday bazaar, and others.

Income Taxes

No provision or benefit for income taxes has been included in these consolidated financial statements since the Organization is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 2 PROPERTY AND EQUIPMENT

Property and equipment as of June 30, 2016 and 2015 are summarized as follows:

	2016	2015
Land	\$ 976,852	\$ 976,852
Land Improvements	224,097	224,097
Building Improvements	9,988,302	9,939,182
Furniture and Fixtures	348,476	209,998
Equipment	601,186	572,632
Software	49,820	49,820
Vehicle	34,800	34,800
Construction in Progress	5,857	36,863
Total Property and Equipment	<u>12,229,390</u>	<u>12,044,244</u>
Accumulated Depreciation	<u>(3,675,795)</u>	<u>(3,350,275)</u>
Property and Equipment, Net	<u>\$ 8,553,595</u>	<u>\$ 8,693,969</u>

Depreciation expense for the years ended June 30, 2016 and 2015 was \$345,021 and \$319,140, respectively.

NOTE 3 BOND ISSUANCE COSTS

Amortization expense for bond issuance costs for the years ended June 30, 2016 and 2015 was \$26,552.

Future estimated amortization expense for bond issuance costs is as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2017	\$ 26,552
2018	26,552
2019	26,552
2020	26,552
2021	26,552
Thereafter	456,676
Total	<u>\$ 589,436</u>

NOTE 4 CAPITAL LEASE OBLIGATIONS

In March 2016, the Organization entered into a lease for office equipment with a cost of \$24,795 under a capital lease which will expire in 2021. The liability under the capital lease is recorded at the present value of the minimum lease payments. The interest rate on the capital lease obligation is approximately 6% at June 30, 2016 and 2015 and is imputed based on the lessor's implicit rate of return. Amortization expense on equipment acquired under capital lease was \$1,653 for the year ended June 30, 2016. Accumulated amortization on leased equipment was \$1,653 at June 30, 2016.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 4 CAPITAL LEASE OBLIGATIONS (CONTINUED)

Future minimum lease payments under the capital lease are due as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2017	\$ 5,752
2018	5,752
2019	5,752
2020	5,752
2021	3,835
Total	<u>26,843</u>
Amount Representing Interest	<u>(3,481)</u>
Present Value of Future Minimum Lease Payments	23,362
Current Portion	<u>(4,472)</u>
Long-Term Portion	<u>\$ 18,890</u>

NOTE 5 LEASE COMMITMENTS

Effective June 16, 2004, PCCS entered into a lease with Holdings for the school buildings which expires on December 31, 2028, and is paid directly to Lake Forest Bank and Trust Company in monthly installments equal to the regularly scheduled principal and interest payments required by Holdings bond payable on the property. The lease expense under this agreement is eliminated upon consolidation. See Note 6 for further discussion of the bond payable.

NOTE 6 MORTGAGE/BOND PAYABLE

In August 2011, the Village of Wadsworth, Illinois, issued \$9,000,000 of Revenue Refunding Bonds (Prairie Crossing Charter School Project) Series 2011 pursuant to its powers under the Industrial Revenue Building Bond Act, 65 Illinois Compiled Statutes. The Village entered into a bond and loan agreement with the Lake Forest Bank and Trust Company and the Organization dated August 1, 2011. The bonds mature, subject to prior redemption, principal amortization, and acceleration, on September 1, 2038. The bonds are collateralized by substantially all of the Organization's assets. Under the terms of a related Loan and Covenant Agreement, the Organization is required to maintain a minimum deposit with the bank of \$300,000. This requirement is met with a certificate of deposit in the amount of \$306,696 and is presented as a deposit required by the loan agreement in the consolidated statements of financial position. The School is also required to maintain a minimum debt service coverage ratio. The School was not in compliance with this covenant at June 30, 2016. The lending institution has provided a waiver.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 6 MORTGAGE/BOND PAYABLE (CONTINUED)

The bonds bear variable interest, payable monthly, in arrears. The initial bank purchase mode matured on August 23, 2016. The interest rate during that period represents a tax-exempt, variable rate equal to the bank purchase multiplier times the sum of the London Interbank Offered Bank (LIBOR) rate plus 350 basis points. After the initial bank purchase mode, and subject to written agreement, the Organization may convert the bonds to a bank purchase mode renewal or to a weekly mode or a flexible mode. The interest rate on the bonds is established by a remarketing agent weekly.

The Organization entered into an interest rate swap agreement with Lake Forest Bank and Trust Company dated July 27, 2011 and effective September 15, 2011. The swap agreement matured on September 10, 2016 and results in the Organization paying interest on the bonds at a fixed rate of 3.9%. The agreement requires monthly principal payments on 10th day of each month.

The School entered into the second bank purchase mode on August 24, 2016, and it ends on August 23, 2021, in relation to its outstanding bonds. The interest rate during that period represents a tax-exempt, variable rate equal to the bank purchase multiplier times the sum of the London Interbank Offered Bank (LIBOR) rate plus 350 basis points. The School entered into an interest rate swap agreement with Lake Forest Bank and Trust Company dated September 9, 2016 and effective September 10, 2016 with a fixed rate of 3.354 % for five years. The swap agreement matures on August 23, 2021.

Future principal payments under the loan agreement are as follows:

Year Ending June 30,	Amount
2017	\$ 242,779
2018	256,054
2019	264,712
2020	273,663
2021	282,916
Thereafter	6,701,126
Total	\$ 8,021,250

NOTE 7 LINE OF CREDIT

The Organization has a \$500,000 line of credit which bears interest at the bank's prime rate plus 1.00%, but not less than 5.50% (5.50% at June 30, 2016 and 2015). The line is due on January 31, 2018. There were no amounts outstanding at June 30, 2016 and 2015. The line of credit is collateralized by a general business security agreement and includes several financial covenants.

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015**

NOTE 8 RESTRICTED NET ASSETS

Temporarily restricted net assets consist of the following at June 30:

	2016	2015
Sustainable Schoolyard	\$ 5,195	\$ 5,195
Giving Tree	868	868
Total	<u>\$ 6,063</u>	<u>\$ 6,063</u>

NOTE 9 RETIREMENT PLANS

Teachers' Retirement System of the State of Illinois (TRS)

The Organization participates in TRS, which is a cost-sharing, multiple employer defined-benefit pension plan that was created by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. The Illinois Pension Code outlines the benefit provisions of TRS, and amendments to the plan can be made only by legislative action with the governor's approval. The state of Illinois maintains primary responsibility for the funding of the plan, but contributions from participating employers and members are also required. The TRS board of trustees is responsible for the system's administration.

TRS members include all active non-annuitants who are employed by a TRS-covered employer to provide services for which teacher certification is required. Active TRS members are required to contribute 9.40% of their creditable earnings. These contributions are submitted to TRS by the employer.

All TRS-covered members and employers are required to contribute to the Teachers' Health Insurance Security Fund, a separate fund in the state treasury that is not a part of this retirement plan. For the year ended June 30, 2016, TRS-covered employers contributed 0.80% of creditable earnings to the Teacher's Health Insurance Security Fund and TRS-covered members contributed at a rate of 1.07% of creditable earnings. For the year ended June 30, 2015, TRS-covered employers contributed 0.76% of creditable earnings to the Teacher's Health Insurance Security Fund and TRS-covered members contributed at a rate of 1.02% of creditable earnings.

The Organization makes four types of employer contributions directly to TRS:

2.2 Formula Contributions

For the June 30, 2016 and 2015, TRS-covered employers were required to contribute 0.58% of creditable earnings as the employer share of the 2.2 formula change. The contribution for the years ended June 30, 2016 and 2015 was \$8,747 and \$7,999, respectively.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 9 RETIREMENT PLANS (CONTINUED)

Teachers' Retirement System of the State of Illinois (TRS) (Continued)

Federal and Trust Fund Contributions

When TRS members are paid from federal and trust funds administered by the Organization, there is a statutory requirement of the Organization to pay an additional contribution that is 36% and 33% of salaries paid from those funds for the years ended June 30, 2016 and 2015, respectively. For the years ended June 30, 2016 and 2015, the Organization paid \$7,754 and \$7,095 from the federal and trust funds, respectively.

Early Retirement Incentive

The Organization is required to make employer contributions to TRS for members who retired under the 1993-1995 Early Retirement Incentive. For each year of service purchased, members received an equal number of years of age. Employers contributed 20% of the highest salary used in the calculation of final average salary for each year purchased; member contributions were also required. Employer contributions could be made in a lump-sum, over five years in quarterly installments, or under a different schedule approved by the TRS board of trustees. For the years ended June 30, 2016 and 2015, the Organization paid no employer contributions under the Early Retirement Incentive.

Early Retirement Option

The Organization is also required to make one-time employer contributions to TRS for members retiring under the Early Retirement Option. The payments vary depending on the age and salary of the member. No member or employer contributions are required if the member has 34 years of service. The maximum employer payment of 100% of the member's highest salary used in the calculation of final average salary is required if the member is 55 years old. For the years ended June 30, 2016 and 2015, the Organization paid no employer contributions under the Early Retirement Option.

TRS financial information, an explanation of TRS's benefits, and descriptions of member, employer and state funding requirements can be found in the TRS Comprehensive Annual Financial Report. The report may be obtained by writing to the Teachers' Retirement System of the state of Illinois, PO Box 19253, 2815 West Washington Street, Springfield, IL 62794-9253.

403(b) and 403(b)(7) Plans

The Organization has two tax deferred annuity plans pursuant to Section 403(b) and 403(b)(7) covering all employees. The plans are funded solely by employee contributions.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 10 FAIR VALUE MEASUREMENTS

Accounting principles generally accepted in the United States of America establish a framework for measuring fair value that provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements).

The three levels of the fair value hierarchy are described as follows:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2 - Inputs to the valuation methodology include:

- quoted prices for similar assets or liabilities in active markets;
- quoted prices for identical or similar assets or liabilities in inactive markets;
- inputs other than quoted prices that are observable for the asset or liability;
- inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for instruments measured at fair value and their classification in the valuation hierarchy.

The fair value of the interest rate swap agreement is estimated by a third party using a model that builds a yield curve from market data for actively traded securities at various times and maturities and takes into account current interest rates and the current credit worthiness of the respective counterparties.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
JUNE 30, 2016 AND 2015

NOTE 10 FAIR VALUE MEASUREMENTS (CONTINUED)

The following table presents the balances of assets and liabilities measured at fair value on a recurring basis by level within the hierarchy as of June 30, 2016:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Interest Rate Swap	<u>\$ 25,420</u>	<u>\$ -</u>	<u>\$ 25,420</u>	<u>\$ -</u>

The following table presents the balances of assets and liabilities measured at fair value on a recurring basis by level within the hierarchy as of June 30, 2015:

	<u>Total</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>
Interest Rate Swap	<u>\$ 128,149</u>	<u>\$ -</u>	<u>\$ 128,149</u>	<u>\$ -</u>

NOTE 11 SIGNIFICANT CONCENTRATIONS, COMMITMENTS, AND CONTINGENCIES

Accounting principles generally accepted in the United States of America require disclosure of information about current vulnerabilities due to contingencies and certain concentrations.

Concentrations

During the years ended June 30, 2016 and 2015, the Organization received approximately 88% of its revenues from state funding.

FDIC Limits

The Organization maintains a large portion of its cash and cash equivalents in one commercial bank. Balances on deposits are insured by the Federal Deposit Insurance Corporation (FDIC) up to specific limits. Balances in excess of FDIC limits are uninsured.

NOTE 12 UNCERTAINTY IN INCOME TAX

The Organization is exempt from federal income taxes as provided in Section 501(c)(3) and 170(c)(2)(B) of the Internal Revenue Code (IRC). The Organization, having qualified for exemption under provisions of the IRC, is also exempt from state income taxes.

NOTE 13 SUBSEQUENT EVENTS

Management evaluated subsequent events through October 18, 2016, the date the consolidated financial statements were available to be issued. Events or transactions occurring after June 30, 2016, but prior to October 18, 2016 that provided additional evidence about conditions that existed at June 30, 2016, have been recognized in the consolidated financial statements for the year ended June 30, 2016. Events or transactions that provided evidence about conditions that did not exist at June 30, 2016 but arose before the consolidated financial statements were available to be issued have not been recognized in the consolidated financial statements for the year ended June 30, 2016.

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATING SCHEDULE OF FINANCIAL POSITION
JUNE 30, 2016
WITH SUMMARIZED INFORMATION AS OF JUNE 30, 2015
(SEE INDEPENDENT AUDITORS' REPORT)

	2016			Total	2015
	PCCS	Holdings	Eliminations		Total
ASSETS					
CURRENT ASSETS					
Cash and Cash Equivalents	\$ 1,389,293	\$ -	\$ -	\$ 1,389,293	\$ 1,340,631
Cash Restricted to Investment in Property	-	5,946	-	5,946	5,951
Grants Receivable	77,390	-	-	77,390	59,566
Due from PCCS	-	8,817	(8,817)	-	-
Charter Renewal Fees	22,246	-	-	22,246	29,661
Prepaid Assets	4,916	-	-	4,916	8,258
Investment in PCCS Holdings, LLC	1,137,732	-	(1,137,732)	-	-
Total Current Assets	<u>2,631,577</u>	<u>14,763</u>	<u>(1,146,549)</u>	<u>1,499,791</u>	<u>1,444,067</u>
DEPOSIT REQUIRED BY LOAN AGREEMENT	-	306,696	-	306,696	306,696
PROPERTY AND EQUIPMENT, NET	280,088	8,273,507	-	8,553,595	8,693,969
BOND ISSUANCE COSTS, NET	-	589,436	-	589,436	615,988
Total Assets	<u>\$ 2,911,665</u>	<u>\$ 9,184,402</u>	<u>\$ (1,146,549)</u>	<u>\$ 10,949,518</u>	<u>\$ 11,060,720</u>

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATING SCHEDULE OF FINANCIAL POSITION (CONTINUED)
JUNE 30, 2016
WITH SUMMARIZED INFORMATION AS OF JUNE 30, 2015
(SEE INDEPENDENT AUDITORS' REPORT)

	2016			Total	2015
	PCCS	Holdings	Eliminations		Total
LIABILITIES AND NET ASSETS					
CURRENT LIABILITIES					
Accounts Payable	\$ 113,121	\$ -	\$ -	\$ 113,121	\$ 58,402
Accrued Expenses and Other Liabilities	349,444	-	-	349,444	246,362
Current Maturities of Bond Payable	-	242,779	-	242,779	222,500
Current Maturities of Capital Lease Obligations	4,472	-	-	4,472	3,341
Due to Holdings	8,817	-	(8,817)	-	-
Unearned Revenue	35,115	-	-	35,115	43,320
Total Current Liabilities	<u>510,969</u>	<u>242,779</u>	<u>(8,817)</u>	<u>744,931</u>	<u>573,925</u>
LONG-TERM LIABILITIES					
Interest Rate Swap	-	25,420	-	25,420	128,149
Bond Payable, Less Current Maturities Above	-	7,778,471	-	7,778,471	8,021,250
Capital Lease Obligations, Less Current Maturities Above	18,890	-	-	18,890	-
Total Long-Term Liabilities	<u>18,890</u>	<u>7,803,891</u>	<u>-</u>	<u>7,822,781</u>	<u>8,149,399</u>
Total Liabilities	529,859	8,046,670	(8,817)	8,567,712	8,723,324
NET ASSETS					
Unrestricted	2,375,743	-	-	2,375,743	2,331,333
Temporarily Restricted	6,063	-	-	6,063	6,063
Members' Equity	-	1,137,732	(1,137,732)	-	-
Total Net Assets	<u>2,381,806</u>	<u>1,137,732</u>	<u>(1,137,732)</u>	<u>2,381,806</u>	<u>2,337,396</u>
Total Liabilities and Net Assets	<u>\$ 2,911,665</u>	<u>\$ 9,184,402</u>	<u>\$ (1,146,549)</u>	<u>\$ 10,949,518</u>	<u>\$ 11,060,720</u>

**PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATING SCHEDULE OF ACTIVITIES
YEAR ENDED JUNE 30, 2016
WITH SUMMARIZED INFORMATION FOR THE YEAR ENDED JUNE 30, 2015
(SEE INDEPENDENT AUDITORS' REPORT)**

	2016			2015	
	PCCS	Holdings	Eliminations	Total	Total
CHANGES IN UNRESTRICTED NET ASSETS					
Revenues, Gains, and Other Support:					
General State Aid	\$ 4,352,771	\$ -	\$ -	\$ 4,352,771	\$ 3,798,600
Contributions	25,368	-	-	25,368	25,276
Fundraising	8,683	-	-	8,683	9,103
Grants:					
State Grants	134,212	-	-	134,212	110,953
Federal Special Education	117,217	-	-	117,217	86,719
Other	36,258	-	-	36,258	34,491
School and Program Fees	369,435	-	-	369,435	303,790
Rent Income	17,214	545,360	(545,360)	17,214	17,639
Interest Income	1,466	-	-	1,466	953
Investment Expense	28,070	-	(28,070)	-	-
Unrealized Gain on Interest Rate Swap	-	102,729	-	102,729	94,038
Other Expense	(100,190)	-	-	(100,190)	(81,562)
Total Revenues, Gains, and Other Support	4,990,504	648,089	(573,430)	5,065,163	4,400,000
Net Assets Released from Restrictions	2,265	-	-	2,265	3,792
Total Unrestricted Revenues, Gains, and Other Support	4,992,769	648,089	(573,430)	5,067,428	4,403,792
Expenses:					
Program Services	3,973,728	588,163	(545,360)	4,016,531	3,551,841
Fundraising	19,220	-	-	19,220	13,472
Management and General	955,411	31,856	-	987,267	809,220
Total Expenses	4,948,359	620,019	(545,360)	5,023,018	4,374,533
Increase (Decrease) in Unrestricted Net Assets	44,410	28,070	(28,070)	44,410	29,259
CHANGES IN TEMPORARILY RESTRICTED NET ASSETS					
Grants and Contributions	2,265	-	-	2,265	2,532
Net Assets Released from Restrictions	(2,265)	-	-	(2,265)	(3,792)
Decrease in Temporarily Restricted Net Assets	-	-	-	-	(1,260)
CHANGE IN NET ASSETS	44,410	28,070	(28,070)	44,410	27,999
Net Assets - Beginning of Year	2,337,396	1,109,662	(1,109,662)	2,337,396	2,309,397
NET ASSETS - END OF YEAR	<u>\$ 2,381,806</u>	<u>\$ 1,137,732</u>	<u>\$ (1,137,732)</u>	<u>\$ 2,381,806</u>	<u>\$ 2,337,396</u>

PRAIRIE CROSSING CHARTER SCHOOL AND ITS SUBSIDIARY
CONSOLIDATING SCHEDULE OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2016
WITH SUMMARIZED INFORMATION FOR THE YEAR ENDED JUNE 30, 2015
(SEE INDEPENDENT AUDITORS' REPORT)

	2016			2015	
	Program Services	Fundraising	Management and General	Total	Total
PCCS					
Salaries	\$ 1,944,253	\$ -	\$ 553,007	\$ 2,497,260	\$ 2,216,581
Benefits	326,338	-	-	326,338	270,567
Payroll Taxes	85,810	-	28,723	114,533	89,070
Subtotal	<u>2,356,401</u>	<u>-</u>	<u>581,730</u>	<u>2,938,131</u>	<u>2,576,218</u>
Accounting Expense	-	-	34,473	34,473	29,442
Club Expenses	120,481	-	-	120,481	62,427
Community Outreach	-	-	62,415	62,415	56,021
Dues	-	-	11,579	11,579	7,881
Educational Materials and Supplies	89,101	-	-	89,101	48,988
Fundraising	-	19,220	-	19,220	13,472
Grants	122,048	-	-	122,048	98,570
Hot Lunches and Field Trips	130,865	-	-	130,865	134,427
Legal Expense	2,255	-	67,066	69,321	111,083
Liability Insurance	55,284	-	13,821	69,105	69,766
Miscellaneous Expense	-	-	2,265	2,265	3,433
Other Professional Fees	19,894	-	4,973	24,867	7,747
Office Expense	36,209	-	92,651	128,860	73,273
Out of District Placement	-	-	52,702	52,702	26,326
Professional Development	38,522	-	9,631	48,153	32,005
Rent Expense	545,360	-	-	545,360	543,067
Repairs and Maintenance	57,276	-	14,318	71,594	49,667
Special Education Professional Fees	257,052	-	-	257,052	231,892
Transportation	31,235	-	-	31,235	15,525
Utilities	32,605	-	3,622	36,227	42,031
Total Expenses	<u>3,894,588</u>	<u>19,220</u>	<u>951,246</u>	<u>4,865,054</u>	<u>4,233,261</u>
Depreciation and Amortization	78,593	-	4,136	82,729	60,971
Interest Expense	547	-	29	576	390
Total PCCS	<u>3,973,728</u>	<u>19,220</u>	<u>955,411</u>	<u>4,948,359</u>	<u>4,294,622</u>
HOLDINGS					
Accounting Expense	-	-	900	900	275
Depreciation and Amortization	281,446	-	14,813	296,259	292,136
Interest Expense	306,717	-	16,143	322,860	330,567
Total Holdings	<u>588,163</u>	<u>-</u>	<u>31,856</u>	<u>620,019</u>	<u>622,978</u>
Total Expenses Before Eliminations	<u>4,561,891</u>	<u>19,220</u>	<u>987,267</u>	<u>5,568,378</u>	<u>4,917,600</u>
Total Eliminations	<u>(545,360)</u>	<u>-</u>	<u>-</u>	<u>(545,360)</u>	<u>(543,067)</u>
Total Expenses	<u>\$ 4,016,531</u>	<u>\$ 19,220</u>	<u>\$ 987,267</u>	<u>\$ 5,023,018</u>	<u>\$ 4,374,533</u>

October 18, 2016

CliftonLarsonAllen LLP
222 Main Street, Suite 200
Racine, Wisconsin 53403

This representation letter is provided in connection with your audits of the consolidated financial statements of Prairie Crossing Charter School and its subsidiary, which comprise the consolidated statements of financial position as of June 30, 2016 and 2015, and the related consolidated statements of activities and cash flows for the years then ended, and the related notes to the consolidated financial statements, for the purpose of expressing an opinion on whether the consolidated financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of October 18, 2016, the following representations made to you during your audits.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated June 8, 2016, for the preparation and fair presentation of the consolidated financial statements in accordance with U.S. generally accepted accounting principles.
- We acknowledge and have fulfilled our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control over the receipt and recording of contributions.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

- Related party relationships and transactions, including, but not limited to, accounts receivable or payable, sales, purchases, loans, transfers, leasing arrangements, and guarantees, have been appropriately accounted for and disclosed in accordance with the requirements of U.S. generally accepted accounting principles.
- All events occurring subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the consolidated financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter. In addition, you have proposed adjusting journal entries that have been posted to the entity's accounts. We have reviewed and approved those adjusting journal entries and understand the nature of the changes and their impact on the consolidated financial statements. We are in agreement with those adjustments and accept responsibility for them.
- The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. generally accepted accounting principles.
- Material concentrations have been properly disclosed in accordance with U.S. generally accepted accounting principles. Concentrations refer to individual or group concentrations of contributors, grantors, clients, customers, suppliers, lenders, products, services, fund-raising events, sources of labor or materials, licenses or other rights, or operating areas or markets for which events could occur that would significantly disrupt normal finances within the next year.
- Guarantees, whether written or oral, under which the entity is contingently liable, have been properly recorded or disclosed in accordance with U.S. generally accepted accounting principles.
- Receivables recorded in the consolidated financial statements represent valid claims against debtors for sales or other charges arising on or before the consolidated financial statement date and have been reduced to their estimated net realizable value.
- Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances, lines of credit, or similar arrangements have been properly disclosed.
- We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- We have reviewed long-lived assets and certain identifiable intangibles to be held and used for impairment whenever events or changes in circumstances have indicated that the carrying amount of assets might not be recoverable and, when necessary, have appropriately recorded the adjustment.

- Designations of net assets, or reclassifications of net assets, have been properly authorized, approved, and reflected in the consolidated financial statements.
- The cost allocation methods used to allocate the entity's expenses to the appropriate functional classification as program services, management and general, and fundraising are properly supported by the entity's books and records. The cost allocation methods used are rational, systematic, and consistently applied. The bases used for allocation of functional expenses are reasonable.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the consolidated financial statements such as records, documentation, and other matters.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - Complete minutes of the meetings of the governing board and related committees, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- All material transactions have been recorded in the accounting records and are reflected in the consolidated financial statements.
- We have disclosed to you the results of our assessment of the risk that the consolidated financial statements may be materially misstated as a result of fraud.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - Management;
 - Employees who have significant roles in internal control; or
 - Others when the fraud could have a material effect on the consolidated financial statements.

- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's consolidated financial statements communicated by employees, former employees, grantors, regulators, or others.
- We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations and provisions of contracts and grant agreements, or abuse whose effects should be considered when preparing consolidated financial statements.
- We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- There are no other material liabilities or gain or loss contingencies that are required to be accrued or disclosed in accordance with U.S. generally accepted accounting principles.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- The entity has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets, nor has any asset been pledged as collateral, except as made known to you and disclosed in the consolidated financial statements.
- We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to Prairie Crossing Charter School and its subsidiary; and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of consolidated financial statement amounts or other financial data significant to the audit objectives.
- We have complied with all restrictions on resources (including donor restrictions) and all aspects of contractual and grant agreements that would have a material effect on the consolidated financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
- Prairie Crossing Charter School and its subsidiary are an exempt organization under Section 501(c)(3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the entity's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- We are responsible for determining whether we have received, expended, or otherwise been the beneficiary of any federal awards during the period of this audit. No federal award, received directly from federal agencies or indirectly as a subrecipient, was expended in an amount that cumulatively totals from all sources \$750,000 or more. For this representation, "award" means financial assistance and federal cost-reimbursement contracts that non-federal entities receive directly from federal awarding agencies or indirectly from pass-through entities. It does not include procurement contracts, user grants, or contracts used to buy goods or services from vendors.

- Management has made available all information about the amounts, nature, and terms of all derivative financial instruments.
- We acknowledge our responsibility for presenting the supplementary information in accordance with U.S. generally accepted accounting principles, and we believe the supplementary information, including its form and content, is fairly presented in accordance with U.S. generally accepted accounting principles. The methods of measurement and presentation of the supplementary information have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information. If the supplementary information is not presented with the audited consolidated financial statements, we will make the audited consolidated financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditors' report thereon.
- As part of your audit, you prepared the draft consolidated financial statements and related notes. We have designated an individual who possesses suitable skill, knowledge, and/or experience to understand and oversee your services; have made all management judgments and decisions; and have assumed all management responsibilities. We have evaluated the adequacy and results of the service. We have reviewed, approved, and accepted responsibility for those consolidated financial statements and related notes.
- We have evaluated the adequacy and results of the depreciation services performed and accept responsibility for the results. We acknowledge our responsibility for our depreciation schedules and have determined the methods and rates of depreciation and the salvage values used in the calculations. We have designated an individual who possesses suitable skill, knowledge, and/or experience to understand and oversee your depreciation services; have made all significant management judgments and decisions; and have assumed all management responsibilities.
- In regards to the tax services performed by you, we have:
 - Made all management judgments and decisions and assumed all management responsibilities.
 - Designated an individual who possesses suitable skill, knowledge, or and/or experience to understand and oversee the services.
 - Evaluated the adequacy and results of the services performed.
 - Accepted responsibility for the results of the services.

Geoff Deigan, Executive Director

Kim Disalvo, Business Manager

Operational Services

Follow-ups:

Revenue and Investments: Brian to follow-up on requirements for amounts deposited in excess of insurance limit.

Purchases and Contracts: Geoff to follow-up on requirements for posting of contracts on website.

#XXXX Fiscal and Business Management

The Executive Director or designee is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the Board of Education and publishing it before December 1, as required by State law.

The Executive Director or designee shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems.

Budget Planning

Each January, the Board of Education adopts a proposed budget calendar, indicating dates for presentation by the Executive Director or designee of receipts, estimates, preliminary expenditure recommendations by funds, and major Board of Education actions affecting the budget.

The District's fiscal year is from July 1 until June 30. The Executive Director or designee shall present to the Board, no later than the first regular meeting in May, a tentative budget with appropriate explanation. To the extent possible, the tentative budget shall be balanced as defined by the State Board of Education guidelines. The Executive Director or designee shall complete a tentative deficit reduction plan if one is required by the State Board of Education guidelines.

Preliminary Adoption Procedures

After receiving the Executive Director or designee's proposed budget, the Board sets the date, place, and time for:

1. A public meeting to discuss the proposed budget, and
2. The proposed budget to be available to the public for inspection.

At the Finance Committee Meeting of the Board, in Open Session, the proposed budget shall be reviewed and the public shall be invited to comment, question, or advise the Board of Education.

The Board shall arrange to publish a notice in compliance with OMA stating the date, place, and time of the proposed budget's availability for public input at a Board Meeting.

Final Adoption Procedures

The Board adopts a budget before the end of the first quarter of each fiscal year (September 30), or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by the State Board of Education; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within 3 years according to State Board of Education requirements.

Operational Services

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board of Education members' names voting yea and nay shall be recorded in the minutes.

The Executive Director or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website.
2. Submit the annual budget, a deficit reduction plan if one is required by State Board of Education guidelines, and other financial information to the State Board of Education according to its requirements.

Budget Amendments

The Board of Education may amend the budget by the same procedure as provided for in the original adoption.

Implementation

The Executive Director or designee shall implement the District's budget and provide the Board with a monthly financial report.

LEGAL REF.:

35 ILCS 200/18-55 et seq.

105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.

23 Ill.Admin.Code Part 100.

ADOPTED:

Operational Services

XXXX Identity Protection

The purpose of this policy is to outline the requirements for protection of social security numbers by the School District, per 5ILCS179, Identity Protection Act.

The collection, storage (electronic and paper), use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to:

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Executive Director or designee is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided.
5. Notification to an individual whenever his or her personal information was acquired by an unauthorized person; personal information is an individual's name in combination with his or her social security number, driver's license number or State identification card number, or financial account information.
6. Disposal of materials containing personal information in a manner that renders the personal information unreadable, unusable, and undecipherable; personal information has the meaning stated in #5, above.
7. All employees must be advised of this policy's existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Executive Director or designee. An employee who has substantially breached the confidentiality of social security numbers may be subject to disciplinary action or sanctions up to and including dismissal in accordance with District policy and procedures. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

LEGAL REF.:

5 ILCS 179/, Identity Protection Act.

ADOPTED:

Operational Services

#XXXX Revenue and Investments

Revenue

The Executive Director or designee is responsible for making all claims for PCTC revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Selection of Depositories, Dealers, and Brokers

The Executive Director or designee shall establish a list of authorized depositories, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last 2 sworn statements of resources and liabilities or reports of examination, that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination, that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

The District may consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including:

1. For financial institutions subject to the federal Community Reinvestment Act of 1977, the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the federal Community Reinvestment Act of 1977;
2. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
3. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
4. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
5. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, 30 ILCS 235/. The Executive Director or designee shall keep the Board informed of collateral agreements.

Operational Services

Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board (GASB) Statement No. 3 Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

Controls and Report

The Business Manager shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

Ethics and Conflicts of Interest

The Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the *Board Member Conflict of Interest* policy. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.:

30 ILCS 235/.

105 ILCS 5/8-7, 5/10-22.44, 5/17-1, and 5/17-11.

ADOPTED:

Operational Services

#XXXX - Incurring Debt

The Executive Director or designee shall provide early notice to the Board of the District's need to borrow money. The Executive Director or designee shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates, bonds, notes, and other evidence of indebtedness, or (2) establish a line of credit with a bank or other financial institution. The Executive Director shall notify the State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law.

LEGAL REF.:

30 ILCS 305/2 and 352/1 et seq.

50 ILCS 420/.

105 ILCS 5/17-16, 5/17-17, 5/18-18, and 5/19-1 et seq.

ADOPTED:

Operational Services

#XXXX Use of Credit and Procurement Cards

The Executive Director and employees designated by the Executive Director are authorized to use District credit and procurement cards to simplify the acquisition, receipt, and payment of purchases and travel expenses incurred on the District's behalf. Credit and procurement cards shall only be used for those expenses that are for the District's benefit and serve a valid and proper public purpose; they shall not be used for personal purchases.

The Executive Director or designee shall manage the use of District credit and procurement cards by employees.

In addition to the other limitations contained in this and other Board policies, District credit and procurement cards are governed by the following restrictions:

1. Credit and/or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or District or any student activity fund, or for purposes that would otherwise be addressed through a conventional revolving fund.
2. The Executive Director or designee must approve the use of a District credit or procurement card whenever such use is by telephone, fax, and the Internet. Permission shall be withheld when the use violates any Board policy, is from a vendor whose reputation has not been verified, or would be more expensive than if another available payment method were used.
3. The consequences for unauthorized purchases include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge.
4. The Business and Executive Directors office holds the credit or procurement card and may be used as an alternate means of payment. All payments are for purchases that are pre-approved and within budgetary constraints.
5. The Executive Director shall implement a process whereby all purchases using a District credit or procurement card are reviewed and approved by someone other than the employee making the purchase.
6. Employees using the card must submit the original, itemized receipt to document all purchases.
7. No individual may use a District credit or procurement card to make purchases in a manner contrary to State law, including, but not limited to, the bidding and other purchasing requirements in 105 ILCS 5/10-20.21, or any Board policy.
8. The Executive Director or designee shall account for any financial or material reward or rebate offered by the company or institution issuing the District credit or procurement card and shall ensure that it is used for the District's benefit.

LEGAL REF.:

105 ILCS 5/10-20.21.
23 Ill.Admin.Code §100.70(d).

ADOPTED:

Operational Services

#XXX Purchases and Contracts

The Executive Director or designee shall manage the District's purchases and contracts in accordance with the law, the standards set forth in this policy, and other applicable Board policies.

Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with Illinois law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the fairest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law. No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

Adoption of the annual budget authorizes the Executive Director or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items outside budget parameters require prior Board approval, except in an emergency.

When presenting a contract or purchase for Board approval, the Executive Director or designee shall ensure that it complies with applicable State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 et seq.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21. The Executive Director or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed.
6. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c
7. Each contractor with the District is bound by each of the following:
 - a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/21B-80 to have direct, daily contact at a District school or school-related activity with one or more student(s); and (2) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
 - b. In accordance with 105 ILCS 5/24-5: (1) concerning each employee who begins providing services in the District after June 16, 2014, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Illinois Department of Public Health rules or order of a local health official.

Operational Services

The Executive Director or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

LEGAL REF.:

105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.
820 ILCS 130/.

ADOPTED:

Operational Services

#XXXX Resource Conservation

The Executive Director or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in The School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and (c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

LEGAL REF.:

105 ILCS 5/10-20.19c.

ADOPTED:

Operational Services

#XXXX Accounting and Audits

The School District's accounting and audit services shall comply with the Requirements for Accounting, Budgeting, Financial Reporting, and Auditing, as adopted by the Illinois State Board of Education, State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Executive Director, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Executive Director shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Executive Director. The Board will periodically advertise a request for proposals to perform the external audit

Annual Financial Report

The Executive Director or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the Illinois State Board of Education. The Executive Director shall review and discuss the Annual Financial Report with the Board before it is submitted.

The Executive Director shall annually, on or before December 1 submit an the final audit report to the Charter Authorizer, the Bond Holder , ISBE and post a copy to the schools website.

Disposition of District Property

The Executive Director or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Executive Director or designee may unilaterally dispose of worthless personal property.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy *Payment Procedures*. The Executive Director shall: (1) designate a custodian for each revolving fund and petty cash fund, and (2) maintain the funds in compliance with this policy, State law, and Illinois State Board of Education rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose.

Operational Services

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. Two of the following individuals, the Executive Director, the Deans , the Director of Special Education and/or Board President, shall sign all checks issued by the School District.

Internal Controls

The Executive Director is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

LEGAL REF.:

105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8 and 5/17-1 et seq.
23 Ill.Admin.Code Part 100.

ADOPTED:

Operational Services

XXX - Insurance Management

The Executive Director shall recommend and maintain all insurance programs that provide the broadest and most complete coverage available at the most economical cost, consistent with sound insurance principles.

The insurance program shall include each of the following:

1. Liability coverage to insure against any loss or liability of the School District and the listed individuals against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense costs, when damages are sought for negligent or wrongful acts allegedly committed in the scope of employment or under the Board's direction or related to any mentoring services provided to the District's certified staff members; Board members; employees; volunteer personnel authorized by 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b; mentors of certified staff members authorized in 105 ILCS 5/21A-5 et seq. (new teacher), 105 ILCS 5/2-3.53a (new principal), and 2-3.53b (new Executive Directors); and student teachers.
2. Comprehensive property insurance covering a broad range of causes of loss involving building and personal property. The coverage amount shall normally be for the replacement cost or the insurable value.
3. Workers' Compensation to protect the individual employees against financial loss in case of a work-related injury, certain types of disease, or death incurred in an employee-related situation.
4. Employee insurance programs.

LEGAL REF.:

Consolidated Omnibus Budget Reconciliation Act, P. L. 99-272, ¶ 1001, 100 Stat. 222, 4980B(f) of the I.R.S. Code, 42 U.S.C. §300bb-1 et seq.

105 ILCS 5/10-20.20, 5/10-22.3, 5/10-22.3a, 5/10-22.3b, 5/10-22.3f, 5/10-22.34, 5/10-22.34a, 5/10-22.34b and 5/22-15.

215 ILCS 5/.

750 ILCS 75/.

820 ILCS 305/.

ADOPTED:

Operational Services

XXXX - Facility Management and Building Programs

The Executive Director or designee shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Executive Director or designee shall facilitate: (1) inspections of schools by the Regional Executive Director and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Executive Director or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$10,000, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

The Executive Director or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. As needed, the Executive Director or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with PCCS Holdings LLC, members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with

Operational Services

supporting rationale, to the Board. The Board will make the final selection. The Executive Director or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

LEGAL REF.:

42 U.S.C. §12101 et seq.

20 ILCS 3130/, Green Buildings Act.

105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/.

410 ILCS 25/, Environmental Barriers Act.

820 ILCS 130/, Prevailing Wage Act.

23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.

71 Ill.Admin.Code Part 400, Illinois Accessibility Code.

ADOPTED:

Operational Services

#XXXX - Environmental Quality of Buildings and Grounds

The Executive Director or designee shall take reasonable measures to protect: (1) the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials and (2) the environmental quality of the District's buildings and grounds. Before pesticides are used on District premises, the Executive Director or designee shall notify employees and parents/guardians of students as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/.

LEGAL REF.:

29 C.F.R. Part 1910.1030, Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, 56 Ill.Admin.Code §350.300(c).

29 C.F.R. §1910.1200, Occupational Safety and Health Administration Hazard Communication Standards, as adopted by 820 ILCS 255/1.5, Toxic Substances Disclosure to Employees Act.

20 ILCS 3130/, Green Buildings Act.

105 ILCS 5/10-20.17a; 5/10-20.48; 135/; and 140/, Green Cleaning School Act.

225 ILCS 235/, Structural Pest Control Act.

415 ILCS 65/, Lawn Care Products Application and Notice Act.

820 ILCS 255/, Toxic Substances Disclosure to Employees Act.

23 Ill.Admin.Code §1.330, Hazardous Materials Training.

ADOPTED:

Operational Services

#XXXX Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications

Persons Prohibited on School Property without Prior Permission

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions:

1. The offender is a parent/guardian of a student attending the school and has notified the Dean of Faculty and Students of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the Board, Executive Director, or Executive Director's designee. If permission is granted, the Executive Director or Board President shall provide the details of the offender's upcoming visit to the Dean of Faculty and Students.

In all cases, the Executive Director or designee shall supervise a child sex offender whenever the offender is in a child's vicinity. If a student is a sex offender, the Executive Director or designee shall develop guidelines for managing his or her presence in school.

Criminal Background Check and/or Screen

The Executive Director or designee shall perform the criminal background check and/or screen required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. He or she shall take appropriate action based on the result of any criminal background check and/or screen.

Notification to Parents/Guardians

The Executive Director shall develop procedures for the distribution and use of information from law enforcement officials under the *Sex Offender Community Notification Law* and the *Murderer and Violent Offender Against Youth Community Notification Law*. The Executive Director or designee shall serve as the District contact person for purposes of these laws. The Executive Director and Dean of Faculty and Students shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the *Sex Offender Community Notification Law*. This notification must occur during school registration and at other times as the Executive Director or Dean determines advisable.

LEGAL REF.:

20 ILCS 2635/, Uniform Conviction Information Act.

720 ILCS 5/11-9.3.

730 ILCS 152/, Sex Offender Community Notification Law.

730 ILCS 154/75-105, Murderer and Violent Offender Against Youth Community Notification Law.

Operational Services

#XXX Pandemic Preparedness

The Board of Education recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety if an influenza pandemic occurs. A pandemic influenza is a worldwide outbreak of a virus for which there is little or no natural immunity and no vaccine; it spreads quickly to people who have not been previously exposed to the new virus.

To prepare the School District community for a pandemic, the Executive Director or designee shall: (1) learn and understand the roles that the federal, State, and local government would play in an epidemic; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic influenza school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, any decision for an emergency school closing will be made by the Executive Director in consultation with and, if necessary, at the direction of the District's local health department, emergency management agencies, and Regional Office of Education.

LEGAL REF.:

105 ILCS 5/10-16.7 and 5/10-20.5.

Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).

Ill. Emergency Management Agency Act, 20 ILCS 3305.

Ill. Educational Labor Relations Act, 115 ILCS 5/.

ADOPTED:



220 PETERSON RD.
LIBERTYVILLE, IL. 60048
LibertyvilleSigns.com

Estimate

Date	Estimate #
10/11/2016	196090

Customer
Prairie Crossing Charter School 1531 Jones Point Rd. Grayslake, IL 60030

P.O. No.	Terms	Completed...	Rep	Phone #	Fax #
	Credit Card	10/11/2016	BS	847-707-4835	847-543-9744
Item	Description	Qty	Cost	Total	
Monument Sign	LED Displays 20mm impact grayscale - red, front vent 3'8"x5'9" with aluminum cabinet painted black w/ led module installed with wifi antenna installed on building - acrylic school logo - (cabinet to wrapped in wood by clients carpenter) installed - rough size 5'x15' Double sided with steel mounting poles direct buried into ground w/ concrete. Letters/Logo will be custom pms painted stud mounted letters (one set for each side) 94" w total installed onto above sign after wrapped - electric/grading/back fill/ landscaping/IT Hook-up/lines for LED all by client	1	28,835.38	28,835.38	
				Subtotal	\$28,835.38
				Sales Tax (7.0%)	\$0.00
				Total	\$28,835.38

Designs generated for this estimate remain the property of SIGN* A * RAMA until the order is complete and paid in full. A 50% deposit is required to begin this order. Balance is due upon completion. Terms and conditions apply. Each Sign* A * Rama is Independently Owned and Operated. www.libertyvillesigns.com

Signature _____

Phone #	Fax #	E-mail	Web Site
847-680-0004	847-680-6644	graphics@libertyvillesigns.com	www.libertyvillesigns.com

Northstar Concrete Corporation

Proposal and Acceptance

PO BOX 470
Grayslake, IL 60030

Date	Estimate #
10/5/2016	665

Name / Address
Prairie Crossing Charter School Bill Batz 1531 Jones Point Road Grayslake IL 60030

Plan Date	10/5/2016
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Terms	Project
Net 30	1531 Jones Point Rd, Grayslake

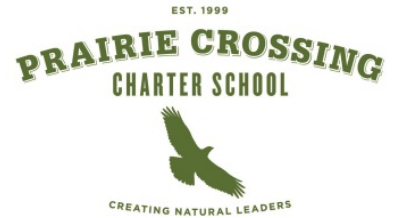
Item	Description	Total
Excavation	Excavation: Excavate for new slab. supply min. 4" compacted grade #9 for new slab	4,100.00
Sidewalk	Concrete: set up and pour 12'x24' thicikened edge concrete slab, two #4 bars cont. around perimeter 4" slab with wire mesh concrete sidewalk: 10'x23' 4" concrete over 4" compacted grade #9 with wire mesh	1,800.00
Total		\$5,900.00

IT IS MUTUALLY AGREED AS FOLLOWS:
THIS PROPSAL IS GOOD FOR 30 DAYS FROM THE DATE ABOVE

- 1)There should be an extra charge if concrete for foundation must be pumped or wheeled.
- 2)Should excavating disclose soil or water conditions uncommon to the locale, concrete contractor assumes no warranty, expressed or implied, as to resulting condition of concrete work. It is further understood that either party hereto may rescind his agreement upon determination of said soil or water conditions.
- 3)Any extra work done on order of the purchaser or its agents shall be charged for over and above the contract price stipulated.
- 4)There are no warranties contained in this agreement other than those expressly contained herein.
- 5)There are no duties upon concrete contactor to protect completed work from frost, unless otherwise specified and agreed to herein.
- 6)It is understood that concrete is not guaranteed against cracking, as cracking is due to the natural action of concrete.
- 7)It is understood that concrete contractor will not be liable for damage caused by backfilling, water pressure others acts beyond his control.
- 8)Any controversy or claim arising out of or relating to this contract or the breach thereof shall be settled by arbitration. All costs will be paid by others

Consent Agenda

Director's Report

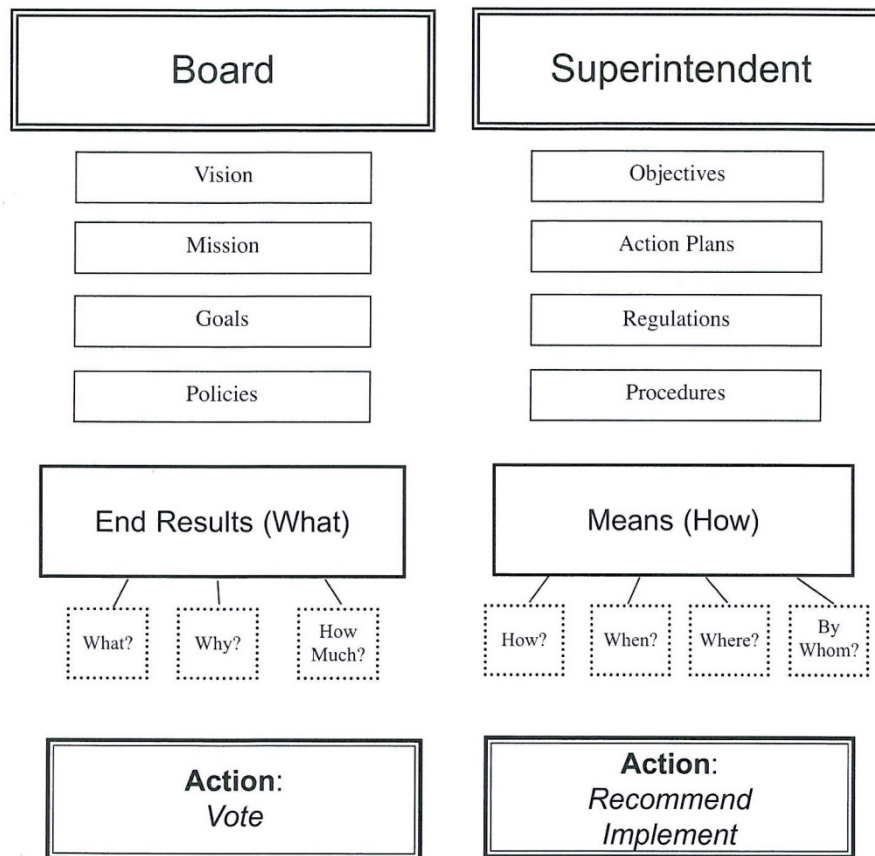


Global Statement

Serving on the School Board is a major responsibility and those that make that commitment to help carry out the vision and mission of the School are contributing to the advancement of PCCS. At times, it means making personal sacrifices and spending time away from your family because of the belief that we have something special here and we want it to flourish.

Please join me in welcoming our newest Board Members. Abe Janis is a strong and passionate PCCS Community Member. We are happy to have his help. We also welcome back Ed Jamison, Sue Ross and Nick Kotzamanis to a second (3-year) term. These three embody what Board Members should be to any organization and they will continue to make great contributions as a valued member of the Governance body. I welcome you all and appreciate the care that you have for this school and look forward to working with each of you.

With our new Board seated, work continues on aligning the goals and objectives of this Board with our Strategic Plan. The Board's responsibility is governance; the diagram below (borrowed from and IASB PowerPoint presentation) is a good snapshot of the responsibilities relating to each of our roles:



Committees

Arguably, the bulk of the work and effort of the Board is achieved at the Committee level. It is where the Board and the Administration work together to achieve the goals and priorities of our strategic plan. It is how development protocols are established, finance and budgets are monitored, curriculum is reviewed and policies and procedures of the School are established. The Board relies heavily on the Committees to help it make informed decisions on issues brought before it.

Director's Report



Since the School is always looking for fresh faces, new ideas and interested parties, for any that would like to become involved in helping this School, I encourage you to contact the Board Chair to discuss the vacancies and make-up of our fine Committees.

Thank you

Regardless of the fast-paced technological advancements our society is experiencing, one thing that never goes out of style is the simple act of saying thank you. To all that have served on the Board and Committees (past, present and future), Thank You – for your time, your commitment and your dedication of making Prairie Crossing Charter School a unique choice for public education in Lake County.

“Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.

~Margaret Mead.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Geoff Deigan", with a long horizontal stroke extending to the right.

Geoff Deigan
Executive Director



Dean's Board Report - October 2016

It seems as if school has just begun, however time flies at PCCS. The High Schools are already beginning their testing for 9th grade, and the teachers are busy preparing for the first grading period to end and conferences. Halloween is just around the corner and next we'll all begin prepping for the winter holidays.

RtI and Explore classes have begun in the Carson building and Title one tutoring has started full force in the Comstock building. Along with addressing those needing remedial instruction in the core subjects, the Explore Program provides amazing opportunities for students to "explore" more of their interests while we enrich the Tier 1 curriculum. Some enrichment options this year are: Cryptology, Creative Writing, Drama, Advanced Algebra Concepts, Astronomy, Myth Busters, Music & Art Enrichment, and Study Hall. Based on our preliminary results from last year and so far this year, we have high expectations for meeting all the needs of our students. In the Comstock building, we have tutors providing Tier 2 interventions in both Reading and Math. Although most of this is done using "pull out intervention" strategies, there are also opportunities for additional teachers to intervene using small group instruction in the classroom.

October's Eat Real Green Challenge has been exciting. We kicked off the challenge with our assembly, featuring guest speakers Matt Petersen and Alison Parker, who helped introduce the concept and show how *Eating Real* can be part of people's careers and adult lives. Throughout the month, we've had other exciting events, including Farm to Table with parent chefs (Amy Jamison and Lori Maier Thank You!) featuring 7th grade potatoes and kindergarten students trying new vegetables and recipes with Lindsey Shifley. We're very excited for our Feed your Family store event on Oct. 24-26, and our Food Day apple celebration on Oct. 25. As part of this month's initiatives, we've been helping to ensure food security for all our neighbors through a food drive. Thank you to everyone who donated to this cause!

Third and fourth grade classes participated in the Earthkeepers program this month. The program began with each class going to Lockhart Nature Center for 2 days to receive Earthkeeper training. Students earned their K keys for knowledge as they learned about energy flow, soil, air and water cycles, change over time and interrelationships. During follow-up at school, students earned their E (Experience) keys. Over the course of the next several months, classes will be following up by earning their Y and S keys. For Yourself, they will make a positive impact on planet earth, and for Sharing, they will teach others what they've learned. We're excited to have our new Earthkeeper Apprentices as part of this PCCS tradition!

Respectfully submitted,

Tony Zamiar, Dean of Faculty and Staff
Naomi Hershiser, Dean of Environmental Learning

Prairie Crossing Charter School

Business Managers Report

October 25, 2016

- The Finance Committee met October 18, 2016 at 6:00pm and reviewed FY15-16 Audit Report and September 2016 financial statements. Once approved the FY15-16 Audit will be posted to the PCCS Website and submitted to ISBE by the 12/1/2016 deadline.

- Q1 2017 Grant Reporting submitted:
 - IDEA Grant expenditures in the amount of \$9,766.00 were reported
10/18/2016

- Open enrollment health care elections were processed with respective carriers and payroll deductions have been updated to reflect the employee component of the current payroll contribution effective on the 10/15/2015 payroll.

- FY17 Employment and Position data has been entered into the ISBE Employee Information System (EIS) database along with aggregate totals for non-certified positions. This data is required by November 1, 2016.

Respectfully submitted,

Kim Disalvo

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July through September 2016

Ordinary Income/Expense	Jul - Sep 16	Budget	\$ Over Budget
Income			
4100 · GENERAL INCOME			
4105 · Reimbursement From ISBE	693,561.69	693,561.69	0.00
4110 · General Contributions	2,230.95	2,000.00	230.95
4115 · General Sponsorships	0.00	0.00	0.00
4125 · Restricted Contribs/Sponsorship	298.00	0.00	298.00
4130 · Matching Gifts	0.00	400.00	(400.00)
4199 · Consolidate	0.00	0.00	0.00
Total 4100 · GENERAL INCOME	696,090.64	695,961.69	128.95
4200 · GRANTS			
4205 · IDEA Grant	0.00	0.00	0.00
4215 · Title I Low Income	0.00	0.00	0.00
4220 · Title II Teacher Quality	0.00	0.00	0.00
4225 · Special Ed Personnel	0.00	0.00	0.00
4230 · Special Ed Fundg for Children	0.00	0.00	0.00
4235 · Title III ELL - TBE/TPI	0.00	0.00	0.00
4295 · Other Grants	0.00	0.00	0.00
Total 4200 · GRANTS	0.00	0.00	0.00
4300 · SCHOOL FEES INCOME			
4305 · Books/Materials/Activities	17,105.50	17,105.50	0.00
4310 · Out-of-District Tuition	2,252.60	2,252.60	0.00
4300 · SCHOOL FEES INCOME - Other	0.00	0.00	0.00
Total 4300 · SCHOOL FEES INCOME	19,358.10	19,358.10	0.00
4400 · CLUBS & PROGRAMS			
4405 · Before and After School Program	45,037.25	45,037.25	0.00
4415 · Getting to Know You	2,420.00	2,420.00	0.00
4420 · Band	0.00	0.00	0.00
4425 · Interscholastic Sports	5,375.00	5,375.00	0.00
4430 · Golf Club	0.00	0.00	0.00
4435 · Tae Kwon Do	60.00	580.00	(520.00)
4440 · Drumming	0.00	0.00	0.00
4445 · Champions Club	1,460.00	1,460.00	0.00
4450 · Knitting Club Income	0.00	0.00	0.00
4455 · Hot Lunch - Farm to Table	9,374.00	9,374.00	0.00
4460 · Hot Lunch - Pizza	0.00	0.00	0.00
4465 · Student Council	0.00	0.00	0.00
4475 · Literary / Art Program	0.00	0.00	0.00
4495 · Other Clubs	5,040.00	5,040.00	0.00
4400 · CLUBS & PROGRAMS - Other	0.00	0.00	0.00
Total 4400 · CLUBS & PROGRAMS	68,766.25	69,286.25	(520.00)
4500 · GENERAL FUNDRAISING INCOME			
4501 · In Kind Gifts Received	0.00	0.00	0.00
4502 · Annual Appeal	0.00	0.00	0.00
4505 · Auction	0.00	0.00	0.00
4507 · Auction Restricted Gifts	0.00	0.00	0.00
4510 · Scholastic Book Fairs	0.00	0.00	0.00
4515 · Prairie Pedal	0.00	0.00	0.00
4520 · Earthweek	0.00	0.00	0.00
4535 · Operation Sidewalk Makeover Inc	0.00	0.00	0.00
4540 · Compost Buckets Inc	0.00	0.00	0.00
4545 · Camping Equip Income	0.00	0.00	0.00
4550 · Rain Barrels	0.00	0.00	0.00
4555 · Awards Inc	0.00	0.00	0.00
4560 · Spirit Wear / Gym Uniforms	0.00	0.00	0.00
4563 · Homecoming Inc	0.00	0.00	0.00
4565 · Dances Income	0.00	0.00	0.00
4568 · Sustainable Schoolyard	0.00	0.00	0.00
4570 · Envir. Library Income	0.00	0.00	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget
4595 · Other Fundraising Inc	0.00	0.00	0.00
Total 4500 · GENERAL FUNDRAISING INCOME	0.00	0.00	0.00
4700 · STUDENT PARTICIPATION INCOME			
4705 · 5th/6th Grade Trip	0.00	0.00	0.00
4710 · 7th Grade Trip	0.00	0.00	0.00
4712 · 7th Grade Fundraising	0.00	0.00	0.00
4715 · 8th Grade Trip	16,790.00	16,790.00	0.00
4717 · 8th Grade Fundraising	283.00	0.00	283.00
4720 · Graduation	0.00	0.00	0.00
4725 · Class Parties	0.00	0.00	0.00
4730 · Field Trips/Educ Activities Inc	7,017.00	7,017.00	0.00
Total 4700 · STUDENT PARTICIPATION INCOME	24,090.00	23,807.00	283.00
4800 · INVESTMENT & OTHER INCOME			
4805 · Rental Income	1,100.00	1,426.00	(326.00)
4815 · Snow Removal Income	0.00	0.00	0.00
4817 · Maintenance Income	0.00	0.00	0.00
4818 · Gifts in Kind - Goods	0.00	0.00	0.00
4820 · Interest Income - LFB	431.44	431.44	0.00
Total 4800 · INVESTMENT & OTHER INCOME	1,531.44	1,857.44	(326.00)
4998 · Investment Income (loss) in LLC	0.00	0.00	0.00
4999 · School Rent Income-LLC	0.00	0.00	0.00
Total Income	809,836.43	810,270.48	(434.05)
Gross Profit	809,836.43	810,270.48	(434.05)
Expense			
5100 · INSTRUCTION EXPS			
5105 · Instruction Salaries	223,050.76	223,050.76	0.00
5110 · Instruction Stipends	2,765.00	2,765.00	0.00
5115 · Merit Pay	0.00	0.00	0.00
5120 · Related FICA & Medicare Expense	8,128.35	8,128.35	0.00
5125 · Instruction TRS	2,697.14	2,697.14	0.00
5130 · Instruction Health Benefits Exp	45,054.55	45,054.55	0.00
5135 · Instruction FSA Expense	0.00	0.00	0.00
5140 · Classroom Supplies	4,454.67	5,629.48	(1,174.81)
5145 · Educational Materials	14,671.67	13,057.79	1,613.88
5150 · Computer Supplies	2,768.17	2,768.17	0.00
5160 · Furniture	0.00	0.00	0.00
5165 · Other Instructional Equipment	495.91	0.00	495.91
5170 · Dues & Subscriptions	5,228.84	5,228.84	0.00
5175 · Instruction Prof Development	941.68	1,500.00	(558.32)
5181 · Environmental Learning	1,954.86	1,954.86	0.00
5182 · Environmental Ed Professional D	0.00	0.00	0.00
5183 · Environmental Library	0.00	0.00	0.00
5190 · Deans Discretionary	1,161.24	1,161.24	0.00
Total 5100 · INSTRUCTION EXPS	313,372.84	312,996.18	376.66
5200 · CLUBS & PROGRAMS EXP			
5205 · Before and After School Care	8,483.91	8,920.60	(436.69)
5210 · Getting to Know You	2,420.00	2,420.00	0.00
5212 · Band	0.00	0.00	0.00
5215 · Interscholastic Sports	2,095.50	2,095.50	0.00
5225 · Tae Kwon Do	0.00	0.00	0.00
5240 · Champions Club	0.00	0.00	0.00
5260 · Extra Curricular Expense	0.00	0.00	0.00
5265 · Student Council	0.00	0.00	0.00
5275 · Literary / Art Program	0.00	0.00	0.00
5285 · Hot Lunch - Farm to Table	700.00	1,831.59	(1,131.59)
5295 · Other Club Exps	0.00	0.00	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget
Total 5200 · CLUBS & PROGRAMS EXP	13,699.41	15,267.69	(1,568.28)
5300 · STUDENT PARTICIPATION EXPS			
5305 · Field Trips/Educ Activities Exp	7,382.76	7,382.76	0.00
5315 · Class Parties & Activities	0.00	0.00	0.00
5320 · 5/6 Grade Trip	0.00	0.00	0.00
5325 · 7th Grade Trip	0.00	0.00	0.00
5327 · 7th Grade Fundraising	0.00	0.00	0.00
5330 · 8th Grade Trip	16,929.74	16,929.74	0.00
5332 · 8th Grade Fundraising	0.00	0.00	0.00
5340 · Graduation	0.00	0.00	0.00
Total 5300 · STUDENT PARTICIPATION EXPS	24,312.50	24,312.50	0.00
5400 · ADMINISTRATION EXPS			
5405 · Administrative Salaries	127,941.47	127,726.47	215.00
5415 · Admin TRS Expense	0.00	0.00	0.00
5420 · Admin FICA & Medicare	7,227.03	7,243.51	(16.48)
5425 · Admin Health Benefits Expense	10,247.27	10,247.27	0.00
5430 · Unemployment Compensation	0.00	0.00	0.00
5435 · Admin FSA Expense	700.00	600.00	100.00
5438 · Employment Expense - Other	1,711.55	1,711.55	0.00
5440 · Supplies	3,687.78	4,355.86	(668.08)
5445 · Furniture	89.24	100.00	(10.76)
5450 · Office Equipment	0.00	0.00	0.00
5455 · Computers	3,806.67	3,806.67	0.00
5460 · Computer Support	7,353.38	7,353.38	0.00
5465 · Equipment Rental	0.00	0.00	0.00
5470 · Equipment Maintenance	0.00	0.00	0.00
5475 · Admin Professional Development	52.33	52.33	0.00
5480 · Telecommunication	5,027.32	5,027.32	0.00
5485 · Accounting and Audit Fees	13,300.00	13,300.00	0.00
5488 · Accounting and Audit Fees - LLC	0.00	0.00	0.00
5490 · Payroll Service Fees	2,641.21	2,641.21	0.00
5495 · Printing and Copying	1,534.38	1,534.38	0.00
5500 · Postage and Shipping	439.00	439.00	0.00
5505 · Insurance (incl. Building Ins.)	15,733.65	15,733.65	0.00
5510 · Dues and Subscriptions	375.00	375.00	0.00
5515 · Board Related Expenses	49.00	50.00	(1.00)
5525 · Legal Fees	371.06	18,500.01	(18,128.95)
5530 · Bank Fees	950.02	950.02	0.00
5544 · Outreach Conferences/Membership	969.80	1,000.00	(30.20)
5545 · Community Outreach	16,511.52	15,955.08	556.44
5546 · Outreach Materials	4,742.27	4,742.27	0.00
5547 · Transportation	0.00	2,970.00	(2,970.00)
5550 · Contingency	0.00	0.00	0.00
5555 · Fee Waiver Expenses	9,278.04	9,278.04	0.00
5590 · Admin Discretionary	735.57	735.57	0.00
5595 · Other Admin Expenses	0.00	0.00	0.00
Total 5400 · ADMINISTRATION EXPS	235,474.56	256,428.59	(20,954.03)
5600 · SUPPORT SERVICES			
5605 · Special Ed Salaries	102,839.13	93,140.16	9,698.97
5610 · Spec Ed FICA & Medicare	4,691.41	3,705.84	985.57
5615 · Spec Ed Health Benefits	13,456.51	13,558.46	(101.95)
5625 · Auditory Services	720.00	2,520.00	(1,800.00)
5630 · Speech Services	16,312.94	16,312.94	0.00
5635 · OT/PT Services	13,568.00	14,166.75	(598.75)
5640 · Psychological Services	0.00	0.00	0.00
5641 · Behavioral Therapist Services	0.00	0.00	0.00
5642 · Nursing Services	6,134.83	8,701.34	(2,566.51)
5645 · Other Spec Ed Services	150.00	1,150.00	(1,000.00)
5646 · Out of District Placement	0.00	0.00	0.00
5650 · Special Ed Legal Fees	880.00	880.00	0.00
5655 · Special Ed CR Mats & Sups	3,561.81	3,561.81	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget
5660 · Spec Ed Professional Developmnt	2,009.84	2,009.84	0.00
Total 5600 · SUPPORT SERVICES	164,324.47	159,707.14	4,617.33
5700 · OPERATIONS & MAINT EXP			
5705 · Maintenance Salaries	27,436.79	27,436.79	0.00
5710 · Maint FICA & Medicare	2,387.45	2,478.13	(90.68)
5715 · Maint Health Benefits	3,386.19	3,386.19	0.00
5720 · Water and Sewer	764.88	764.88	0.00
5730 · Gas and Electricity	5,893.82	7,354.57	(1,460.75)
5735 · Garbage	342.72	500.01	(157.29)
5740 · Life Safety	5,784.33	5,784.33	0.00
5745 · Snow Removal	0.00	0.00	0.00
5750 · Summer Help	5,291.00	5,291.00	0.00
5755 · Winter Help	0.00	0.00	0.00
5765 · Maintenance Equipment	427.49	427.49	0.00
5770 · Maintenance Supplies	2,326.38	2,326.38	0.00
5775 · Long-Term Maint & Repairs	1,327.04	1,386.98	(59.94)
5795 · Other Maint Exps	852.65	852.65	0.00
Total 5700 · OPERATIONS & MAINT EXP	56,220.74	57,989.40	(1,768.66)
5800 · FUNDRAISING EXP			
5805 · Fundraising Salaries	0.00	0.00	0.00
5807 · Fundraising Stipends	0.00	0.00	0.00
5810 · Fundraising FICA & Medicare	0.00	0.00	0.00
5813 · Fundraising Contractual	0.00	0.00	0.00
5814 · Marketing/Advertising Expense	0.00	0.00	0.00
5815 · Auction Exps	0.00	0.00	0.00
5825 · Annual Appeal Develop Exps	0.00	0.00	0.00
5827 · Contribs/Sponsor Develop Exps	0.00	0.00	0.00
5830 · Scholastic Book Fair	0.00	0.00	0.00
5835 · Prairie Pedal	0.00	0.00	0.00
5840 · Earthweek Exps	0.00	0.00	0.00
5850 · Operation Sidewalk Makeover Exp	0.00	0.00	0.00
5855 · Compost Buckets Exp	0.00	0.00	0.00
5860 · Camping Equip Exps	0.00	0.00	0.00
5865 · Rain Barrels Exp	0.00	0.00	0.00
5870 · Awards Exp	0.00	0.00	0.00
5875 · Spirit Wear / Gym Uniforms	0.00	0.00	0.00
5878 · Homecoming Exp	0.00	0.00	0.00
5880 · Dances Exp	0.00	0.00	0.00
5881 · Sustainable Schoolyard	0.00	0.00	0.00
5882 · Envir. Library Exp	0.00	0.00	0.00
5885 · Classroom Gardens Exp	0.00	0.00	0.00
5890 · Restricted Expense	78.00	0.00	78.00
5895 · Other Fundraising Exps	0.00	0.00	0.00
Total 5800 · FUNDRAISING EXP	78.00	0.00	78.00
5900 · GRANT EXPENSE			
5905 · IDEA Grant Exp	752.85	752.85	0.00
5910 · Title I Exp	0.00	0.00	0.00
5915 · Title II Teacher Quality Exp	0.00	0.00	0.00
5920 · ARRA Grant Exp	0.00	0.00	0.00
5925 · Spec Ed Pers Grant Exp	0.00	0.00	0.00
5930 · Spec Ed Fundg For Children Exp	0.00	0.00	0.00
5935 · Title III ELL - TBE/TPI	0.00	0.00	0.00
5995 · Other Grants Expeditures	0.00	0.00	0.00
5999 · School Rent Expense	0.00	0.00	0.00
Total 5900 · GRANT EXPENSE	752.85	752.85	0.00
Total Expense	808,235.37	827,454.35	(19,218.98)
Net Ordinary Income	1,601.06	(17,183.87)	18,784.93
Other Income/Expense			

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
 July through September 2016

	Jul - Sep 16	Budget	\$ Over Budget
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
7101 · Textile Drive	3,096.85	0.00	3,096.85
7103 · Box Tops	0.00	0.00	0.00
7107 · SCRIP	5,709.72	0.00	5,709.72
7109 · Holiday Bazaar	0.00	0.00	0.00
7110 · Other	0.00	0.00	0.00
7111 · School Supply Packs	0.00	0.00	0.00
7114 · Father Daughter Dance - PSO	0.00	0.00	0.00
Total 7102 · Fundraising	8,806.57	0.00	8,806.57
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	8,806.57	0.00	8,806.57
Total Other Income	8,806.57	0.00	8,806.57
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
7222 · LFB Loan Interest Expense	81,068.50	80,838.16	230.34
7226 · Gain/Loss on Interest Rate Swap	(8,606.97)	(8,606.97)	0.00
Total 7220 · PCCSHI-Mortgage Loan Interest	72,461.53	72,231.19	230.34
7227 · State Charter School Commission	28,898.40	28,786.02	112.38
7244 · Lease Interest Expense	344.99	320.01	24.98
7246 · Depreciation	21,896.37	21,896.37	0.00
7247 · Amortization	1,853.82	1,853.82	0.00
7248 · Depreciation - LLC	67,426.74	67,426.74	0.00
7249 · Amortization - LLC	6,638.01	6,638.01	0.00
7250 · Other Expense			
7258 · Other Expenses	0.00	0.00	0.00
Total 7250 · Other Expense	0.00	0.00	0.00
7300 · NON OPERATING-PSO EXPENSE			
7304 · Bank Fees	231.87	0.00	231.87
7311 · SCRIP	9,658.56	0.00	9,658.56
7313 · Holiday Bazaar	0.00	0.00	0.00
7314 · Father Daughter Dance - PSO	0.00	0.00	0.00
7315 · Other Fundraising	0.00	0.00	0.00
7321 · Classroom Care	0.00	0.00	0.00
7322 · Teacher Sup Exp Reimb	392.89	0.00	392.89
7323 · Community Care/Family Social	90.00	0.00	90.00
7326 · Inschool Grants	20.00	0.00	20.00
7327 · Discretionary Hardship Fund	0.00	0.00	0.00
7328 · School Supply Packs	0.00	0.00	0.00
7329 · Textile Drive	0.00	0.00	0.00
Total 7300 · NON OPERATING-PSO EXPENSE	10,393.32	0.00	10,393.32
Total 7200 · NON OPERATING EXPENSE	209,913.18	199,152.16	10,761.02
Total Other Expense	209,913.18	199,152.16	10,761.02
Net Other Income	(201,106.61)	(199,152.16)	(1,954.45)
Net Income	(199,505.55)	(216,336.03)	16,830.48

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4100 · GENERAL INCOME			
4105 · Reimbursement From ISBE	462,374.46	462,374.46	0.00
4110 · General Contributions	1,075.00	844.05	230.95
4115 · General Sponsorships	0.00	0.00	0.00
4125 · Restricted Contribs/Sponsorship	278.00	0.00	278.00
4130 · Matching Gifts	0.00	200.00	(200.00)
4199 · Consolidate	0.00	0.00	0.00
Total 4100 · GENERAL INCOME	463,727.46	463,418.51	308.95
4200 · GRANTS			
4205 · IDEA Grant	0.00	0.00	0.00
4215 · Title I Low Income	0.00	0.00	0.00
4220 · Title II Teacher Quality	0.00	0.00	0.00
4225 · Special Ed Personnel	0.00	0.00	0.00
4230 · Special Ed Fundg for Children	0.00	0.00	0.00
4235 · Title III ELL - TBE/TPI	0.00	0.00	0.00
4295 · Other Grants	0.00	0.00	0.00
Total 4200 · GRANTS	0.00	0.00	0.00
4300 · SCHOOL FEES INCOME			
4305 · Books/Materials/Activities	5,137.00	5,137.00	0.00
4310 · Out-of-District Tuition	1,126.30	1,126.30	0.00
4300 · SCHOOL FEES INCOME - Other	0.00	0.00	0.00
Total 4300 · SCHOOL FEES INCOME	6,263.30	6,263.30	0.00
4400 · CLUBS & PROGRAMS			
4405 · Before and After School Program	2,962.75	2,962.75	0.00
4415 · Getting to Know You	0.00	0.00	0.00
4420 · Band	0.00	0.00	0.00
4425 · Interscholastic Sports	0.00	0.00	0.00
4430 · Golf Club	0.00	0.00	0.00
4435 · Tae Kwon Do	60.00	580.00	(520.00)
4440 · Drumming	0.00	0.00	0.00
4445 · Champions Club	1,460.00	1,460.00	0.00
4450 · Knitting Club Income	0.00	0.00	0.00
4455 · Hot Lunch - Farm to Table	9,374.00	9,374.00	0.00
4460 · Hot Lunch - Pizza	0.00	0.00	0.00
4465 · Student Council	0.00	0.00	0.00
4475 · Literary / Art Program	0.00	0.00	0.00
4495 · Other Clubs	5,040.00	5,040.00	0.00
4400 · CLUBS & PROGRAMS - Other	0.00	0.00	0.00
Total 4400 · CLUBS & PROGRAMS	18,896.75	19,416.75	(520.00)
4500 · GENERAL FUNDRAISING INCOME			
4501 · In Kind Gifts Received	0.00	0.00	0.00
4502 · Annual Appeal	0.00	0.00	0.00
4505 · Auction	0.00	0.00	0.00
4507 · Auction Restricted Gifts	0.00	0.00	0.00
4510 · Scholastic Book Fairs	0.00	0.00	0.00
4515 · Prairie Pedal	0.00	0.00	0.00
4520 · Earthweek	0.00	0.00	0.00
4535 · Operation Sidewalk Makeover Inc	0.00	0.00	0.00
4540 · Compost Buckets Inc	0.00	0.00	0.00
4545 · Camping Equip Income	0.00	0.00	0.00
4550 · Rain Barrels	0.00	0.00	0.00
4555 · Awards Inc	0.00	0.00	0.00
4560 · Spirit Wear / Gym Uniforms	0.00	0.00	0.00
4563 · Homecoming Inc	0.00	0.00	0.00
4565 · Dances Income	0.00	0.00	0.00
4568 · Sustainable Schoolyard	0.00	0.00	0.00
4570 · Envir. Library Income	0.00	0.00	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over Budget
4595 · Other Fundraising Inc	0.00	0.00	0.00
Total 4500 · GENERAL FUNDRAISING INCOME	0.00	0.00	0.00
4700 · STUDENT PARTICIPATION INCOME			
4705 · 5th/6th Grade Trip	0.00	0.00	0.00
4710 · 7th Grade Trip	0.00	0.00	0.00
4712 · 7th Grade Fundraising	0.00	0.00	0.00
4715 · 8th Grade Trip	12,190.00	12,190.00	0.00
4717 · 8th Grade Fundraising	283.00	0.00	283.00
4720 · Graduation	0.00	0.00	0.00
4725 · Class Parties	0.00	0.00	0.00
4730 · Field Trips/Educ Activities Inc	7,002.00	7,002.00	0.00
Total 4700 · STUDENT PARTICIPATION INCOME	19,475.00	19,192.00	283.00
4800 · INVESTMENT & OTHER INCOME			
4805 · Rental Income	408.75	735.00	(326.25)
4815 · Snow Removal Income	0.00	0.00	0.00
4817 · Maintenance Income	0.00	0.00	0.00
4818 · Gifts in Kind - Goods	0.00	0.00	0.00
4820 · Interest Income - LFB	157.12	157.12	0.00
Total 4800 · INVESTMENT & OTHER INCOME	565.87	892.12	(326.25)
4998 · Investment Income (loss) in LLC	0.00	0.00	0.00
4999 · School Rent Income-LLC	0.00	0.00	0.00
Total Income	508,928.38	509,182.68	(254.30)
Gross Profit	508,928.38	509,182.68	(254.30)
Expense			
5100 · INSTRUCTION EXPS			
5105 · Instruction Salaries	143,718.83	143,718.83	0.00
5110 · Instruction Stipends	342.50	342.50	0.00
5115 · Merit Pay	0.00	0.00	0.00
5120 · Related FICA & Medicare Expense	4,723.49	4,723.49	0.00
5125 · Instruction TRS	2,106.77	2,106.77	0.00
5130 · Instruction Health Benefits Exp	15,701.97	15,701.97	0.00
5135 · Instruction FSA Expense	0.00	0.00	0.00
5140 · Classroom Supplies	477.52	1,652.33	(1,174.81)
5145 · Educational Materials	3,163.01	1,549.13	1,613.88
5150 · Computer Supplies	788.65	788.65	0.00
5160 · Furniture	0.00	0.00	0.00
5165 · Other Instructional Equipment	176.07	0.00	176.07
5170 · Dues & Subscriptions	0.00	0.00	0.00
5175 · Instruction Prof Development	149.00	500.00	(351.00)
5181 · Environmental Learning	1,134.72	1,134.72	0.00
5182 · Environmental Ed Professional D	0.00	0.00	0.00
5183 · Environmental Library	0.00	0.00	0.00
5190 · Deans Discretionary	364.76	364.76	0.00
Total 5100 · INSTRUCTION EXPS	172,847.29	172,583.15	264.14
5200 · CLUBS & PROGRAMS EXP			
5205 · Before and After School Care	5,226.35	5,663.04	(436.69)
5210 · Getting to Know You	0.00	0.00	0.00
5212 · Band	0.00	0.00	0.00
5215 · Interscholastic Sports	1,165.50	1,165.50	0.00
5225 · Tae Kwon Do	0.00	0.00	0.00
5240 · Champions Club	0.00	0.00	0.00
5260 · Extra Curricular Expense	0.00	0.00	0.00
5265 · Student Council	0.00	0.00	0.00
5275 · Literary / Art Program	0.00	0.00	0.00
5285 · Hot Lunch - Farm to Table	700.00	1,831.59	(1,131.59)
5295 · Other Club Exps	0.00	0.00	0.00

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over Budget
Total 5200 · CLUBS & PROGRAMS EXP	7,091.85	8,660.13	(1,568.28)
5300 · STUDENT PARTICIPATION EXPS			
5305 · Field Trips/Educ Activities Exp	1,710.80	1,710.80	0.00
5315 · Class Parties & Activities	0.00	0.00	0.00
5320 · 5/6 Grade Trip	0.00	0.00	0.00
5325 · 7th Grade Trip	0.00	0.00	0.00
5327 · 7th Grade Fundraising	0.00	0.00	0.00
5330 · 8th Grade Trip	7,712.24	7,712.24	0.00
5332 · 8th Grade Fundraising	0.00	0.00	0.00
5340 · Graduation	0.00	0.00	0.00
Total 5300 · STUDENT PARTICIPATION EXPS	9,423.04	9,423.04	0.00
5400 · ADMINISTRATION EXPS			
5405 · Administrative Salaries	43,073.28	43,073.28	0.00
5415 · Admin TRS Expense	0.00	0.00	0.00
5420 · Admin FICA & Medicare	2,441.61	2,458.09	(16.48)
5425 · Admin Health Benefits Expense	3,449.09	3,449.09	0.00
5430 · Unemployment Compensation	0.00	0.00	0.00
5435 · Admin FSA Expense	150.00	50.00	100.00
5438 · Employment Expense - Other	731.55	731.55	0.00
5440 · Supplies	797.93	1,466.01	(668.08)
5445 · Furniture	89.24	100.00	(10.76)
5450 · Office Equipment	0.00	0.00	0.00
5455 · Computers	269.49	269.49	0.00
5460 · Computer Support	2,528.42	2,528.42	0.00
5465 · Equipment Rental	0.00	0.00	0.00
5470 · Equipment Maintenance	0.00	0.00	0.00
5475 · Admin Professional Development	0.00	0.00	0.00
5480 · Telecommunication	1,662.39	1,662.39	0.00
5485 · Accounting and Audit Fees	0.00	0.00	0.00
5488 · Accounting and Audit Fees - LLC	0.00	0.00	0.00
5490 · Payroll Service Fees	941.02	941.02	0.00
5495 · Printing and Copying	0.00	0.00	0.00
5500 · Postage and Shipping	119.00	119.00	0.00
5505 · Insurance (incl. Building Ins.)	5,244.55	5,244.55	0.00
5510 · Dues and Subscriptions	125.00	125.00	0.00
5515 · Board Related Expenses	49.00	50.00	(1.00)
5525 · Legal Fees	371.06	6,166.67	(5,795.61)
5530 · Bank Fees	331.05	331.05	0.00
5544 · Outreach Conferences/Membership	469.80	500.00	(30.20)
5545 · Community Outreach	5,298.84	5,318.36	(19.52)
5546 · Outreach Materials	150.12	150.12	0.00
5547 · Transportation	0.00	1,800.00	(1,800.00)
5550 · Contingency	0.00	0.00	0.00
5555 · Fee Waiver Expenses	2,101.74	2,101.74	0.00
5590 · Admin Discretionary	637.90	637.90	0.00
5595 · Other Admin Expenses	0.00	0.00	0.00
Total 5400 · ADMINISTRATION EXPS	71,032.08	79,273.73	(8,241.65)
5600 · SUPPORT SERVICES			
5605 · Special Ed Salaries	52,639.69	42,940.72	9,698.97
5610 · Spec Ed FICA & Medicare	2,602.44	1,616.87	985.57
5615 · Spec Ed Health Benefits	4,458.22	4,560.17	(101.95)
5625 · Auditory Services	0.00	1,800.00	(1,800.00)
5630 · Speech Services	7,931.98	7,931.98	0.00
5635 · OT/PT Services	8,441.00	9,039.75	(598.75)
5640 · Psychological Services	0.00	0.00	0.00
5641 · Behavioral Therapist Services	0.00	0.00	0.00
5642 · Nursing Services	1,800.00	4,366.51	(2,566.51)
5645 · Other Spec Ed Services	0.00	1,000.00	(1,000.00)
5646 · Out of District Placement	0.00	0.00	0.00
5650 · Special Ed Legal Fees	330.00	330.00	0.00
5655 · Special Ed CR Mats & Sups	1,424.99	1,424.99	0.00

Prairie Crossing Charter School Profit & Loss Budget vs. Actual September 2016

	Sep 16	Budget	\$ Over Budget
5660 · Spec Ed Professional Developmpt	1,231.54	1,231.54	0.00
Total 5600 · SUPPORT SERVICES	80,859.86	76,242.53	4,617.33
5700 · OPERATIONS & MAINT EXP			
5705 · Maintenance Salaries	9,177.61	9,177.61	0.00
5710 · Maint FICA & Medicare	670.74	761.42	(90.68)
5715 · Maint Health Benefits	1,159.98	1,159.98	0.00
5720 · Water and Sewer	280.86	280.86	0.00
5730 · Gas and Electricity	2,347.47	2,948.95	(601.48)
5735 · Garbage	114.24	166.67	(52.43)
5740 · Life Safety	378.88	378.88	0.00
5745 · Snow Removal	0.00	0.00	0.00
5750 · Summer Help	0.00	0.00	0.00
5755 · Winter Help	0.00	0.00	0.00
5765 · Maintenance Equipment	97.28	97.28	0.00
5770 · Maintenance Supplies	580.02	580.02	0.00
5775 · Long-Term Maint & Repairs	251.60	251.60	0.00
5795 · Other Maint Exps	436.43	436.43	0.00
Total 5700 · OPERATIONS & MAINT EXP	15,495.11	16,239.70	(744.59)
5800 · FUNDRAISING EXP			
5805 · Fundraising Salaries	0.00	0.00	0.00
5807 · Fundraising Stipends	0.00	0.00	0.00
5810 · Fundraising FICA & Medicare	0.00	0.00	0.00
5813 · Fundraising Contractual	0.00	0.00	0.00
5814 · Marketing/Advertising Expense	0.00	0.00	0.00
5815 · Auction Exps	0.00	0.00	0.00
5825 · Annual Appeal Develop Exps	0.00	0.00	0.00
5827 · Contribs/Sponsor Develop Exps	0.00	0.00	0.00
5830 · Scholastic Book Fair	0.00	0.00	0.00
5835 · Prairie Pedal	0.00	0.00	0.00
5840 · Earthweek Exps	0.00	0.00	0.00
5850 · Operation Sidewalk Makeover Exp	0.00	0.00	0.00
5855 · Compost Buckets Exp	0.00	0.00	0.00
5860 · Camping Equip Exps	0.00	0.00	0.00
5865 · Rain Barrels Exp	0.00	0.00	0.00
5870 · Awards Exp	0.00	0.00	0.00
5875 · Spirit Wear / Gym Uniforms	0.00	0.00	0.00
5878 · Homecoming Exp	0.00	0.00	0.00
5880 · Dances Exp	0.00	0.00	0.00
5881 · Sustainable Schoolyard	0.00	0.00	0.00
5882 · Envir. Library Exp	0.00	0.00	0.00
5885 · Classroom Gardens Exp	0.00	0.00	0.00
5890 · Restricted Expense	0.00	0.00	0.00
5895 · Other Fundraising Exps	0.00	0.00	0.00
Total 5800 · FUNDRAISING EXP	0.00	0.00	0.00
5900 · GRANT EXPENSE			
5905 · IDEA Grant Exp	678.19	678.19	0.00
5910 · Title I Exp	0.00	0.00	0.00
5915 · Title II Teacher Quality Exp	0.00	0.00	0.00
5920 · ARRA Grant Exp	0.00	0.00	0.00
5925 · Spec Ed Pers Grant Exp	0.00	0.00	0.00
5930 · Spec Ed Fundg For Children Exp	0.00	0.00	0.00
5935 · Title III ELL - TBE/TPI	0.00	0.00	0.00
5995 · Other Grants Expenditures	0.00	0.00	0.00
5999 · School Rent Expense	0.00	0.00	0.00
Total 5900 · GRANT EXPENSE	678.19	678.19	0.00
Total Expense	357,427.42	363,100.47	(5,673.05)
Net Ordinary Income	151,500.96	146,082.21	5,418.75
Other Income/Expense			

Prairie Crossing Charter School
Profit & Loss Budget vs. Actual
September 2016

	Sep 16	Budget	\$ Over Budget
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
7101 · Textile Drive	3,096.85	0.00	3,096.85
7103 · Box Tops	0.00	0.00	0.00
7107 · SCRIP	3,228.73	0.00	3,228.73
7109 · Holiday Bazaar	0.00	0.00	0.00
7110 · Other	0.00	0.00	0.00
7111 · School Supply Packs	0.00	0.00	0.00
7114 · Father Daughter Dance - PSO	0.00	0.00	0.00
Total 7102 · Fundraising	6,325.58	0.00	6,325.58
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	6,325.58	0.00	6,325.58
Total Other Income	6,325.58	0.00	6,325.58
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
7222 · LFB Loan Interest Expense	27,042.43	26,812.09	230.34
7226 · Gain/Loss on Interest Rate Swap	0.00	0.00	0.00
Total 7220 · PCCSHI-Mortgage Loan Interest	27,042.43	26,812.09	230.34
7227 · State Charter School Commission	28,898.40	28,786.02	112.38
7244 · Lease Interest Expense	113.18	106.67	6.51
7246 · Depreciation	7,298.79	7,298.79	0.00
7247 · Amortization	617.94	617.94	0.00
7248 · Depreciation - LLC	22,475.58	22,475.58	0.00
7249 · Amortization - LLC	2,212.67	2,212.67	0.00
7250 · Other Expense			
7258 · Other Expenses	0.00	0.00	0.00
Total 7250 · Other Expense	0.00	0.00	0.00
7300 · NON OPERATING-PSO EXPENSE			
7304 · Bank Fees	68.45	0.00	68.45
7311 · SCRIP	1,412.45	0.00	1,412.45
7313 · Holiday Bazaar	0.00	0.00	0.00
7314 · Father Daughter Dance - PSO	0.00	0.00	0.00
7315 · Other Fundraising	0.00	0.00	0.00
7321 · Classroom Care	0.00	0.00	0.00
7322 · Teacher Sup Exp Reimb	208.62	0.00	208.62
7323 · Community Care/Family Social	0.00	0.00	0.00
7326 · Inschool Grants	0.00	0.00	0.00
7327 · Discretionary Hardship Fund	0.00	0.00	0.00
7328 · School Supply Packs	0.00	0.00	0.00
7329 · Textile Drive	0.00	0.00	0.00
Total 7300 · NON OPERATING-PSO EXPENSE	1,689.52	0.00	1,689.52
Total 7200 · NON OPERATING EXPENSE	90,348.51	88,309.76	2,038.75
Total Other Expense	90,348.51	88,309.76	2,038.75
Net Other Income	(84,022.93)	(88,309.76)	4,286.83
Net Income	67,478.03	57,772.45	9,705.58

2:17 PM

10/17/16

Accrual Basis

Prairie Crossing Charter School
Balance Sheet Prev Year Comparison
As of September 30, 2016

	Sep 30, 16	Sep 30, 15	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1100 · Cash			
1110 · LFB Operating 379719	630,718.07	592,779.38	37,938.69
1115 · Money Market 8100003238	659,611.13	659,280.50	330.63
1130 · PCCS Building 379727	172,244.19	132,567.73	39,676.46
1140 · PCCS Holdings 393851	5,946.45	5,951.45	(5.00)
1150 · PSO State Bank	40,866.63	32,675.88	8,190.75
1160 · Petty Cash	300.00	300.00	0.00
Total 1100 · Cash	1,509,686.47	1,423,554.94	86,131.53
Total Checking/Savings	1,509,686.47	1,423,554.94	86,131.53
Accounts Receivable			
1200 · Accounts Receivable	7,876.25	933.95	6,942.30
Total Accounts Receivable	7,876.25	933.95	6,942.30
Other Current Assets			
12000 · Undeposited Funds	943.00	1,016.00	(73.00)
1250 · Grants Receivable	44,188.86	7,975.45	36,213.41
1300 · Other Assets			
1320 · Prepaid Expense	81,824.52	53,415.62	28,408.90
1330 · Charter Renewal Fees	20,391.82	27,807.10	(7,415.28)
8999 · Due to Holdings	(8,817.00)	(9,717.00)	900.00
9999 · Due from PCCS - LLC	8,817.00	9,717.00	(900.00)
Total 1300 · Other Assets	102,216.34	81,222.72	20,993.62
Total Other Current Assets	147,348.20	90,214.17	57,134.03
Total Current Assets	1,664,910.92	1,514,703.06	150,207.86
Fixed Assets			
1400 · Fixed Assets			
1405 · Software	49,819.95	49,819.95	0.00
1410 · Computers	10,176.00	85,918.72	(75,742.72)
1420 · Computers - New Building	220,640.26	220,610.26	30.00
1425 · Security / Intercom System	0.00	42,205.00	(42,205.00)
1430 · Equipment	248,690.23	120,566.43	128,123.80
1435 · Vehicle	34,800.00	34,800.00	0.00
1440 · Office Equipment - Other	131,856.35	126,563.78	5,292.57
1445 · HVAC / Boiler	49,118.80	47,460.25	1,658.55
1450 · Furniture & Fixtures - New Bldg	148,000.41	148,000.41	0.00
1460 · Furniture & Fixtures - Other	200,475.85	61,997.43	138,478.42
1470 · Construction in Process - SSY	5,857.48	5,857.48	0.00
1490 · Accumulated Depreciation	(831,060.91)	(767,760.46)	(63,300.45)
Total 1400 · Fixed Assets	268,374.42	176,039.25	92,335.17
Total Fixed Assets	268,374.42	176,039.25	92,335.17
Other Assets			
1600 · Investment in LLC			
1605 · Investment in PCCS Holdings LLC	1,137,732.00	1,109,662.00	28,070.00
1607 · Capitalized Closing Costs	612,497.74	609,349.78	3,147.96
1610 · PCCSHI-Pledged Deposit	306,696.43	306,696.43	0.00
1620 · PCCSHI-Phase I Building	3,739,589.58	3,623,888.18	115,701.40
1630 · PCCSHI-Buildings	1,369,027.82	1,369,027.82	0.00
1640 · PCCSHI-Phase II Building	4,830,564.41	4,946,265.81	(115,701.40)
1650 · PCCSHI-Land	976,852.54	976,852.54	0.00
1655 · PCCSHI - Land Improvement	224,097.43	224,097.43	0.00
1660 · PCCSHI-Accumulated Depreciation	(2,934,056.43)	(2,664,349.50)	(269,706.93)
1699 · Consolidate	(1,137,732.00)	(1,109,662.00)	(28,070.00)
Total 1600 · Investment in LLC	9,125,269.52	9,391,828.49	(266,558.97)

Prairie Crossing Charter School
Balance Sheet Prev Year Comparison
As of September 30, 2016

	Sep 30, 16	Sep 30, 15	\$ Change
Total Other Assets	9,125,269.52	9,391,828.49	(266,558.97)
TOTAL ASSETS	11,058,554.86	11,082,570.80	(24,015.94)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2002 · Accounts Payables	56,104.40	106,642.98	(50,538.58)
Total Accounts Payable	56,104.40	106,642.98	(50,538.58)
Other Current Liabilities			
2010 · Accounts Payable - Accrued	34,993.81	933.52	34,060.29
2050 · Other Current Liabilities			
2051 · Operation Sidewalk Makeover	2,043.10	2,043.10	0.00
2052 · Compost Buckets	279.28	279.28	0.00
2053 · Camping Equipment	7,293.43	5,246.92	2,046.51
2054 · Rain Barrels / Work Day	250.00	250.00	0.00
2057 · Student Council	388.00	388.00	0.00
2058 · Athletics	5,244.35	6,070.34	(825.99)
2059 · Dances	1,824.94	1,134.13	690.81
2060 · Chromebook deposit-refundable	0.00	6,055.00	(6,055.00)
2061 · Restricted Contributions-other	664.00	0.00	664.00
2068 · Annual Appeal	4,911.56	4,911.56	0.00
2069 · Auction Restricted Gifts	771.48	771.48	0.00
Total 2050 · Other Current Liabilities	23,670.14	27,149.81	(3,479.67)
2106 · LLC Accrued Expenses	(1,331.00)	(1,331.00)	0.00
2151 · Deferred Revenue-Fees	43,664.50	42,448.50	1,216.00
2152 · Deferred Revenue - ISBE	512,374.45	483,762.17	28,612.28
2200 · Accrued Interest	18,322.09	18,322.09	0.00
2201 · Accrued Payroll Liabilities			
2210 · Accrued Salaries	31,088.30	29,512.09	1,576.21
2211 · Accrued Bonuses	146,500.00	0.00	146,500.00
2212 · Accrued FICA/Medicare/TRS Bonus	2,447.52	1,547.25	900.27
2235 · Equitable - 403B Payable	1,215.00	1,215.00	0.00
2245 · THIS Payable	790.37	624.55	165.82
2250 · TRS Payable	6,351.43	5,486.61	864.82
2255 · FSA Payable	89.97	64.72	25.25
Total 2201 · Accrued Payroll Liabilities	188,482.59	38,450.22	150,032.37
2300 · Capital Lease Obligations - ST	3,379.04	(1,095.67)	4,474.71
Total Other Current Liabilities	823,555.62	608,639.64	214,915.98
Total Current Liabilities	879,660.02	715,282.62	164,377.40
Long Term Liabilities			
2500 · Capital Lease Obligations - LT	18,890.35	3,340.70	15,549.65
2607 · Series 2011 Revenue Bonds	7,960,891.32	8,190,000.00	(229,108.68)
2608 · Interest Rate Swap Liability	16,813.21	106,784.18	(89,970.97)
Total Long Term Liabilities	7,996,594.88	8,300,124.88	(303,530.00)
Total Liabilities	8,876,254.90	9,015,407.50	(139,152.60)
Equity			
3200 · PCCS Net Assets	1,882,924.88	1,882,924.88	0.00
3210 · PCCS - Temporarily Restricted	7,323.00	7,323.00	0.00
3500 · LLC Net Assets	1,095,535.00	1,095,535.00	0.00
3900 · Retained Earnings	1,033,444.63	989,035.34	44,409.29
3999 · Consolidate	(1,637,422.00)	(1,637,422.00)	0.00
Net Income	(199,505.55)	(270,232.92)	70,727.37
Total Equity	2,182,299.96	2,067,163.30	115,136.66

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10/17/16
Accrual Basis

Prairie Crossing Charter School
Balance Sheet Prev Year Comparison
As of September 30, 2016

	Sep 30, 16	Sep 30, 15	\$ Change
TOTAL LIABILITIES & EQUITY	<u>11,058,554.86</u>	<u>11,082,570.80</u>	<u>(24,015.94)</u>

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
July through September 2016

10/13/16

Accrual Basis

	Jul - Sep 16	Jul - Sep 15	\$ Change
Ordinary Income/Expense			
Income			
4100 · GENERAL INCOME			
4105 · Reimbursement From ISBE	693,561.69	642,914.85	50,646.84
4110 · General Contributions	2,230.95	297.20	1,933.75
4125 · Restricted Contribs/Sponsorship	298.00	150.00	148.00
4130 · Matching Gifts	0.00	265.00	(265.00)
Total 4100 · GENERAL INCOME	696,090.64	643,627.05	52,463.59
4300 · SCHOOL FEES INCOME			
4305 · Books/Materials/Activities	17,105.50	7,471.50	9,634.00
4310 · Out-of-District Tuition	2,252.60	1,082.85	1,169.75
Total 4300 · SCHOOL FEES INCOME	19,358.10	8,554.35	10,803.75
4400 · CLUBS & PROGRAMS			
4405 · Before and After School Program	45,037.25	36,095.65	8,941.60
4415 · Getting to Know You	2,420.00	3,260.00	(840.00)
4425 · Interscholastic Sports	5,375.00	4,075.00	1,300.00
4435 · Tae Kwon Do	60.00	650.00	(590.00)
4445 · Champions Club	1,460.00	950.00	510.00
4455 · Hot Lunch - Farm to Table	9,374.00	10,168.00	(794.00)
4495 · Other Clubs	5,040.00	5,084.00	(44.00)
Total 4400 · CLUBS & PROGRAMS	68,766.25	60,282.65	8,483.60
4700 · STUDENT PARTICIPATION INCOME			
4710 · 7th Grade Trip	0.00	15,840.00	(15,840.00)
4715 · 8th Grade Trip	16,790.00	14,985.00	1,805.00
4717 · 8th Grade Fundraising	283.00	0.00	283.00
4730 · Field Trips/Educ Activities Inc	7,017.00	195.00	6,822.00
Total 4700 · STUDENT PARTICIPATION INCOME	24,090.00	31,020.00	(6,930.00)
4800 · INVESTMENT & OTHER INCOME			
4805 · Rental Income	1,100.00	1,436.25	(336.25)
4820 · Interest Income - LFB	431.44	232.05	199.39
Total 4800 · INVESTMENT & OTHER INCOME	1,531.44	1,668.30	(136.86)
Total Income	809,836.43	745,152.35	64,684.08
Gross Profit	809,836.43	745,152.35	64,684.08
Expense			
5100 · INSTRUCTION EXPS			
5105 · Instruction Salaries	223,050.76	188,100.35	34,950.41
5110 · Instruction Stipends	2,765.00	4,601.40	(1,836.40)
5120 · Related FICA & Medicare Expense	8,128.35	5,968.72	2,159.63
5125 · Instruction TRS	2,697.14	3,377.25	(680.11)
5130 · Instruction Health Benefits Exp	45,054.55	43,727.16	1,327.39
5140 · Classroom Supplies	4,454.67	6,513.38	(2,058.71)
5145 · Educational Materials	14,671.67	24,068.56	(9,396.89)
5150 · Computer Supplies	2,768.17	730.53	2,037.64
5160 · Furniture	0.00	3,536.48	(3,536.48)
5165 · Other Instructional Equipment	495.91	0.00	495.91
5170 · Dues & Subscriptions	5,228.84	1,692.88	3,535.96
5175 · Instruction Prof Development	941.68	9,017.05	(8,075.37)
5181 · Environmental Learning	1,954.86	2,132.74	(177.88)
5182 · Environmental Ed Professional D	0.00	51.63	(51.63)
5190 · Deans Discretionary	1,161.24	1,701.41	(540.17)
Total 5100 · INSTRUCTION EXPS	313,372.84	295,219.54	18,153.30
5200 · CLUBS & PROGRAMS EXP			
5205 · Before and After School Care	8,483.91	5,677.25	2,806.66
5210 · Getting to Know You	2,420.00	3,260.00	(840.00)
5215 · Interscholastic Sports	2,095.50	1,412.50	683.00

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
July through September 2016

	Jul - Sep 16	Jul - Sep 15	\$ Change
5285 · Hot Lunch - Farm to Table	700.00	941.15	(241.15)
5295 · Other Club Exps	0.00	230.00	(230.00)
Total 5200 · CLUBS & PROGRAMS EXP	13,699.41	11,520.90	2,178.51
5300 · STUDENT PARTICIPATION EXPS			
5305 · Field Trips/Educ Activities Exp	7,382.76	142.27	7,240.49
5325 · 7th Grade Trip	0.00	15,281.59	(15,281.59)
5330 · 8th Grade Trip	16,929.74	14,759.34	2,170.40
Total 5300 · STUDENT PARTICIPATION EXPS	24,312.50	30,183.20	(5,870.70)
5400 · ADMINISTRATION EXPS			
5405 · Administrative Salaries	127,941.47	117,406.65	10,534.82
5420 · Admin FICA & Medicare	7,227.03	8,152.98	(925.95)
5425 · Admin Health Benefits Expense	10,247.27	8,435.77	1,811.50
5435 · Admin FSA Expense	700.00	1,268.21	(568.21)
5438 · Employment Expense - Other	1,711.55	740.00	971.55
5440 · Supplies	3,687.78	5,647.32	(1,959.54)
5445 · Furniture	89.24	907.06	(817.82)
5450 · Office Equipment	0.00	1,521.73	(1,521.73)
5455 · Computers	3,806.67	3,773.47	33.20
5460 · Computer Support	7,353.38	4,213.25	3,140.13
5475 · Admin Professional Development	52.33	0.00	52.33
5480 · Telecommunication	5,027.32	4,700.34	326.98
5485 · Accounting and Audit Fees	13,300.00	21,900.00	(8,600.00)
5490 · Payroll Service Fees	2,641.21	2,578.26	62.95
5495 · Printing and Copying	1,534.38	1,898.94	(364.56)
5500 · Postage and Shipping	439.00	705.31	(266.31)
5505 · Insurance (incl. Building Ins.)	15,733.65	16,366.83	(633.18)
5510 · Dues and Subscriptions	375.00	759.00	(384.00)
5515 · Board Related Expenses	49.00	0.00	49.00
5525 · Legal Fees	371.06	14,374.10	(14,003.04)
5530 · Bank Fees	950.02	579.79	370.23
5544 · Outreach Conferences/Membership	969.80	5,820.00	(4,850.20)
5545 · Community Outreach	16,511.52	20,746.19	(4,234.67)
5546 · Outreach Materials	4,742.27	3,318.82	1,423.45
5547 · Transportation	0.00	7,425.00	(7,425.00)
5555 · Fee Waiver Expenses	9,278.04	6,745.04	2,533.00
5590 · Admin Discretionary	735.57	367.28	368.29
5595 · Other Admin Expenses	0.00	0.00	0.00
Total 5400 · ADMINISTRATION EXPS	235,474.56	260,351.34	(24,876.78)
5600 · SUPPORT SERVICES			
5605 · Special Ed Salaries	102,839.13	62,122.63	40,716.50
5610 · Spec Ed FICA & Medicare	4,691.41	2,246.05	2,445.36
5615 · Spec Ed Health Benefits	13,456.51	8,241.94	5,214.57
5625 · Auditory Services	720.00	1,935.00	(1,215.00)
5630 · Speech Services	16,312.94	15,833.00	479.94
5635 · OT/PT Services	13,568.00	16,073.50	(2,505.50)
5640 · Psychological Services	0.00	18,149.50	(18,149.50)
5642 · Nursing Services	6,134.83	895.17	5,239.66
5645 · Other Spec Ed Services	150.00	1,829.00	(1,679.00)
5646 · Out of District Placement	0.00	14,382.43	(14,382.43)
5650 · Special Ed Legal Fees	880.00	0.00	880.00
5655 · Special Ed CR Mats & Sups	3,561.81	1,657.09	1,904.72
5660 · Spec Ed Professional Developpmt	2,009.84	122.00	1,887.84
Total 5600 · SUPPORT SERVICES	164,324.47	143,487.31	20,837.16
5700 · OPERATIONS & MAINT EXP			
5705 · Maintenance Salaries	27,436.79	31,849.54	(4,412.75)
5710 · Maint FICA & Medicare	2,387.45	2,968.64	(581.19)
5715 · Maint Health Benefits	3,386.19	3,229.31	156.88
5720 · Water and Sewer	764.88	549.29	215.59
5730 · Gas and Electricity	5,893.82	6,116.51	(222.69)
5735 · Garbage	342.72	336.00	6.72

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
July through September 2016

	Jul - Sep 16	Jul - Sep 15	\$ Change
5740 · Life Safety	5,784.33	4,240.00	1,544.33
5750 · Summer Help	5,291.00	5,378.65	(87.65)
5765 · Maintenance Equipment	427.49	282.84	144.65
5770 · Maintenance Supplies	2,326.38	2,012.00	314.38
5775 · Long-Term Maint & Repairs	1,327.04	1,895.81	(568.77)
5795 · Other Maint Exps	852.65	771.83	80.82
Total 5700 · OPERATIONS & MAINT EXP	56,220.74	59,630.42	(3,409.68)
5800 · FUNDRAISING EXP			
5890 · Restricted Expense	78.00	275.00	(197.00)
Total 5800 · FUNDRAISING EXP	78.00	275.00	(197.00)
5900 · GRANT EXPENSE			
5905 · IDEA Grant Exp	752.85	13,460.43	(12,707.58)
5910 · Title I Exp	0.00	17,235.55	(17,235.55)
5995 · Other Grants Expenditures	0.00	3,497.00	(3,497.00)
Total 5900 · GRANT EXPENSE	752.85	34,192.98	(33,440.13)
Total Expense	808,235.37	834,860.69	(26,625.32)
Net Ordinary Income	1,601.06	(89,708.34)	91,309.40
Other Income/Expense			
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
7101 · Textile Drive	3,096.85	0.00	3,096.85
7107 · SCRIP	5,709.72	5,396.72	313.00
Total 7102 · Fundraising	8,806.57	5,396.72	3,409.85
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	8,806.57	5,396.72	3,409.85
Total Other Income	8,806.57	5,396.72	3,409.85
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
7222 · LFB Loan Interest Expense	81,068.50	81,982.20	(913.70)
7226 · Gain/Loss on Interest Rate Swap	(8,606.97)	(21,364.58)	12,757.61
Total 7220 · PCCSHI-Mortgage Loan Interest	72,461.53	60,617.62	11,843.91
7227 · State Charter School Commission	28,898.40	26,916.95	1,981.45
7244 · Lease Interest Expense	344.99	54.29	290.70
7246 · Depreciation	21,896.37	14,407.47	7,488.90
7247 · Amortization	1,853.82	1,853.82	0.00
7248 · Depreciation - LLC	67,426.74	67,426.74	0.00
7249 · Amortization - LLC	6,638.01	6,638.01	0.00
7250 · Other Expense			
7258 · Other Expenses	0.00	(886.54)	886.54
Total 7250 · Other Expense	0.00	(886.54)	886.54
Total 7200 · NON OPERATING EXPENSE	103,993.32	88,921.94	15,071.38
7300 · NON OPERATING-PSO EXPENSE			
7304 · Bank Fees	231.87	160.35	71.52
7311 · SCRIP	9,658.56	8,210.81	1,447.75
7322 · Teacher Sup Exp Reimb	392.89	256.78	136.11
7323 · Community Care/Family Social	90.00	265.00	(175.00)
7326 · Inschool Grants	20.00	0.00	20.00
Total 7300 · NON OPERATING-PSO EXPENSE	10,393.32	8,892.94	1,500.38
Total 7200 · NON OPERATING EXPENSE	209,913.18	185,921.30	23,991.88
Total Other Expense	209,913.18	185,921.30	23,991.88

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10/13/16

Accrual Basis

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
July through September 2016

	<u>Jul - Sep 16</u>	<u>Jul - Sep 15</u>	<u>\$ Change</u>
Net Other Income	(201,106.61)	(180,524.58)	(20,582.03)
Net Income	<u>(199,505.55)</u>	<u>(270,232.92)</u>	<u>70,727.37</u>

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
September 2016

10/13/16

Accrual Basis

	Sep 16	Sep 15	\$ Change
Ordinary Income/Expense			
Income			
4100 · GENERAL INCOME			
4105 · Reimbursement From ISBE	462,374.46	428,609.90	33,764.56
4110 · General Contributions	1,075.00	112.00	963.00
4125 · Restricted Contribs/Sponsorship	278.00	150.00	128.00
4130 · Matching Gifts	0.00	40.00	(40.00)
Total 4100 · GENERAL INCOME	463,727.46	428,911.90	34,815.56
4300 · SCHOOL FEES INCOME			
4305 · Books/Materials/Activities	5,137.00	4,981.00	156.00
4310 · Out-of-District Tuition	1,126.30	1,082.85	43.45
Total 4300 · SCHOOL FEES INCOME	6,263.30	6,063.85	199.45
4400 · CLUBS & PROGRAMS			
4405 · Before and After School Program	2,962.75	2,057.20	905.55
4425 · Interscholastic Sports	0.00	(125.00)	125.00
4435 · Tae Kwon Do	60.00	650.00	(590.00)
4445 · Champions Club	1,460.00	950.00	510.00
4455 · Hot Lunch - Farm to Table	9,374.00	10,168.00	(794.00)
4495 · Other Clubs	5,040.00	5,084.00	(44.00)
Total 4400 · CLUBS & PROGRAMS	18,896.75	18,784.20	112.55
4700 · STUDENT PARTICIPATION INCOME			
4715 · 8th Grade Trip	12,190.00	0.00	12,190.00
4717 · 8th Grade Fundraising	283.00	0.00	283.00
4730 · Field Trips/Educ Activities Inc	7,002.00	0.00	7,002.00
Total 4700 · STUDENT PARTICIPATION INCOME	19,475.00	0.00	19,475.00
4800 · INVESTMENT & OTHER INCOME			
4805 · Rental Income	408.75	735.00	(326.25)
4820 · Interest Income - LFB	157.12	92.87	64.25
Total 4800 · INVESTMENT & OTHER INCOME	565.87	827.87	(262.00)
Total Income	508,928.38	454,587.82	54,340.56
Gross Profit	508,928.38	454,587.82	54,340.56
Expense			
5100 · INSTRUCTION EXPS			
5105 · Instruction Salaries	143,718.83	128,123.43	15,595.40
5110 · Instruction Stipends	342.50	400.00	(57.50)
5120 · Related FICA & Medicare Expense	4,723.49	4,210.18	513.31
5125 · Instruction TRS	2,106.77	2,032.48	74.29
5130 · Instruction Health Benefits Exp	15,701.97	13,499.93	2,202.04
5140 · Classroom Supplies	477.52	4,470.45	(3,992.93)
5145 · Educational Materials	3,163.01	1,352.42	1,810.59
5150 · Computer Supplies	788.65	381.51	407.14
5165 · Other Instructional Equipment	176.07	0.00	176.07
5170 · Dues & Subscriptions	0.00	365.68	(365.68)
5175 · Instruction Prof Development	149.00	2,419.00	(2,270.00)
5181 · Environmental Learning	1,134.72	170.00	964.72
5190 · Deans Discretionary	364.76	876.79	(512.03)
Total 5100 · INSTRUCTION EXPS	172,847.29	158,301.87	14,545.42
5200 · CLUBS & PROGRAMS EXP			
5205 · Before and After School Care	5,226.35	4,293.92	932.43
5215 · Interscholastic Sports	1,165.50	635.00	530.50
5285 · Hot Lunch - Farm to Table	700.00	941.15	(241.15)
5295 · Other Club Exps	0.00	230.00	(230.00)
Total 5200 · CLUBS & PROGRAMS EXP	7,091.85	6,100.07	991.78
5300 · STUDENT PARTICIPATION EXPS			

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
September 2016

10/13/16

Accrual Basis

	Sep 16	Sep 15	\$ Change
5305 · Field Trips/Educ Activities Exp	1,710.80	100.00	1,610.80
5325 · 7th Grade Trip	0.00	11,515.59	(11,515.59)
5330 · 8th Grade Trip	7,712.24	11,388.84	(3,676.60)
Total 5300 · STUDENT PARTICIPATION EXPS	9,423.04	23,004.43	(13,581.39)
5400 · ADMINISTRATION EXPS			
5405 · Administrative Salaries	43,073.28	39,491.50	3,581.78
5420 · Admin FICA & Medicare	2,441.61	2,153.78	287.83
5425 · Admin Health Benefits Expense	3,449.09	3,167.91	281.18
5435 · Admin FSA Expense	150.00	50.00	100.00
5438 · Employment Expense - Other	731.55	70.00	661.55
5440 · Supplies	797.93	4,016.55	(3,218.62)
5445 · Furniture	89.24	0.00	89.24
5455 · Computers	269.49	603.75	(334.26)
5460 · Computer Support	2,528.42	484.01	2,044.41
5480 · Telecommunication	1,662.39	1,466.31	196.08
5485 · Accounting and Audit Fees	0.00	6,900.00	(6,900.00)
5490 · Payroll Service Fees	941.02	912.91	28.11
5495 · Printing and Copying	0.00	1,516.91	(1,516.91)
5500 · Postage and Shipping	119.00	119.00	0.00
5505 · Insurance (incl. Building Ins.)	5,244.55	5,478.80	(234.25)
5510 · Dues and Subscriptions	125.00	0.00	125.00
5515 · Board Related Expenses	49.00	0.00	49.00
5525 · Legal Fees	371.06	7,729.50	(7,358.44)
5530 · Bank Fees	331.05	147.64	183.41
5544 · Outreach Conferences/Membership	469.80	0.00	469.80
5545 · Community Outreach	5,298.84	5,343.54	(44.70)
5546 · Outreach Materials	150.12	3,017.51	(2,867.39)
5547 · Transportation	0.00	2,700.00	(2,700.00)
5555 · Fee Waiver Expenses	2,101.74	554.04	1,547.70
5590 · Admin Discretionary	637.90	257.36	380.54
Total 5400 · ADMINISTRATION EXPS	71,032.08	86,181.02	(15,148.94)
5600 · SUPPORT SERVICES			
5605 · Special Ed Salaries	52,639.69	27,086.88	25,552.81
5610 · Spec Ed FICA & Medicare	2,602.44	1,064.68	1,537.76
5615 · Spec Ed Health Benefits	4,458.22	2,503.26	1,954.96
5625 · Auditory Services	0.00	855.00	(855.00)
5630 · Speech Services	7,931.98	7,438.00	493.98
5635 · OT/PT Services	8,441.00	9,323.50	(882.50)
5640 · Psychological Services	0.00	8,367.50	(8,367.50)
5642 · Nursing Services	1,800.00	749.74	1,050.26
5646 · Out of District Placement	0.00	5,119.17	(5,119.17)
5650 · Special Ed Legal Fees	330.00	0.00	330.00
5655 · Special Ed CR Mats & Sups	1,424.99	120.00	1,304.99
5660 · Spec Ed Professional Developpmt	1,231.54	472.00	759.54
Total 5600 · SUPPORT SERVICES	80,859.86	63,099.73	17,760.13
5700 · OPERATIONS & MAINT EXP			
5705 · Maintenance Salaries	9,177.61	9,076.88	100.73
5710 · Maint FICA & Medicare	670.74	663.05	7.69
5715 · Maint Health Benefits	1,159.98	1,087.82	72.16
5720 · Water and Sewer	280.86	229.71	51.15
5730 · Gas and Electricity	2,347.47	2,287.72	59.75
5735 · Garbage	114.24	112.00	2.24
5740 · Life Safety	378.88	40.99	337.89
5765 · Maintenance Equipment	97.28	218.99	(121.71)
5770 · Maintenance Supplies	580.02	1,034.90	(454.88)
5775 · Long-Term Maint & Repairs	251.60	1,225.58	(973.98)
5795 · Other Maint Exps	436.43	55.34	381.09
Total 5700 · OPERATIONS & MAINT EXP	15,495.11	16,032.98	(537.87)
5800 · FUNDRAISING EXP			

Prairie Crossing Charter School
Profit & Loss Prev Year Comparison
September 2016

	Sep 16	Sep 15	\$ Change
5890 · Restricted Expense	0.00	275.00	(275.00)
Total 5800 · FUNDRAISING EXP	0.00	275.00	(275.00)
5900 · GRANT EXPENSE			
5905 · IDEA Grant Exp	678.19	13,092.18	(12,413.99)
5910 · Title I Exp	0.00	16,764.75	(16,764.75)
Total 5900 · GRANT EXPENSE	678.19	29,856.93	(29,178.74)
Total Expense	357,427.42	382,852.03	(25,424.61)
Net Ordinary Income	151,500.96	71,735.79	79,765.17
Other Income/Expense			
Other Income			
7100 · NON OPERATING INC-PSO FUNDRAISG			
7102 · Fundraising			
7101 · Textile Drive	3,096.85	0.00	3,096.85
7107 · SCRIP	3,228.73	5,396.10	(2,167.37)
Total 7102 · Fundraising	6,325.58	5,396.10	929.48
Total 7100 · NON OPERATING INC-PSO FUNDRAISG	6,325.58	5,396.10	929.48
Total Other Income	6,325.58	5,396.10	929.48
Other Expense			
7200 · NON OPERATING EXPENSE			
7220 · PCCSHI-Mortgage Loan Interest			
7222 · LFB Loan Interest Expense	27,042.43	27,564.92	(522.49)
7226 · Gain/Loss on Interest Rate Swap	0.00	(21,364.58)	21,364.58
Total 7220 · PCCSHI-Mortgage Loan Interest	27,042.43	6,200.34	20,842.09
7227 · State Charter School Commission	28,898.40	0.00	28,898.40
7244 · Lease Interest Expense	113.18	54.29	58.89
7246 · Depreciation	7,298.79	4,864.11	2,434.68
7247 · Amortization	617.94	617.94	0.00
7248 · Depreciation - LLC	22,475.58	22,475.58	0.00
7249 · Amortization - LLC	2,212.67	2,212.67	0.00
7250 · Other Expense			
7258 · Other Expenses	0.00	4,787.32	(4,787.32)
Total 7250 · Other Expense	0.00	4,787.32	(4,787.32)
7300 · NON OPERATING-PSO EXPENSE			
7304 · Bank Fees	68.45	53.45	15.00
7311 · SCRIP	1,412.45	4,899.18	(3,486.73)
7322 · Teacher Sup Exp Reimb	208.62	256.78	(48.16)
Total 7300 · NON OPERATING-PSO EXPENSE	1,689.52	5,209.41	(3,519.89)
Total 7200 · NON OPERATING EXPENSE	90,348.51	46,421.66	43,926.85
Total Other Expense	90,348.51	46,421.66	43,926.85
Net Other Income	(84,022.93)	(41,025.56)	(42,997.37)
Net Income	<u>67,478.03</u>	<u>30,710.23</u>	<u>36,767.80</u>

Prairie Crossing Charter School
Statement of Cash Flows
July through September 2016

	<u>Jul - Sep 16</u>
OPERATING ACTIVITIES	
Net Income	(199,505.55)
Adjustments to reconcile Net Income to net cash provided by operations:	
1200 · Accounts Receivable	(11,568.25)
1250 · Grants Receivable	33,201.00
1320 · Prepaid Expense	(76,908.77)
1330 · Charter Renewal Fees	1,853.82
1490 · Accumulated Depreciation	21,896.37
1660 · PCCSHI-Accumulated Depreciation	67,426.74
2002 · Accounts Payables	23,086.22
2151 · Deferred Revenue-Fees	9,969.50
2152 · Deferred Revenue - ISBE	512,374.45
2155 · Deferred Revenue - B/A Care	(1,420.00)
2210 · Accrued Salaries	(113,722.30)
2235 · Equitable - 403B Payable	100.00
2245 · THIS Payable	(296.75)
2250 · TRS Payable	(3,198.91)
2255 · FSA Payable	90.00
2010 · Accounts Payable - Accrued	(41,964.69)
2212 · Accrued FICA/Medicare/TRS Bonus	(3,273.43)
Net cash provided by Operating Activities	<u>218,139.45</u>
INVESTING ACTIVITIES	
1410 · Computers	(10,176.00)
1607 · Capitalized Closing Costs	(23,061.99)
Net cash provided by Investing Activities	<u>(33,237.99)</u>
FINANCING ACTIVITIES	
2300 · Capital Lease Obligations - ST	(1,093.06)
2607 · Series 2011 Revenue Bonds	(60,358.68)
2608 · Interest Rate Swap Liability	(8,606.97)
Net cash provided by Financing Activities	<u>(70,058.71)</u>
Net cash increase for period	114,842.75
Cash at beginning of period	<u>1,395,846.72</u>
Cash at end of period	<u><u>1,510,689.47</u></u>



**PCCS Board of Director's Meeting Minutes
Tuesday September, 27 2016 7:00 PM
Muir Hall
1531 Jones Point Rd
Grayslake, IL 60030**

Call to Order 7:04 PM

Board President Ed Jamison

Members Present

Ed Jamison, Board President
Nick Kotzamanis, Vice President
Brian Conlon, Treasurer
Sean Daw, temporary Secretary
Jeff Barhorst
Marcello Chiodi
Sue Ross

Staff Present

Tony Zamiar
Geoff Deigan
Kim Bonczkowski

Members Not Present

Angela Lewis
Dan Fedor

Others Present

Candidate Abe Janis
Unidentified parent
Eric Hebert past board member

A quorum was present.

Pledge of Allegiance

With vigor, led by Eric Hebert, past board member

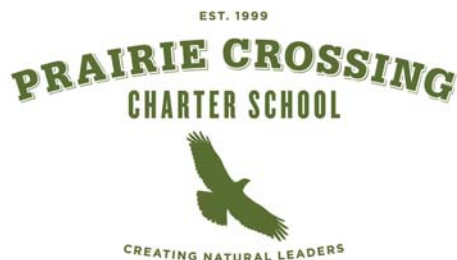
Mission Moment

Geoff Deigan recognized the textile drive which occurred this past weekend and pointed out Amy Jameson's hard work in organizing parents and the event. Green team built bench-storage units this past weekend. The academy of global citizens came out a week ago last Wednesday and brought about 25 students and about 7 teachers. The visiting students interviewed our fifth grade students about such things as why they attend Prairie Crossing charter school and what kind of activities they have. Sustainable school-yard is moving well- PCCS was represented at the Liberty Prairie Harvest fest. For the school itself there's a good bounce in everyone's step and the strong initiative of the environment is still at the forefront

A motion to approve the agenda was made by Sue Ross and seconded by Brian Conlon

Discussion agenda

1. **Legal bills:** Mr. Deigan notes that he was able to shave 500\$ from our legal bills due to a 'not to exceed' exception in the contract
 - a. SPED: \$330.00 and GSL \$921.06
2. **Board election timeline & Process- status:**
 - a. Brian Conlon is now Chairman for both the parent elect committee and the board appointed committee. Vote before the Thursday deadline.
 - b. There is now a 'none of the above' listing, along with a single candidate- Ed Jamison. Please reach out to parents to encourage them to vote.



- c. School is sending out notes to encourage parents to vote.
- 3. **Board Resolution- Line of Credit:**
 - a. The board needs to pass a resolution to enable the administration to create a line of credit with our bank Lake Forest. The line of credit is good a five years before a new resolution needs to be passed
- 4. **FY17 budget recast** is in the packet. Geoff Deigan and Brian Conlon are happy to field questions about the budget. No questions were asked
- 5. **Committee updates**
 - a. **Academic committee:** Nick Kotzamanis reports that the committee reviewed test scores and the discussion around strategy to get our kids up to high school level capability

Public Comment no public comment

Consent Agenda

- 6. Leadership team report-
 - a. Tony Zamiar hand-carries the leadership report
 - b. **Deans Report** handed in by Tony Zamiar- this touches on some of the academic committees discussion of test scores. Mr. Zamiar data shows the following:
 - c. **Prairie Crossing ELA scores 63.6% meets or exceeds**
 - d. Illinois ELA scores 36.5% meets or exceeds
 - e. National ELA scores 42.4% meets or exceeds
 - f. **Prairie Crossing Math: 57.8% meets or exceeds**
 - g. Illinois Math 31.6% meets or exceeds
 - h. National Math 35.4% meets or exceeds
 - i. **Geoff Deigan** reports alignments of Federal and state monies- there are new guidelines around title one and title two criteria is changing. The state will audit special education departments for all Illinois schools and will be here first week in October to audit PCCS. Jessica Loustaunau attended a conference in Springfield to get up to speed on the new requirements.
- 7. Financial Statements
- ~~8. PSO Report~~
- 9. Brian Conlon moves to approve open session minutes of previous board and committee meetings; Jeff Barhorst seconds- passes on a voice call
- 10. Sue Ross makes a motion to accept reports on the consent agenda, and Jeff Barhorst seconds; the motion passes on a voice roll call

Action Agenda

- 11. Jeff Barhorst makes a motion to approve the legal bills for NTE \$1251.06, Sue Ross seconds the motion, the motion passes on a voice roll call.
- 12. Brian Conlon makes a motion to approve FY17 budget recast; Jeff Barhorst seconds the motion- the motion passes on a roll call vote.

Closed session:

Nick Kotzamanis makes a motion to move to closed session; Sue Ross seconds the motion. The motion passes on a roll call vote.



Marcello Chiodi joins at 7:32

The board moves to closed session

Discussion Related to 5ILCS 120/2©(3) – The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance..

1. Board –Elect Candidate Interviews

Discussion related to 5ILCS 120/2© 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes mandated by Section 2.06

12. Review Closed Session Minutes from Previous Board Meetings

The board returns from closed session at 8:30

Public Comment no public comment

Action Agenda

3A Adopt Board resolution to renew line of credit with LFBT

Nick Kotzamanis makes a motion to approve the resolution; Jeff Barhorst seconds that motion- motion approved on a voice roll call. Board members sign a physical paper resolution

11A Appointment of board- elect board member(s)

- Marcello make a motion to Appoint Nick Kotzamanis to the board of directors, Jeff Barhorst seconds- on a roll call, all vote yes. Nick Kotzamanis abstains
- Sean makes a motion to appoint Sue Ross to the board of directors, Marcello Chiodi seconds- passes on a roll-call vote with Sue Ross abstaining.
- Sean Daw makes the motion to appoint Abe Janis to the board of directors, Ed Jameson seconds; passes on a roll-call vote.

New business

November- review the test scores with the administration

There being no further business before the board, **Sean Daw** made a motion, seconded by **Jeff Barhorst** to adjourn.

On voice call, the motion passes

MOTION CARRIED at 9:06 PM.

Adjourn

Respectfully submitted,



Sean Daw
Acting Secretary
September 27, 2016