



## PCCS Board of Director's Meeting AGENDA

Tuesday, Feb 27, 2018 7:00 PM  
Vicky Ranney Environmental Library  
Upper Wright Schoolhouse  
1571 Jones Point Road  
Grayslake, IL 60030

### Call to Order /Pledge of Allegiance

President

**Mission Moment** – One Earth Film Fest @ PCCS March 3<sup>rd</sup> - 2PM Gaylord Nelson Gym

### Discussion Agenda

1. Legal Bills GSL: \$192.50 SPED: 275.00
2. March 1<sup>st</sup> Lottery Board Support up to 3
3. Review of Bylaws
4. Discuss Election Procedure and Staggering of Appointed/Elected Board Positions Timeline.
5. 1<sup>st</sup> Reading of Computer Security Policy
6. Review of Board and Committee Make-up, Descriptions & Frequency of Meetings
7. Biennial Review of Policy 500.14 *Preventing Bullying, Intimidation and Harassment*
8. Executive Director Goals/Review
9. Aftercare Support Personnel

### Consent Agenda

10. Leadership Team Reports
11. Financial Statements
12. Motion to Approve Open Session Minutes of Previous Board and Committee Meetings
13. Motion to Accept Reports on Consent Agenda

### Public Comment

10 Minutes

### Action Agenda

- 1A – Approve Legal Bills for \$ 467.50
- 6A – Board and Committee Make-up, Descriptions & Frequency of Meetings
- 7A – Renewal Policy 500.14 *Preventing Bullying, Intimidation and Harassment*
- 9A – Approve Employment of After Care Support Personnel.

### New Business:

### 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. Individual board members do not respond to public comment, nor does the board at its business meeting engage in discussion with the public.

For questions or comments, please e-mail the Board at [board@pcharterschool.org](mailto:board@pcharterschool.org). Board e-mails are received and responded to by the Board President. Other board members are also informed of these correspondences prior to each monthly board meeting.

The PCCS Board of Directors consists of:

President: Ed Jamison  
Secretary: Abe Janis  
Dan Fedor  
Sue Ross

Vice President Nick Kotzamanis  
Nell Anen  
Angela Lewis

Treasurer: Brian Conlon  
Marcelo Chiodi  
Devon Mann

## *Discussion Agenda*

# FRANCZEK RADELET

ATTORNEYS AT LAW

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606

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RESPICIO F. VAZQUEZ

312.786.6134

rfv@franczek.com

February 15, 2018

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

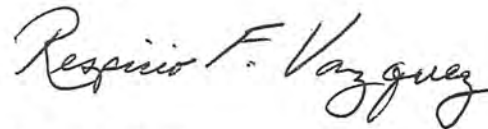
**Re: February 2018 Invoice  
General School Law**

Dear Geoff:

Enclosed please find our invoice for services rendered in January, 2018 for the above-captioned matter.

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: February 13, 2018

Invoice No. 181581

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 01/31/18:

| <u>Matter No.</u> | <u>Description</u> | <u>Fees</u> | <u>Expenses</u> | <u>Total</u> |
|-------------------|--------------------|-------------|-----------------|--------------|
| 01907.107001      | General School Law | \$467.50    | \$0.00          | \$467.50     |
| Total             |                    | \$467.50    | \$0.00          | \$467.50     |

Fees \$467.50  
Costs Advanced and Expenses Incurred \$0.00  
**CURRENT INVOICE DUE \$467.50**



**Board of Director's Policy  
Educational Philosophy 100 Series**

**Policy # 100.4**

**PRAIRIE CROSSING CHARTER SCHOOL BYLAWS**

The Board of Directors, pursuant to Article XIV of the Bylaws of Prairie Crossing Charter School, has adopted the following Amended and Restated Bylaws of Prairie Crossing Charter School effective May 28, 2013 until otherwise amended, altered, revised or repealed.

**ARTICLE I. NAME**

The name of the Corporation shall be Prairie Crossing Charter School.

**ARTICLE II. PURPOSES**

Section 1. Not for Profit. The Corporation is organized under and shall operate as an Illinois Not For Profit Corporation, and shall have such powers as are now or as may hereafter be granted by the Illinois General Not For Profit Corporation Act of 1986.

Section 2. Purposes. The purposes of the Corporation are educational and charitable within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended, including but not limited to the establishment of a Charter School under the auspices of the State of Illinois.

Section 3. Rules. The following rules shall conclusively bind the Corporation and all persons acting for or on behalf of it:

- a. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth herein. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these bylaws, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).
- b. Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Directors shall determine. Any assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.
- c. The Corporation shall not adopt any practice, policy or procedure which would result in discrimination on the basis race; color; creed; religion; national origin; sex; sexual orientation; age; ancestry; marital status; military status; order of protection status; unfavorable military discharge; citizenship status provided the individual is authorized to work in the United States;

use of lawful products while not at work; being a victim of domestic or sexual violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; and other legally protected categories.

### **ARTICLE III. REGISTERED OFFICE AND AGENT**

The Corporation shall have and continuously maintain in the State of Illinois within the boundaries of Lake or Cook Counties, a registered office and a registered agent whose office shall be identical with such registered office.

### **ARTICLE IV. MEMBERS**

The Corporation shall have no members.

### **ARTICLE V. BOARD OF DIRECTORS**

Section 1. General Powers. The affairs of the Corporation shall be managed by or under the direction of its Board of Directors which may delegate authority to specified officers and other designated personnel.

Section 2. Number, Tenure and Qualifications. The number of directors shall consist of not less than nine and not more than 12 individuals.

Section 3. Term. The term for directors is three years. Each director shall hold office until the end of his or her respective term, resignation, removal, or until his or her successor shall have been elected and qualified. No director may serve for more than two consecutive, full three-year terms, excluding any ex-officio tenure. Terms shall be staggered so that minimally three (3) and not more than five (5) directors shall be up for election in any year.

Section 4. Board Composition. Three directors, whether members of the parent body or otherwise, shall be elected by the parents of children currently enrolled at Prairie Crossing Charter School. Five directors, whether elected by such parents or by the Board, shall themselves be parents of children currently enrolled at Prairie Crossing Charter School. One parent elect Board position will be elected per yearly election cycle. The Board of Directors may also elect ex-officio directors from time to time, such directors being allowed to attend and participate in all open sessions of board meetings but not being allowed to vote.

Section 5. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly on dates to be determined by the Board, for no less than ten (10) regular meetings each year. The meeting agenda will be posted according to the Illinois Open Meetings Act. The annual meeting of the Board of Directors shall be held on the date corresponding to the date that the regular meeting scheduled for October would otherwise be held.

Section 6. Special Meetings. Special meetings of the Board of Directors may be called by or at the request of the President or a majority of Directors. The location, notification, and posting of the meeting must adhere to the Illinois Open Meetings Act. Notice shall be given to all directors via email if within a week of the meeting, or telephone, in addition to email, if less than a week from the date of the meeting.

Section 7. Quorum. A majority of the Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors provided that, if less than a majority of the directors is present at said meeting, a majority of the directors present may adjourn the meeting to another time without further notice.

Section 8. Manner of Acting. The act of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by statute, these bylaws, or the Articles of Incorporation. No director may act by proxy on any matter of Board governance.

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Section 9. Vacancies. Any vacancy occurring in the Board of Directors shall be filled by the Board of Directors unless the articles of incorporation, a statute, or these bylaws provide that a vacancy or a directorship so created shall be filled in some other manner, in which case such provision shall control. When a vacancy reduces the membership of the Board to less than nine members, the Board of Directors shall endeavor to fill any vacancy within 90 days by electing a new member.

Section 10. Resignation and Removal of Directors. A director may resign at any time upon written notice to the Board of Directors. A director may be removed with or without cause by the affirmative vote of two-thirds of the total directors. Written notice shall be sent to all directors a minimum of 7 days before a vote to remove a director. A director being considered for removal shall have the opportunity to address the Board prior to any vote on such removal.

Section 11. Compensation. Members of the Board of Directors shall not receive any salary for their services as members of the Board, but by resolution of the Board of Directors, a fixed sum and expenses of attendance, if any, may be allowed for attendance at each regular or special meeting of the Board; provided, that nothing herein contained shall be construed to preclude any director from serving the Corporation in any other capacity and receiving compensation therefore.

## **ARTICLE VI. COMMITTEES**

Section 1. Committee Establishment. The Board of Directors may by resolution designate standing committees, ad hoc committees, and ad hoc task forces as it deems necessary for the effective governance of the corporation. Each committee, whether created by such resolution or provided for in Section 2 of this Article 2, shall consist of two or more directors, may be chaired by a director, with at least one committee member being a parent of a child currently enrolled at Prairie Crossing Charter School. Board committees and task forces act as recommending bodies to the Board of Directors and do not have authority to approve governance or management issues. With the exception of the Executive Committee, appointments to committees, task forces, or other bodies shall be by the Board President. Any member of such bodies may be removed by the Board President whenever in the judgment of the President the best interests of the Corporation would be served by such removal. Staff members assigned to such bodies are to be considered advisory, and not members of said bodies, unless specifically appointed as a member.

Section 2. Standing Committees. The Corporation shall have the following standing committees, all members of which, unless otherwise noted, will be appointed by the President:

**(a) Executive Committee.** The Executive Committee shall consist of all officers of the Corporation and any other individuals appointed by the President and approved by the Board of Directors. The committee shall be chaired by the President and shall be fully authorized, unless such authority be otherwise specifically limited by the Board of Directors, to act on behalf of the Corporation during the intervals between meetings of the Board of Directors. Actions taken by the Executive Committee shall be reported to the Board of Directors for ratification at the next regular meeting thereof.

**(b) Finance Committee.** The Finance Committee members shall be appointed by the President and shall include the Treasurer. It shall be responsible for oversight of the compilation of the annual budget for submission to the Board of Directors for approval, assisting the Corporation in the interviewing and selecting of accounting professionals to conduct the annual audit and reviewing any recommendations thereof upon completion of the audit, and reviewing insurance coverage and insurance companies for the Corporation. The Finance Committee will review the financial reports of the Corporation not less than quarterly to determine the relationship of budgeted items to actual expenditures and revenues, and the chairperson of the Finance Committee shall report the results of such review to the Board of Directors at the next regular meeting of the Board of Directors.

**(c) Academic Excellence Committee.** The Academic Excellence Committee members shall be appointed by the Board President. Board Policy will define the Committee makeup and meeting frequency. The Committee will monitor curriculum content, student

achievement, staff development, and alignment with the academic standards in our charter agreement.

**(d) Governance Committee.** The Governance Committee members shall be appointed by the Board President. Board Policy will define the Committee makeup and meeting frequency. The Governance Committee will review and evaluate school policies on a regular basis to determine if policies are relevant and address the needs of the school. The committee will collaborate with the administration to identify and develop new policies, and will advise the Board of Directors on policy-related issues. The Committee will recommend the goals of the strategic plan to the Board of Directors, and monitor the progress of said goals.

**(e) Development Committee.** The Development Committee members shall be appointed by the Board President. Board Policy will define the Committee makeup and meeting frequency. The Committee will be responsible to the Board of Directors for raising funds to support the school's mission. The Committee will coordinate development efforts with the school's Executive Director, or other approved appointee.

**Section 3. Other Bodies.** The Board of Directors by resolution may designate commissions, task forces, advisory bodies or other such bodies not having or exercising the authority of the Board of Directors in the management of the Corporation. The Board of Directors shall from time to time designate by resolution the scope and authority of any such body. Except as otherwise provided in such resolution, members need not be directors of the Corporation, and the President shall appoint the members thereof.

**Section 4. Blank.**

**Section 5. Term of Office.** Each member of a committee or other body shall continue until the member resigns, is removed or ceases to qualify as a member thereof, unless the committee or other body is sooner terminated.

**Section 6. Chairperson.** Unless otherwise specified in this Article VI, one member of each committee or other body shall be appointed chairperson by the President of the Corporation.

**Section 7. Vacancies.** Vacancies in the membership of any committee or other body may be filled by appointments in the same manner as provided in the case of the original appointments.

**Section 8. Quorum.** Unless otherwise provided in the resolution of the Board of Directors designating a committee or other body, a majority of the entire committee shall constitute a quorum, and the act of a majority of the members present at a meeting in which a quorum is present shall be the act of the committee or other body.

**Section 9. Subcommittees or Sub-Bodies.** Each committee or other body may create by resolution subcommittees or sub-bodies to assist in fulfilling its purpose, which subcommittees or sub-bodies shall operate in accordance with such resolution. The chairperson of the particular committee or body shall appoint the chairperson of each its subcommittees or sub-bodies.

## ARTICLE VII. OFFICERS

**Section 1. Officers.** The officers of the Corporation shall be a President, a Vice-President, a Treasurer, a Secretary, and such other officers as may be elected or appointed by the Board of Directors. Officers whose authority and duties are not prescribed in these bylaws shall have the authority and perform the duties prescribed, from time to time, by the Board of Directors. Not more than two offices may be held by the same person.

**Section 2. Election and Term of Office.** The officers of the Corporation shall be elected at each regular annual meeting of the Board of Directors. Vacancies may be filled or new offices created and filled at any meeting of the Board of Directors. Each officer shall hold office until his or her successor shall have been duly elected and shall have qualified or until his or her death or until he

**Commented [MR1]:** How to handle officers if we stagger elected vs appointed?



or she shall resign or shall have been removed in the manner herein provided. Election of an officer shall not of itself create contractual rights.

Section 3. Removal. Any officer elected or appointed by the Board of Directors may be removed by the Board of Directors whenever in its judgment the best interests of the Corporation would be served thereby.

Section 4. President. The President shall be the principal executive officer of the Corporation. Subject to the direction and control of the Board of Directors, he or she shall be in charge of the business and affairs of the Corporation.

Section 5. Vice-President. The Vice-President shall assist the President in the discharge of his or her duties as the President may direct, and shall perform such other duties as from time to time may be assigned to him or her by the President or the Board of Directors. In the absence of the President or in the event of his or her inability or refusal to act, the Vice-President shall perform the duties of the President and, when so acting, shall have all the powers of and be subject to all the restrictions upon the President.

Section 6. Treasurer. The Treasurer shall be the principal accounting and financial officer of the Corporation. The Treasurer shall (a) have charge of and be responsible for the maintenance of adequate books of account for the Corporation; (b) have charge and custody of all funds and securities of the Corporation, and be responsible thereof, and for the receipt and disbursement thereof; and (c) perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

Section 7. Secretary. The Secretary shall (a) record the minutes of the meetings of the Board of Directors in one or more books provided for that purpose; (b) see that all notices, including without limitation annual notice of the dates of all regularly scheduled meetings of the Board of Directors, are duly given in accordance with the provisions of these bylaws or as required by law; (c) be a custodian of the corporate records; (d) keep a register of the post office address of each member of the Board of Directors and the Advisory Board which shall be furnished to the Secretary by such members; and (e) perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or by the Board of Directors.

#### **ARTICLE VIII. CONTRACTS, CHECKS, DEPOSITS, AND FUNDS**

Section 1. Contracts. The Board of Directors may authorize any agent or agents of the Corporation, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation and such authority may be general or confined to specific instances.

Section 2. Checks, Drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the President or Vice-President of the Corporation.

Section 3. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 4. Gifts. The Board of Directors, or person designated by the Board of Directors, or an officer of the Corporation, may accept on behalf of the Corporation any contribution, gift, bequest or devise for the general purpose or for any special purpose of the Corporation.

#### **ARTICLE IX. BOOKS AND RECORDS**

The Corporation shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its Board of Directors, and committees having any of the authority of the Board of Directors.

#### **ARTICLE X. FISCAL YEAR**

The fiscal year of the Corporation shall be fixed by resolution of the Board of Directors.

#### **ARTICLE XI. NO CORPORATE SEAL**

The Corporation shall not have nor use a corporate seal.

#### **ARTICLE XII. WAIVER OF NOTICE**

Whenever any notice whatsoever is required to be given under the provisions of the Illinois General Not For Profit Corporation Act of 1986 or under the provisions of the Articles of Incorporation or the bylaws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time started therein, shall be deemed equivalent to the giving of such notice.

#### **ARTICLE XIII. INDEMNIFICATION**

Section 1. Indemnification. The Corporation shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as a Board Member, Committee Member or employee of the corporation against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the Corporation. The right of indemnification under this Article shall be in addition to and not exclusive of all other rights to which any person may be entitled.

This Article constitutes a contract between the corporation and the indemnified Board Member, Committee Member and employees. No amendment or repeal of the provisions of this Article, which adversely affects the right of an indemnified Board Member, Committee Member, or employee under this Article, shall apply to such Board Member, Committee Member, or employee with respect to those acts or omissions which occurred at any time prior to such amendment or repeal.

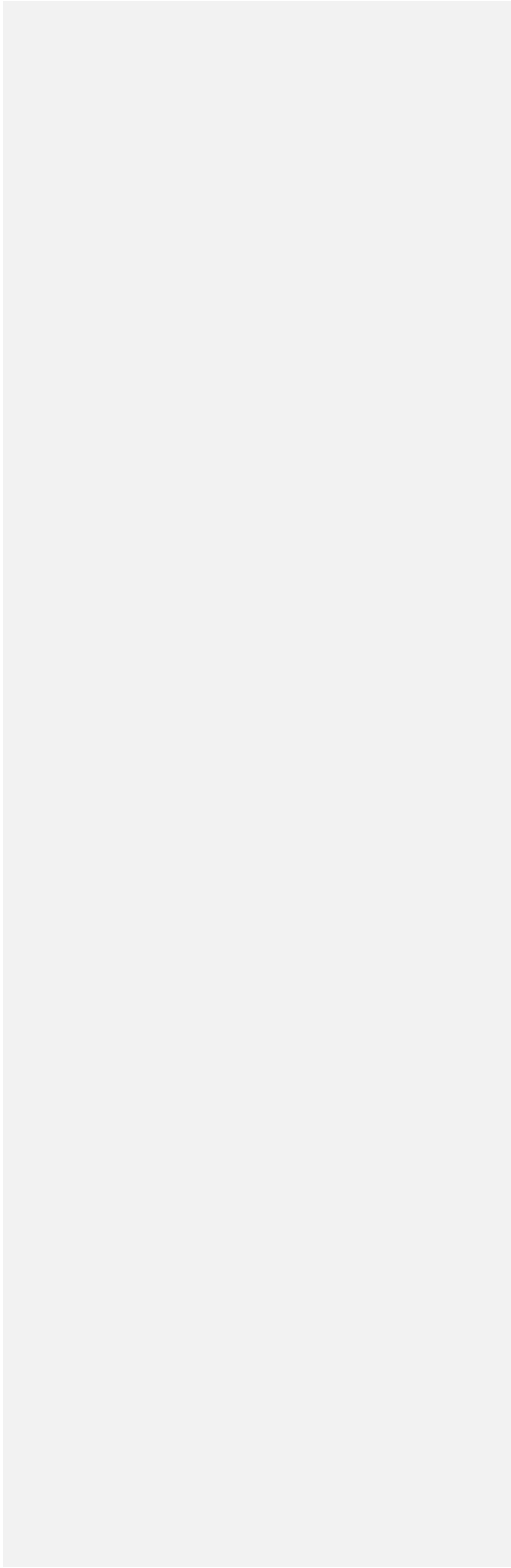
Section 2. Insurance. The Corporation is entitled to purchase insurance for purposes of the indemnifications provided in the Article to the full extent as determined from time to time by the Board of Directors.

#### **ARTICLE XIV. AMENDMENTS**

The power to alter, amend, or repeal the bylaws or adopt new bylaws shall be vested in the Board of Directors unless otherwise provided in the Articles of Incorporation or the bylaws. Such action must be adopted by no less than two-thirds of the members of the Board of Directors at a regular meeting for which written notice of the purpose shall be given; provided, however, that no amendment to the bylaws may be adopted unless such amendment is first presented for consideration at a prior regular meeting of the Board of Directors. The bylaws may contain any provisions for the regulations and management of the affairs of the Corporation not inconsistent with the law or the Articles of Incorporation.

**Adoption Dates:**

Amended and Restated: May 28, 2013





**Board of Director's Policy  
Governance 200 Series**

**Policy # 200.21**

**Election Policy and Procedures**

**1. Introduction**

The PCCS bylaws contain specific criteria for electing members of the PCCS Board of Directors. Election criteria include: Three members are Parent-elected; the remainder are Board-appointed; all vacancies must be filled within 90 days and a minimum of 5 Directors must be parents of students attending the school. The bylaws also require that board members be chosen, through election or appointment, no later than 14 days prior to the annual meeting, at which time they are installed. Under this policy no individual may seek election and/or appointment to two or more positions that would have any portion of their terms concurrent with each other. Further, a seated Director may not seek election and/or appointment to any term that would begin prior to the expiration of their current position's term.

Commented [GD1]: No  
Commented [MR2]: Is this true?

This document contains the policies and procedures for selecting the Directors. This includes the processes for both the Board-appointed and Parent-elected positions. The timelines contained in this document are intended to serve as guidelines. The dates/time frames listed in this document are to be viewed as the preferred standard; however, they are subject to modification to allow for holidays or other unique circumstances. Any modifications to the timelines shall be publicized as soon as possible and the reasons for the modifications cited; such modifications must be approved by the President of the Board of Directors or, in their absence, the Vice President of the Board of Directors. Under no circumstances shall time frames for elections or appointments be shortened.

**2. Election or Appointment of Board Members**

Parties Administering the Process

The Parent-Elected process shall be implemented by a special committee subsidiary to the PCCS Board of Directors. The committee will have five members. Of these five, two will be appointed by the PCCS administration; two will be appointed by the PSO and one by the Board of Directors.

The Election Committee is responsible for executing applicable election policies. The committee may seek guidance as it sees fit but is responsible for determining a specific appropriate course of action. Ambiguities should be resolved within the Election Committee and by a majority vote among the committee members as necessary consistent with existing policies. The Election Committee should hold open meetings as dictated by prevailing regulation.

The Board-Appointed process shall be implemented by the Board of Directors.

The Election Process

New board members are identified through the Parent-Elected process implemented by the Election Committee, or through the Board-Appointed process implemented by the Board of Directors. Election/appointment of new board members is initiated when (a) the term of an existing Director is due to expire, or (b) a vacancy is created due to the resignation or removal of a Director.

The timelines for election/appointment of a new Director are as follows:

Following is the timeline for election of Directors through the Parent-Elected process implemented by the Election Committee to fill positions vacated due to completion of a term:

- a) Once the date of the annual meeting is set for a given year, the election date and time frame dates for the Election Committee led Parent-Elected process for the filling of vacancies due to the expiration of terms may be set and published.
- b) A date for the initiation of the election cycle shall be set that is equal to the date of the annual meeting minus 73 days. Ideally, this will allow for a 52 day election cycle with an additional 7day buffer period to allow the election to be completed 14 days prior to the date of the annual meeting. For purposes of the timeline listed below, the election initiation date will be referenced as date "X"

**X** = Election initiation date. The Election Committee will announce the term(s) that are eligible for election due to the expiration of an existing Parent-Elected term and that candidate applications are being accepted beginning effective on this date. Public announcements will be made at least three times between the date the election cycle is set and the due date for applications. At least two of these announcements will be made within 30 days of the application deadline.

**X + 25** = Complete candidate application packets are due by 3:30PM to the School Office.

**X + 25 to X + 26** = After the submission deadline, candidate application packets will be reviewed by the Election Committee to determine compliance with established criteria. Once an application packet has been reviewed and found in compliance with the requirements of this policy, the applicant/candidate will be viewed as a "certified candidate." All incomplete applications shall be rejected and said candidates will not be eligible for inclusion in the Parent-Election process. If there is only 1 validated candidate for a given position then the balloting process for the position shall still be undertaken. Such a candidacy will be held to the requirements of a successful multi-candidate election.

**X + 36** = Ballots will be published and distributed.

**X + 50** = Ballots will be due by 3:30PM. Ballots will be counted per established policy.

**X + 51** or sooner = Public announcement of the election results shall be made. The elected Director(s) shall be seated at the annual meeting.

It is preferred that each of these dates be published as soon as possible after the setting of the annual meeting date to allow potential candidates to plan in advance for required election time frames and election obligations.

Commented [MR3]: Update?

In the case where the Election Committee will fill positions vacated due to a resignation, removal, or otherwise early vacation of a Parent-Elected Director's position, a similar timeline is recommended as described above with it understood that the "election initiation date" would be changed. In such a case, the initiation date would be the sooner of the effective date of the vacancy or the date on which the Director tenders their intent to resign their position.

The elected Director(s) shall be seated at the first meeting of the Board of Directors that occurs after the effective date of the vacancy for which the candidate has been elected.

Following is the timeline for election of Directors through the Board-Appointed process to fill positions vacated due to the completion of a term(s):

- a) Once the date of the annual meeting is set for a given year, the election date and time frame dates for the Board-Appointed process for the filling of vacancies due to the expiration of terms may be set and published.

b) A date for the initiation of the Board-Appointment process shall be set that is equal to the date of the annual meeting minus 73 days. Ideally, this will allow for a 52 day appointment process with an additional 7 day buffer period to allow the election to be completed 14 days prior to the date of the annual meeting. For purposes of the timeline listed below, the appointment process initiation date will be referenced as date "X"

Commented [MR4]: Update?

**X** = Appointment process initiation date. The Board of Directors will announce the term(s) that are eligible for Board-Appointment due to the expiration of an existing Board-Appointed term(s) and that candidate applications/nominations are being accepted beginning effective on this date. Public announcements will be made at least three times between the date the appointment process is set and the due date for applications/nominations. At least two of these announcements will be made within 30 days of the application deadline.

**X + 25** = Complete candidate application packets are to be turned into the Nominating Committee by 3:30PM.

**X + 25 to X + 35** = After the submission deadline, candidate application packets will be reviewed by the Nominating Committee to determine compliance with this policy. Once an application packet has been reviewed and found in compliance with the requirements of this policy, the applicant/candidate will be viewed as a "certified candidate." For purposes of this section, the date on which all Board-Appointed applications are certified is referred to as the "Certification Date."

**Certification Date to X + 50** = The Board of Directors shall interview all candidates in accord with established practices and hold a vote to elect the Board-Appointed Candidates. The date of the vote is the "Election Date."

**Election Date to Election Date + 2** = Candidates and public are informed of the outcome of the Board-Appointed process per established procedure.

If for any reason (e.g. all candidates are voted down, a lesser number of candidates are appointed than the number of vacant seats, or there were too few candidates) a Board seat(s) remains vacant at the conclusion of the above outlined Board-Appointment process, the entire Board-Appointment process will be restarted from the beginning for any seats that remain vacant.

The Board-Appointed Director(s) shall be seated at the annual meeting.

Commented [MR5]: Update?

It is preferred that each of these dates be published as soon as possible after the setting of the annual meeting date to allow potential candidates to plan in advance for required appointment time frames and appointment obligations.

Commented [MR6]: Update?

Following is the timeline for election of Directors through the Board-Appointment process to fill positions vacated due to a resignation, removal, or otherwise early vacating of a Board-Appointed Director's position:

**X** = The sooner of the effective date of the vacancy or the date on which the Director tenders their intent to resign their position.

**X + 5** = Appointment process initiation date. Public announcement of the vacancy will be made, including announcement that candidates may submit applications for election via a Board-Appointed process. Public announcements will be made at least two times prior to the application deadline.

***X + 30*** = Complete candidate application packets are to be turned into the Nominating Committee by 3:30PM.

***X + 30 to X + 40*** = After the submission deadline, candidate application packets will be reviewed by the Nominating Committee to determine compliance with this policy. Once an application packet has been reviewed and found in compliance with the requirements of this policy, the applicant/candidate will be viewed as a "certified candidate." For purposes of this section, the date on which all Board-Appointed applications are certified is referred to as the "Certification Date."

***Certification Date to X + 55*** = The Board of Directors shall interview all candidates in accord with established practices and hold a vote to elect the Board-Appointed Candidates. The date of the vote is the "Election Date."

***Election Date to Election Date + 2*** = Candidates and public are informed of the outcome of the Board-Appointed process per established procedure. If for any reason (e.g. all candidates are voted down, a lesser number of candidates are appointed than the number of vacant seats, or there were too few candidates) a Board seat(s) remains vacant at the conclusion of the above outlined Board-Appointment process, the entire Board-Appointment process will be restarted from the beginning for any seats that remain vacant.

### **3. Election Responsibilities**

Each member of the PCCS Board of Directors is responsible to search for and recruit candidates. Applicants may apply that have not been solicited by the Board. This responsibility may not be delegated to any committee or taskforce; it solely belongs to the Board.

#### **Nominating Committee**

This committee receives all candidate documents for Board-Appointed Directors. The Nominating Committee's job is to receive the documents, confirm the seriousness of each candidate's interest, and communicate any issues to the Board of Directors.

An "applicant" is someone who has submitted an application to the Nominating Committee for consideration. A "certified candidate" is someone whose submission is complete and has been certified by the Nominating Committee per this policy. Once a person's status has been certified, it cannot be changed until the current process is complete or the candidate withdraws.

Applicants may not submit their application directly to the Board or any other group or fail to meet the submission deadline listed in the timeline to be considered a candidate. Only candidates may be interviewed by the Board to be considered for appointment to open positions. The Board must be notified of new applicants or changes in the status of an applicant by the Nominating Committee via email or in writing within 24 hours of discovery.

The functions of the Nominating Committee include:

1. **Receive applicant** documents - After receiving documents, confirm that the Board-Appointed applicant has submitted a letter of intent, a resume, and 3 letters of reference.
2. **Verify status:**  
PCCS Bylaws require that at least 5 Board Members be parents of PCCS students. If a single vacancy is being filled as a result of the early vacation of a Board position, the composition of the remaining Board Members shall be reviewed to determine if 5 Board Members who are parents of PCCS students will remain on the Board after the early vacation of said position. If at least 5 of the Board Members who will remain are parents of a PCCS student, applications may be accepted from both parents and non-parents. If less than 5 of the Board Members who will remain are parents of a PCCS student, applications will only be accepted from parents of PCCS students.

If more than one vacancy is being filled, as is typically the case during the annual election/appointment cycle, the Nominating Committee shall contact the PSO to determine the net number of Board vacancies that will need to be filled with parents of PCCS students via the Board-appointed process. If the Board-appointed process must fill a lesser number of positions with parents than the total number of positions the Board-appointed process will be filling, the Nominating Committee shall indicate to the Board, which certified candidates are parents; the Board will be directed to fill the required number of parent slots first from the pool of parent certified candidates. The Board must first fill the required number of parent slots before proceeding to fill any vacancies with non-parents.

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3. **References** — An applicant needs to submit 3 letters of reference.
4. **Dual processes** — The Nominating Committee must confirm which process the applicant is applying to, Board-Appointed or Parent-elected, in the case that there are dual vacancies.
5. **Status changes** - The Nominating Committee is required to report within 24 hours to the Board, via email or in writing, any changes in the status of any applicant and the addition of new applicants.
6. **Certification** — The Nominating Committee must certify all candidates from the list of applicants. The Nominating Committee grants certification after confirming that the applicants have met the criteria in this Policy.
7. **Submission of Slate to Board** — After certification, the Nominating Committee gives the certified candidate names and documents to the Board to begin the interview process. There are no exceptions.

#### Interviews and Selection

Interviews from the slate should be scheduled in one session, with each candidates participating. Phone interviews are permissible if required to keep to the one session schedule. Selection should take place at the conclusion of this session to ensure clarity.

Within two days of the selection, the Board first informs all candidates of the results and then announces the results to the public. These communications include an email to the parents, and during the school year will be posted on the web site as well as in the following Friday newsletter

#### Election Committee

This committee receives all applicant documents for Parent-elected Director positions. The Election Committee's job is to receive the documents, confirm the completeness of each candidate's application, and communicate any issues to the Board of Directors.

An "applicant" is someone who has submitted an application to the Election Committee for consideration to be placed on the ballot. A "candidate certified" is someone whose submission is complete and has been certified by the Election Committee per this policy. Once a person's status has been certified, it cannot be changed until the current process is complete or the candidate withdraws.

An applicant must submit an application for an open Board position to the Election Committee to be considered a candidate. Applicants may not submit their application directly to the Board or any other group or fail to meet the submission deadline listed in the timeline to be considered a candidate. Only certified candidates may be placed on the election ballot.

The functions of the Election Committee include:

1. **Announce open positions**
2. **Receive applicant documents** - After receiving documents, confirm that the Parent-elected applicant has submitted a letter of intent, a resume, and 3 letters of reference.
3. **Verify status:**  
PCCS Bylaws require that at least 5 Board Members be parents of PCCS students.



If a single vacancy is being filled via the Parent-elected process, the composition of the remaining Board Members shall be reviewed to determine if 5 Board Members who are parents of PCCS students will remain on the Board after the early vacation of the position. If at least 5 of the Board Members who will remain are parents of a PCCS student, applications may be accepted from both parents and non-parents. If less than 5 of the Board Members who will remain are parents of a PCCS student, applications will only be accepted from parents of PCCS students.

Typically, only one position at a time is filled via the Parent-elected process. However, if more than 1 parent-elected position is being filled during a given election, the Election Committee and/or their designee shall consult with the President of the Board of Directors, or in the case of their absence the Vice President of the Board of Directors, to determine how to handle the various permutations of vacancies and number of parent candidates that are required to comply with the Bylaws. Possible methods to be used in this situation may include the use of a "split ballot" that separates parents from non-parents and informs the voter that, for example in the case of two vacancies, there is a need to elect one parent to be in compliance with the Bylaws; therefore, the voter is to cast a total of two votes with at least one vote being cast for a candidate who is indicated to be a parent. In such cases, it is suggested that the ballot contains an explanation of the applicable Bylaws requirement and the reason for the structure of the voting process.

4. References — An applicant needs to submit 3 letters of reference.
5. Dual processes — The Election Committee must confirm which process the applicant is applying to, Board-appointed or Parent-elected, in the case that there are dual vacancies.
6. Status changes - The Election Committee is required to report within 24 hours to the Board, via email or in writing, any issue that may prevent the completion of the election.
7. Certification — The Election Committee must certify all candidates from the list of applicants. The Election Committee grants certification after confirming that the applicants have met the criteria in this section.
8. Creation of Ballot — After certification, the Election Committee places the names of certified candidates on the election ballot.
9. Distributing the Ballot — Ballots are distributed to the PCCS parent community as stated above. Once a ballot has been distributed, the candidates listed on the ballot shall not be modified. If a certified candidate chooses to remove himself/herself from the election process, any votes cast for that candidate shall be set aside; in such a case the remaining candidate(s) with the highest number of votes shall be elected (i.e. a certified candidate removing themselves from the election shall not void or alter the election process once ballots have been distributed.)
10. Certify and Announce Election Results — Announce to the candidates and the Board of Directors the election results.

#### Election Committee, Ballot Process (Mailing and Receipt)

The process outlined below is the suggested method for mailing and receiving election ballots. The primary goal of the process is to ensure the integrity of the election process. The Election Committee may, at their discretion, modify the process to meet any particular circumstances that arise including, but not limited to, the availability of new technologies or improved practices for ensuring the integrity of the election process.

The election committee shall take steps to increase voter participation. An option to vote "none of the above" (or by equivalent choice of words) shall be made available so that voters can show support for the election process even if they do not support any particular candidate. The election committee may promote the act of voting but not in such a way as aid a particular candidate.

All ballots shall contain the names of the candidates and the option to vote "none of the above". They must have an identifiable mark selected by the Election Committee to determine authenticity of the ballot.

The ballot packet shall contain the ballot, a privacy envelope and an outside family signature/name envelope to ensure non-repeating voting. The privacy envelope does not have any mark on it that identifies the name of the voting family. This is used to ensure the security of the vote. Ballot instructions shall include direction to place the ballot (once completed) into the privacy envelope and the privacy envelope shall be placed into the outside signature/name envelope with the signature of the family member & family name.

The ballot box used for storing the ballots must be secured. It must only be possible to open the box at the time of the ballot counting.

A quorum of the Elections Committee must be present to witness the ballot count.

- The Elections Committee sends the ballot packet home to the parents via backpack. Families may also pick up ballot packets at the school office. The packet deliveries follow the scheduled timeline.
- Ballots are returned to the office, following the stated timeline, via hand or classroom delivery (e.g., backpack).
- Ballots received in the office shall be kept enclosed in the outside signature/name envelope and deposited into a secure ballot box that can be opened/accessed only at ballot counting.
- The ballot box is to be opened at the public ballot counting only. The signature/name envelopes shall be removed individually with an accounting of the family assigned identifier being checked off.
- The ballot/privacy envelope shall then be separated from the outside signature/name envelope. Once all ballot/privacy envelopes have been removed and separated from the outside signature/name envelope, each ballot is then removed and determined to be authentic via the prescribed mark.
- The vote is then read aloud for the two (2) designated ballot counters to tally votes independent of each other.
- After the reading of the final ballot, the two (2) designated ballot counters determine if there is a match of totals.

#### Sufficient Results

The Parent-Election process is intended to give the community a voice in the composition of the Board of Directors. However, in cases where the community shows poor support for candidates, such candidates should more appropriately seek a Directorship via the Board-Elected process.

A Parent-Election will be considered to have insufficient support if less than 30% of the eligible votes are cast (in aggregate across all candidates but not including those ballots cast as “none of the above”) for the particular vacancy. In the case of an insufficient election or other situations where no candidate could be elected, the election process will start again.

#### Election Certification and announcements

The election is certified when all of the designated ballot counters agree that the two independent vote counts match. In the event that not all members agree, the ballots must be recounted.

The Election Committee immediately informs all candidates of the results. Next, they inform the Board of Directors of the results. The Elections Committee must announce the results to the public within two days. These communications include an email to the parents, and during the school year will be posted on the web site as well as in the following Friday newsletter.

#### **Adoption Dates:**

Adopted: April 24, 2007

Revised and Readopted: August 12, 2014

## **Information Security**

Prairie Crossing Charter School stores a significant amount of important information, including but not limited to student, staff, and financial data and information. It is important that this data and information is adequately protected.

The Executive Director shall develop and implement a process for information security and protection that includes the following:

- **Information Storage**: Procedures identifying storage location for all classes of critical information and data. These procedures should define where all critical data should be stored, and should also prohibit transfer of protected information and data to uncontrolled locations.
- **Information Access**: Procedures for control of access to all classes of protected information, electronic or hard copy. Individuals/roles having access to each class of data should be defined, and access should be given only to those individuals who require access for School purposes.
- **Computer Security**: Procedures for securing all computers accessing the School's network and data, including but not limited to laptops, home computers, and SmartPhones. Password protection, anti-virus software, software updates, and firewalls should be addressed in these procedures.
- **Record Retention Schedule**: A list of categories of records and information requiring retention, with the the retention location and duration by category.
- **Backup of Information**: Procedures for backup of systems storing critical School information and data.
- **Training**: Procedures for training School staff and board members on appropriate protection of School data.



## Board of Director's Policy Governance 200 Series

### Policy # 200.24

#### **Standing Committee Policies**

##### ***General Notes and Requirements***

##### **Appointments and Composition**

1. Members of standing committees shall be appointed by the Board President
2. The Board President shall appoint the chair of each standing committee.
3. Committee members are not required to be members of the Board of Directors, subject to the conditions stated in the bylaws.

##### **Applicable Laws**

1. All committees shall abide by applicable rules established in the school's charter.
2. All committees shall abide by all applicable federal, state, and local laws.

##### **General Notes**

It is recommended that committees, or committee sub-bodies, have a membership of at least 5 people to allow for individuals to discuss issues outside of the public meetings. The following table shows the relationship between committee size and the number of members that may discuss issues outside of a public meeting, per the requirements of the Open Meetings Act.

| Committee Size | Number of Members Allowed to Discuss Committee Business Outside of a Public Meeting |
|----------------|---|
| 4 or less      | 0   |
| 5-9            | 2   |
| 10-13          | 3   |
| 14-17          | 4   |

*Consult with the Illinois Open Meetings Act for detailed information regarding discussions between committee members.*

## ***Finance Committee***

### **General Purpose**

The finance committee is commissioned by and responsible to the Board of Directors. It has the responsibility for working with the Executive Director to ensure the financial well-being of the district; to create the upcoming fiscal year budget; presenting budget recommendations to the Board; monitoring implementation of the approved budget on a regular basis and recommending proposed budget revisions; recommending to the Board appropriate policies for the management of the charter school's assets. The finance committee shall be assisted by the Executive Director or other staff assigned by the Executive Director.

### **Appointments and Composition**

The members of the finance committee shall include the Board Treasurer and the Board President together with other members appointed by the Board President. Additional members are not required to be members of the Board of Directors.

### **Responsibilities**

1. Monitor the financial condition of the organization to ensure PCCS meets the financial requirements in our charter agreement.
2. Prepare an annual budget for PCCS in collaboration with the Executive Director.
3. In collaboration with the Executive Director, develop and annually revise a three- year financial forecast and develop long-range financial plans based on the forecast.
4. Arrange for an annual audit to be provided to the Board of Directors.
5. Provide oversight of the procurement process.
6. Review monthly financial statements and variances from budget, and recommend action to the Board, as appropriate.
7. Create specific measurable board-level goals for the year as part of the full board planning process.
8. Develop and implement a board-level training program to ensure that all directors (especially those without a financial background) can be effective stewards of the school's financial resources.
9. Report to the Board of Directors at regular meetings of the Board, in a manner determined by the Board.
10. Annually evaluate its work as a committee and the objectives it has committed itself to, and report on the same to the Board of Directors.
11. The Finance Committee shall, at a minimum, meet once per quarter.



## ***Governance Committee***

### **General Purpose**

The governance committee is commissioned by and responsible to the Board of Directors to assume the primary responsibility for matters pertaining to Board of Directors recruitment, nominations, orientation, training, and evaluation in accordance with the bylaws of the school as well as established policies and practices approved by the Board of Directors.

### **Appointments and Composition**

1. Appointments of the chair and members of the Governance Committee shall be made annually by the Board President.
2. Committee members are not required to be members of the Board of Directors.

### **Responsibilities**

1. Ensure PCCS meets the governance requirements in our charter agreement.
2. Review and revise policies, bylaws, and procedures for the Board of Directors.
3. Provide oversight of Administrative policies and procedures.
4. Analyze the skills and experience needed on the Board.
5. Create a short and long-term board recruitment strategy.
6. Work with Board President and Executive Director on a succession plan for board officers.
7. Recruit members to serve as members of the Board and develop a slate of directors for consideration by the membership at the annual meeting in accordance with selection/election procedures outlined in the bylaws and Board policies.
8. Develop and review annually the procedures for Board recruitment.
9. Develop an orientation and training plan for new Board directors.
10. Assist in the planning of Board retreats and other deeper strategy sessions, as needed.
11. Develop and revise a Board member handbook outlining the responsibilities of the Board and Board members, Board policies, and other relevant information.
12. Conduct board education as needed.
13. Create specific measurable board-level goals for the year as part of the full board planning process.
14. Evaluate the effectiveness of board meetings and make recommendations for improvement to the chair and the full board as needed.
15. Annually coordinate an evaluation of the full board and individual directors.
16. Report to the Board of Directors at regular meetings of the Board in a manner determined by the Board.
17. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Directors.
18. Review the progress of the strategic plan with the Administration, and report the progress to the Board of Directors.
19. The Governance Committee shall, at a minimum, meet once per quarter.



## ***Development Committee***

### **General Purpose**

The development committee is commissioned by and responsible to the Board of Directors to assume the primary responsibility for raising non-grant funds to support the school's mission.

### **Appointments and Composition**

1. Appointments of the chair and members of the development committee shall be made annually by the Board President.
2. Committee members are not required to be members of the Board of Directors.

### **Responsibilities**

1. Create Board development policies and provide oversight for administrative development procedures.
2. Develop annual and multi-year fundraising plans that will generate the funds needed to meet the non-public and non-grant fundraising goal.
3. Coordinate the implementation of the fundraising plan with fundraising efforts by senior staff, parents, and other volunteers.
4. Develop the necessary sub-committee systems to successfully carry out the fundraising events and activities that are part of the annual fundraising plan; supervise the functions of the sub-committees
5. Develop a plan for involving all Board directors in the non-grant resource development activities of the charter school.
6. Arrange for Board training on development issues, as needed.
7. Create specific measurable board-level goals for the year as part of the full board planning process.
8. Report to the Board of Directors at regular meetings of the Board in a manner determined by the Board.
9. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Directors.



## **Academic Excellence Committee**

### **General Purpose**

The Academic Excellence Committee is commissioned by and responsible to the Board of Directors to assume the primary responsibility for working with the Executive Director to define academic excellence, ensure that all board members know the charter promises that were made to the community and the authorizer and to devise clear and consistent measures to monitor these goals.

### **Appointments and Composition**

1. Appointments of the chair and members of the Academic Excellence Committee shall be made annually by the Board President.
2. Committee members are not required to be members of the Board of Directors.

### **Responsibilities**

It is important to note that this is a governance function, not a management function, and it is anticipated that the Executive Director will have a great deal of input into the work and composition of this committee. The committee's main role is to assure that academic excellence is defined, and that the board approves annual goals to attain academic excellence.

1. Define and continue to refine what academic excellence means for our charter school.
2. Ensure that all board members understand the key academic charter promises we have made to our community and to our authorizer.
3. Work with the Executive Director to devise clear and consistent ways to measure progress towards stated goals.
4. Work with the Executive Director to set annual academic achievement goals, to be presented to and approved by the full board.
5. Work with the Executive Director to share with the board annual successes, barriers to reaching academic excellence, and strategies to overcome these barriers.
6. Arrange for Board training on issues related to academic oversight and academic achievement, as needed.
7. Create specific measurable board-level goals for the year as part of the full board planning process.
8. Report to the Board of Directors at regular meetings of the Board in a manner determined by the Board.
9. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Directors.



### **Adoption Dates:**

Adopted: September 24, 2013





## Board of Director's Policy Students 500 Series

Policy # 500.14

### Preventing Bullying, Intimidation and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important school goals.

Bullying, including but not limited to bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic, is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from Section 27-23.7 of the School Code (105 ILCS 5/27-23.7)

*Bullying* includes *cyber-bullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

*Cyber-bullying* means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-*

*bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

*School personnel* means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school guidance counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

### Bullying Prevention and Response Plan

The Executive Director or designee shall develop and maintain a bullying prevention and response plan that advances the school's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.

1. The school uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this school. However, nothing in the school's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the school's Complaint Coordinator or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the school's Complaint Coordinator or any staff member. Anonymous reports are also accepted.

### **Complaint Manager:**

Executive Director

Prairie Crossing Charter School

1531 Jones Point Road, Grayslake, IL

See the Parent/Student Handbook for the Executive Director's email address.

### **"Bully Hotline" for Reporting Bullying Concerns:**

847-986-3504

4. Consistent with federal and State laws and rules governing student privacy rights, the Executive Director or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Executive Director or designee shall promptly investigate and address reports of bullying, by, among other things:
  - a. Making reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - b. Involving appropriate school support personnel and other staff persons with knowledge,

- experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
- c. Notifying the Dean of Faculty and Students or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
  - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Dean of Faculty and Students or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Executive Director or designee shall investigate whether a reported incident of bullying is within the permissible scope of the school's jurisdiction and shall require that the school provide the victim with information regarding services that are available within the school and community, such as counseling, support services, and other programs.

- 6. The Executive Director or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
- 7. A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
- 8. A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
- 9. The school's bullying prevention and response plan must be based on the engagement of a range of school stakeholders, including students and parents/guardians.
- 10. The Executive Director or designee shall post this policy on the school's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must also be distributed annually to parents/guardians, students, and school personnel, including new employees when hired.
- 11. The Executive Director or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation:
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.The evaluation process may use relevant data and information that the school already collects for other purposes. The Executive Director or designee must post the information developed as a result of the policy evaluation on the school's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.
- 12. The school's bullying prevention plan must comply with State and Federal law and be consistent with other Board policies. This includes prompting the Board, every 2 years, to conduct a review and re-evaluation of this policy, make any necessary and appropriate revisions, and file the updated policy with the State Board of Education.

**LEGAL REF.:**

405 ILCS 49/, Children's Mental Health Act.  
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.  
23 Ill.Admin.Code §§1.240 and §1.280.

**Adoption Dates:**

Revised and Adopted December 2014

EST. 1999

**PRAIRIE CROSSING**  
**CHARTER SCHOOL**



CREATING NATURAL LEADERS

#8

# **Executive Director Evaluation**

## **PURPOSE AND OBJECTIVE**

The Executive Director is responsible for ensuring that students are achieving at the highest levels. Recruiting and retaining exceptional school leaders is a means by which our School ensures exceptional achievement. It is the Executive Director's responsibility to champion its leader, build and nurture trust, encourage and reward candor, and address challenges proactively and in partnership with the staff. The evaluation process allows the Board to engage formally with its Executive Director about performance strengths and challenges and to discuss professional development opportunities.

## **OBJECTIVES FOR A SCHOOL LEADER EVALUATION**

- ✎ Foster explicit communications at regular intervals between the Board and the Executive Director regarding personal performance, progress against goals, and accountability,
- ✎ Develop clear performance measures and goals so the Executive Director's work is aligned with and supports the school's strategic direction,
- ✎ Discuss the Executive Director's performance throughout the school year, allowing for opportunities to revise performance expectations, goals, and professional development plans,
- ✎ Create opportunities to discuss long-term leadership needs of the school throughout the year,
- ✎ Provide opportunities for professional development, where needed,
- ✎ Provide an opportunity via self-assessment for the Executive Director's to reflect on his/her performance,
- ✎ Evaluate the Executive Director's ability to perform the core competencies of the position and to complete pre-defined goals, recognizing successful completion of goals and addressing performance issues associated with incomplete goals,
  - Reward performance according to results achieved and behaviors demonstrated.
  - Address performance concerns and develop targeted professional development plans to improve performance.

# Timeline

| <b>EXECUTIVE DIRECTOR EVALUATION TIMELINE</b> |   |
|---|---|
| <b>Month</b>                                  | <b>Tasks</b>  |
| August  | <ul style="list-style-type: none"> <li>✓ Jointly establish Executive Director's goals aligned with Strategic Plan               <ul style="list-style-type: none"> <li>○ <i>Included but limited to: Areas of Organizational, Financial, Academic, Outreach, Leadership, School Culture, Communication, Teamwork objectives *</i></li> </ul> </li> <li>✓ Collectively establish Executive Director's goals for new year</li> <li>✓ Collectively establish Executive Director's professional development/improvement plan (if required)</li> </ul> |
| January                                       | <ul style="list-style-type: none"> <li>✓ 6 month progress check in</li> <li>✓ If necessary, jointly adjust goals</li> </ul>   |
| June  | <ul style="list-style-type: none"> <li>✓ Executive Director completes self-assessment</li> <li>✓ Board conducts 360 evaluation in accordance with Board procedure</li> <li>✓ Executive Director and Board summarizes assessment results</li> <li>✓ Jointly establish Executive Director's goals with Strategic Plan</li> </ul>  |

*\* Objectives will be determined in accordance with the Board procedure and the Strategic Plan and be revisited on a biannual basis. The Board will follow the procedures to ensure ample feedback opportunities for evaluation metrics.*

*It is the understanding of the Board and the Executive Director that the Board would evaluate the Executive Director's performance based on progress being made toward the achievement of these expectations along with his/her overall performance relative to the usual responsibilities of the Executive Director.*

# EXECUTIVE DIRECTOR EVALUATION TEMPLATE

## SUMMARY

Executive Director: \_\_\_\_\_

Date of Review: \_\_\_\_\_

| <b>GOAL SUMMARY</b>  |   |  |
|--|---|--|
| <b>GOAL</b>  | <b>SMART GOAL<br/>(aligned with the Strategic Plan &amp; Board Evaluation Procedure)*</b> | <b>LEVEL OF ACCOMPLISHMENT<br/>(E, M, I, NP)</b> |
| #1   | Organizational:   |  |
| #2   | Financial:  |  |
| #3   | Academic:   |  |
| #4   | Outreach:   |  |
| #5   | Leadership:   |  |
| #6   | School Culture:   |  |
| #7   | Communication:  |  |
| #8   | Teamwork:   |  |
| <b>LEVEL OF ACCOMPLISHMENT: E – Exceeded; M – Met; I- Incomplete; NP – No Progress</b> |   |  |

An evaluation form shall be sent to the Director’s direct reports, staff members agreed to by the Personnel Committee and Director, and the PSO officers per the Board Procedure.

\*Below is a draft of the Executive Directors 14/15 Goals that will be finalized at the Strategic Planning Sessions and will be completed by August/September 2015 as well as the Evaluation Procedure adopted by the PCCS Board on 5/27/14

**GOAL EVALUATION**

| <b>GOAL</b>           | <b>SMART GOAL</b>  | <b>LEVEL OF ACCOMPLISHMENT (E, M, I, NP)</b> |
|-----------------------|--|--|
| #1                    |  |  |
| <b>Organizational</b> | <i>Comments and specific examples to support rating:</i> |  |
| #2                    |  |  |
| <b>Financial</b>      | <i>Comments and specific examples to support rating:</i> |  |
| #3                    |  |  |
| <b>Academic</b>       | <i>Comments and specific examples to support rating:</i> |  |
| #4                    |  |  |
| <b>Outreach</b>       | <i>Comments and specific examples to support rating:</i> |  |



|  |  |
|--|--|
| #5   |  |
| <b>Leadership</b>  | <i>Comments and specific examples to support rating:</i> |
| #6   |  |
| <b>School Culture</b>  | <i>Comments and specific examples to support rating:</i> |
| #7   |  |
| <b>Communication</b>   | <i>Comments and specific examples to support rating:</i> |
| #8   |  |
| <b>Teamwork</b>  | <i>Comments and specific examples to support rating:</i> |
| <b>Level of Accomplishment:</b> <b>E</b> - Exceeded <b>M</b> - Met <b>I</b> – Incomplete/Missed Deadline <b>NP</b> - No Progress |  |

In June, at the time of the Director's annual performance evaluation, the Director will present a final annotation of his goals/action steps.

The evaluation form will include a series of questions including but not limited the following categories:

| <b>SAMPLE COMPETENCY SUMMARY</b>  |  |
|---|--|
| <b>Competency</b>   | <b>Frequency of Demonstrating Behavior<br/>(5, 4, 3, 2, 1)</b> |
| Organizational  |  |
| Financial   |  |
| Academic  |  |
| Outreach  |  |
| Leadership  |  |
| School Culture  |  |
| Communication   |  |
| Teamwork  |  |
| <b>Frequency: 5 - Always 4 - Consistently 3 - Usually 2 - Occasionally 1 - Rarely</b> |  |

**ATTACHMENT A**

**Board Resolution & Procedure  
Draft Executive Goals**

**Prairie Crossing Charter School**  
**Director Performance Evaluation Procedure**  
**Approved 5-27-2014**

The duties of the Personnel Committee (as a sub-committee of the board) will be to help coordinate a review and performance evaluation process for the Executive Director. As part of this process, the committee will ensure that the Executive Director completes a self-evaluation of his performance. The Personnel Committee will also create and then update an annual performance review form (via electronic survey) for the Executive Director and send it, along with the Executive Director's self-evaluation, to the full Board. The evaluation form shall be sent to the Executive Director's direct reports, staff members agreed to by the committee, and the PSO officers. Input and feedback will be solicited from them (electronically). This process should be initiated 1-2 months prior to the June board meeting to coincide with the end of the fiscal year. The Board of Directors will meet to compile the results of this survey and to draft an Executive Summary, including the detailed findings/results. Ideally, this packet will be provided to all board members at least one week prior to the June board meeting, but no later than the release of the board packet on the Friday preceding the board meeting. The Executive Summary will include a summary of the Executive Director's strengths and weaknesses, ratings by category as detailed in the Competency Summary and the respondent group (i.e. teachers, direct reports, Board of Directors, etc.) as well as an overall rating. At the June board meeting, the performance evaluation review will be conducted with the Executive Director during closed session. There will be an opportunity for conversation between the Executive Director and the Board, and questions may be asked to request clarification on items of interest and/or concern. The Executive Director will then be excused from closed session and Board members will remain in closed session to discuss the evaluation.

Another duty of the Personnel Committee will be to provide timely feedback to the Executive Director during interim performance evaluations and to keep the full Board apprised of the Executive Director's status towards achievement of goals and action steps, as well as any changes, issues or concerns. To this end, the following process will be followed.

The Board in the following manner will conduct the performance evaluation of the Executive Director:

- Aug/Sept – Initial Goal Setting (mutually agreed by Exec Dir. and Board)
- January – Progress Check-in and update of performance (adjusting any goals as necessary),
- June – Final Cumulative Evaluation

Prior to each interim performance evaluation, the Executive Director will update/annotate the review document containing his or her goals for the year and actions steps towards the achievement of those goals.

At the interim performance evaluation, the evaluation will occur in closed session. The Executive Director will provide copies of the annotated review document and walk the Board through it, being mindful to address not only accomplishments, but also any areas of concern and problems encountered. In addition, the Director will be encouraged to highlight any item in the Director's Job Description that may be of concern.

## Executive Director Objectives FY18-FY20

| Organizational Objectives   | Key Action Steps and Target Dates  | Progress / Notes |
|---|--|------------------|
| <p>Feasibility Plan for space utilization</p> <p>Launch Development Taskforce</p> | <ul style="list-style-type: none"> <li>▪ Expand Upper/Lower Wright Space</li> <li>▪ Maximize Library Utilization for Students</li> <li>▪ Explore Other Spaces/Reconfiguration</li> </ul> | ▪                |

| Financial Objectives  | Key Action Steps and Target Dates   | Progress / Notes |
|---|---|------------------|
| <p>Space Feasibility</p> <p>Executive Director Position</p> | <ul style="list-style-type: none"> <li>▪ Explore long term Finance Options</li> <li>▪ Negotiate Contract Extension or Begin Transition</li> </ul> | ▪                |

| Academic Objectives  | Key Action Steps and Target Dates  | Progress / Notes |
|--|--|------------------|
| <p>Academic Innovative Initiatives</p>                                     | <ul style="list-style-type: none"> <li>▪ Increase SLP, Problem/Project/Place Learning at all Grade Bands</li> </ul>  | ▪                |
| <p>Aware of Predominant Instructional Practices Throughout the School.</p> | <ul style="list-style-type: none"> <li>▪ Increase Environmental Initiatives</li> <li>▪ Sustainable Schoolyards Enhancements</li> <li>▪ Visit Classrooms</li> </ul> | ▪                |

## Executive Director Objectives FY18-FY20

| Leadership Objectives                               | Key Action Steps and Target Dates  | Progress / Notes |
|---|--|------------------|
| <p><b>Mentorship</b></p> <p><b>Advance PCCS</b></p> | <ul style="list-style-type: none"> <li>▪ Work with Leadership Team to set clear Expectations/Goals and Communication Standards</li> <li>▪ Initiate Launch of PCCS as a Catalyst school</li> <li>▪ National Recognition/Awareness of PCCS</li> <li>▪ Improve Relations with INCS/Other (Non &amp; Charter) Schools</li> </ul> | ▪                |

| Outreach Objective   | Key Action Steps and Target Dates  | Progress / Notes |
|--|--|------------------|
| <b>EDS/Outreach</b>  | <ul style="list-style-type: none"> <li>▪ Continue to Implement A Robust Outreach Plan</li> <li>▪ Strategic Partnerships with Community Groups</li> <li>▪ Task Force Development</li> <li>▪ ISCSC Deliverables</li> </ul> | ▪                |
| Create strategic partnership with other educational institutions | <ul style="list-style-type: none"> <li>▪ Partner with Other Lake County Schools</li> <li>▪ Engage with community groups &amp; organizations</li> </ul>   | ▪                |
| <b>Establish Key Developmental Partnerships</b>                  | <ul style="list-style-type: none"> <li>▪ Local Organizations: Latino/Hispanic Groups,</li> <li>▪ Social Service Groups, Faith Based Organizations</li> <li>▪ Environmental Advocacy Groups</li> </ul>                    | ▪                |
|  |  | ▪                |

## Executive Director Objectives FY18-FY20

| Other                                 | Key Action Steps and Target Dates | Progress / Notes |
|---------------------------------------|-----------------------------------|------------------|
| Legal/Political Issues                |                                   | ▪                |
| SCSC Annual Review                    |                                   | ▪                |
| Build Capacity for a Stronger Culture |                                   | ▪                |
|                                       |                                   |                  |

***Consent Agenda***



## Director's Report

### Along The Way

There are parallel realities. A single event can shift us from one to another, from denial to truth, ignorance to insight, normalcy to mourning. The tragedy in Parkland Florida last week has jarred me from my everyday existence into a pervasively grey mind space. With issues such as climate change, all kinds of indicators are highlighting that something isn't right. But, the truth has yet to become inconvenient enough to pursue the level of innovation required to adequately address it. The source of despair that led to those horrific actions remains a mystery to the *Marjory Stoneman Douglas High School* community and their families.

In a smack of irony, our staff was immersed in an in-service day focused on two objectives sustainability and a culture of care and inclusion at PCCS.

Let's not ever forget, "sustainability" is fundamentally about preserving our own existence, not achieving some idealized state of nature. Life on this planet has over 3 billion years of evolution and resilience over us humans. We're the newcomers. Hopefully, we're striving to better learn how insure our own continuance, whether at the level of dear individual friends, or our species.

Sometimes the best we can do in the moment is simply be present, and help others and ourselves endure. Enough is enough

Respectfully submitted,



Geoff Deigan - Executive Director

## **School Team Board Report: February 2018**

### **Academics:**

- Data Collection Continues with Fountas & Pinnell, BESS, and NWEA as needed.
- Green Challenge Focus - Electricity! This month we focus on saving electricity.
- PARCC - This Year, PCCS will complete the PARCC test in Grades 3-8 using the Paper Only Format. This is a change from the past allows the school to complete testing in less time, creating more time for Environmentally focused learning opportunities.

### **Faculty Notes:**

- Evaluation Cycle comes to a close in March.
- Administration and teachers continue to look for innovative ways to incorporate the Specials Teachers and IAs into the General Ed. instructional model. Currently 4 of the 6 Specials Teachers add intervention responsibilities to their normal duties, while in the Carson building we have 2 IAs (Certified Teachers) working with accelerated math groups. These innovative strategies allow the staff to focus more on individualized learning while delivering focused interventions at all levels.

### **Professional Development:**

- K-4 Teachers received a 2 part Behavior Management and Strategies workshop. This locally developed workshop was led by our very own Danielle Venegoni, Annie Gernady, & Caryn Meyer. This class focused on bringing more PBIS strategies and a common vocabulary to the classrooms as well as developing a stronger sense of empowerment toward classroom management and discipline procedures.
- Several teachers and IAs attended ROE Courses on English/Language Arts - Math - Introduction to PARCC

### **Recent Activities:**

- PBIS Celebration - Whole School 2/14/18
- 3rd and 4th grade Colonial Day was 2/15/18. Students got to experience colonial crafts, games, foods and more!
- Lake County Sectional Spelling Bee - PCCS is Host 2/21/18
- 8th Grade Fun Fair - Postponed to March 16th.
- Final Lottery Open House - 2/22/18 Approximately 45 Potential Families in attendance
- Partnership with CLC School of Education continues - 40 pre-service students visited on 2/15/18. Broken into groups of 5, these prospective teachers observed and interacted with our teachers and students. This connection will continue to grow and will surely lead to a truly symbiotic relationship of learning. We have already hired 2 of these CLC students to work in our before and aftercare programs and are currently discussing opportunities to collaborate in the classroom and potentially after school learning programs and activities.

Respectfully Submitted,  
Jessica Loustaunau, Naomi Hershiser & Tony Zamiar

Prairie Crossing Charter School

Business Managers Report

February 27, 2018

- Form 1096 was prepared and sent to IRS on February 15, 2018.
- SAM registration was renewed 01/30/2018.
- Affordable Care Act –
  - Form 1095C was prepared and disbursed to staff 2/6/2018. This document was prepared in accordance with guidelines established under Health Care Reform requiring employers to provide documentation of offering and enrollment status in affordable medical care to all eligible employees.
  - Form 1094C was finalized and approved for submission to the IRS on 2/14/2018 in accordance with guidelines established under Health Care Reform requiring employers to document benefit offerings under the Affordable Care Act for all eligible employees.

Respectfully submitted,

Kim Disalvo

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
 July 2017 through January 2018

| Ordinary Income/Expense                        | Jul '17 - Jan 18    | Budget              | \$ Over Budget    |
|--|---------------------|---------------------|-------------------|
| <b>Income</b>                                  |                     |                     |                   |
| <b>4100 · GENERAL INCOME</b>                   |                     |                     |                   |
| 4105 · Reimbursement From ISBE                 | 2,867,973.41        | 2,867,973.41        | 0.00              |
| 4110 · General Contributions                   | 757.24              | 1,200.00            | (442.76)          |
| 4115 · General Sponsorships                    | 0.00                | 0.00                | 0.00              |
| 4125 · Restricted Contribs/Sponsorship         | 399.88              | 0.00                | 399.88            |
| 4130 · Matching Gifts                          | 250.00              | 500.00              | (250.00)          |
| 4199 · Consolidate                             | 0.00                | 0.00                | 0.00              |
| <b>Total 4100 · GENERAL INCOME</b>             | <b>2,869,380.53</b> | <b>2,869,673.41</b> | <b>(292.88)</b>   |
| <b>4200 · GRANTS</b>                           |                     |                     |                   |
| 4205 · IDEA Grant                              | 28,920.00           | 32,428.00           | (3,508.00)        |
| 4206 · IDEA Preschool Grant                    | 5,233.00            | 5,233.00            | 0.00              |
| 4215 · Title I Low Income                      | 18,396.00           | 18,582.00           | (186.00)          |
| 4220 · Title II Teacher Quality                | 150.00              | 1,500.00            | (1,350.00)        |
| 4222 · Title IV - Student Support              | 706.00              | 3,000.00            | (2,294.00)        |
| 4225 · Special Ed Personnel                    | 40,443.60           | 32,152.24           | 8,291.36          |
| 4230 · Special Ed Fundg for Children           | 28,989.72           | 26,574.00           | 2,415.72          |
| 4235 · Title III ELL - TBE/TPI                 | 2,657.64            | 4,708.50            | (2,050.86)        |
| 4295 · Other Grants                            | 20,754.03           | 1,000.00            | 19,754.03         |
| <b>Total 4200 · GRANTS</b>                     | <b>146,249.99</b>   | <b>125,177.74</b>   | <b>21,072.25</b>  |
| <b>4300 · SCHOOL FEES INCOME</b>               |                     |                     |                   |
| 4305 · Books/Materials/Activities              | 28,826.25           | 28,696.25           | 130.00            |
| 4310 · Out-of-District Tuition                 | 13,789.60           | 13,789.60           | 0.00              |
| <b>Total 4300 · SCHOOL FEES INCOME</b>         | <b>42,615.85</b>    | <b>42,485.85</b>    | <b>130.00</b>     |
| <b>4400 · CLUBS &amp; PROGRAMS</b>             |                     |                     |                   |
| 4405 · Before and After School Program         | 83,389.40           | 77,622.00           | 5,767.40          |
| 4415 · Getting to Know You                     | 2,760.00            | 2,760.00            | 0.00              |
| 4425 · Interscholastic Sports                  | 16,039.65           | 14,533.52           | 1,506.13          |
| 4435 · Tae Kwon Do                             | 2,400.00            | 1,510.00            | 890.00            |
| 4445 · Champions Club                          | 1,200.00            | 1,500.00            | (300.00)          |
| 4455 · Hot Lunch - Farm to Table               | 10,450.00           | 10,253.00           | 197.00            |
| 4465 · Student Council                         | 0.00                | 0.00                | 0.00              |
| 4475 · Literary / Art Program                  | 0.00                | 0.00                | 0.00              |
| 4495 · Other Clubs                             | 23,919.00           | 13,400.00           | 10,519.00         |
| <b>Total 4400 · CLUBS &amp; PROGRAMS</b>       | <b>140,158.05</b>   | <b>121,578.52</b>   | <b>18,579.53</b>  |
| <b>4500 · GENERAL FUNDRAISING INCOME</b>       |                     |                     |                   |
| 4501 · In Kind Gifts Received                  | 0.00                | 0.00                | 0.00              |
| 4502 · Annual Appeal                           | 5,505.00            | 7,700.00            | (2,195.00)        |
| 4505 · Auction                                 | 0.00                | 0.00                | 0.00              |
| 4510 · Scholastic Book Fairs                   | 787.54              | 1,500.00            | (712.46)          |
| 4515 · Prairie Pedal                           | 0.00                | 0.00                | 0.00              |
| 4520 · Earthweek                               | 0.00                | 0.00                | 0.00              |
| 4550 · Green Team - Rain Barrels, etc          | 293.00              | 0.00                | 293.00            |
| 4560 · Spirit Wear / Gym Uniforms              | 0.00                | 0.00                | 0.00              |
| 4565 · Dances Income                           | 390.00              | 900.00              | (510.00)          |
| 4595 · Other Fundraising Inc                   | 1,217.54            | 100.00              | 1,117.54          |
| <b>Total 4500 · GENERAL FUNDRAISING INCOME</b> | <b>8,193.08</b>     | <b>10,200.00</b>    | <b>(2,006.92)</b> |
| <b>4700 · STUDENT PARTICIPATION INCOME</b>     |                     |                     |                   |
| 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                          | 22,850.00           | 43,750.00           | (20,900.00)       |
| 4717 · 8th Grade Fundraising                   | 11,980.32           | 0.00                | 11,980.32         |
| 4720 · Graduation                              | 0.00                | 0.00                | 0.00              |
| 4725 · Class Parties                           | 0.00                | 500.00              | (500.00)          |
| 4730 · Field Trips/Educ Activities Inc         | 10,751.00           | 10,033.80           | 717.20            |

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
**July 2017 through January 2018**

|   | Jul '17 - Jan 18 | Budget       | \$ Over Budget |
|---|------------------|--------------|----------------|
| <b>Total 4700 · STUDENT PARTICIPATION INCOME</b>  | 45,581.32        | 54,283.80    | (8,702.48)     |
| <b>4800 · INVESTMENT &amp; OTHER INCOME</b>       |                  |              |                |
| 4805 · Rental Income                              | 3,792.50         | 1,493.75     | 2,298.75       |
| 4815 · Snow Removal Income                        | 3,100.00         | 4,500.00     | (1,400.00)     |
| 4818 · Gifts in Kind - Goods                      | 0.00             | 0.00         | 0.00           |
| 4820 · Interest Income - LFB                      | 2,580.48         | 1,458.35     | 1,122.13       |
| 4825 · Interest Income - LLC                      | 0.00             | 0.00         | 0.00           |
| <b>Total 4800 · INVESTMENT &amp; OTHER INCOME</b> | 9,472.98         | 7,452.10     | 2,020.88       |
| 4998 · Investment Income (loss) in LLC            | 0.00             | 0.00         | 0.00           |
| 4999 · School Rent Income-LLC                     | 0.00             | 0.00         | 0.00           |
| <b>Total Income</b>                               | 3,261,651.80     | 3,230,851.42 | 30,800.38      |
| <b>Gross Profit</b>                               | 3,261,651.80     | 3,230,851.42 | 30,800.38      |
| <b>Expense</b>                                    |                  |              |                |
| <b>5100 · INSTRUCTION EXPS</b>                    |                  |              |                |
| 5105 · Instruction Salaries                       | 783,792.56       | 811,298.34   | (27,505.78)    |
| 5110 · Instruction Stipends                       | 980.00           | 1,980.00     | (1,000.00)     |
| 5115 · Merit Pay                                  | 0.00             | 0.00         | 0.00           |
| 5120 · Related FICA & Medicare Expense            | 34,974.08        | 28,195.53    | 6,778.55       |
| 5125 · Instruction TRS                            | 14,610.55        | 13,148.34    | 1,462.21       |
| 5130 · Instruction Health Benefits Exp            | 109,607.15       | 127,003.95   | (17,396.80)    |
| 5140 · Classroom Supplies                         | 5,848.90         | 12,726.52    | (6,877.62)     |
| 5145 · Educational Materials                      | 36,337.63        | 42,709.25    | (6,371.62)     |
| 5150 · Computer Supplies                          | 1,475.57         | 13,000.00    | (11,524.43)    |
| 5160 · Furniture                                  | 7,868.69         | 8,790.00     | (921.31)       |
| 5165 · Other Instructional Equipment              | 472.59           | 0.00         | 472.59         |
| 5170 · Dues & Subscriptions                       | 4,048.24         | 4,248.24     | (200.00)       |
| 5175 · Instruction Prof Development               | 5,673.95         | 6,422.82     | (748.87)       |
| 5180 · Farm Education                             | 2,700.00         | 3,000.00     | (300.00)       |
| 5181 · Environmental Learning                     | 7,514.58         | 14,589.20    | (7,074.62)     |
| 5182 · Environmental Ed Professional D            | 4,211.03         | 12,000.00    | (7,788.97)     |
| 5183 · Environmental Library                      | 4,560.21         | 10,000.00    | (5,439.79)     |
| 5190 · Deans Discretionary                        | 1,454.67         | 5,804.03     | (4,349.36)     |
| <b>Total 5100 · INSTRUCTION EXPS</b>              | 1,026,130.40     | 1,114,916.22 | (88,785.82)    |
| <b>5200 · CLUBS &amp; PROGRAMS EXP</b>            |                  |              |                |
| 5205 · Before and After School Care               | 27,413.75        | 26,071.50    | 1,342.25       |
| 5210 · Getting to Know You                        | 982.90           | 982.90       | 0.00           |
| 5215 · Interscholastic Sports                     | 15,822.23        | 14,439.19    | 1,383.04       |
| 5225 · Tae Kwon Do                                | 1,500.00         | 840.00       | 660.00         |
| 5240 · Champions Club                             | 1,200.00         | 1,200.00     | 0.00           |
| 5260 · Extra Curricular Expense                   | 2,160.00         | 2,000.00     | 160.00         |
| 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                  | 5,793.81         | 6,502.58     | (708.77)       |
| 5295 · Other Club Exps                            | 11,139.00        | 6,666.70     | 4,472.30       |
| <b>Total 5200 · CLUBS &amp; PROGRAMS EXP</b>      | 66,011.69        | 58,702.87    | 7,308.82       |
| <b>5300 · STUDENT PARTICIPATION EXPS</b>          |                  |              |                |
| 5305 · Field Trips/Educ Activities Exp            | 10,298.94        | 15,831.08    | (5,532.14)     |
| 5315 · Class Parties & Activities                 | 0.00             | 500.00       | (500.00)       |
| 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                             | 40,884.77        | 17,105.00    | 23,779.77      |
| 5332 · 8th Grade Fundraising                      | 10,035.40        | 0.00         | 10,035.40      |
| 5340 · Graduation                                 | 0.00             | 0.00         | 0.00           |
| <b>Total 5300 · STUDENT PARTICIPATION EXPS</b>    | 61,219.11        | 33,436.08    | 27,783.03      |
| <b>5400 · ADMINISTRATION EXPS</b>                 |                  |              |                |
| 5405 · Administrative Salaries                    | 310,620.49       | 333,564.34   | (22,943.85)    |

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Accrual Basis

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
**July 2017 through January 2018**

|  | Jul '17 - Jan 18  | Budget            | \$ Over Budget     |
|--|-------------------|-------------------|--------------------|
| 5415 · Admin TRS Expense                 | 0.00              | 0.00              | 0.00               |
| 5420 · Admin FICA & Medicare             | 15,738.85         | 17,783.13         | (2,044.28)         |
| 5425 · Admin Health Benefits Expense     | 31,858.47         | 28,730.05         | 3,128.42           |
| 5430 · Unemployment Compensation         | 0.00              | 0.00              | 0.00               |
| 5435 · Admin FSA Expense                 | 0.00              | 0.00              | 0.00               |
| 5438 · Employment Expense - Other        | 1,387.13          | 1,690.00          | (302.87)           |
| 5440 · Supplies                          | 9,715.03          | 11,287.90         | (1,572.87)         |
| 5445 · Furniture                         | 543.98            | 6,500.00          | (5,956.02)         |
| 5450 · Office Equipment                  | 1,329.99          | 3,300.00          | (1,970.01)         |
| 5455 · Computers                         | 11,021.60         | 11,239.73         | (218.13)           |
| 5460 · Computer Support                  | 23,944.37         | 17,003.12         | 6,941.25           |
| 5465 · Equipment Rental                  | 435.00            | 1,435.00          | (1,000.00)         |
| 5470 · Equipment Maintenance             | 98.00             | 0.00              | 98.00              |
| 5475 · Admin Professional Development    | 798.00            | 5,000.00          | (4,202.00)         |
| 5480 · Telecommunication                 | 12,540.21         | 12,384.88         | 155.33             |
| 5485 · Accounting and Audit Fees         | 19,100.00         | 19,100.00         | 0.00               |
| 5488 · Accounting and Audit Fees - LLC   | 2,200.00          | 2,200.00          | 0.00               |
| 5490 · Payroll Service Fees              | 7,202.87          | 7,748.84          | (545.97)           |
| 5495 · Printing and Copying              | 5,740.46          | 6,772.56          | (1,032.10)         |
| 5500 · Postage and Shipping              | 1,016.77          | 1,783.73          | (766.96)           |
| 5505 · Insurance (incl. Building Ins.)   | 41,540.07         | 41,472.37         | 67.70              |
| 5510 · Dues and Subscriptions            | 5,306.65          | 4,950.00          | 356.65             |
| 5515 · Board Related Expenses            | 19.00             | 1,000.00          | (981.00)           |
| 5525 · Legal Fees                        | 797.50            | 4,055.00          | (3,257.50)         |
| 5530 · Bank Fees                         | 2,304.77          | 2,559.66          | (254.89)           |
| 5544 · Outreach Conferences/Partnershi   | 3,395.81          | 9,293.96          | (5,898.15)         |
| 5545 · Community Outreach                | 37,760.55         | 37,984.32         | (223.77)           |
| 5546 · Outreach Materials                | 4,071.85          | 11,150.00         | (7,078.15)         |
| 5547 · Transportation                    | 11,435.00         | 10,410.00         | 1,025.00           |
| 5550 · Contingency                       | 0.00              | 0.00              | 0.00               |
| 5555 · Fee Waiver Expenses               | 30,500.76         | 33,851.32         | (3,350.56)         |
| 5590 · Admin Discretionary               | 2,651.51          | 7,313.62          | (4,662.11)         |
| 5595 · Other Admin Expenses              | 6,044.20          | 5,360.10          | 684.10             |
| <b>Total 5400 · ADMINISTRATION EXPS</b>  | <b>601,118.89</b> | <b>656,923.63</b> | <b>(55,804.74)</b> |
| <b>5600 · SUPPORT SERVICES</b>           |                   |                   |                    |
| 5605 · Special Ed Salaries               | 299,946.25        | 298,022.12        | 1,924.13           |
| 5610 · Spec Ed FICA & Medicare           | 13,329.55         | 10,849.40         | 2,480.15           |
| 5615 · Spec Ed Health Benefits           | 46,509.63         | 43,386.30         | 3,123.33           |
| 5625 · Auditory Services                 | 7,086.50          | 8,002.50          | (916.00)           |
| 5630 · Speech Services                   | 48,122.84         | 38,841.78         | 9,281.06           |
| 5635 · OT/PT Services                    | 42,612.25         | 48,159.75         | (5,547.50)         |
| 5640 · Psychological Services            | 0.00              | 0.00              | 0.00               |
| 5641 · Behavioral Therapist Services     | 0.00              | 3,000.00          | (3,000.00)         |
| 5642 · Nursing Services                  | 18,976.12         | 35,320.00         | (16,343.88)        |
| 5645 · Other Spec Ed Services            | 718.50            | 900.00            | (181.50)           |
| 5646 · Out of District Placement         | 4,767.45          | 0.00              | 4,767.45           |
| 5650 · Special Ed Legal Fees             | 2,062.50          | 1,501.48          | 561.02             |
| 5655 · Special Ed CR Mats & Sups         | 3,362.29          | 3,071.76          | 290.53             |
| 5656 · ELL CR Materials & Supplies       | 1,377.55          | 287.71            | 1,089.84           |
| 5660 · Spec Ed Professional Developmt    | 4,689.14          | 3,821.61          | 867.53             |
| 5661 · ELL Professional Development      | 601.44            | 0.00              | 601.44             |
| <b>Total 5600 · SUPPORT SERVICES</b>     | <b>494,162.01</b> | <b>495,164.41</b> | <b>(1,002.40)</b>  |
| <b>5700 · OPERATIONS &amp; MAINT EXP</b> |                   |                   |                    |
| 5705 · Maintenance Salaries              | 73,894.93         | 72,390.13         | 1,504.80           |
| 5710 · Maint FICA & Medicare             | 7,276.60          | 6,401.01          | 875.59             |
| 5715 · Maint Health Benefits             | 8,251.11          | 8,060.20          | 190.91             |
| 5720 · Water and Sewer                   | 3,750.34          | 3,152.20          | 598.14             |
| 5730 · Gas and Electricity               | 15,844.39         | 16,672.36         | (827.97)           |
| 5735 · Garbage                           | 699.12            | 883.60            | (184.48)           |
| 5740 · Life Safety                       | 10,463.46         | 7,802.98          | 2,660.48           |
| 5745 · Snow Removal                      | 3,166.30          | 4,391.36          | (1,225.06)         |
| 5750 · Summer Help                       | 9,972.04          | 9,972.04          | 0.00               |
| 5755 · Winter Help                       | 0.00              | 608.00            | (608.00)           |

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
July 2017 through January 2018

|   | Jul '17 - Jan 18    | Budget              | \$ Over Budget      |
|---|---------------------|---------------------|---------------------|
| 5765 · Maintenance Equipment                        | 4,671.33            | 2,812.45            | 1,858.88            |
| 5770 · Maintenance Supplies                         | 5,652.42            | 5,000.57            | 651.85              |
| 5775 · Long-Term Maint & Repairs                    | 18,815.83           | 8,305.13            | 10,510.70           |
| 5795 · Other Maint Exps                             | 427.12              | 1,489.26            | (1,062.14)          |
| <b>Total 5700 · OPERATIONS &amp; MAINT EXP</b>      | <b>162,884.99</b>   | <b>147,941.29</b>   | <b>14,943.70</b>    |
| <b>5800 · FUNDRAISING EXP</b>                       |                     |                     |                     |
| 5825 · Annual Appeal Develop Exps                   | 358.09              | 500.00              | (141.91)            |
| 5830 · Scholastic Book Fair                         | 787.54              | 1,500.00            | (712.46)            |
| 5835 · Prairie Pedal                                | 0.00                | 0.00                | 0.00                |
| 5840 · Earthweek Exps                               | 0.00                | 0.00                | 0.00                |
| 5865 · Green Team Exp - Rain Barrels                | 391.64              | 0.00                | 391.64              |
| 5875 · Spirit Wear / Gym Uniforms                   | 0.00                | 6,000.00            | (6,000.00)          |
| 5878 · Homecoming Exp                               | 0.00                | 0.00                | 0.00                |
| 5880 · Dances Exp                                   | 442.66              | 600.00              | (157.34)            |
| 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                       | 978.00              | 2,500.00            | (1,522.00)          |
| <b>Total 5800 · FUNDRAISING EXP</b>                 | <b>2,957.93</b>     | <b>11,100.00</b>    | <b>(8,142.07)</b>   |
| <b>5900 · GRANT EXPENSE</b>                         |                     |                     |                     |
| 5905 · IDEA Grant Exp                               | 32,356.43           | 41,173.70           | (8,817.27)          |
| 5906 · IDEA Preschool Grant                         | 5,280.00            | 5,233.00            | 47.00               |
| 5910 · Title I Exp                                  | 20,176.67           | 18,921.85           | 1,254.82            |
| 5915 · Title II Teacher Quality Exp                 | 175.00              | 1,416.70            | (1,241.70)          |
| 5922 · Title IV - Student Support                   | 705.95              | 2,250.00            | (1,544.05)          |
| 5935 · Title III ELL - TBE/TPI                      | 2,242.00            | 3,531.40            | (1,289.40)          |
| 5995 · Other Grants Expenditures                    | 0.00                | 5,625.00            | (5,625.00)          |
| 5999 · School Rent Expense                          | 0.00                | 0.00                | 0.00                |
| <b>Total 5900 · GRANT EXPENSE</b>                   | <b>60,936.05</b>    | <b>78,151.65</b>    | <b>(17,215.60)</b>  |
| <b>Total Expense</b>                                | <b>2,475,421.07</b> | <b>2,596,336.15</b> | <b>(120,915.08)</b> |
| <b>Net Ordinary Income</b>                          | <b>786,230.73</b>   | <b>634,515.27</b>   | <b>151,715.46</b>   |
| <b>Other Income/Expense</b>                         |                     |                     |                     |
| <b>Other Income</b>                                 |                     |                     |                     |
| <b>7100 · NON OPERATING INC-PSO FUNDRAISG</b>       |                     |                     |                     |
| <b>7102 · Fundraising</b>                           |                     |                     |                     |
| 7101 · Textile Drive                                | 2,815.26            | 0.00                | 2,815.26            |
| 7103 · Box Tops                                     | 209.50              | 0.00                | 209.50              |
| 7104 · Food Events / Pizza Day                      | 7,346.43            | 0.00                | 7,346.43            |
| 7107 · SCRIP  | 41,125.00           | 0.00                | 41,125.00           |
| 7108 · Plant Sale                                   | 688.00              | 0.00                | 688.00              |
| 7109 · Holiday Bazaar                               | 2,829.30            | 0.00                | 2,829.30            |
| 7110 · Other  | 971.98              | 0.00                | 971.98              |
| 7111 · School Supply Packs                          | 0.00                | 0.00                | 0.00                |
| 7112 · Spirit Wear - PSO                            | 420.00              | 0.00                | 420.00              |
| 7114 · Dances - PSO sponsored                       | 250.00              | 0.00                | 250.00              |
| <b>Total 7102 · Fundraising</b>                     | <b>56,655.47</b>    | <b>0.00</b>         | <b>56,655.47</b>    |
| <b>Total 7100 · NON OPERATING INC-PSO FUNDRAISG</b> | <b>56,655.47</b>    | <b>0.00</b>         | <b>56,655.47</b>    |
| <b>Total Other Income</b>                           | <b>56,655.47</b>    | <b>0.00</b>         | <b>56,655.47</b>    |
| <b>Other Expense</b>                                |                     |                     |                     |
| <b>7200 · NON OPERATING EXPENSE</b>                 |                     |                     |                     |
| 7220 · PCCSHI-Mortgage Loan Interest                |                     |                     |                     |
| 7222 · LFB Loan Interest Expense                    | 175,048.89          | 166,008.87          | 9,040.02            |
| 7226 · Gain/Loss on Interest Rate Swap              | (96,148.66)         | 24,058.70           | (120,207.36)        |
| <b>Total 7220 · PCCSHI-Mortgage Loan Interest</b>   | <b>78,900.23</b>    | <b>190,067.57</b>   | <b>(111,167.34)</b> |

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
 July 2017 through January 2018

|   | Jul '17 - Jan 18    | Budget              | \$ Over Budget     |
|---|---------------------|---------------------|--------------------|
| 7227 · State Charter School Commission        | 65,343.83           | 98,259.66           | (32,915.83)        |
| 7244 · Lease Interest Expense                 | 620.41              | 600.57              | 19.84              |
| 7246 · Depreciation                           | 51,091.53           | 56,801.01           | (5,709.48)         |
| 7247 · Amortization                           | 4,325.58            | 4,325.58            | 0.00               |
| 7248 · Depreciation - LLC                     | 157,329.06          | 157,329.06          | 0.00               |
| 7249 · Amortization - LLC                     | 16,355.50           | 15,488.69           | 866.81             |
| 7250 · Other Expense                          |                     |                     |                    |
| 7258 · Other Expenses                         | 0.00                | 0.00                | 0.00               |
| <b>Total 7250 · Other Expense</b>             | <b>0.00</b>         | <b>0.00</b>         | <b>0.00</b>        |
| <b>7300 · NON OPERATING-PSO EXPENSE</b>       |                     |                     |                    |
| 7304 · Bank Fees                              | 162.80              | 0.00                | 162.80             |
| 7308 · Plant Sale                             | 344.00              |                     |                    |
| 7311 · SCRIP                                  | 44,716.94           | 0.00                | 44,716.94          |
| 7313 · Holiday Bazaar                         | 130.00              | 0.00                | 130.00             |
| 7314 · Dances - PSO Sponsored                 | 0.00                | 0.00                | 0.00               |
| 7315 · Other Fundraising                      | 2,941.55            | 0.00                | 2,941.55           |
| 7316 · Spirit Wear - PSO                      | 167.00              | 0.00                | 167.00             |
| 7321 · Classroom Care                         | 0.00                | 0.00                | 0.00               |
| 7322 · Teacher Sup Exp Reimb                  | 1,523.81            | 0.00                | 1,523.81           |
| 7323 · Community Care/Family Social           | 353.47              | 0.00                | 353.47             |
| 7326 · Inschool Grants                        | 26.07               | 0.00                | 26.07              |
| 7327 · Discretionary Hardship Fund            | 285.00              | 0.00                | 285.00             |
| 7328 · School Supply Packs                    | 0.00                | 0.00                | 0.00               |
| 7329 · Textile Drive                          | 67.64               | 0.00                | 67.64              |
| <b>Total 7300 · NON OPERATING-PSO EXPENSE</b> | <b>50,718.28</b>    | <b>0.00</b>         | <b>50,718.28</b>   |
| <b>Total 7200 · NON OPERATING EXPENSE</b>     | <b>424,684.42</b>   | <b>522,872.14</b>   | <b>(98,187.72)</b> |
| <b>Total Other Expense</b>                    | <b>424,684.42</b>   | <b>522,872.14</b>   | <b>(98,187.72)</b> |
| <b>Net Other Income</b>                       | <b>(368,028.95)</b> | <b>(522,872.14)</b> | <b>154,843.19</b>  |
| <b>Net Income</b>                             | <b>418,201.78</b>   | <b>111,643.13</b>   | <b>306,558.65</b>  |



**Prairie Crossing Charter School  
 Profit & Loss Budget vs. Actual  
 January 2018**

| Ordinary Income/Expense                        | Jan 18            | Budget            | \$ Over Budget     |
|--|-------------------|-------------------|--------------------|
| <b>Income</b>                                  |                   |                   |                    |
| <b>4100 · GENERAL INCOME</b>                   |                   |                   |                    |
| 4105 · Reimbursement From ISBE                 | 521,449.71        | 521,449.71        | 0.00               |
| 4110 · General Contributions                   | 63.00             | 200.00            | (137.00)           |
| 4115 · General Sponsorships                    | 0.00              | 0.00              | 0.00               |
| 4125 · Restricted Contribs/Sponsorship         | 100.00            | 0.00              | 100.00             |
| 4130 · Matching Gifts                          | 0.00              | 500.00            | (500.00)           |
| 4199 · Consolidate                             | 0.00              | 0.00              | 0.00               |
| <b>Total 4100 · GENERAL INCOME</b>             | <b>521,612.71</b> | <b>522,149.71</b> | <b>(537.00)</b>    |
| <b>4200 · GRANTS</b>                           |                   |                   |                    |
| 4205 · IDEA Grant                              | 16,547.00         | 19,157.00         | (2,610.00)         |
| 4206 · IDEA Preschool Grant                    | 1,696.00          | 1,720.83          | (24.83)            |
| 4215 · Title I Low Income                      | 18,396.00         | 9,291.00          | 9,105.00           |
| 4220 · Title II Teacher Quality                | 150.00            | 750.00            | (600.00)           |
| 4222 · Title IV - Student Support              | 706.00            | 1,500.00          | (794.00)           |
| 4225 · Special Ed Personnel                    | 6,740.60          | 16,076.12         | (9,335.52)         |
| 4230 · Special Ed Fundg for Children           | 4,831.62          | 13,287.00         | (8,455.38)         |
| 4235 · Title III ELL - TBE/TPI                 | 442.94            | 2,354.25          | (1,911.31)         |
| 4295 · Other Grants                            | 0.00              | 0.00              | 0.00               |
| <b>Total 4200 · GRANTS</b>                     | <b>49,510.16</b>  | <b>64,136.20</b>  | <b>(14,626.04)</b> |
| <b>4300 · SCHOOL FEES INCOME</b>               |                   |                   |                    |
| 4305 · Books/Materials/Activities              | 5,217.50          | 5,217.50          | 0.00               |
| 4310 · Out-of-District Tuition                 | 2,507.20          | 2,507.20          | 0.00               |
| <b>Total 4300 · SCHOOL FEES INCOME</b>         | <b>7,724.70</b>   | <b>7,724.70</b>   | <b>0.00</b>        |
| <b>4400 · CLUBS &amp; PROGRAMS</b>             |                   |                   |                    |
| 4405 · Before and After School Program         | 2,198.45          | 200.00            | 1,998.45           |
| 4415 · Getting to Know You                     | 0.00              | 0.00              | 0.00               |
| 4425 · Interscholastic Sports                  | 1,841.20          | 2,250.00          | (408.80)           |
| 4435 · Tae Kwon Do                             | 900.00            | 335.00            | 565.00             |
| 4445 · Champions Club                          | 0.00              | 300.00            | (300.00)           |
| 4455 · Hot Lunch - Farm to Table               | 997.00            | 217.00            | 780.00             |
| 4465 · Student Council                         | 0.00              | 0.00              | 0.00               |
| 4475 · Literary / Art Program                  | 0.00              | 0.00              | 0.00               |
| 4495 · Other Clubs                             | 7,320.00          | 1,500.00          | 5,820.00           |
| <b>Total 4400 · CLUBS &amp; PROGRAMS</b>       | <b>13,256.65</b>  | <b>4,802.00</b>   | <b>8,454.65</b>    |
| <b>4500 · GENERAL FUNDRAISING INCOME</b>       |                   |                   |                    |
| 4501 · In Kind Gifts Received                  | 0.00              | 0.00              | 0.00               |
| 4502 · Annual Appeal                           | 1,970.00          | 3,400.00          | (1,430.00)         |
| 4505 · Auction                                 | 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               |
| 4550 · Green Team - Rain Barrels, etc          | 0.00              | 0.00              | 0.00               |
| 4560 · Spirit Wear / Gym Uniforms              | 0.00              | 0.00              | 0.00               |
| 4565 · Dances Income                           | 0.00              | 450.00            | (450.00)           |
| 4595 · Other Fundraising Inc                   | 5.00              | 0.00              | 5.00               |
| <b>Total 4500 · GENERAL FUNDRAISING INCOME</b> | <b>1,975.00</b>   | <b>3,850.00</b>   | <b>(1,875.00)</b>  |
| <b>4700 · STUDENT PARTICIPATION INCOME</b>     |                   |                   |                    |
| 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                          | 0.00              | 12,375.00         | (12,375.00)        |
| 4717 · 8th Grade Fundraising                   | 0.00              | 0.00              | 0.00               |
| 4720 · Graduation                              | 0.00              | 0.00              | 0.00               |
| 4725 · Class Parties                           | 0.00              | 0.00              | 0.00               |
| 4730 · Field Trips/Educ Activities Inc         | 1,235.00          | 0.00              | 1,235.00           |

**Prairie Crossing Charter School  
 Profit & Loss Budget vs. Actual  
 January 2018**

|   | Jan 18     | Budget     | \$ Over Budget |
|---|------------|------------|----------------|
| <b>Total 4700 · STUDENT PARTICIPATION INCOME</b>  | 1,235.00   | 12,375.00  | (11,140.00)    |
| <b>4800 · INVESTMENT &amp; OTHER INCOME</b>       |            |            |                |
| 4805 · Rental Income                              | 583.75     | 300.00     | 283.75         |
| 4815 · Snow Removal Income                        | 1,745.00   | 0.00       | 1,745.00       |
| 4818 · Gifts in Kind - Goods                      | 0.00       | 0.00       | 0.00           |
| 4820 · Interest Income - LFB                      | 464.49     | 208.33     | 256.16         |
| 4825 · Interest Income - LLC                      | 0.00       | 0.00       | 0.00           |
| <b>Total 4800 · INVESTMENT &amp; OTHER INCOME</b> | 2,793.24   | 508.33     | 2,284.91       |
| 4998 · Investment Income (loss) in LLC            | 0.00       | 0.00       | 0.00           |
| 4999 · School Rent Income-LLC                     | 0.00       | 0.00       | 0.00           |
| <b>Total Income</b>                               | 598,107.46 | 615,545.94 | (17,438.48)    |
| <b>Gross Profit</b>                               | 598,107.46 | 615,545.94 | (17,438.48)    |
| <b>Expense</b>                                    |            |            |                |
| <b>5100 · INSTRUCTION EXPS</b>                    |            |            |                |
| 5105 · Instruction Salaries                       | 122,880.29 | 146,070.25 | (23,189.96)    |
| 5110 · Instruction Stipends                       | 0.00       | 0.00       | 0.00           |
| 5115 · Merit Pay                                  | 0.00       | 0.00       | 0.00           |
| 5120 · Related FICA & Medicare Expense            | 4,284.06   | 4,917.26   | (633.20)       |
| 5125 · Instruction TRS                            | 2,200.93   | 2,412.10   | (211.17)       |
| 5130 · Instruction Health Benefits Exp            | 15,985.75  | 19,325.61  | (3,339.86)     |
| 5140 · Classroom Supplies                         | 661.36     | 1,943.37   | (1,282.01)     |
| 5145 · Educational Materials                      | 13.99      | 2,119.85   | (2,105.86)     |
| 5150 · Computer Supplies                          | 643.96     | 3,000.00   | (2,356.04)     |
| 5160 · Furniture                                  | 540.49     | 4,000.00   | (3,459.51)     |
| 5165 · Other Instructional Equipment              | 79.99      | 0.00       | 79.99          |
| 5170 · Dues & Subscriptions                       | 493.20     | 593.20     | (100.00)       |
| 5175 · Instruction Prof Development               | 1,649.88   | 0.00       | 1,649.88       |
| 5180 · Farm Education                             | 0.00       | 0.00       | 0.00           |
| 5181 · Environmental Learning                     | 64.00      | 600.00     | (536.00)       |
| 5182 · Environmental Ed Professional D            | 52.00      | 6,000.00   | (5,948.00)     |
| 5183 · Environmental Library                      | 4,560.21   | 5,000.00   | (439.79)       |
| 5190 · Deans Discretionary                        | 80.40      | 457.80     | (377.40)       |
| <b>Total 5100 · INSTRUCTION EXPS</b>              | 154,190.51 | 196,439.44 | (42,248.93)    |
| <b>5200 · CLUBS &amp; PROGRAMS EXP</b>            |            |            |                |
| 5205 · Before and After School Care               | 2,581.78   | 4,208.51   | (1,626.73)     |
| 5210 · Getting to Know You                        | 0.00       | 0.00       | 0.00           |
| 5215 · Interscholastic Sports                     | 501.90     | 1,912.32   | (1,410.42)     |
| 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       | 1,000.00   | (1,000.00)     |
| 5285 · Hot Lunch - Farm to Table                  | 1,315.51   | 1,341.47   | (25.96)        |
| 5295 · Other Club Exps                            | 680.00     | 1,666.66   | (986.66)       |
| <b>Total 5200 · CLUBS &amp; PROGRAMS EXP</b>      | 5,079.19   | 10,128.96  | (5,049.77)     |
| <b>5300 · STUDENT PARTICIPATION EXPS</b>          |            |            |                |
| 5305 · Field Trips/Educ Activities Exp            | 1,438.92   | 2,317.65   | (878.73)       |
| 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           |
| 5330 · 8th Grade Trip                             | 19,362.13  | 0.00       | 19,362.13      |
| 5332 · 8th Grade Fundraising                      | 0.00       | 0.00       | 0.00           |
| 5340 · Graduation                                 | 0.00       | 0.00       | 0.00           |
| <b>Total 5300 · STUDENT PARTICIPATION EXPS</b>    | 20,801.05  | 2,317.65   | 18,483.40      |
| <b>5400 · ADMINISTRATION EXPS</b>                 |            |            |                |
| 5405 · Administrative Salaries                    | 42,878.74  | 50,170.63  | (7,291.89)     |
| 5420 · Admin FICA & Medicare                      | 2,197.90   | 2,692.57   | (494.67)       |
| 5425 · Admin Health Benefits Expense              | 4,584.87   | 3,760.39   | 824.48         |
| 5430 · Unemployment Compensation                  | 0.00       | 0.00       | 0.00           |

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
 January 2018

|  | Jan 18           | Budget            | \$ Over Budget     |
|--|------------------|-------------------|--------------------|
| 5435 · Admin FSA Expense                 | 0.00             | 0.00              | 0.00               |
| 5438 · Employment Expense - Other        | 60.00            | 130.00            | (70.00)            |
| 5440 · Supplies                          | 929.95           | 1,754.92          | (824.97)           |
| 5445 · Furniture                         | 0.00             | 3,000.00          | (3,000.00)         |
| 5450 · Office Equipment                  | 0.00             | 1,470.00          | (1,470.00)         |
| 5455 · Computers                         | 2,747.42         | 1,800.00          | 947.42             |
| 5460 · Computer Support                  | 8,335.77         | 2,555.20          | 5,780.57           |
| 5465 · Equipment Rental                  | 0.00             | 1,000.00          | (1,000.00)         |
| 5470 · Equipment Maintenance             | 0.00             | 0.00              | 0.00               |
| 5475 · Admin Professional Development    | 798.00           | 2,000.00          | (1,202.00)         |
| 5480 · Telecommunication                 | 1,804.07         | 1,800.00          | 4.07               |
| 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              | 903.16           | 984.24            | (81.08)            |
| 5495 · Printing and Copying              | 2,007.42         | 2,066.52          | (59.10)            |
| 5500 · Postage and Shipping              | 133.10           | 402.50            | (269.40)           |
| 5505 · Insurance (incl. Building Ins.)   | 5,496.01         | 5,496.01          | 0.00               |
| 5510 · Dues and Subscriptions            | 1,539.65         | 125.00            | 1,414.65           |
| 5515 · Board Related Expenses            | 0.00             | 0.00              | 0.00               |
| 5525 · Legal Fees                        | 330.00           | 1,000.00          | (670.00)           |
| 5530 · Bank Fees                         | (2,216.98)       | 206.64            | (2,423.62)         |
| 5544 · Outreach Conferences/Partnershi   | 0.00             | 2,000.00          | (2,000.00)         |
| 5545 · Community Outreach                | 5,426.34         | 5,426.34          | 0.00               |
| 5546 · Outreach Materials                | 700.00           | 5,000.00          | (4,300.00)         |
| 5547 · Transportation                    | 2,210.00         | 1,750.00          | 460.00             |
| 5550 · Contingency                       | 0.00             | 0.00              | 0.00               |
| 5555 · Fee Waiver Expenses               | 2,858.20         | 6,765.10          | (3,906.90)         |
| 5590 · Admin Discretionary               | 206.60           | 1,230.92          | (1,024.32)         |
| 5595 · Other Admin Expenses              | 402.00           | 527.70            | (125.70)           |
| <b>Total 5400 · ADMINISTRATION EXPS</b>  | <b>84,332.22</b> | <b>105,114.68</b> | <b>(20,782.46)</b> |
| <b>5600 · SUPPORT SERVICES</b>           |                  |                   |                    |
| 5605 · Special Ed Salaries               | 47,353.29        | 51,774.78         | (4,421.49)         |
| 5610 · Spec Ed FICA & Medicare           | 1,641.65         | 1,127.12          | 514.53             |
| 5615 · Spec Ed Health Benefits           | 7,420.02         | 6,464.34          | 955.68             |
| 5625 · Auditory Services                 | 0.00             | 1,125.00          | (1,125.00)         |
| 5630 · Speech Services                   | 8,011.48         | 8,530.62          | (519.14)           |
| 5635 · OT/PT Services                    | 7,264.50         | 9,876.50          | (2,612.00)         |
| 5641 · Behavioral Therapist Services     | 0.00             | 1,000.00          | (1,000.00)         |
| 5642 · Nursing Services                  | 2,888.94         | 5,970.00          | (3,081.06)         |
| 5645 · Other Spec Ed Services            | 0.00             | 200.00            | (200.00)           |
| 5646 · Out of District Placement         | 4,767.45         |                   |                    |
| 5650 · Special Ed Legal Fees             | 0.00             | 868.98            | (868.98)           |
| 5655 · Special Ed CR Mats & Sups         | 626.73           | 0.00              | 626.73             |
| 5656 · ELL CR Materials & Supplies       | 469.21           | 222.00            | 247.21             |
| 5660 · Spec Ed Professional Developmt    | 750.00           | 162.64            | 587.36             |
| 5661 · ELL Professional Development      | 0.00             | 0.00              | 0.00               |
| <b>Total 5600 · SUPPORT SERVICES</b>     | <b>81,193.27</b> | <b>87,321.98</b>  | <b>(6,128.71)</b>  |
| <b>5700 · OPERATIONS &amp; MAINT EXP</b> |                  |                   |                    |
| 5705 · Maintenance Salaries              | 9,830.09         | 10,061.96         | (231.87)           |
| 5710 · Maint FICA & Medicare             | 861.01           | 799.00            | 62.01              |
| 5715 · Maint Health Benefits             | 1,675.27         | 1,205.56          | 469.71             |
| 5720 · Water and Sewer                   | 285.52           | 347.74            | (62.22)            |
| 5730 · Gas and Electricity               | 6,804.53         | 4,305.78          | 2,498.75           |
| 5735 · Garbage                           | 0.00             | 126.22            | (126.22)           |
| 5740 · Life Safety                       | 590.61           | 1,346.55          | (755.94)           |
| 5745 · Snow Removal                      | 1,470.04         | 1,217.05          | 252.99             |
| 5750 · Summer Help                       | 0.00             | 0.00              | 0.00               |
| 5755 · Winter Help                       | 0.00             | 0.00              | 0.00               |
| 5765 · Maintenance Equipment             | 250.36           | 332.61            | (82.25)            |
| 5770 · Maintenance Supplies              | 1,280.25         | 631.15            | 649.10             |
| 5775 · Long-Term Maint & Repairs         | 1,057.47         | 636.62            | 420.85             |
| 5795 · Other Maint Exps                  | 9.18             | 296.62            | (287.44)           |

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
**January 2018**

|  | Jan 18      | Budget     | \$ Over Budget |
|--|-------------|------------|----------------|
| Total 5700 · OPERATIONS & MAINT EXP          | 24,114.33   | 21,306.86  | 2,807.47       |
| 5800 · FUNDRAISING EXP                       |             |            |                |
| 5825 · Annual Appeal Develop Exps            | 0.00        | 0.00       | 0.00           |
| 5830 · Scholastic Book Fair                  | 0.00        | 0.00       | 0.00           |
| 5840 · Earthweek Exps                        | 0.00        | 0.00       | 0.00           |
| 5865 · Green Team Exp - Rain Barrels         | 0.00        | 0.00       | 0.00           |
| 5875 · Spirit Wear / Gym Uniforms            | 0.00        | 2,000.00   | (2,000.00)     |
| 5880 · Dances Exp                            | 0.00        | 325.00     | (325.00)       |
| 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        | 2,325.00   | (2,325.00)     |
| 5900 · GRANT EXPENSE                         |             |            |                |
| 5905 · IDEA Grant Exp                        | 3,436.90    | 7,547.06   | (4,110.16)     |
| 5906 · IDEA Preschool Grant                  | 47.00       | 0.00       | 47.00          |
| 5910 · Title I Exp                           | 1,780.92    | 3,648.43   | (1,867.51)     |
| 5915 · Title II Teacher Quality Exp          | 25.00       | 316.66     | (291.66)       |
| 5922 · Title IV - Student Support            | 0.00        | 750.00     | (750.00)       |
| 5935 · Title III ELL - TBE/TPI               | 202.00      | 1,177.12   | (975.12)       |
| 5995 · Other Grants Expenditures             | 0.00        | 1,875.00   | (1,875.00)     |
| 5999 · School Rent Expense                   | 0.00        | 0.00       | 0.00           |
| Total 5900 · GRANT EXPENSE                   | 5,491.82    | 15,314.27  | (9,822.45)     |
| Total Expense                                | 375,202.39  | 440,268.84 | (65,066.45)    |
| Net Ordinary Income                          | 222,905.07  | 175,277.10 | 47,627.97      |
| Other Income/Expense                         |             |            |                |
| Other Income                                 |             |            |                |
| 7100 · NON OPERATING INC-PSO FUNDRAISG       |             |            |                |
| 7102 · Fundraising                           |             |            |                |
| 7101 · Textile Drive                         | 10.00       | 0.00       | 10.00          |
| 7103 · Box Tops                              | 209.50      | 0.00       | 209.50         |
| 7104 · Food Events / Pizza Day               | 0.00        | 0.00       | 0.00           |
| 7107 · SCRIP                                 | 1,490.00    | 0.00       | 1,490.00       |
| 7108 · Plant Sale                            | 0.00        | 0.00       | 0.00           |
| 7110 · Other                                 | 77.73       | 0.00       | 77.73          |
| 7112 · Spirit Wear - PSO                     | 0.00        | 0.00       | 0.00           |
| 7114 · Dances - PSO sponsored                | 0.00        | 0.00       | 0.00           |
| Total 7102 · Fundraising                     | 1,787.23    | 0.00       | 1,787.23       |
| Total 7100 · NON OPERATING INC-PSO FUNDRAISG | 1,787.23    | 0.00       | 1,787.23       |
| Total Other Income                           | 1,787.23    | 0.00       | 1,787.23       |
| Other Expense                                |             |            |                |
| 7200 · NON OPERATING EXPENSE                 |             |            |                |
| 7220 · PCCSHI-Mortgage Loan Interest         |             |            |                |
| 7222 · LFB Loan Interest Expense             | 26,981.47   | 22,914.69  | 4,066.78       |
| 7226 · Gain/Loss on Interest Rate Swap       | (50,227.17) | 5,188.26   | (55,415.43)    |
| Total 7220 · PCCSHI-Mortgage Loan Interest   | (23,245.70) | 28,102.95  | (51,348.65)    |
| 7227 · State Charter School Commission       | 0.00        | 32,753.22  | (32,753.22)    |
| 7244 · Lease Interest Expense                | 82.76       | 80.74      | 2.02           |
| 7246 · Depreciation                          | 7,298.79    | 8,114.42   | (815.63)       |
| 7247 · Amortization                          | 617.94      | 617.94     | 0.00           |
| 7248 · Depreciation - LLC                    | 22,475.58   | 22,475.58  | 0.00           |
| 7249 · Amortization - LLC                    | 2,336.50    | 2,212.67   | 123.83         |
| 7300 · NON OPERATING-PSO EXPENSE             |             |            |                |
| 7304 · Bank Fees                             | 8.50        | 0.00       | 8.50           |
| 7311 · SCRIP                                 | 9,333.86    | 0.00       | 9,333.86       |
| 7314 · Dances - PSO Sponsored                | 0.00        | 0.00       | 0.00           |
| 7315 · Other Fundraising                     | 928.67      | 0.00       | 928.67         |
| 7316 · Spirit Wear - PSO                     | 0.00        | 0.00       | 0.00           |

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02/14/18

Accrual Basis

**Prairie Crossing Charter School**  
**Profit & Loss Budget vs. Actual**  
**January 2018**

|   | <u>Jan 18</u>            | <u>Budget</u>           | <u>\$ Over Budget</u>    |
|---|--------------------------|-------------------------|--------------------------|
| 7322 · Teacher Sup Exp Reimb                  | 412.22                   | 0.00                    | 412.22                   |
| 7323 · Community Care/Family Social           | 0.00                     | 0.00                    | 0.00                     |
| 7326 · Inschool Grants                        | 0.00                     | 0.00                    | 0.00                     |
| <b>Total 7300 · NON OPERATING-PSO EXPENSE</b> | <u>10,683.25</u>         | <u>0.00</u>             | <u>10,683.25</u>         |
| <b>Total 7200 · NON OPERATING EXPENSE</b>     | <u>20,249.12</u>         | <u>94,357.52</u>        | <u>(74,108.40)</u>       |
| <b>Total Other Expense</b>                    | <u>20,249.12</u>         | <u>94,357.52</u>        | <u>(74,108.40)</u>       |
| <b>Net Other Income</b>                       | <u>(18,461.89)</u>       | <u>(94,357.52)</u>      | <u>75,895.63</u>         |
| <b>Net Income</b>                             | <u><u>204,443.18</u></u> | <u><u>80,919.58</u></u> | <u><u>123,523.60</u></u> |

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02/14/18

Accrual Basis

**Prairie Crossing Charter School**  
**Balance Sheet Prev Year Comparison**  
**As of January 31, 2018**

|  | Jan 31, 18           | Jan 31, 17           | \$ Change          |
|--|----------------------|----------------------|--------------------|
| <b>ASSETS</b>                          |                      |                      |                    |
| <b>Current Assets</b>                  |                      |                      |                    |
| <b>Checking/Savings</b>                |                      |                      |                    |
| <b>1100 · Cash</b>                     |                      |                      |                    |
| 1110 · LFB Operating 379719            | 1,739,644.83         | 1,383,996.91         | 355,647.92         |
| 1115 · Money Market 8100003238         | 660,035.78           | 659,722.28           | 313.50             |
| 1130 · PCCS Building 379727            | 165,302.42           | 185,474.34           | (20,171.92)        |
| 1140 · PCCS Holdings 393851            | 5,946.45             | 5,946.45             | 0.00               |
| 1150 · PSO State Bank                  | 55,060.15            | 50,007.55            | 5,052.60           |
| 1160 · Petty Cash                      | 300.00               | 300.00               | 0.00               |
| <b>Total 1100 · Cash</b>               | <b>2,626,289.63</b>  | <b>2,285,447.53</b>  | <b>340,842.10</b>  |
| <b>Total Checking/Savings</b>          | <b>2,626,289.63</b>  | <b>2,285,447.53</b>  | <b>340,842.10</b>  |
| <b>Accounts Receivable</b>             |                      |                      |                    |
| 1200 · Accounts Receivable             | 4,307.55             | 18,227.50            | (13,919.95)        |
| <b>Total Accounts Receivable</b>       | <b>4,307.55</b>      | <b>18,227.50</b>     | <b>(13,919.95)</b> |
| <b>Other Current Assets</b>            |                      |                      |                    |
| 12000 · Undeposited Funds              | 2,226.00             | 4,965.00             | (2,739.00)         |
| <b>1300 · Other Assets</b>             |                      |                      |                    |
| 1320 · Prepaid Expense                 | 36,591.24            | 28,895.97            | 7,695.27           |
| 1330 · Charter Renewal Fees            | 10,504.78            | 17,920.06            | (7,415.28)         |
| 8999 · Due to Holdings                 | 26,083.00            | (8,817.00)           | 34,900.00          |
| 9999 · Due from PCCS - LLC             | (26,083.00)          | 8,817.00             | (34,900.00)        |
| <b>Total 1300 · Other Assets</b>       | <b>47,096.02</b>     | <b>46,816.03</b>     | <b>279.99</b>      |
| <b>Total Other Current Assets</b>      | <b>49,322.02</b>     | <b>51,781.03</b>     | <b>(2,459.01)</b>  |
| <b>Total Current Assets</b>            | <b>2,679,919.20</b>  | <b>2,355,456.06</b>  | <b>324,463.14</b>  |
| <b>Fixed Assets</b>                    |                      |                      |                    |
| <b>1400 · Fixed Assets</b>             |                      |                      |                    |
| 1405 · Software                        | 49,819.95            | 49,819.95            | 0.00               |
| 1420 · Computers - New Building        | 255,409.26           | 232,226.26           | 23,183.00          |
| 1430 · Equipment                       | 248,690.23           | 248,690.23           | 0.00               |
| 1435 · Vehicle                         | 34,800.00            | 34,800.00            | 0.00               |
| 1440 · Office Equipment - Other        | 131,856.35           | 131,856.35           | 0.00               |
| 1445 · HVAC / Boiler                   | 49,118.80            | 49,118.80            | 0.00               |
| 1450 · Furniture & Fixtures - New Bldg | 148,000.41           | 148,000.41           | 0.00               |
| 1460 · Furniture & Fixtures - Other    | 250,780.12           | 221,075.85           | 29,704.27          |
| 1470 · Construction in Process - SSY   | 5,857.48             | 5,857.48             | 0.00               |
| 1490 · Accumulated Depreciation        | (949,901.64)         | (860,256.07)         | (89,645.57)        |
| <b>Total 1400 · Fixed Assets</b>       | <b>224,430.96</b>    | <b>261,189.26</b>    | <b>(36,758.30)</b> |
| <b>Total Fixed Assets</b>              | <b>224,430.96</b>    | <b>261,189.26</b>    | <b>(36,758.30)</b> |
| <b>Other Assets</b>                    |                      |                      |                    |
| <b>1600 · Investment in LLC</b>        |                      |                      |                    |
| 1605 · Investment in PCCS Holdings LLC | 1,156,527.00         | 1,137,732.00         | 18,795.00          |
| 1607 · Capitalized Closing Costs       | 577,742.20           | 606,647.06           | (28,904.86)        |
| 1610 · PCCSHI-Pledged Deposit          | 306,696.43           | 306,696.43           | 0.00               |
| 1620 · PCCSHI-Phase I Building         | 3,739,589.58         | 3,739,589.58         | 0.00               |
| 1630 · PCCSHI-Buildings                | 1,583,865.94         | 1,369,027.82         | 214,838.12         |
| 1640 · PCCSHI-Phase II Building        | 4,830,564.41         | 4,830,564.41         | 0.00               |
| 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 | (3,293,665.68)       | (3,023,958.75)       | (269,706.93)       |
| 1699 · Consolidate                     | (1,156,527.00)       | (1,137,732.00)       | (18,795.00)        |
| <b>Total 1600 · Investment in LLC</b>  | <b>8,945,742.85</b>  | <b>9,029,516.52</b>  | <b>(83,773.67)</b> |
| <b>Total Other Assets</b>              | <b>8,945,742.85</b>  | <b>9,029,516.52</b>  | <b>(83,773.67)</b> |
| <b>TOTAL ASSETS</b>                    | <b>11,850,093.01</b> | <b>11,646,161.84</b> | <b>203,931.17</b>  |

**Prairie Crossing Charter School**  
**Balance Sheet Prev Year Comparison**  
**As of January 31, 2018**

|   | Jan 31, 18           | Jan 31, 17           | \$ Change         |
|---|----------------------|----------------------|-------------------|
| <b>LIABILITIES &amp; EQUITY</b>                 |                      |                      |                   |
| <b>Liabilities</b>                              |                      |                      |                   |
| <b>Current Liabilities</b>                      |                      |                      |                   |
| <b>Accounts Payable</b>                         |                      |                      |                   |
| 2002 · Accounts Payables                        | 120,305.18           | 63,849.31            | 56,455.87         |
| <b>Total Accounts Payable</b>                   | 120,305.18           | 63,849.31            | 56,455.87         |
| <b>Other Current Liabilities</b>                |                      |                      |                   |
| 2010 · Accounts Payable - Accrued               | 7,702.22             | 84.82                | 7,617.40          |
| 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                        | 8,898.39             | 7,293.43             | 1,604.96          |
| 2054 · Green Team Events                        | 97.17                | 18.00                | 79.17             |
| 2057 · Student Council                          | 388.00               | 388.00               | 0.00              |
| 2058 · Athletics                                | 4,542.35             | 5,244.35             | (702.00)          |
| 2059 · Dances                                   | 1,967.18             | 1,824.94             | 142.24            |
| 2061 · Restricted Contributions-other           | 780.40               | 1,185.60             | (405.20)          |
| 2068 · Annual Appeal                            | 4,911.56             | 4,911.56             | 0.00              |
| 2069 · Auction Restricted Gifts                 | 771.48               | 771.48               | 0.00              |
| <b>Total 2050 · Other Current Liabilities</b>   | 24,678.91            | 23,959.74            | 719.17            |
| 2106 · LLC Accrued Expenses                     | (1,331.00)           | (1,331.00)           | 0.00              |
| 2151 · Deferred Revenue-Fees                    | 23,704.95            | 23,873.10            | (168.15)          |
| 2152 · Deferred Revenue - ISBE                  | 1,155,908.01         | 970,253.86           | 185,654.15        |
| 2200 · Accrued Interest                         | 18,322.09            | 18,322.09            | 0.00              |
| 2201 · Accrued Payroll Liabilities              |                      |                      |                   |
| 2210 · Accrued Salaries                         | 122,970.21           | 115,206.06           | 7,764.15          |
| 2212 · Accrued FICA/Medicare/TRS Bonus          | 3,927.82             | 3,613.28             | 314.54            |
| 2235 · Equitable - 403B Payable                 | 0.00                 | 1,235.00             | (1,235.00)        |
| 2245 · THIS Payable                             | 0.00                 | 702.71               | (702.71)          |
| 2250 · TRS Payable                              | 0.00                 | 5,646.95             | (5,646.95)        |
| <b>Total 2201 · Accrued Payroll Liabilities</b> | 126,898.03           | 126,404.00           | 494.03            |
| 2300 · Capital Lease Obligations - ST           | 2,012.90             | 1,895.96             | 116.94            |
| <b>Total Other Current Liabilities</b>          | 1,357,896.11         | 1,163,462.57         | 194,433.54        |
| <b>Total Current Liabilities</b>                | 1,478,201.29         | 1,227,311.88         | 250,889.41        |
| <b>Long Term Liabilities</b>                    |                      |                      |                   |
| 2500 · Capital Lease Obligations - LT           | 14,142.41            | 18,890.35            | (4,747.94)        |
| 2607 · Series 2011 Revenue Bonds                | 7,630,143.00         | 7,878,563.32         | (248,420.32)      |
| 2608 · Interest Rate Swap Liability             | (146,689.38)         | 44,742.22            | (191,431.60)      |
| <b>Total Long Term Liabilities</b>              | 7,497,596.03         | 7,942,195.89         | (444,599.86)      |
| <b>Total Liabilities</b>                        | 8,975,797.32         | 9,169,507.77         | (193,710.45)      |
| <b>Equity</b>                                   |                      |                      |                   |
| 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                        | 1,107,733.03         | 1,033,444.63         | 74,288.40         |
| 3999 · Consolidate                              | (1,637,422.00)       | (1,637,422.00)       | 0.00              |
| Net Income                                      | 418,201.78           | 94,848.56            | 323,353.22        |
| <b>Total Equity</b>                             | 2,874,295.69         | 2,476,654.07         | 397,641.62        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>           | <b>11,850,093.01</b> | <b>11,646,161.84</b> | <b>203,931.17</b> |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**July 2017 through January 2018**

|   | Jul '17 - Jan 18 | Jul '16 - Jan 17 | \$ Change   |
|---|------------------|------------------|-------------|
| Ordinary Income/Expense                   |                  |                  |             |
| Income                                    |                  |                  |             |
| 4100 · GENERAL INCOME                     |                  |                  |             |
| 4105 · Reimbursement From ISBE            | 2,867,973.41     | 2,543,059.53     | 324,913.88  |
| 4110 · General Contributions              | 757.24           | 3,928.47         | (3,171.23)  |
| 4125 · Restricted Contribs/Sponsorship    | 399.88           | 1,410.00         | (1,010.12)  |
| 4130 · Matching Gifts                     | 250.00           | 260.00           | (10.00)     |
| Total 4100 · GENERAL INCOME               | 2,869,380.53     | 2,548,658.00     | 320,722.53  |
| 4200 · GRANTS                             |                  |                  |             |
| 4205 · IDEA Grant                         | 28,920.00        | 28,923.00        | (3.00)      |
| 4206 · IDEA Preschool Grant               | 5,233.00         | 0.00             | 5,233.00    |
| 4215 · Title I Low Income                 | 18,396.00        | 9,340.00         | 9,056.00    |
| 4220 · Title II Teacher Quality           | 150.00           | 0.00             | 150.00      |
| 4222 · Title IV - Student Support         | 706.00           | 0.00             | 706.00      |
| 4225 · Special Ed Personnel               | 40,443.60        | 0.00             | 40,443.60   |
| 4230 · Special Ed Fundg for Children      | 28,989.72        | 0.00             | 28,989.72   |
| 4235 · Title III ELL - TBE/TPI            | 2,657.64         | 0.00             | 2,657.64    |
| 4295 · Other Grants                       | 20,754.03        | 0.00             | 20,754.03   |
| Total 4200 · GRANTS                       | 146,249.99       | 38,263.00        | 107,986.99  |
| 4300 · SCHOOL FEES INCOME                 |                  |                  |             |
| 4305 · Books/Materials/Activities         | 28,826.25        | 37,953.70        | (9,127.45)  |
| 4310 · Out-of-District Tuition            | 13,789.60        | 6,757.80         | 7,031.80    |
| Total 4300 · SCHOOL FEES INCOME           | 42,615.85        | 44,711.50        | (2,095.65)  |
| 4400 · CLUBS & PROGRAMS                   |                  |                  |             |
| 4405 · Before and After School Program    | 83,389.40        | 91,694.95        | (8,305.55)  |
| 4415 · Getting to Know You                | 2,760.00         | 2,420.00         | 340.00      |
| 4425 · Interscholastic Sports             | 16,039.65        | 14,003.45        | 2,036.20    |
| 4435 · Tae Kwon Do                        | 2,400.00         | 1,510.00         | 890.00      |
| 4445 · Champions Club                     | 1,200.00         | 1,406.67         | (206.67)    |
| 4455 · Hot Lunch - Farm to Table          | 10,450.00        | 10,254.00        | 196.00      |
| 4495 · Other Clubs                        | 23,919.00        | 16,014.40        | 7,904.60    |
| Total 4400 · CLUBS & PROGRAMS             | 140,158.05       | 137,303.47       | 2,854.58    |
| 4500 · GENERAL FUNDRAISING INCOME         |                  |                  |             |
| 4502 · Annual Appeal                      | 5,505.00         | 7,700.00         | (2,195.00)  |
| 4510 · Scholastic Book Fairs              | 787.54           | 643.37           | 144.17      |
| 4550 · Green Team - Rain Barrels, etc     | 293.00           | 0.00             | 293.00      |
| 4565 · Dances Income                      | 390.00           | 882.00           | (492.00)    |
| 4595 · Other Fundraising Inc              | 1,217.54         | 545.00           | 672.54      |
| Total 4500 · GENERAL FUNDRAISING INCOME   | 8,193.08         | 9,770.37         | (1,577.29)  |
| 4700 · STUDENT PARTICIPATION INCOME       |                  |                  |             |
| 4715 · 8th Grade Trip                     | 22,850.00        | 42,090.00        | (19,240.00) |
| 4717 · 8th Grade Fundraising              | 11,980.32        | 10,471.00        | 1,509.32    |
| 4725 · Class Parties                      | 0.00             | 564.00           | (564.00)    |
| 4730 · Field Trips/Educ Activities Inc    | 10,751.00        | 9,776.00         | 975.00      |
| Total 4700 · STUDENT PARTICIPATION INCOME | 45,581.32        | 62,901.00        | (17,319.68) |
| 4800 · INVESTMENT & OTHER INCOME          |                  |                  |             |
| 4805 · Rental Income                      | 3,792.50         | 8,422.50         | (4,630.00)  |
| 4815 · Snow Removal Income                | 3,100.00         | 4,570.00         | (1,470.00)  |
| 4820 · Interest Income - LFB              | 2,580.48         | 1,165.68         | 1,414.80    |
| Total 4800 · INVESTMENT & OTHER INCOME    | 9,472.98         | 14,158.18        | (4,685.20)  |
| Total Income                              | 3,261,651.80     | 2,855,765.52     | 405,886.28  |
| Gross Profit                              | 3,261,651.80     | 2,855,765.52     | 405,886.28  |
| Expense                                   |                  |                  |             |
| 5100 · INSTRUCTION EXPS                   |                  |                  |             |



**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
 July 2017 through January 2018

|  | Jul '17 - Jan 18    | Jul '16 - Jan 17  | \$ Change        |
|--|---------------------|-------------------|------------------|
| 5105 · Instruction Salaries                    | 783,792.56          | 761,637.55        | 22,155.01        |
| 5110 · Instruction Stipends                    | 980.00              | 3,365.00          | (2,385.00)       |
| 5120 · Related FICA & Medicare Expense         | 34,974.08           | 29,740.19         | 5,233.89         |
| 5125 · Instruction TRS                         | 14,610.55           | 11,970.16         | 2,640.39         |
| 5130 · Instruction Health Benefits Exp         | 109,607.15          | 112,359.46        | (2,752.31)       |
| 5140 · Classroom Supplies                      | 5,848.90            | 6,325.13          | (476.23)         |
| 5145 · Educational Materials                   | 36,337.63           | 20,556.96         | 15,780.67        |
| 5150 · Computer Supplies                       | 1,475.57            | 4,167.44          | (2,691.87)       |
| 5160 · Furniture                               | 7,868.69            | 2,161.33          | 5,707.36         |
| 5165 · Other Instructional Equipment           | 472.59              | 495.91            | (23.32)          |
| 5170 · Dues & Subscriptions                    | 4,048.24            | 5,328.84          | (1,280.60)       |
| 5175 · Instruction Prof Development            | 5,673.95            | 2,967.43          | 2,706.52         |
| 5180 · Farm Education                          | 2,700.00            | 0.00              | 2,700.00         |
| 5181 · Environmental Learning                  | 7,514.58            | 1,312.51          | 6,202.07         |
| 5182 · Environmental Ed Professional D         | 4,211.03            | 3,113.10          | 1,097.93         |
| 5183 · Environmental Library                   | 4,560.21            | 0.00              | 4,560.21         |
| 5190 · Deans Discretionary                     | 1,454.67            | 2,154.75          | (700.08)         |
| <b>Total 5100 · INSTRUCTION EXPS</b>           | <b>1,026,130.40</b> | <b>967,655.76</b> | <b>58,474.64</b> |
| <b>5200 · CLUBS &amp; PROGRAMS EXP</b>         |                     |                   |                  |
| 5205 · Before and After School Care            | 27,413.75           | 35,455.86         | (8,042.11)       |
| 5210 · Getting to Know You                     | 982.90              | 2,420.00          | (1,437.10)       |
| 5215 · Interscholastic Sports                  | 15,822.23           | 14,157.94         | 1,664.29         |
| 5225 · Tae Kwon Do                             | 1,500.00            | 970.00            | 530.00           |
| 5240 · Champions Club                          | 1,200.00            | 1,406.67          | (206.67)         |
| 5260 · Extra Curricular Expense                | 2,160.00            | 597.00            | 1,563.00         |
| 5285 · Hot Lunch - Farm to Table               | 5,793.81            | 4,640.91          | 1,152.90         |
| 5295 · Other Club Exps                         | 11,139.00           | 6,032.93          | 5,106.07         |
| <b>Total 5200 · CLUBS &amp; PROGRAMS EXP</b>   | <b>66,011.69</b>    | <b>65,681.31</b>  | <b>330.38</b>    |
| <b>5300 · STUDENT PARTICIPATION EXPS</b>       |                     |                   |                  |
| 5305 · Field Trips/Educ Activities Exp         | 10,298.94           | 11,348.48         | (1,049.54)       |
| 5315 · Class Parties & Activities              | 0.00                | 453.36            | (453.36)         |
| 5330 · 8th Grade Trip                          | 40,884.77           | 21,454.24         | 19,430.53        |
| 5332 · 8th Grade Fundraising                   | 10,035.40           | 10,162.00         | (126.60)         |
| <b>Total 5300 · STUDENT PARTICIPATION EXPS</b> | <b>61,219.11</b>    | <b>43,418.08</b>  | <b>17,801.03</b> |
| <b>5400 · ADMINISTRATION EXPS</b>              |                     |                   |                  |
| 5405 · Administrative Salaries                 | 310,620.49          | 299,212.67        | 11,407.82        |
| 5420 · Admin FICA & Medicare                   | 15,738.85           | 17,420.08         | (1,681.23)       |
| 5425 · Admin Health Benefits Expense           | 31,858.47           | 24,080.03         | 7,778.44         |
| 5435 · Admin FSA Expense                       | 0.00                | 276.85            | (276.85)         |
| 5438 · Employment Expense - Other              | 1,387.13            | 1,861.55          | (474.42)         |
| 5440 · Supplies                                | 9,715.03            | 10,008.58         | (293.55)         |
| 5445 · Furniture                               | 543.98              | 1,195.00          | (651.02)         |
| 5450 · Office Equipment                        | 1,329.99            | 0.00              | 1,329.99         |
| 5455 · Computers                               | 11,021.60           | 4,695.67          | 6,325.93         |
| 5460 · Computer Support                        | 23,944.37           | 12,555.15         | 11,389.22        |
| 5465 · Equipment Rental                        | 435.00              | 0.00              | 435.00           |
| 5470 · Equipment Maintenance                   | 98.00               | 0.00              | 98.00            |
| 5475 · Admin Professional Development          | 798.00              | 707.83            | 90.17            |
| 5480 · Telecommunication                       | 12,540.21           | 11,600.14         | 940.07           |
| 5485 · Accounting and Audit Fees               | 19,100.00           | 19,100.00         | 0.00             |
| 5488 · Accounting and Audit Fees - LLC         | 2,200.00            | 2,200.00          | 0.00             |
| 5490 · Payroll Service Fees                    | 7,202.87            | 6,995.39          | 207.48           |
| 5495 · Printing and Copying                    | 5,740.46            | 3,991.23          | 1,749.23         |
| 5500 · Postage and Shipping                    | 1,016.77            | 1,460.50          | (443.73)         |
| 5505 · Insurance (incl. Building Ins.)         | 41,540.07           | 38,451.85         | 3,088.22         |
| 5510 · Dues and Subscriptions                  | 5,306.65            | 4,450.00          | 856.65           |
| 5515 · Board Related Expenses                  | 19.00               | 89.84             | (70.84)          |
| 5525 · Legal Fees                              | 797.50              | 2,661.46          | (1,863.96)       |
| 5530 · Bank Fees                               | 2,304.77            | 2,162.21          | 142.56           |
| 5544 · Outreach Conferences/Partnershi         | 3,395.81            | 6,028.60          | (2,632.79)       |
| 5545 · Community Outreach                      | 37,760.55           | 37,082.94         | 677.61           |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**July 2017 through January 2018**

|  | Jul '17 - Jan 18    | Jul '16 - Jan 17    | \$ Change         |
|--|---------------------|---------------------|-------------------|
| 5546 · Outreach Materials                      | 4,071.85            | 4,438.65            | (366.80)          |
| 5547 · Transportation                          | 11,435.00           | 9,225.00            | 2,210.00          |
| 5555 · Fee Waiver Expenses                     | 30,500.76           | 19,954.54           | 10,546.22         |
| 5590 · Admin Discretionary                     | 2,651.51            | 4,568.96            | (1,917.45)        |
| 5595 · Other Admin Expenses                    | 6,044.20            | 2,363.38            | 3,680.82          |
| <b>Total 5400 · ADMINISTRATION EXPS</b>        | <b>601,118.89</b>   | <b>548,838.10</b>   | <b>52,280.79</b>  |
| <b>5600 · SUPPORT SERVICES</b>                 |                     |                     |                   |
| 5605 · Special Ed Salaries                     | 299,946.25          | 282,112.34          | 17,833.91         |
| 5610 · Spec Ed FICA & Medicare                 | 13,329.55           | 10,602.93           | 2,726.62          |
| 5615 · Spec Ed Health Benefits                 | 46,509.63           | 33,466.11           | 13,043.52         |
| 5625 · Auditory Services                       | 7,086.50            | 6,682.50            | 404.00            |
| 5630 · Speech Services                         | 48,122.84           | 45,843.92           | 2,278.92          |
| 5635 · OT/PT Services                          | 42,612.25           | 45,689.50           | (3,077.25)        |
| 5641 · Behavioral Therapist Services           | 0.00                | 60.00               | (60.00)           |
| 5642 · Nursing Services                        | 18,976.12           | 16,331.68           | 2,644.44          |
| 5645 · Other Spec Ed Services                  | 718.50              | 300.00              | 418.50            |
| 5646 · Out of District Placement               | 4,767.45            | 0.00                | 4,767.45          |
| 5650 · Special Ed Legal Fees                   | 2,062.50            | 2,243.98            | (181.48)          |
| 5655 · Special Ed CR Mats & Sups               | 3,362.29            | 3,761.77            | (399.48)          |
| 5656 · ELL CR Materials & Supplies             | 1,377.55            | 287.71              | 1,089.84          |
| 5660 · Spec Ed Professional Developmt          | 4,689.14            | 4,337.46            | 351.68            |
| 5661 · ELL Professional Development            | 601.44              | 0.00                | 601.44            |
| <b>Total 5600 · SUPPORT SERVICES</b>           | <b>494,162.01</b>   | <b>451,719.90</b>   | <b>42,442.11</b>  |
| <b>5700 · OPERATIONS &amp; MAINT EXP</b>       |                     |                     |                   |
| 5705 · Maintenance Salaries                    | 73,894.93           | 65,999.47           | 7,895.46          |
| 5710 · Maint FICA & Medicare                   | 7,276.60            | 6,102.97            | 1,173.63          |
| 5715 · Maint Health Benefits                   | 8,251.11            | 7,656.79            | 594.32            |
| 5720 · Water and Sewer                         | 3,750.34            | 2,562.92            | 1,187.42          |
| 5730 · Gas and Electricity                     | 15,844.39           | 16,984.88           | (1,140.49)        |
| 5735 · Garbage                                 | 699.12              | 801.96              | (102.84)          |
| 5740 · Life Safety                             | 10,463.46           | 9,069.12            | 1,394.34          |
| 5745 · Snow Removal                            | 3,166.30            | 4,391.36            | (1,225.06)        |
| 5750 · Summer Help                             | 9,972.04            | 5,291.00            | 4,681.04          |
| 5765 · Maintenance Equipment                   | 4,671.33            | 1,707.13            | 2,964.20          |
| 5770 · Maintenance Supplies                    | 5,652.42            | 4,278.05            | 1,374.37          |
| 5775 · Long-Term Maint & Repairs               | 18,815.83           | 6,070.78            | 12,745.05         |
| 5795 · Other Maint Exps                        | 427.12              | 1,389.26            | (962.14)          |
| <b>Total 5700 · OPERATIONS &amp; MAINT EXP</b> | <b>162,884.99</b>   | <b>132,305.69</b>   | <b>30,579.30</b>  |
| <b>5800 · FUNDRAISING EXP</b>                  |                     |                     |                   |
| 5825 · Annual Appeal Develop Exps              | 358.09              | 187.76              | 170.33            |
| 5830 · Scholastic Book Fair                    | 787.54              | 643.37              | 144.17            |
| 5865 · Green Team Exp - Rain Barrels           | 391.64              | 0.00                | 391.64            |
| 5880 · Dances Exp                              | 442.66              | 600.00              | (157.34)          |
| 5890 · Restricted Expense                      | 0.00                | 1,276.00            | (1,276.00)        |
| 5895 · Other Fundraising Exps                  | 978.00              | 545.00              | 433.00            |
| <b>Total 5800 · FUNDRAISING EXP</b>            | <b>2,957.93</b>     | <b>3,252.13</b>     | <b>(294.20)</b>   |
| <b>5900 · GRANT EXPENSE</b>                    |                     |                     |                   |
| 5905 · IDEA Grant Exp                          | 32,356.43           | 30,501.85           | 1,854.58          |
| 5906 · IDEA Preschool Grant                    | 5,280.00            | 0.00                | 5,280.00          |
| 5910 · Title I Exp                             | 20,176.67           | 11,673.87           | 8,502.80          |
| 5915 · Title II Teacher Quality Exp            | 175.00              | 75.00               | 100.00            |
| 5922 · Title IV - Student Support              | 705.95              | 0.00                | 705.95            |
| 5935 · Title III ELL - TBE/TPI                 | 2,242.00            | 3,000.67            | (758.67)          |
| 5995 · Other Grants Expenditures               | 0.00                | 2,084.46            | (2,084.46)        |
| <b>Total 5900 · GRANT EXPENSE</b>              | <b>60,936.05</b>    | <b>47,335.85</b>    | <b>13,600.20</b>  |
| <b>Total Expense</b>                           | <b>2,475,421.07</b> | <b>2,260,206.82</b> | <b>215,214.25</b> |
| <b>Net Ordinary Income</b>                     | <b>786,230.73</b>   | <b>595,558.70</b>   | <b>190,672.03</b> |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**July 2017 through January 2018**

|  | Jul '17 - Jan 18 | Jul '16 - Jan 17 | \$ Change    |
|--|------------------|------------------|--------------|
| Other Income/Expense                         |                  |                  |              |
| Other Income                                 |                  |                  |              |
| 7100 · NON OPERATING INC-PSO FUNDRAISG       |                  |                  |              |
| 7102 · Fundraising                           |                  |                  |              |
| 7101 · Textile Drive                         | 2,815.26         | 3,777.25         | (961.99)     |
| 7103 · Box Tops                              | 209.50           | 184.80           | 24.70        |
| 7104 · Food Events / Pizza Day               | 7,346.43         | 0.00             | 7,346.43     |
| 7107 · SCRIP                                 | 41,125.00        | 40,731.88        | 393.12       |
| 7108 · Plant Sale                            | 688.00           | 0.00             | 688.00       |
| 7109 · Holiday Bazaar                        | 2,829.30         | 2,768.41         | 60.89        |
| 7110 · Other                                 | 971.98           | 906.00           | 65.98        |
| 7112 · Spirit Wear - PSO                     | 420.00           | 0.00             | 420.00       |
| 7114 · Dances - PSO sponsored                | 250.00           | 0.00             | 250.00       |
| Total 7102 · Fundraising                     | 56,655.47        | 48,368.34        | 8,287.13     |
| Total 7100 · NON OPERATING INC-PSO FUNDRAISG | 56,655.47        | 48,368.34        | 8,287.13     |
| Total Other Income                           | 56,655.47        | 48,368.34        | 8,287.13     |
| Other Expense                                |                  |                  |              |
| 7200 · NON OPERATING EXPENSE                 |                  |                  |              |
| 7220 · PCCSHI-Mortgage Loan Interest         |                  |                  |              |
| 7222 · LFB Loan Interest Expense             | 175,048.89       | 173,237.20       | 1,811.69     |
| 7226 · Gain/Loss on Interest Rate Swap       | (96,148.66)      | 19,322.04        | (115,470.70) |
| Total 7220 · PCCSHI-Mortgage Loan Interest   | 78,900.23        | 192,559.24       | (113,659.01) |
| 7227 · State Charter School Commission       | 65,343.83        | 86,582.84        | (21,239.01)  |
| 7244 · Lease Interest Expense                | 620.41           | 779.31           | (158.90)     |
| 7246 · Depreciation                          | 51,091.53        | 51,091.53        | 0.00         |
| 7247 · Amortization                          | 4,325.58         | 4,325.58         | 0.00         |
| 7248 · Depreciation - LLC                    | 157,329.06       | 157,329.06       | 0.00         |
| 7249 · Amortization - LLC                    | 16,355.50        | 15,488.69        | 866.81       |
| 7300 · NON OPERATING-PSO EXPENSE             |                  |                  |              |
| 7304 · Bank Fees                             | 162.80           | 566.20           | (403.40)     |
| 7308 · Plant Sale                            | 344.00           | 0.00             | 344.00       |
| 7311 · SCRIP                                 | 44,716.94        | 38,640.32        | 6,076.62     |
| 7313 · Holiday Bazaar                        | 130.00           | 407.08           | (277.08)     |
| 7315 · Other Fundraising                     | 2,941.55         | 667.00           | 2,274.55     |
| 7316 · Spirit Wear - PSO                     | 167.00           | 0.00             | 167.00       |
| 7322 · Teacher Sup Exp Reimb                 | 1,523.81         | 531.63           | 992.18       |
| 7323 · Community Care/Family Social          | 353.47           | 90.00            | 263.47       |
| 7326 · Inschool Grants                       | 26.07            | 20.00            | 6.07         |
| 7327 · Discretionary Hardship Fund           | 285.00           | 0.00             | 285.00       |
| 7329 · Textile Drive                         | 67.64            | 0.00             | 67.64        |
| Total 7300 · NON OPERATING-PSO EXPENSE       | 50,718.28        | 40,922.23        | 9,796.05     |
| Total 7200 · NON OPERATING EXPENSE           | 424,684.42       | 549,078.48       | (124,394.06) |
| Total Other Expense                          | 424,684.42       | 549,078.48       | (124,394.06) |
| Net Other Income                             | (368,028.95)     | (500,710.14)     | 132,681.19   |
| Net Income                                   | 418,201.78       | 94,848.56        | 323,353.22   |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**January 2018**

|   | Jan 18     | Jan 17     | \$ Change   |
|---|------------|------------|-------------|
| Ordinary Income/Expense                   |            |            |             |
| Income                                    |            |            |             |
| 4100 · GENERAL INCOME                     |            |            |             |
| 4105 · Reimbursement From ISBE            | 521,449.71 | 462,374.46 | 59,075.25   |
| 4110 · General Contributions              | 63.00      | 1,550.00   | (1,487.00)  |
| 4125 · Restricted Contribs/Sponsorship    | 100.00     | 60.00      | 40.00       |
| Total 4100 · GENERAL INCOME               | 521,612.71 | 463,984.46 | 57,628.25   |
| 4200 · GRANTS                             |            |            |             |
| 4205 · IDEA Grant                         | 16,547.00  | 19,157.00  | (2,610.00)  |
| 4206 · IDEA Preschool Grant               | 1,696.00   | 0.00       | 1,696.00    |
| 4215 · Title I Low Income                 | 18,396.00  | 9,340.00   | 9,056.00    |
| 4220 · Title II Teacher Quality           | 150.00     | 0.00       | 150.00      |
| 4222 · Title IV - Student Support         | 706.00     | 0.00       | 706.00      |
| 4225 · Special Ed Personnel               | 6,740.60   | 0.00       | 6,740.60    |
| 4230 · Special Ed Fundg for Children      | 4,831.62   | 0.00       | 4,831.62    |
| 4235 · Title III ELL - TBE/TPI            | 442.94     | 0.00       | 442.94      |
| Total 4200 · GRANTS                       | 49,510.16  | 28,497.00  | 21,013.16   |
| 4300 · SCHOOL FEES INCOME                 |            |            |             |
| 4305 · Books/Materials/Activities         | 5,217.50   | 5,337.00   | (119.50)    |
| 4310 · Out-of-District Tuition            | 2,507.20   | 1,126.30   | 1,380.90    |
| Total 4300 · SCHOOL FEES INCOME           | 7,724.70   | 6,463.30   | 1,261.40    |
| 4400 · CLUBS & PROGRAMS                   |            |            |             |
| 4405 · Before and After School Program    | 2,198.45   | 1,423.50   | 774.95      |
| 4425 · Interscholastic Sports             | 1,841.20   | 2,250.00   | (408.80)    |
| 4435 · Tae Kwon Do                        | 900.00     | 540.00     | 360.00      |
| 4455 · Hot Lunch - Farm to Table          | 997.00     | 217.00     | 780.00      |
| 4495 · Other Clubs                        | 7,320.00   | 4,956.00   | 2,364.00    |
| Total 4400 · CLUBS & PROGRAMS             | 13,256.65  | 9,386.50   | 3,870.15    |
| 4500 · GENERAL FUNDRAISING INCOME         |            |            |             |
| 4502 · Annual Appeal                      | 1,970.00   | 3,400.00   | (1,430.00)  |
| 4565 · Dances Income                      | 0.00       | 432.00     | (432.00)    |
| 4595 · Other Fundraising Inc              | 5.00       | 0.00       | 5.00        |
| Total 4500 · GENERAL FUNDRAISING INCOME   | 1,975.00   | 3,832.00   | (1,857.00)  |
| 4700 · STUDENT PARTICIPATION INCOME       |            |            |             |
| 4715 · 8th Grade Trip                     | 0.00       | 12,375.00  | (12,375.00) |
| 4717 · 8th Grade Fundraising              | 0.00       | 360.00     | (360.00)    |
| 4730 · Field Trips/Educ Activities Inc    | 1,235.00   | 0.00       | 1,235.00    |
| Total 4700 · STUDENT PARTICIPATION INCOME | 1,235.00   | 12,735.00  | (11,500.00) |
| 4800 · INVESTMENT & OTHER INCOME          |            |            |             |
| 4805 · Rental Income                      | 583.75     | 3,557.50   | (2,973.75)  |
| 4815 · Snow Removal Income                | 1,745.00   | 0.00       | 1,745.00    |
| 4820 · Interest Income - LFB              | 464.49     | 222.25     | 242.24      |
| Total 4800 · INVESTMENT & OTHER INCOME    | 2,793.24   | 3,779.75   | (986.51)    |
| Total Income                              | 598,107.46 | 528,678.01 | 69,429.45   |
| Gross Profit                              | 598,107.46 | 528,678.01 | 69,429.45   |
| Expense                                   |            |            |             |
| 5100 · INSTRUCTION EXPS                   |            |            |             |
| 5105 · Instruction Salaries               | 122,880.29 | 124,447.36 | (1,567.07)  |
| 5120 · Related FICA & Medicare Expense    | 4,284.06   | 3,765.14   | 518.92      |
| 5125 · Instruction TRS                    | 2,200.93   | 2,050.30   | 150.63      |
| 5130 · Instruction Health Benefits Exp    | 15,985.75  | 17,574.25  | (1,588.50)  |
| 5140 · Classroom Supplies                 | 661.36     | 167.92     | 493.44      |
| 5145 · Educational Materials              | 13.99      | 1,726.89   | (1,712.90)  |
| 5150 · Computer Supplies                  | 643.96     | 894.30     | (250.34)    |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**January 2018**

|  | Jan 18            | Jan 17            | \$ Change         |
|--|-------------------|-------------------|-------------------|
| 5160 · Furniture                               | 540.49            | 211.33            | 329.16            |
| 5165 · Other Instructional Equipment           | 79.99             | 0.00              | 79.99             |
| 5170 · Dues & Subscriptions                    | 493.20            | 0.00              | 493.20            |
| 5175 · Instruction Prof Development            | 1,649.88          | 0.00              | 1,649.88          |
| 5181 · Environmental Learning                  | 64.00             | (4.65)            | 68.65             |
| 5182 · Environmental Ed Professional D         | 52.00             | 2,552.60          | (2,500.60)        |
| 5183 · Environmental Library                   | 4,560.21          | 0.00              | 4,560.21          |
| 5190 · Deans Discretionary                     | 80.40             | 457.80            | (377.40)          |
| <b>Total 5100 · INSTRUCTION EXPS</b>           | <b>154,190.51</b> | <b>153,843.24</b> | <b>347.27</b>     |
| <b>5200 · CLUBS &amp; PROGRAMS EXP</b>         |                   |                   |                   |
| 5205 · Before and After School Care            | 2,581.78          | 5,027.43          | (2,445.65)        |
| 5215 · Interscholastic Sports                  | 501.90            | 912.32            | (410.42)          |
| 5285 · Hot Lunch - Farm to Table               | 1,315.51          | 1,662.87          | (347.36)          |
| 5295 · Other Club Exps                         | 680.00            | 999.25            | (319.25)          |
| <b>Total 5200 · CLUBS &amp; PROGRAMS EXP</b>   | <b>5,079.19</b>   | <b>8,601.87</b>   | <b>(3,522.68)</b> |
| <b>5300 · STUDENT PARTICIPATION EXPS</b>       |                   |                   |                   |
| 5305 · Field Trips/Educ Activities Exp         | 1,438.92          | 1,317.65          | 121.27            |
| 5330 · 8th Grade Trip                          | 19,362.13         | 1,150.00          | 18,212.13         |
| 5332 · 8th Grade Fundraising                   | 0.00              | 360.00            | (360.00)          |
| <b>Total 5300 · STUDENT PARTICIPATION EXPS</b> | <b>20,801.05</b>  | <b>2,827.65</b>   | <b>17,973.40</b>  |
| <b>5400 · ADMINISTRATION EXPS</b>              |                   |                   |                   |
| 5405 · Administrative Salaries                 | 42,878.74         | 41,787.72         | 1,091.02          |
| 5420 · Admin FICA & Medicare                   | 2,197.90          | 2,316.69          | (118.79)          |
| 5425 · Admin Health Benefits Expense           | 4,584.87          | 3,870.69          | 714.18            |
| 5435 · Admin FSA Expense                       | 0.00              | (333.18)          | 333.18            |
| 5438 · Employment Expense - Other              | 60.00             | 20.00             | 40.00             |
| 5440 · Supplies                                | 929.95            | 1,665.03          | (735.08)          |
| 5455 · Computers                               | 2,747.42          | 0.00              | 2,747.42          |
| 5460 · Computer Support                        | 8,335.77          | 1,555.20          | 6,780.57          |
| 5475 · Admin Professional Development          | 798.00            | 640.00            | 158.00            |
| 5480 · Telecommunication                       | 1,804.07          | 1,640.85          | 163.22            |
| 5490 · Payroll Service Fees                    | 903.16            | 484.24            | 418.92            |
| 5495 · Printing and Copying                    | 2,007.42          | 2,066.52          | (59.10)           |
| 5500 · Postage and Shipping                    | 133.10            | 402.50            | (269.40)          |
| 5505 · Insurance (incl. Building Ins.)         | 5,496.01          | 5,244.55          | 251.46            |
| 5510 · Dues and Subscriptions                  | 1,539.65          | 125.00            | 1,414.65          |
| 5525 · Legal Fees                              | 330.00            | 440.00            | (110.00)          |
| 5530 · Bank Fees                               | (2,216.98)        | 206.64            | (2,423.62)        |
| 5544 · Outreach Conferences/Partnershi         | 0.00              | 1,176.80          | (1,176.80)        |
| 5545 · Community Outreach                      | 5,426.34          | 5,298.84          | 127.50            |
| 5546 · Outreach Materials                      | 700.00            | 0.00              | 700.00            |
| 5547 · Transportation                          | 2,210.00          | 1,710.00          | 500.00            |
| 5555 · Fee Waiver Expenses                     | 2,858.20          | 1,765.10          | 1,093.10          |
| 5590 · Admin Discretionary                     | 206.60            | 230.92            | (24.32)           |
| 5595 · Other Admin Expenses                    | 402.00            | 527.70            | (125.70)          |
| <b>Total 5400 · ADMINISTRATION EXPS</b>        | <b>84,332.22</b>  | <b>72,841.81</b>  | <b>11,490.41</b>  |
| <b>5600 · SUPPORT SERVICES</b>                 |                   |                   |                   |
| 5605 · Special Ed Salaries                     | 47,353.29         | 45,774.78         | 1,578.51          |
| 5610 · Spec Ed FICA & Medicare                 | 1,641.65          | 1,127.12          | 514.53            |
| 5615 · Spec Ed Health Benefits                 | 7,420.02          | 5,012.40          | 2,407.62          |
| 5625 · Auditory Services                       | 0.00              | 1,125.00          | (1,125.00)        |
| 5630 · Speech Services                         | 8,011.48          | 8,530.62          | (519.14)          |
| 5635 · OT/PT Services                          | 7,264.50          | 9,876.50          | (2,612.00)        |
| 5641 · Behavioral Therapist Services           | 0.00              | 60.00             | (60.00)           |
| 5642 · Nursing Services                        | 2,888.94          | 1,903.71          | 985.23            |
| 5646 · Out of District Placement               | 4,767.45          | 0.00              | 4,767.45          |
| 5650 · Special Ed Legal Fees                   | 0.00              | 868.98            | (868.98)          |
| 5655 · Special Ed CR Mats & Sups               | 626.73            | 10.40             | 616.33            |
| 5656 · ELL CR Materials & Supplies             | 469.21            | 222.00            | 247.21            |

**Prairie Crossing Charter School**  
**Profit & Loss Prev Year Comparison**  
**January 2018**

|   | Jan 18             | Jan 17            | \$ Change          |
|---|--------------------|-------------------|--------------------|
| 5660 · Spec Ed Professional Developmt               | 750.00             | 62.64             | 687.36             |
| <b>Total 5600 · SUPPORT SERVICES</b>                | <b>81,193.27</b>   | <b>74,574.15</b>  | <b>6,619.12</b>    |
| <b>5700 · OPERATIONS &amp; MAINT EXP</b>            |                    |                   |                    |
| 5705 · Maintenance Salaries                         | 9,830.09           | 9,861.96          | (31.87)            |
| 5710 · Maint FICA & Medicare                        | 861.01             | 799.00            | 62.01              |
| 5715 · Maint Health Benefits                        | 1,675.27           | 1,067.65          | 607.62             |
| 5720 · Water and Sewer                              | 285.52             | 347.74            | (62.22)            |
| 5730 · Gas and Electricity                          | 6,804.53           | 4,305.78          | 2,498.75           |
| 5735 · Garbage                                      | 0.00               | 116.52            | (116.52)           |
| 5740 · Life Safety                                  | 590.61             | 1,346.55          | (755.94)           |
| 5745 · Snow Removal                                 | 1,470.04           | 1,217.05          | 252.99             |
| 5765 · Maintenance Equipment                        | 250.36             | 332.61            | (82.25)            |
| 5770 · Maintenance Supplies                         | 1,280.25           | 331.15            | 949.10             |
| 5775 · Long-Term Maint & Repairs                    | 1,057.47           | 636.62            | 420.85             |
| 5795 · Other Maint Exps                             | 9.18               | 296.62            | (287.44)           |
| <b>Total 5700 · OPERATIONS &amp; MAINT EXP</b>      | <b>24,114.33</b>   | <b>20,659.25</b>  | <b>3,455.08</b>    |
| <b>5800 · FUNDRAISING EXP</b>                       |                    |                   |                    |
| 5880 · Dances Exp                                   | 0.00               | 325.00            | (325.00)           |
| 5890 · Restricted Expense                           | 0.00               | 60.00             | (60.00)            |
| <b>Total 5800 · FUNDRAISING EXP</b>                 | <b>0.00</b>        | <b>385.00</b>     | <b>(385.00)</b>    |
| <b>5900 · GRANT EXPENSE</b>                         |                    |                   |                    |
| 5905 · IDEA Grant Exp                               | 3,436.90           | 1,578.91          | 1,857.99           |
| 5906 · IDEA Preschool Grant                         | 47.00              | 0.00              | 47.00              |
| 5910 · Title I Exp                                  | 1,780.92           | 2,334.30          | (553.38)           |
| 5915 · Title II Teacher Quality Exp                 | 25.00              | 75.00             | (50.00)            |
| 5935 · Title III ELL - TBE/TPI                      | 202.00             | 770.80            | (568.80)           |
| 5995 · Other Grants Expenditures                    | 0.00               | 1,249.95          | (1,249.95)         |
| <b>Total 5900 · GRANT EXPENSE</b>                   | <b>5,491.82</b>    | <b>6,008.96</b>   | <b>(517.14)</b>    |
| <b>Total Expense</b>                                | <b>375,202.39</b>  | <b>339,741.93</b> | <b>35,460.46</b>   |
| <b>Net Ordinary Income</b>                          | <b>222,905.07</b>  | <b>188,936.08</b> | <b>33,968.99</b>   |
| <b>Other Income/Expense</b>                         |                    |                   |                    |
| <b>Other Income</b>                                 |                    |                   |                    |
| <b>7100 · NON OPERATING INC-PSO FUNDRAISG</b>       |                    |                   |                    |
| <b>7102 · Fundraising</b>                           |                    |                   |                    |
| 7101 · Textile Drive                                | 10.00              | 100.40            | (90.40)            |
| 7103 · Box Tops                                     | 209.50             | 184.80            | 24.70              |
| 7107 · SCRIP  | 1,490.00           | 13,631.00         | (12,141.00)        |
| 7110 · Other  | 77.73              | 0.00              | 77.73              |
| <b>Total 7102 · Fundraising</b>                     | <b>1,787.23</b>    | <b>13,916.20</b>  | <b>(12,128.97)</b> |
| <b>Total 7100 · NON OPERATING INC-PSO FUNDRAISG</b> | <b>1,787.23</b>    | <b>13,916.20</b>  | <b>(12,128.97)</b> |
| <b>Total Other Income</b>                           | <b>1,787.23</b>    | <b>13,916.20</b>  | <b>(12,128.97)</b> |
| <b>Other Expense</b>                                |                    |                   |                    |
| <b>7200 · NON OPERATING EXPENSE</b>                 |                    |                   |                    |
| <b>7220 · PCCSHI-Mortgage Loan Interest</b>         |                    |                   |                    |
| 7222 · LFB Loan Interest Expense                    | 26,981.47          | 24,426.78         | 2,554.69           |
| 7226 · Gain/Loss on Interest Rate Swap              | (50,227.17)        | 27,929.01         | (78,156.18)        |
| <b>Total 7220 · PCCSHI-Mortgage Loan Interest</b>   | <b>(23,245.70)</b> | <b>52,355.79</b>  | <b>(75,601.49)</b> |
| 7227 · State Charter School Commission              | 0.00               | 30,190.63         | (30,190.63)        |
| 7244 · Lease Interest Expense                       | 82.76              | 105.80            | (23.04)            |
| 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                           | 2,336.50           | 2,212.67          | 123.83             |
| <b>7300 · NON OPERATING-PSO EXPENSE</b>             |                    |                   |                    |

12:51 PM  
02/14/18  
Accrual Basis

Prairie Crossing Charter School  
Profit & Loss Prev Year Comparison  
January 2018

|  | Jan 18      | Jan 17       | \$ Change    |
|--|-------------|--------------|--------------|
| 7304 · Bank Fees                       | 8.50        | 128.93       | (120.43)     |
| 7311 · SCRIP                           | 9,333.86    | 7,674.65     | 1,659.21     |
| 7315 · Other Fundraising               | 928.67      | 0.00         | 928.67       |
| 7322 · Teacher Sup Exp Reimb           | 412.22      | (159.50)     | 571.72       |
| Total 7300 · NON OPERATING-PSO EXPENSE | 10,683.25   | 7,644.08     | 3,039.17     |
| Total 7200 · NON OPERATING EXPENSE     | 20,249.12   | 122,901.28   | (102,652.16) |
| Total Other Expense                    | 20,249.12   | 122,901.28   | (102,652.16) |
| Net Other Income                       | (18,461.89) | (108,985.08) | 90,523.19    |
| Net Income                             | 204,443.18  | 79,951.00    | 124,492.18   |

**Prairie Crossing Charter School**  
**Statement of Cash Flows**  
 July 2017 through January 2018

|   | Jul '17 - Jan 18 |
|---|------------------|
| <b>OPERATING ACTIVITIES</b>   |                  |
| Net Income  | 418,201.78       |
| Adjustments to reconcile Net Income to net cash provided by operations: |                  |
| 1200 · Accounts Receivable  | (4,515.30)       |
| 1250 · Grants Receivable  | 116,987.60       |
| 1320 · Prepaid Expense  | (26,912.15)      |
| 1330 · Charter Renewal Fees   | 4,325.58         |
| 1490 · Accumulated Depreciation   | 51,091.53        |
| 1660 · PCCSHI-Accumulated Depreciation                                  | 157,329.06       |
| 2002 · Accounts Payables  | 74,783.13        |
| 2151 · Deferred Revenue-Fees  | (6,175.05)       |
| 2152 · Deferred Revenue - ISBE  | 1,105,908.01     |
| 2155 · Deferred Revenue - B/A Care                                      | (360.00)         |
| 2210 · Accrued Salaries   | (36,259.92)      |
| 2010 · Accounts Payable - Accrued                                       | (110,164.09)     |
| 2061 · Restricted Contributions-other                                   | (971.52)         |
| 2211 · Accrued Bonuses  | (213,000.00)     |
| 2212 · Accrued FICA/Medicare/TRS Bonus                                  | (1,033.49)       |
| Net cash provided by Operating Activities                               | 1,529,235.17     |
| <b>INVESTING ACTIVITIES</b>   |                  |
| 1420 · Computers - New Building   | (23,183.00)      |
| 1460 · Furniture & Fixtures - Other                                     | (29,704.27)      |
| 1607 · Capitalized Closing Costs  | 16,355.50        |
| 1630 · PCCSHI-Buildings   | (214,838.12)     |
| Net cash provided by Investing Activities                               | (251,369.89)     |
| <b>FINANCING ACTIVITIES</b>   |                  |
| 2300 · Capital Lease Obligations - ST                                   | (2,735.04)       |
| 2607 · Series 2011 Revenue Bonds  | (148,328.00)     |
| 2608 · Interest Rate Swap Liability                                     | (96,148.66)      |
| Net cash provided by Financing Activities                               | (247,211.70)     |
| Net cash increase for period  | 1,030,653.58     |
| Cash at beginning of period   | 1,597,862.05     |
| Cash at end of period   | 2,628,515.63     |