



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

Board Minutes

6:00 p.m. May 18, 2020

Meeting Location: 1555 40th Avenue NE, 2nd Floor, Columbia Heights, MN 55421

Mission

Through a global-minded education, we empower and prepare all students with the empathy, knowledge, and skills to take risks and pursue goals that contribute meaningfully to their community.

Present: Amir, Jonas, Abby, John, Patrick, Lizzie

Absent: Mohammad

1.0 CALL TO ORDER - Patrick called to order at 6:05PM CST

2.0 CONFLICT OF INTEREST DECLARATIONS - None

3.0 APPROVAL OF AGENDA

Motion by: Abby Seconded by: Amir Yea:5 Nay: 0

4.0 COMMENTS FROM CITIZENS PRESENT

Visitors attending the meeting who wish to address the school board may do so at this time.

5.0 APPROVAL OF THE CONSENT AGENDA

Consent items, April 27, 2020 – School Board Agenda as warranted including approval of:

- April 27th, 2020 Meeting Minutes
- Personnel Items - none

The Executive Director recommends the School Board approve the Consent Items as detailed in the enclosure.

Motion to approve consent agenda.

Motion by: John Seconded by: Lizzie Yea:5 Nay: 0

6.0 Monthly Financials - April 2020

6.01 Approval of April Financial Report and Payment of Bills



TESFA INTERNATIONAL SCHOOL

Global Minds with Minnesota Hearts

(Current ADM 180)

Motion to approve April financials.

Motion by: Abby Seconded by: John Yea:5 Nay: 0

7.0 Presentations and Discussion Items

7.01 PPP Loan - Changed from 7.03 to 7.01

7.02 Strategic Directions Team Progress Update - Changed from 7.01 to 7.02

7.03 Election Update - Changed from 7.02 to 7.03

7.04 Board Training

8.0 ACTION ITEMS

8.01 IB Status for 2020-2021 - The Executive Director recommends that Tesfa inform IB that we will no longer be a candidate school.

Motion: Amir Second: Abby Yea: 5 No:

8.02 Approve the 2020-2021 School Calendar

Motion: Abby Second: Patrick Yea: 5 No:

8.03 The board will move to closed session pursuant to Minnesota Statute 113D.05 to consider the executive director evaluation..

Motion: Abby Second: John Yea: 5 No:

9.0 JUNE AGENDA ITEMS

- Discussion of program changes to replace IB focus
- Special Education Services Contract
- Executive Director Evaluation Report
- Ratify School Board Election
- 2020-2021 Staff Contracts Approval
- Revisiting FY21 Staffing & Budget with consideration for pandemic impacts

10.0 ADJOURNMENT

Motion to adjourn meeting. Motion by: Patrick Seconded by: John Yea:5 Nay: 0

**Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|----------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| GENERAL FUND 01 | | | | |
| REVENUE | | | | |
| State Aid Revenue | | | | |
| 01 R 005 000 000 000 201 | - | 7,404.25 | 7,282.20 | 102% |
| 01 R 005 000 000 000 211 | 184,380.06 | 1,757,528.49 | 1,893,760.20 | 93% |
| 01 R 005 000 000 317 211 | - | - | 23,760.00 | 0% |
| 01 R 005 000 000 000 212 | - | 8,710.67 | 9,449.67 | 92% |
| 01 R 005 000 000 342 300 | - | 5,814.80 | 5,814.80 | 100% |
| 01 R 005 000 000 348 300 | - | 69,718.34 | 228,290.40 | 31% |
| 01 R 005 000 000 740 360 | 32,994.03 | 555,635.69 | 706,600.19 | 79% |
| Total State Aid Revenue | 217,374.09 | 2,404,812.24 | 2,874,957.46 | 84% |
| State Audit Accrual | | | | |
| | - | 264,496.09 | - | N/A |
| Federal Aid Revenue | | | | |
| 01 R 005 216 000 401 400 | - | 40,422.63 | 63,381.66 | 64% |
| 01 R 005 204 000 414 400 | - | - | 9,828.25 | 0% |
| 01 R 005 205 000 417 400 | 4,994.34 | 13,234.89 | 14,367.11 | 92% |
| 01 R 005 206 000 433 400 | - | 1,644.44 | 20,000.00 | 8% |
| 01 R 005 000 000 419 400 | - | 9,000.00 | 29,524.22 | 30% |
| Total Federal Aid Revenue | 4,994.34 | 64,301.96 | 137,101.24 | 47% |
| Other Revenue | | | | |
| 01 R 005 000 000 000 096 | 5.00 | 5.00 | 125.00 | 4% |
| 01 R 005 000 000 000 099 | - | 4,002.61 | 7,000.00 | 57% |
| Total Other Revenue | 5.00 | 4,007.61 | 7,125.00 | 56% |
| TOTAL REVENUE | 222,373.43 | 2,737,617.90 | 3,019,183.70 | 91% |

Targeted Percent

**Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---------------------------|---|--------------------------|-----------------------------------|----------------|
| EXPENDITURES | | | | |
| Administration | | | | |
| Salaries | | | | |
| 01 E 005 050 000 000 110 | Director | 116,798.29 | 127,007.00 | 92% |
| 01 E 005 105 000 000 170 | General Administrative Support - Non-Instructional Support | 37,114.50 | 38,000.00 | 98% |
| 01 E 005 110 000 000 170 | Business Office - Non-Instructional Support | 3,541.00 | - | N/A |
| Total Salaries | | 157,453.79 | 165,007.00 | 95% |
| Benefits | | | | |
| 01 E 005 050 000 000 210 | Director - FICA | 8,596.16 | 9,716.04 | 88% |
| 01 E 005 105 000 000 210 | General Administrative Support - FICA | 2,784.03 | 2,907.00 | 96% |
| 01 E 005 110 000 000 210 | FICA | 267.68 | - | N/A |
| 01 E 005 105 000 000 214 | General Administrative Support - PERA | 2,783.61 | 2,850.00 | 98% |
| 01 E 005 110 000 000 214 | PERA | 265.58 | - | N/A |
| 01 E 005 050 000 000 218 | Director - TRA | 9,250.42 | 10,058.95 | 92% |
| 01 E 005 050 000 000 220 | Director - Health | 21,748.44 | 25,916.75 | 84% |
| 01 E 005 105 000 000 220 | General Administrative Support - Health Insurance | 6,170.72 | 7,505.00 | 82% |
| 01 E 005 110 000 000 220 | Admin - Health | 300.19 | - | N/A |
| 01 E 005 050 000 000 230 | Director - Life | - | - | N/A |
| 01 E 005 105 000 000 230 | General Admin - Life | - | - | N/A |
| 01 E 005 050 000 000 235 | Director - Dental | 1,137.84 | - | N/A |
| 01 E 005 105 000 000 235 | General Administrative Support - Dental | 415.53 | - | N/A |
| 01 E 005 110 000 000 235 | Admin - Dental | 21.56 | - | N/A |
| 01 E 005 050 000 000 240 | Director - LTD | - | 1,022.27 | 0% |
| 01 E 005 105 000 000 240 | General Admin - LTD | - | 357.24 | 0% |
| 01 E 005 050 000 000 299 | Director - STD | - | - | N/A |
| 01 E 005 105 000 000 299 | General Admin - STD | - | - | N/A |
| Total Benefits | | 53,741.76 | 60,333.25 | 89% |
| Purchased Services | | | | |
| 01 E 005 105 000 000 305 | General Administrative Support - Consulting Fees for Services | 3,025.00 | 5,000.00 | 61% |
| 01 E 005 108 000 000 305 | Technology Services | 28,997.00 | 34,447.00 | 84% |
| 01 E 005 110 000 000 305 | Business Fees | 60,629.05 | 61,000.00 | 99% |

**Tesfa International School
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| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---|-------------------|--------------------------|-----------------------------------|----------------|
| 01 E 005 110 000 000 320 | - | 4,075.27 | 5,400.00 | 75% |
| General Administrative Support - Communication Services | | | | |
| 01 E 005 110 000 000 329 | - | 807.03 | 1,250.00 | 65% |
| General Administrative Support - Postage & Parcel Services | | | | |
| 01 E 005 110 000 000 370 | 1,015.00 | 10,304.51 | 12,180.00 | 85% |
| General Administrative Support - Rental/Lease | | | | |
| Total Purchased Services | 5,560.65 | 107,837.86 | 119,277.00 | 90% |
| Supplies | | | | |
| 01 E 005 110 000 000 401 | 345.08 | 6,467.31 | 6,000.00 | 108% |
| General Administrative Support - Non-Instructional Supplies | | | | |
| 01 E 005 110 000 000 405 | - | 8,808.73 | 9,663.00 | 91% |
| General Administrative Support - Non-Instructional Software | | | | |
| Total Supplies | 345.08 | 15,276.04 | 15,663.00 | 98% |
| Equipment | | | | |
| 01 E 005 105 000 000 530 | - | - | - | N/A |
| General Administrative Support - Furniture | | | | |
| 01 E 005 105 000 000 555 | - | - | - | N/A |
| General Administrative Support - Technology Equipment | | | | |
| Total Equipment | - | - | - | N/A |
| Dues/Memberships | | | | |
| 01 E 005 105 000 000 820 | - | 27,443.61 | 27,500.00 | 100% |
| Dues | | | | |
| 01 E 005 950 000 000 910 | - | - | - | N/A |
| Interfund Transfer | | | | |
| Total Interfund Transfer | - | 27,443.61 | 27,500.00 | 100% |
| Total Administration | 25,761.53 | 361,753.06 | 387,780.25 | 93% |
| General Education | | | | |
| Salaries | | | | |
| 01 E 010 201 000 000 140 | - | - | - | N/A |
| Kindergarten - Licensed Classroom Teacher | | | | |
| 01 E 010 203 000 000 140 | 59,145.84 | 536,159.42 | 623,245.42 | 86% |
| Elementary - Licensed Classroom Teacher | | | | |
| 01 E 010 203 000 000 145 | - | 15,490.00 | 16,500.00 | 94% |
| Elementary - Licensed Sub | | | | |
| 01 E 010 203 000 000 185 | - | 4,572.50 | 13,500.00 | 34% |
| Elementary - Other Salaries | | | | |
| Total Salaries | 59,145.84 | 556,221.92 | 653,245.42 | 85% |
| Salaries Payable Accrual | - | 142,083.33 | - | N/A |
| Estimated Audit Accrual | | | | |

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| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| Benefits | | | | |
| 01 E 010 201 000 000 210 | - | - | - | N/A |
| 01 E 010 203 000 000 210 | 4,448.18 | 41,749.99 | 49,973.27 | 84% |
| 01 E 010 203 000 000 214 | - | - | 1,237.50 | 0% |
| 01 E 010 201 000 000 218 | - | (1,574.87) | - | N/A |
| 01 E 010 203 000 000 218 | 4,684.34 | 45,542.09 | 50,430.24 | 90% |
| 01 E 010 203 000 000 220 | 19,604.98 | 74,730.51 | 78,583.47 | 95% |
| 01 E 010 203 000 000 230 | - | - | - | N/A |
| 01 E 010 203 000 000 235 | 331.22 | 6,517.93 | - | N/A |
| 01 E 010 203 000 000 240 | - | - | 8,049.36 | 0% |
| 01 E 010 203 000 000 270 | - | 6,544.00 | 8,600.00 | 76% |
| 01 E 010 203 000 000 280 | 4,483.00 | 15,720.00 | 11,650.00 | 135% |
| 01 E 010 203 000 000 299 | - | - | - | N/A |
| Total Benefits | 33,551.72 | 189,229.65 | 208,523.84 | 91% |
| Purchased Services | | | | |
| 01 E 010 203 000 000 305 | 2,025.00 | 14,057.50 | 19,000.00 | 74% |
| 01 E 010 203 000 000 369 | - | 2,550.50 | 3,000.00 | 85% |
| Total Purchased Services | 2,025.00 | 16,608.00 | 22,000.00 | 75% |
| Supplies | | | | |
| 01 E 010 203 000 000 401 | 4,782.15 | 10,466.40 | 7,500.00 | 140% |
| 01 E 010 203 000 000 406 | - | 12,328.75 | 12,328.75 | 100% |
| 01 E 010 203 000 000 430 | 298.54 | 1,784.08 | 2,000.00 | 89% |
| 01 E 010 203 000 000 460 | - | - | - | N/A |
| 01 E 010 203 000 000 466 | - | 2,367.89 | 2,538.00 | 93% |
| 01 E 010 203 000 000 461 | - | 2,781.00 | 2,781.00 | 100% |
| Total Supplies | 5,080.69 | 29,728.12 | 27,147.75 | 110% |
| Equipment | | | | |
| 01 E 010 203 000 000 535 | - | 21,360.24 | 23,304.00 | 92% |
| 01 E 010 203 000 000 555 | - | - | - | N/A |
| Total Equipment | - | 21,360.24 | 23,304.00 | 92% |

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| Dues/Memberships | | | | |
| 01 E 010 203 000 000 820 | - | - | - | N/A |
| Total Dues/Memberships | - | - | - | N/A |
| Total General Education | 99,803.25 | 955,231.26 | 934,221.01 | 102% |

Title Programs

| | | | | |
|--------------------------|---------------|------------------|------------------|------------|
| Title I | | | | |
| 01 E 010 216 000 401 110 | | | | N/A |
| 01 E 010 216 000 401 140 | 333.34 | 16,666.64 | 49,000.00 | 34% |
| 01 E 010 216 000 401 210 | 25.42 | 1,270.47 | 3,748.50 | 34% |
| 01 E 010 216 667 401 210 | - | - | - | N/A |
| 01 E 010 216 000 401 214 | 25.00 | 1,250.00 | - | N/A |
| 01 E 010 216 000 401 218 | - | - | 3,880.80 | 0% |
| 01 E 010 216 000 401 220 | 137.35 | 3,524.76 | 5,903.36 | 60% |
| 01 E 010 216 000 401 230 | - | - | - | N/A |
| 01 E 010 216 000 401 235 | 3.24 | 162.00 | - | N/A |
| 01 E 010 216 000 401 240 | - | - | - | N/A |
| 01 E 010 216 000 401 299 | - | - | - | N/A |
| 01 E 010 216 000 401 401 | - | - | 500.00 | 85% |
| 01 E 010 216 000 401 430 | - | 427.40 | 349.00 | 0% |
| Total Title I | 524.35 | 23,301.27 | 63,381.66 | 37% |

Title II

| | | | | |
|--------------------------|---|-----------------|-----------------|------------|
| 01 E 010 204 000 414 140 | - | - | - | N/A |
| 01 E 010 204 000 414 143 | - | - | - | N/A |
| 01 E 010 204 011 414 143 | - | - | - | N/A |
| 01 E 010 204 000 414 366 | - | 9,341.35 | 9,828.25 | 95% |
| Total Title II | - | 9,341.35 | 9,828.25 | 95% |

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| Title III | | | | |
| 01 E 010 205 000 417 143 | 989.32 | 17,096.60 | 11,872.00 | 144% |
| 01 E 010 205 000 417 210 | 75.68 | 1,306.87 | 908.21 | 144% |
| 01 E 010 205 000 417 214 | - | 281.25 | - | N/A |
| 01 E 010 205 000 417 280 | - | - | - | N/A |
| 01 E 010 205 000 417 218 | 78.36 | 1,057.08 | 940.26 | 112% |
| 01 E 010 205 000 417 220 | - | 776.15 | - | N/A |
| 01 E 010 205 000 417 230 | - | - | - | N/A |
| 01 E 010 205 000 417 235 | - | 36.45 | - | N/A |
| 01 E 010 205 000 417 240 | - | - | - | N/A |
| 01 E 010 206 000 433 303 | - | - | 646.64 | 0% |
| 01 E 010 205 000 417 430 | - | - | 20,000.00 | 70% |
| 01 E 010 206 000 433 430 | 1,143.36 | 34,465.48 | 34,367.11 | 100% |
| Total Title III | | | | |
| Total Title Programs | 1,667.71 | 67,108.10 | 107,577.02 | 62% |
| State Special Education | | | | |
| Salaries | | | | |
| 01 E 010 407 000 740 140 | 10,389.66 | 108,092.68 | 156,653.20 | 69% |
| 01 E 010 420 000 000 140 | - | - | - | N/A |
| 01 E 010 420 000 740 161 | 28,934.00 | 237,971.34 | 257,500.00 | 92% |
| 01 E 010 420 000 740 185 | - | - | 2,800.00 | 0% |
| 01 E 010 420 000 740 186 | - | - | - | N/A |
| Total Salaries | 39,323.66 | 346,064.02 | 416,953.20 | 83% |
| Benefits | | | | |
| 01 E 010 407 000 740 210 | 732.64 | 7,789.64 | 11,983.97 | 65% |
| 01 E 010 420 000 740 210 | 2,051.69 | 16,768.35 | 19,912.95 | 84% |
| 01 E 010 420 000 740 214 | 2,170.05 | 17,848.03 | 19,312.50 | 92% |
| 01 E 010 407 000 740 218 | 822.86 | 8,560.95 | 12,406.93 | 69% |
| 01 E 010 420 000 740 218 | - | - | 221.76 | 0% |
| 01 E 010 407 000 740 220 | 9,435.33 | 29,494.67 | 45,733.31 | 64% |

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| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|--------------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| 01 E 010 420 000 740 220 | 10,499.46 | 42,475.98 | 59,025.00 | 72% |
| 01 E 010 407 000 740 230 | - | - | - | N/A |
| 01 E 010 420 000 740 230 | - | - | - | N/A |
| 01 E 010 407 000 740 235 | 100.82 | 1,049.23 | - | N/A |
| 01 E 010 420 000 740 235 | 256.22 | 2,402.00 | - | N/A |
| 01 E 010 407 000 740 240 | - | - | 2,167.92 | 0% |
| 01 E 010 420 000 740 240 | - | - | 2,934.84 | 0% |
| 01 E 010 407 000 740 299 | - | - | - | N/A |
| 01 E 010 420 000 740 299 | - | - | - | N/A |
| Total Benefits | 26,069.07 | 126,388.85 | 173,699.18 | 73% |
| Purchased Services | | | | |
| 01 E 010 420 000 740 305 | - | - | 3,500.00 | 0% |
| 01 E 010 420 000 740 366 | - | 1,006.77 | - | N/A |
| 01 E 010 401 000 740 394 | - | 24,912.85 | 40,500.00 | 62% |
| 01 E 010 405 000 740 394 | - | 648.73 | - | N/A |
| 01 E 010 420 000 740 394 | 3,468.35 | 43,122.09 | 100,000.00 | 43% |
| Total Purchased Services | 3,468.35 | 69,690.44 | 144,000.00 | 48% |
| Supplies | | | | |
| 01 E 010 420 000 372 401 | - | 1,443.00 | - | N/A |
| 01 E 010 420 000 740 433 | - | - | - | N/A |
| 01 E 010 420 000 740 466 | - | 2,458.00 | - | N/A |
| Total Supplies | - | 3,901.00 | - | N/A |
| Equipment | | | | |
| 01 E 010 420 000 740 530 | - | - | - | N/A |
| 01 E 010 420 000 740 555 | - | - | - | N/A |
| Total Equipment | - | - | - | N/A |
| Total State Special Education | 68,861.08 | 546,044.31 | 734,652.38 | 74% |

Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|--|-------------------|--------------------------|-----------------------------------|----------------|
| Federal Special Education | | | | |
| Purchased Services | | | | |
| 01 E 010 401 000 419 393 | - | - | - | N/A |
| 01 E 010 420 000 419 303 | - | 18,000.00 | 23,524.22 | 77% |
| Total Purchased Services | - | 18,000.00 | 23,524.22 | 77% |
| Supplies | | | | |
| 01 E 010 420 000 419 401 | - | - | - | N/A |
| 01 E 010 420 000 419 433 | - | 248.13 | 6,000.00 | 4% |
| Total Supplies | - | 248.13 | 6,000.00 | 4% |
| Total Federal Special Education | - | 18,248.13 | 29,524.22 | 62% |
| Instructional Support | | | | |
| Salaries | | | | |
| 01 E 010 610 000 000 143 | - | - | - | N/A |
| Total Salaries | - | - | - | N/A |
| Benefits | | | | |
| 01 E 010 610 000 000 210 | - | - | - | N/A |
| 01 E 010 610 000 000 218 | - | - | - | N/A |
| 01 E 010 610 000 000 220 | - | - | - | N/A |
| 01 E 010 610 000 000 235 | - | - | - | N/A |
| 01 E 010 610 000 000 299 | - | - | - | N/A |
| Total Benefits | - | - | - | N/A |
| Purchased Services | | | | |
| 01 E 010 640 000 000 366 | - | - | - | N/A |
| Total Purchased Services | - | - | - | N/A |
| Total Instructional Support | - | - | - | N/A |

**Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| Student Support | | | | |
| Salaries | | | | |
| 01 E 005 760 000 720 170 | - | - | - | N/A |
| 01 E 005 790 000 000 143 | 12,863.32 | 96,636.65 | 120,673.00 | 80% |
| Total Salaries | 12,863.32 | 96,636.65 | 120,673.00 | 80% |
| Benefits | | | | |
| 01 E 005 760 000 720 210 | - | - | - | N/A |
| 01 E 005 790 000 000 210 | 982.98 | 7,387.39 | 9,231.48 | 80% |
| 01 E 005 760 000 720 214 | - | - | - | N/A |
| 01 E 005 790 000 000 214 | 964.75 | 7,247.81 | 9,050.48 | 80% |
| 01 E 005 790 000 000 218 | - | - | - | N/A |
| 01 E 005 790 000 000 220 | 1,579.58 | 4,833.02 | 10,388.64 | 47% |
| 01 E 005 790 000 000 230 | - | - | - | N/A |
| 01 E 005 790 000 000 235 | 37.26 | 186.30 | - | N/A |
| 01 E 005 790 000 000 240 | - | - | 1,757.28 | 0% |
| 01 E 005 790 000 000 299 | - | - | - | N/A |
| Total Benefits | 3,564.57 | 19,654.52 | 30,427.88 | 65% |
| Purchased Services | | | | |
| 01 E 005 720 000 000 305 | - | 2,956.00 | 3,500.00 | 84% |
| 01 E 005 760 000 720 360 | - | 230,390.00 | 267,920.00 | 86% |
| 01 E 005 760 000 723 360 | - | 22,560.00 | 30,720.00 | 73% |
| 01 E 005 760 000 733 360 | - | 1,400.00 | 3,000.00 | 47% |
| Total Purchased Services | - | 257,306.00 | 305,140.00 | 84% |
| Supplies | | | | |
| 01 E 005 720 000 000 401 | - | - | 200.00 | 0% |
| Total Supplies | - | - | 200.00 | 0% |
| Total Student Support | 16,427.89 | 373,597.17 | 456,440.88 | 82% |

**Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020**

| Facility | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|--|-------------------|--------------------------|-----------------------------------|----------------|
| Purchased Services | | | | |
| 01 E 005 810 000 000 305 | - | 34,832.74 | 34,436.00 | 101% |
| 01 E 005 810 000 000 330 | - | 19,540.32 | 23,659.00 | 83% |
| 01 E 005 810 000 000 350 | - | 4,058.74 | 3,500.00 | 116% |
| 01 E 005 920 000 000 740 | - | 1,130.82 | 1,500.00 | 75% |
| 01 E 005 940 000 000 340 | 806.02 | 8,570.16 | 9,200.00 | 93% |
| Total Purchased Services | 806.02 | 68,132.78 | 72,295.00 | 94% |
| Facility Lease | | | | |
| 01 E 005 850 000 348 370 | - | 232,518.00 | 253,656.00 | 92% |
| Total Facility Lease | - | 232,518.00 | 253,656.00 | 92% |
| Supplies/Equipment | | | | |
| 01 E 005 810 000 000 401 | - | 7,006.92 | 7,500.00 | 93% |
| 01 E 005 850 000 000 530 | - | - | - | N/A |
| Total Supplies/Equipment | - | 7,006.92 | 7,500.00 | 93% |
| Total Facility | 806.02 | 307,657.70 | 333,451.00 | 92% |
| TOTAL EXPENDITURES | 213,327.48 | 2,629,639.73 | 2,983,646.76 | 88% |
| NET INCOME/LOSS - GENERAL FUND 01 | 9,045.95 | 107,978.16 | 35,536.94 | |

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| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|----------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| FOOD SERVICE FUND 02 | | | | |
| REVENUE | | | | |
| Local Revenue | | | | |
| 02 R 005 770 000 701 601 | - | - | - | N/A |
| Total Local Revenue | - | - | - | N/A |
| State Aid Revenue | | | | |
| 02 R 005 770 000 701 300 | 373.75 | 2,853.11 | 2,800.00 | 102% |
| 02 R 005 770 000 705 300 | - | - | - | N/A |
| 02 R 005 770 000 703 300 | - | - | 500.00 | 0% |
| Total State Aid Revenue | 373.75 | 2,853.11 | 3,300.00 | 86% |
| Federal Aid Revenue | | | | |
| 02 R 005 770 000 701 471 | 1,225.90 | 9,358.25 | 9,964.59 | 28% |
| 02 R 005 770 000 701 472 | 9,239.10 | 70,529.25 | 73,719.02 | 96% |
| 02 R 005 770 000 701 473 | - | - | - | N/A |
| 02 R 005 770 000 705 476 | 5,163.40 | 39,355.80 | 43,025.93 | 91% |
| 02 R 005 770 000 706 400 | - | - | 7,688.00 | 0% |
| 02 R 005 950 000 701 649 | - | - | - | N/A |
| Total Federal Aid Revenue | 15,628.40 | 119,243.30 | 134,397.54 | 89% |
| TOTAL REVENUE | 16,002.15 | 122,096.41 | 137,697.54 | 89% |

**Tesfa International School
Detailed Income Statement
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---|-------------------|--------------------------|-----------------------------------|----------------|
| EXPENDITURE | | | | |
| Salaries | | | | |
| 02 E 005 770 000 701 170 | - | - | - | N/A |
| Total Salaries | - | - | - | N/A |
| Benefits | | | | |
| 02 E 005 770 000 701 210 | - | - | - | N/A |
| 02 E 005 770 000 701 214 | - | - | - | N/A |
| Total Benefits | - | - | - | N/A |
| Purchased Services | | | | |
| 02 E 005 770 000 701 305 | - | 529.00 | 420.00 | 126% |
| Total Purchased Services | - | 529.00 | 420.00 | 126% |
| Supplies | | | | |
| 02 E 005 770 000 701 490 | - | 61,920.74 | 86,277.54 | 72% |
| 02 E 005 770 000 703 495 | - | 156.61 | - | N/A |
| 02 E 005 770 000 705 490 | - | 39,778.98 | 45,000.00 | 88% |
| Total Supplies | - | 101,856.33 | 131,277.54 | 78% |
| Equipment | | | | |
| 02 E 005 770 000 701 530 | - | - | - | N/A |
| Total Equipment | - | - | - | N/A |
| TOTAL EXPENDITURES | - | 102,385.33 | 131,697.54 | 78% |
| NET INCOME/LOSS - FOOD SERVICE FUND 02 | 16,002.15 | 19,711.08 | 6,000.00 | |
| NET INCOME/LOSS - ALL FUNDS | 25,048.10 | 127,689.24 | 41,536.94 | |



Tesfa International School
Financial Dashboard for:

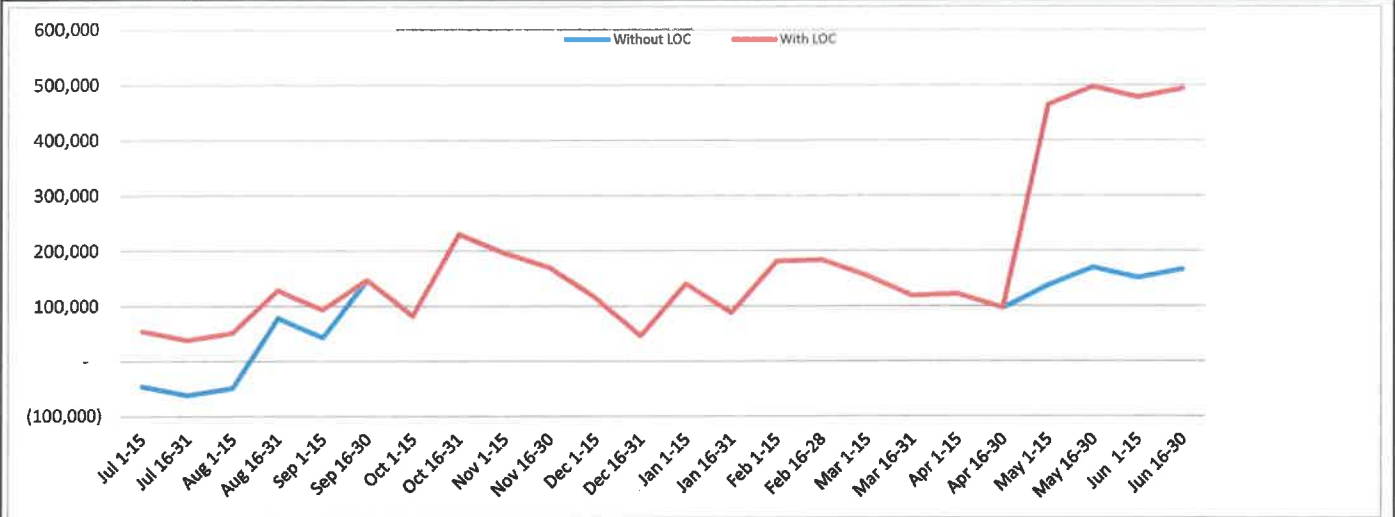
5/31/2020

Student Count

| | | | |
|----------------------|--------|-------------------|--------|
| Actual Current ADM: | 183.00 | ADM from Budget: | 180.00 |
| Actual Current WADM: | 183.00 | WADM from Budget: | 180.00 |

| | YTD Actual | | YTD Budget Target | |
|------------------------|----------------|-----|-------------------|-----|
| Revenue | \$2,859,714.31 | 91% | \$2,893,807.80 | 92% |
| Expense | \$2,732,025.06 | 88% | \$2,855,732.28 | 92% |
| Change in Fund Balance | \$127,689.24 | | \$38,075.53 | 92% |

Cash Balance Projection



Grants and Other Awards:

| Description | Award | Expensed PFY | Expensed CFY | Remaining | Expiration Date |
|-------------|-------|--------------|--------------|-----------|-----------------|
| | | | | | |

Comments:

General:
 **The May financials show the FY20 Revised Budget which is based on 180 ADM.
 **The School has a reconciled cash balance of \$471,381.
 **The state aid holdback is at 10%, which is estimated at \$264,496 through May.

Revenue:
 **Year-to-date revenue of \$2,859,714 represents 91% of the approved revenue budget.

Expenses:
 **The School has spent \$2,732,025 which is 88% of the approved expenditure budget.

Cash Flow:
 **The cash flow reflects the 10% holdback of state aid and 24 payment schedule.



Tesfa International School
Financial Dashboard for:

5/31/2020

Financial Ratios:

| | YTD Actual | FY20 Budget | Required |
|--|-------------|-------------|----------|
| (A) Unrestricted Cash and Investments | 471,381 | 493,937 | |
| (B) Total Operating Expenses | 2,732,025 | 3,115,344 | |
| Cash on Hand Ratio ((A x 365) / B) | 57.73 | 57.87 | 45 |
| (A) Beginning Fund Balance | 150,248 | 150,248 | |
| (B) Revenues | 2,859,714 | 3,156,881 | |
| (C) Expenditures | (2,732,025) | (3,115,344) | |
| (D) Ending Fund Balance | 277,938 | 191,785 | |
| Fund Balance as a % of Expenditures (-C / D) | 10.2% | 6.2% | 25% |
| (A) Annual Net Income | 127,689 | 41,537 | |
| (B) Lease Payment | 253,656 | 253,656 | |
| Debt Service Coverage Ratio (A + B) / B | 1.50 | 1.16 | 1.1 |

Upcoming Deadlines:

| Task | Due Date |
|--|---------------------------|
| FY20 Audit | August 2020 |
| Quarterly Financial Reports of School and Building Company | 45 Days After Quarter End |
| Quarterly Current Student Waiting List | 45 Days After Quarter End |
| All Required Applications to MDE for Title, Special Education, Other | June 30th, 2020 |
| Apply for Building Lease Aid | June 30th, 2020 |
| Prior Year Audited Financials | November 30th, 2020 |
| Carry Automobile and Workers Compensation Insurance | Ongoing Renewals |

These financials were compiled from information supplied by school management. They are unaudited and should be used for management purposes only.

**Tesfa International School
Balance Sheet
5/31/2020**

| Descriptions | General | Food | Fixed | Total |
|---|----------------|---------------|---------------|----------------|
| Assets | | | | |
| Current Assets | | | | |
| Checking Accounts | 440,703 | 30,677 | - | 471,381 |
| Accounts Receivable | - | - | - | - |
| Due from State | (4,519) | - | - | (4,519) |
| Due from Federal | - | (456) | - | (456) |
| Due from Other Funds | 10,511 | - | - | 10,511 |
| Estimated Audit Accrual | 122,413 | - | - | 122,413 |
| Prepaid AP Expenditures | - | - | - | - |
| Total Current Assets | 569,108 | 30,222 | - | 599,330 |
| Fixed Assets | | | | |
| Equipment | - | - | 162,692 | 162,692 |
| Property & Equipment under Cap. Lease | - | - | - | - |
| Accum Depr Buildings | - | - | (119,220) | (119,220) |
| Accum Depr On Equip. | - | - | - | - |
| Total Fixed Assets | - | - | 43,471 | 43,471 |
| Total Assets | 569,108 | 30,222 | 43,471 | 642,801 |
| Liabilities & Fund Balance | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 140 | - | - | 140 |
| Due to Other Funds | - | 10,511 | - | 10,511 |
| Payroll Liabilities | (16,459) | - | - | (16,459) |
| Short Term Indebtedness | 327,200 | - | - | 327,200 |
| Total Current Liabilities | 310,881 | 10,511 | - | 321,392 |
| Fund Balance | | | | |
| Investment Fixed Assets | - | - | 43,471 | 43,471 |
| Restricted Fund Balance | - | - | - | - |
| Unassigned Fund Balance - 6/30/2019 | 150,248 | - | - | 150,248 |
| Net Income/(Loss) - FY20 | 107,978 | 19,711 | - | 127,689 |
| Total Fund Balance | 258,227 | 19,711 | 43,471 | 321,409 |
| Total Liabilities & Fund Balance | 569,108 | 30,222 | 43,471 | 642,801 |

State Holdback Calculation:

| | |
|--|-----------------------|
| **Total Fiscal Year School Budgeted State Revenues | 2,874,957 |
| Prorated Fiscal Year-to-Date (11 of 12 months) | 92% |
| Total Fiscal Year-to-Date Budget (May 2020) | 2,644,961 |
| State Holdback Percentage | 10% |
| Total Estimated Year-to-Date Holdback | <u><u>264,496</u></u> |

*Based on the assumptions that actual ADMs and state aid payments are based on an ADM of 180

**Tesfa International School
Summary Income Statement
Fiscal Year 2020
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|----------------------------------|-------------------|--------------------------|-----------------------------------|----------------|
| GENERAL FUND 01 | | | | |
| REVENUE | | | <i>Targeted Percent</i> | 92% |
| State Aid Revenue | | | | |
| Endowment Fund Apportionment | - | 7,404 | 7,282 | 102% |
| General Education Aid | 184,380 | 1,757,528 | 1,893,760 | 93% |
| Long Term Facility Maintenance | - | - | 23,760 | 0% |
| Literacy Incentive Aid | - | 8,711 | 9,450 | 92% |
| Safe Schools | - | 5,815 | 5,815 | 100% |
| Lease Aid | - | 69,718 | 228,290 | 31% |
| State Special Education | 32,994 | 555,636 | 706,600 | 79% |
| Total State Aid Revenue | 217,374 | 2,404,812 | 2,874,957 | 84% |
| State Audit Accrual | - | 264,496 | - | N/A |
| Federal Aid Revenue | | | | |
| Title I | - | 40,423 | 63,382 | 64% |
| Title II | - | - | 9,828 | 0% |
| Title III | 4,994 | 13,235 | 14,367 | 92% |
| Title IV | - | 1,644 | 20,000 | 8% |
| Federal Special Education | - | 9,000 | 29,524 | 30% |
| Total Federal Aid Revenue | 4,994 | 64,302 | 137,101 | 47% |
| Other Revenue | | | | |
| Donations | 5 | 5 | 125 | 4% |
| Misc. Revenue/E-Rate | - | 4,003 | 7,000 | 57% |
| Total Other Revenue | 5 | 4,008 | 7,125 | 56% |
| TOTAL REVENUE | 222,373 | 2,737,618 | 3,019,184 | 91% |
| EXPENDITURE | | | | |
| Administration | | | | |
| Salaries | 14,208 | 157,454 | 165,007 | 95% |
| Benefits | 5,647 | 53,742 | 60,333 | 89% |
| Purchased Services | 5,561 | 107,838 | 119,277 | 90% |
| Supplies | 345 | 15,276 | 15,663 | 98% |
| Equipment | - | - | - | N/A |
| Dues/Membership | - | 27,444 | 27,500 | 100% |
| Total Administration | 25,762 | 361,753 | 387,780 | 93% |

**Tesfa International School
Summary Income Statement
Fiscal Year 2020
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|--|-------------------|--------------------------|-----------------------------------|----------------|
| General Education | | | | |
| Salaries | 59,146 | 556,222 | 653,245 | 85% |
| Benefits | 33,552 | 189,230 | 208,524 | 91% |
| Purchased Services | 2,025 | 16,608 | 22,000 | 75% |
| Supplies | 5,081 | 29,728 | 27,148 | 110% |
| Equipment | - | 21,360 | 23,304 | 92% |
| Dues/Memberships | - | - | - | N/A |
| Total General Education | 99,803 | 813,148 | 934,221 | 87% |
| Salaries Payable Accrual | - | 142,083 | - | N/A |
| Title Programs | | | | |
| Title I | 524 | 23,301 | 63,382 | 37% |
| Title II | - | 9,341 | 9,828 | 95% |
| Title III | 1,143 | 34,465 | 34,367 | 100% |
| Total Title Programs | 1,668 | 67,108 | 107,577 | 62% |
| State Special Education | | | | |
| Salaries | 39,324 | 346,064 | 416,953 | 83% |
| Benefits | 26,069 | 126,389 | 173,699 | 73% |
| Purchased Services | 3,468 | 69,690 | 144,000 | 48% |
| Supplies | - | 3,901 | - | N/A |
| Equipment | - | - | - | N/A |
| Total State Special Education | 68,861 | 546,044 | 734,652 | 74% |
| Federal Special Education | | | | |
| Purchased Services | - | 18,000 | 23,524 | 77% |
| Supplies | - | 248 | 6,000 | 4% |
| Total Federal Special Education | - | 18,248 | 29,524 | 62% |
| Instructional Support | | | | |
| Salaries | - | - | - | N/A |
| Benefits | - | - | - | N/A |
| Purchased Services | - | - | - | N/A |
| Total Instructional Support | - | - | - | N/A |
| Student Support | | | | |
| Salaries | 12,863 | 96,637 | 120,673 | 80% |
| Benefits | 3,565 | 19,655 | 30,428 | 65% |
| Purchased Services | - | 257,306 | 305,140 | 84% |
| Supplies | - | - | 200 | 0% |
| Total Student Support | 16,428 | 373,597 | 456,441 | 82% |
| Facility | | | | |
| Purchased Services | 806 | 68,133 | 72,295 | 94% |
| Facility Lease | - | 232,518 | 253,656 | 92% |
| Supplies/Equipment | - | 7,007 | 7,500 | 93% |
| Total Facility | 806 | 307,658 | 333,451 | 92% |
| TOTAL EXPENDITURE | 213,327 | 2,629,640 | 2,983,647 | 88% |
| NET INCOME/LOSS - GENERAL FUND 01 | 9,046 | 107,978 | 35,537 | |

**Tesfa International School
Summary Income Statement
Fiscal Year 2020
For Period Ending May 31, 2020**

| | Month Activity | Year-to-Date Activity | FY20 Revised Budget 180 ADM | % of Budget |
|---|-------------------|--------------------------|-----------------------------------|----------------|
| FOOD SERVICE FUND 02 | | | | |
| REVENUE | | | | |
| Local Revenue | - | - | - | N/A |
| State Aid | 374 | 2,853 | 3,300 | 86% |
| Federal Aid | 15,628 | 119,243 | 134,398 | 89% |
| TOTAL REVENUE | 16,002 | 122,096 | 137,698 | 89% |
| EXPENDITURE | | | | |
| Salaries | - | - | - | N/A |
| Benefits | - | - | - | N/A |
| Purchased Services | - | 529 | 420 | 126% |
| Supplies | - | 101,856 | 131,278 | 78% |
| Equipment | - | - | - | N/A |
| TOTAL EXPENDITURE | - | 102,385 | 131,698 | 78% |
| NET INCOME/LOSS - FOOD SERVICE FUND 02 | 16,002 | 19,711 | 6,000 | |
| NET INCOME/LOSS - ALL FUNDS | 25,048 | 127,689 | 41,537 | |

Tesfa International School
 Payment Register - May 2020
 Fiscal Year 2019-2020

| CHECK DATE | VENDOR | INVOICE DESCRIPTION | CHECK NUMBER | AMOUNT |
|-------------------------------------|---|----------------------------|--------------|-------------------|
| Regular Checks | | | | |
| 05/19/20 | WORTHINGTON DIRECT | Open Front Desk | 6338 | 4,782.15 |
| 05/14/20 | Capital Group Retirement Plan Services | 403b Plan Fee | 11858 | 375.00 |
| 05/14/20 | Dieci School Finance | May Financial Services | 11859 | 3,713.90 |
| 05/14/20 | INTEGRATIVE THERAPY, LLC | Occupational Therapy | 11860 | 2,311.46 |
| 05/14/20 | JANELLE KOPA | Hardcover Book | 11861 | 298.54 |
| 05/14/20 | KATHRYN LYNN OLSON | April SpEd Consult | 11862 | 153.65 |
| 05/14/20 | LOFFLER COMPANIES INC | Copier Lease | 11863 | 1,015.00 |
| 05/14/20 | Mary Higgins | April Clerical Hours | 11864 | 400.75 |
| 05/14/20 | Minnesota Interpreters & Translators, LLC | Translation Services | 11865 | 1,003.24 |
| 05/14/20 | Office Depot | Office Supplies | 11866 | 345.08 |
| 05/14/20 | Yasin Abdullahi | Arabic Language Contractor | 11867 | 2,025.00 |
| Wires | | | | |
| 05/01/20 | MINNESOTA UI | Unemployment | WX | 4,483.00 |
| 05/05/20 | IRS | Payroll Deductions FICA | WX | 32.14 |
| 05/05/20 | PERA | Payroll Deductions | WX | 29.40 |
| 05/11/20 | Sunrise Bank | Service Charge | WX | 16.00 |
| 05/15/20 | IRS | Payroll Deductions FICA | WX | 13,518.02 |
| 05/15/20 | PERA | Payroll Deductions | WX | 3,211.23 |
| 05/15/20 | THE HANOVER INSURANCE GROUP | Commercial Package Ins | WX | 6,224.53 |
| 05/15/20 | TEACHERS RETIREMENT ASSOCIATION | Payroll Deductions TRA | WX | 806.02 |
| 05/15/20 | Alerus | Payroll Deductions - FSA | WX | 766.67 |
| 05/15/20 | American Funds | Payroll Deductions - 403B | WX | 502.50 |
| 05/15/20 | MIN Dept of Rev | Payroll Deductions - State | WX | 2,161.89 |
| 05/27/20 | Alerus | FSA Fee | WX | 40.00 |
| 05/29/20 | IRS | Payroll Deductions FICA | WX | 13,532.16 |
| 05/29/20 | PERA | Payroll Deductions | WX | 3,217.67 |
| 05/29/20 | TEACHERS RETIREMENT ASSOCIATION | Payroll Deductions TRA | WX | 6,224.53 |
| 05/29/20 | Alerus | Payroll Deductions - FSA | WX | 766.67 |
| 05/29/20 | American Funds | Payroll Deductions - 403B | WX | 502.50 |
| 05/29/20 | MIN Dept of Rev | Payroll Deductions - State | WX | 2,164.70 |
| 05/05/20 | Sunrise Bank | 05/05/20 Payroll | WX | 180.28 |
| 05/15/20 | Sunrise Bank | 05/15/20 Payroll | WX | 45,081.81 |
| 05/29/20 | Sunrise Bank | 05/29/20 Payroll | WX | 45,119.41 |
| Total May 2020 Disbursements | | | | 165,004.90 |

V = Void Check
 *= Break in sequence

Tesfa International School
FY20 Cash Flow Projection

| | Estimated Receipts by Revenue Category | | | | | Estimated Disbursements | | | | | Line of Credit | Estimated Cash Balance | |
|------------------------------------|--|------------------------|--------------------|----------------------|---------------|-------------------------|-------------------|----------------|---------------|---------------------|----------------|------------------------|------------------------|
| | Current YR State Aid | Current YR Federal Aid | Prior YR State Aid | Prior YR Federal Aid | Other Revenue | Total Receipts | Estimated Payroll | Building Lease | Estimated A/P | Total Disbursements | | | Estimated Cash Balance |
| FY20 Beginning Cash Balance | | | | | | | | | | | | | |
| Jul 1-15 | 99,410 | - | 3,900 | 1,558 | - | 104,869 | 62,377 | 21,138 | 1,621 | 85,136 | (65,267) | 100,000 | 34,733 |
| Jul 16-31 | 100,932 | - | - | - | - | 100,932 | 51,613 | - | 65,314 | 116,927 | (45,534) | | 54,466 |
| Aug 1-15 | 100,275 | - | - | 20,452 | - | 120,726 | 76,547 | 21,138 | 9,827 | 107,511 | (61,529) | | 38,471 |
| Aug 16-31 | 118,106 | - | 71,604 | - | - | 189,709 | 51,914 | - | 10,488 | 62,401 | (48,314) | | 51,686 |
| Sep 1-15 | 107,785 | - | - | - | - | 107,785 | 100,409 | 21,138 | 21,436 | 142,983 | 78,994 | (50,000) | 128,994 |
| Sep 16-30 | 104,674 | - | 93,634 | - | - | 198,308 | 71,148 | - | 23,702 | 94,849 | 43,795 | (50,000) | 93,795 |
| Oct 1-15 | 104,674 | 1,644 | - | - | - | 106,318 | 92,951 | 21,138 | 57,529 | 171,618 | 81,954 | | 147,254 |
| Oct 16-31 | 118,704 | 4,353 | 158,203 | - | 1,912 | 281,260 | 69,451 | - | 63,293 | 132,744 | 230,470 | | 230,470 |
| Nov 1-15 | 106,180 | - | - | - | - | 106,180 | 93,282 | 21,138 | 47,385 | 161,805 | 195,895 | | 195,895 |
| Nov 16-30 | 72,553 | - | - | - | - | 72,553 | 73,984 | - | 24,654 | 98,637 | 169,811 | | 169,811 |
| Dec 1-15 | 102,101 | - | - | - | - | 102,101 | 90,265 | 21,138 | 45,771 | 157,174 | 114,738 | | 114,738 |
| Dec 16-31 | 103,246 | 34,757 | - | - | - | 138,003 | 91,950 | 21,138 | 93,675 | 206,763 | 45,978 | | 45,978 |
| Jan 1-15 | 102,420 | 49,423 | - | - | 1,671 | 153,514 | 56,892 | - | 2,512 | 59,404 | 140,088 | | 140,088 |
| Jan 16-31 | 67,972 | - | 4,510 | - | - | 72,481 | 74,026 | - | 50,612 | 124,639 | 87,931 | | 87,931 |
| Feb 1-15 | 230,926 | 19,429 | - | - | - | 250,355 | 101,656 | 21,138 | 34,369 | 157,163 | 181,122 | | 181,122 |
| Feb 16-28 | 109,035 | 13,831 | 4,379 | - | - | 127,245 | 69,448 | - | 55,478 | 124,927 | 183,441 | | 183,441 |
| Mar 1-15 | 112,203 | 12,350 | 640 | - | - | 125,193 | 94,292 | 21,138 | 37,944 | 153,374 | 155,259 | | 155,259 |
| Mar 16-31 | 108,989 | - | - | - | - | 108,989 | 95,013 | - | 50,217 | 145,230 | 119,018 | | 119,018 |
| Apr 1-15 | 110,828 | 7,997 | - | - | - | 118,824 | 71,236 | 21,138 | 23,208 | 115,582 | 122,261 | | 122,261 |
| Apr 16-30 | 108,529 | - | 14,679 | - | 462 | 123,670 | 96,169 | - | 52,972 | 149,141 | 96,789 | | 96,789 |
| May 1-15 | 108,956 | 20,623 | - | - | - | 129,579 | 76,191 | - | 12,464 | 88,655 | 137,713 | 327,200 | 464,913 |
| May 16-30 | 108,792 | - | - | - | 5 | 108,797 | 71,528 | - | 4,822 | 76,350 | 170,160 | | 497,360 |
| Jun 1-15 | - | 33,067 | - | - | 3,085 | 36,152 | - | 21,138 | 33,934 | 55,072 | 151,240 | | 478,440 |
| Jun 16-30 | 215,159 | 9,867 | - | - | 3,085 | 228,131 | 157,562 | 21,138 | 33,934 | 212,634 | 166,737 | | 493,937 |
| Total Estimated | 2,622,448 | 226,499 | 351,548 | 22,010 | 10,220 | 3,232,724 | 1,889,904 | 253,657 | 857,160 | 3,000,720 | | | |
| FY20 Budget | 2,678,257 | 271,499 | - | - | 7,125 | 3,156,881 | 1,416,751 | 253,656 | 1,444,938 | 3,115,344 | | | 41,537 |
| FY19 Accruals | - | - | 321,415 | 25,454 | 3,094 | 349,963 | 133,992 | - | 25,000 | 158,992 | | | |
| FY20 Accruals | (287,826) | (45,000) | - | - | - | (332,826) | (133,992) | - | (25,000) | (158,992) | | | |
| Budget Variance | 2,590,432 | 226,499 | 321,415 | 25,454 | 10,219 | 3,174,018 | 1,416,751 | 253,656 | 1,444,938 | 3,115,344 | | | |
| | 32,016 | 0 | 30,133 | (3,444) | 0 | 58,706 | 473,153 | 1 | (587,778) | (114,624) | | | |



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

June 15, 2020

From: Jonas Beugen
To: School Board
Re: Transportation 2020-2021

Board Members,

Attached you will find four different models for transportation for the 2020-2021 school year.

- The model that the preliminary 2020-2021 transportation approved in April was based upon. This included contracting for 5 busses and 4 Vans. This plan is no longer viable for reasons that will be discussed in detail at the board meeting. **Total Cost \$251,600**
- **Option A (not recommended)**
 - This model would be the most cost effective as it would keep our cost per bus the same and capitalize upon other efficiencies built into our plan including using each van to do two routes in both the AM and PM. However, this model would require us to move our start time from 7:30AM to 8:45AM and our end time to 4:00PM. In discussions with staff members and families this potential change has not been well received. **Total Cost \$233,200**
- **Option B (2nd choice if Option C proves to be unworkable)**
 - This option involves us purchasing 2-3 vans (the model is based on 3 to be conservative). **Total Cost \$245,100**
- **Option C (Recommended if proves workable)**
 - This option involves us purchasing 1 short bus and 1-2 vans. The model is based upon 2 to be conservative. **Total Cost \$250, 520**



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

Below you will find our transportation costs per year since we relocated to Columbia Heights.

| | |
|---|-----------|
| FY21 Preliminary Budget (approved 4/2020) | \$251,600 |
| FY20 Final Budget | \$267,920 |
| FY19 Final | \$242,120 |
| FY18 Final | \$274,000 |

Below is the motion I am recommending be approved related to this matter in agenda #7.03

“ The board authorizes the Executive Director to purchase 1-3 7 or 8 passenger minivans and 1 school bus at a maximum total cost of \$85,000 to provide student transportation for the 2020-2021 school year and beyond. These purchases must be executed between July 1, 2020 and September 30, 2020. The Executive Director shall seek further authorization for any purchase to occur after September 30, 2020.”



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

Board Agenda

6:00 p.m. June 15, 2020

Meeting Location: 1555 40th Avenue NE, 2nd Floor, Columbia Heights, MN 55421

Mission

Through a global-minded education, we empower and prepare all students with the empathy, knowledge, and skills to take risks and pursue goals that contribute meaningfully to their community.

1.0 CALL TO ORDER - Present: Absent:

2.0 CONFLICT OF INTEREST DECLARATIONS -

3.0 APPROVAL OF AGENDA Motion by: Seconded by: Yea:0 Nay: 0

4.0 COMMENTS FROM CITIZENS PRESENT

Visitors attending the meeting who wish to address the school board may do so at this time.

5.0 APPROVAL OF THE CONSENT AGENDA

The consent agenda consists of routine matters of business taken as one motion. Board members may request to remove from the consent agenda any items they believe warrants board discussion or a separate vote. These consent items include:

- May 18, 2020 Meeting Minutes
- Personnel Items

The Executive Director recommends the School Board approve the Consent Items as detailed in the enclosure.

Motion to approve consent agenda.

Motion by: Seconded by: Yea:0 Nay: 0

6.0 Monthly Financials - May 2020

6.01 Approval of May Financial Report and Payment of Bills (Final ADM 179.66)



Motion to approve May financials.

Motion by: Seconded by: Yea:0 Nay: 0

7.0 Presentations and Discussion Items

- 7.01** Special Education Director Services
- 7.02** FY 21 Staffing and Budget Update
- 7.03** Transportation Plan and school start/end times for 2020-2021
- 7.03** Exploration of Long-Term Programmatic Focus & Branding
- 7.04** Report on Executive Director Evaluation

8.0 ACTION ITEMS

8.01 Ratification of Election Results

On May 28, 2020 the following candidates were unanimously elected to three year terms on the Tesfa school board

- Patrick Exner (Community).
- Beth Al-Qudah (Parent)
- Megan Kufahl (Teacher)

Motion: Second: Yea: No:

8.02 Approve the 2020-2021 School Board Meeting Dates

8.03 Authorize the executive director to purchase up to 1-3 vans and up to 1 bus for student transportation at a total cost of up to a maximum of \$85,000. Set parameters for the purchase(s).

8.04 Approve the 2020-2021 School Board Meeting Calendar

All Meetings are the 3rd Monday of the month except where noted:

- August 17 (board training)
- September 21
- October 19
- November 16
- *December 14 (2nd Monday due to winter break)
- *January 25 (4th Monday due to MLK holiday)
- *February 22 (4th Monday due to Presidents Day)
- *March 22 (due to late February meeting and the 1st falling on Monday)



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

- April 19
- May 17
- *June 14 (due to summer break)

Motion: Second: Yea: No:

9.0 AUGUST AGENDA ITEMS

- Board Training
- Policy Review Calendar
- Program Focus Progress
- Covid 19 Safety Measures

10.0 ADJOURNMENT

Motion to adjourn meeting. Motion by: Seconded by: Yea:0 Nay: 0

Personnel Recommendations:

The following personnel items are recommended for approval at the June 15, 2020 school board meeting.

Hire:

Terrance Hill 1.0 FTE Physical Education Teacher @ salary of \$48,500 effective August 10, 2020

Leave of Absence:

Fainus Watim Food Service Worker, for 2020-2021 school year

Resignation:

Emily Vance ELL Teacher, June 5, 2020

Mahlet Berhane Paraprofessional, June 8, 2020

| 2020-2021 Transportation Option Comparison | | | | | | | | | |
|---|---------------------------|----------------------|-----------------|--|---------------------|------------------|------------------|--|--|
| FY 20 Final Budget \$267,920 | | FY19 Final \$242,120 | | FY 18 Final \$274,000 | | | | | |
| FY 21 Preliminary Budget | Route Area | 2nd Route | Provider | # of Students based on current enrollment | Cost Per Day | # of Days | Total | | |
| Bus #1 | North Minneapolis | NA | Safari | 38 | 200 | 170 | 34000 | | |
| Bus #2 | Northeast Minneapolis | NA | Safari | 34 | 200 | 170 | 34000 | | |
| Bus #3 | South Minneapolis | NA | Safari | 11 - 20 PM - 35 | 200 | 170 | 34000 | | |
| Bus #4 | Fridley /Columbia Heights | NA | Safari | 30 | 200 | 170 | 34000 | | |
| Bus #5 | Brooklyn Center | NA | Safari | 20 | 200 | 170 | 34000 | | |
| Van #6 | Saint Paul/New Brighton | NA | MSP | 6 | 120 | 170 | 20400 | | |
| Van #7 | Shorewood/Saint Anthony | NA | MSP | 6 | 120 | 170 | 20400 | | |
| Van #8 | Anoka/Ramsey | NA | MSP | 6 | 120 | 170 | 20400 | | |
| Van #9 | Blaine/Spring Lake Park | NA | MSP | 6 | 120 | 170 | 20400 | | |
| Total | | | | 166 | 1480 | 170 | \$251,600 | | |

| Option A | | | | | | | | | | |
|---|-------------------------|------------------|----------|--|-----------------|---------------------------------------|---|------------------|--|--|
| This option Requires us to change to an 8:45AM start- it is the most cost effective but is NOT recommended | | | | | | | | | | |
| | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Cost Per Day | # of Days | Total | | | |
| June 15. 2020 FY 21 | North Minneapolis | NA | Safari | 38 | 200 | 170 | 34000 | | | |
| Bus #1 | North Minneapolis | NA | Safari | 34 | 200 | 170 | 34000 | | | |
| Bus #2 | South Minneapolis | NA | Safari | M - 20 PM- 35 | 200 | 170 | 34000 | | | |
| Bus #3 | Brooklyn Center | NA | Safari | 20 | 200 | 170 | 34000 | | | |
| Bus #4 | Saint Paul/New Brighton | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | | |
| Van #5 | Shorewood/Saint Anthony | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | | |
| Van #6 | Anoka/Ramsey | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | | |
| Van #7 | | | | | | | | | | |
| Contracted Total | | | | | | | \$197,200 | | | |
| Purchase 2 - 8 Passenger Used Vans (approximately \$20,000 each) | | | | | | | | | | |
| | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Yearly Van Loan | Yearly Insurance / Maintenance / Fuel | Yearly driver pay and taxes (2 hours per day) | Total | | |
| Van #8 | Brooklyn Center | Columbia Heights | Tesfa | 12 | 5000 | 4000 | 9000 | 18000 | | |
| Van #9 | TBD | Columbia Heights | Tesfa | 12 | 5000 | 4000 | 9000 | 18000 | | |
| Total | | | | 164 | | | | \$36,000 | | |
| TOTAL ESTIMATED COST | | | | | | | | | | |
| | | | | | | | | \$233,200 | | |

| 2nd Choice recommendation if purchasing small bus doesnt work. | | | | | | | | | |
|--|-----------------------|------------------|----------|--|---------------------------------------|-----------------|---|----------|-----------|
| June 15. 2020 FY 21 (keep current schedule prchase 3 vans | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Cost Per Day | # of Days | Total | | |
| Bus #1 | North Minneapolis | NA | Safari | 38 | 250 | 170 | 42500 | | |
| Bus #2 | Northeast Minneapolis | NA | Safari | 34 | 250 | 170 | 42500 | | |
| Bus #3 | South Minneapolis | NA | Safari | 11 - 20 PM- 35 | 250 | 170 | 42500 | | |
| Van#4 | Blaine/Fridley | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Van #5 | New Brighton | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Van #6 | Shorewood/Saint Antho | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Van #7 | Anoka/Ramsey | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Contracted Total | | | | | | | \$209,100 | | |
| Purchase 2 - 8 Passenger Used Vans (approximately \$20,000 each) | | | | | | | | | |
| | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Yearly Insurance / Maintenance / Fuel | Yearly Van Loan | Yearly driver pay and taxes (2 hours per day) | Total | |
| Van #8 | Brooklyn Center | Columbia Heights | Tesfa | 12 | 4000 | 5000 | 9000 | 18000 | |
| Van #9 | Brooklyn Center | Columbia Heights | Tesfa | 12 | 4000 | 5000 | 9000 | 18000 | |
| Van #10 | Saint Paul | Columbia Heights | Tesfa | 12 | 4000 | 5000 | 9000 | 18000 | |
| Total | | | | 164 | | | | \$36,000 | |
| | | | | | | | | | \$245,100 |

| 1st Choice Recommendation if small bus purchase can be executed | | | | | | | | | |
|---|-------------------------|------------------|----------|--|---------------------------------------|---------------------|-----------------------------|-----------------|--|
| June 15, 2020 FY 21 (keep current schedule purchase 3 vans) | | | | | | | | | |
| | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Cost Per Day | # of Days | Total | | |
| Bus #1 | North Minneapolis | NA | Safari | 38 | 250 | 170 | 42500 | | |
| Bus #2 | Northeast Minneapolis | NA | Safari | 34 | 250 | 170 | 42500 | | |
| Bus #3 | South Minneapolis | NA | Safari | M - 20 PM- 35 | 250 | 170 | 42500 | | |
| Van#4 | Blaine/Fridley | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Van #5 | New Brighton | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Van #6 | Shorewood/Saint Anthony | Columbia Heights | MSP | 12 | 120 | 170 | 20400 | | |
| Contracted Total | | | | | | | \$188,700 | | |
| Purchase 2 - 8 Passenger Used Vans (approximately \$20,000 each) & 1 used bus \$30,000 | | | | | | | | | |
| | Route Area | 2nd Route | Provider | # of Sudents based on current enrollment | Yearly Insurance / Maintenance / Fuel | Yearly Van/Bus Loan | Yearly driver pay and taxes | Total | |
| Van #7 | Saint Paul | Columbia Heights | Tesfa | 12 | 4000 | 5000 | 9000 | 18000 | |
| Van #8 | TBD | Columbia Heights | Tesfa | 12 | 4000 | 5000 | 9000 | 18000 | |
| Bus #9 | Brooklyn Center | Columbia Heights | Tesfa | 20 | 8500 | 7000 | 10320 | 25820 | |
| Total | | | | 172 | | | | \$61,820 | |
| Total | | | | | | | \$250,520 | | |