



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

## **Board Agenda**

**6:00 p.m. June 24, 2019**

**Meeting Location: 1555 40<sup>th</sup> Avenue NE, 2<sup>nd</sup> 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**

#### **2.0 APPROVAL OF AGENDA**

*Motion to approve the agenda.*

Motion by:                      Seconded by: Yea:    Nay:

#### **3.0 COMMENTS FROM CITIZENS PRESENT**

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

No visitors.

#### **4.0 APPROVAL OF THE CONSENT AGENDA**

Consent items, June 24, 2019 – School Board Agenda as warranted including approval of:

- Minutes – Regular Meeting Minutes of May 28, 2019
- Personnel Recommendations

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:    Nay:

#### **5.0 Monthly Financials - May 2019**

**5.01** Final ADM 164.22

**5.02** Approval of May Financial Report and Payment of Bills



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

*Motion to approve April financials.*

Motion by: John Groenke

Seconded by: Amir Orandi

Yea: 5

Nay: 0

**6.0 Presentations and Discussion Items**

**6.01** Executive Director Evaluation - The Board Chair will provide a report on the Executive Director Evaluation.

**6.02** Board Composition

**6.03** Enrollment and Staffing Update

**6.04** International Baccalaureate Candidacy Update

**7.0 ACTION ITEMS**

**7.01** Approve 2019-2020 Employee Handbook

Motion by:

Seconded by: Yea: Nay:

**7.0 ADJOURNMENT**

*Motion to adjourn meeting.*

Motion by:

Seconded by: Yea: Nay:



TESFA INTERNATIONAL SCHOOL  
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## **Board Minutes**

**6:30 p.m. May 28, 2019**

**Meeting Location: 1555 40<sup>th</sup> Avenue NE, 2<sup>nd</sup> 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**

Meeting called to order by board chair, Pat Exner at 6:53.

#### **2.0 APPROVAL OF AGENDA**

*Motion to approve the agenda.*

Motion by: Abby Hendricks      Seconded by: Maren Rodriguez      Yea: 5      Nay: 0

#### **3.0 COMMENTS FROM CITIZENS PRESENT**

Visitors attending the meeting who wish to address the school board may do so at this time.  
No visitors.

#### **4.0 APPROVAL OF THE CONSENT AGENDA**

Consent items, April 22, 2019 – School Board Agenda as warranted including approval of:

- Minutes – Regular Meeting Minutes of April 22 2019
- Personnel Recommendations
- 2019-2020 Service Provider Contracts
  - Word Play - Speech Language
  - Integrative Therapy - Occupational Therapy
  - Reuvers Psych Consulting - School Psychologist
  - Hennepin Health Care System- School Nursing Services

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



TESFA INTERNATIONAL SCHOOL  
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***Motion to approve consent agenda.***

Motion by: Amir Orandi                      Seconded by: Maren Rodriguez              Yea: 5              Nay: 0

**5.0 Monthly Financials - March 2019**

**5.01** Current ADM 164.50

**5.02** Approval of April Financial Report and Payment of Bills

***Motion to approve April financials.***

Motion by: John Groenke                      Seconded by: Amir Orandi              Yea: 5              Nay: 0

**6.0 Presentations and Discussion Items**

**6.01** Executive Director Evaluation - The Board Chair will provide a report on the Executive Director Evaluation.

Board chair will meet with Jonas to go over evaluation. Additional information will be provided in June.

**6.02** Board Composition

No parent interest after May solicitation. We'll continue to seek nominations.

**6.03** Fixed Asset Policy 704, First Reading and discussion

***Motion to move fixed asset policy to an action item.***

Motion by: John Groenke                      Seconded by: Pat Exner              Yea: 5              Nay: 0

***Motion to approve fixed asset policy.***

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

**7.0 ACTION ITEMS**

**7.01** 2019-2020 Board Meeting Schedule

***Motion to approve board meeting schedule for 2019-2020:***

June 24, 2019

August 19th

September 23, 2019

October 28, 2019

November 25, 2019



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December 16, 2019  
January 27, 2020  
February 24, 2020  
March 16, 2020  
April 27, 2020  
May 18, 2020

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

**7.02** Reappoint Jonas Beugen as Designated IoWA (Individual With Authority) for MDE data reporting and approval.

***Motion to reappoint Jonas Beugen, Executive Director as Designated IoWA for MDE data reporting and approval.***

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

**7.0 ADJOURNMENT**

***Motion to adjourn meeting.***

Motion by: Amir Orandi                      Seconded by: Maren Rodriguez                      Yea: 5                      Nay: 0

### **Personnel Recommendations:**

**The following personnel items are recommended for approval at the June 24, 2019, school board meeting.**

#### **Hire:**

Emily Vance                    0.4 FTE ELL Teacher @ salary of \$22,500 effective August 19, 2019

#### **Resignation:**

Maren Rodriguez            1.0 FTE Classroom Teacher effective June 25, 2019

Andrea Beauchamp        1.0 FTE Classroom Teacher effective June 3, 2019

Hanan Bouchrit            0.8 FTE Arabic Teacher effective June 3, 2019

Ayan Isse                    1.0 FTE Food Service Worker, effective June 3, 2019

#### **2019-2020 Contract**

Mohamed Selim            1.0 FTE Assistant Director @ salary of \$86,000 effective July 1, 2019

Jonas Beugen              1.0 E Executive Director @ salary of \$122,500 effective July 1, 2019

Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>GENERAL FUND 01</b>				92%
<b>REVENUE</b>				
<b>State Aid Revenue</b>				
01 R 005 000 000 000 201	-	6,976.93	6,171.20	113%
01 R 005 000 000 000 211	170,141.17	1,608,864.63	1,739,546.15	92%
01 R 005 000 000 317 211	-	-	-	N/A
01 R 005 000 000 000 212	-	7,604.21	4,900.00	155%
01 R 005 000 000 348 300	-	75,026.26	214,182.00	35%
01 R 005 000 000 740 360	13,941.31	328,542.17	599,408.52	55%
<b>Total State Aid Revenue</b>	184,082.48	2,027,014.20	2,564,207.87	79%
<b>State Audit Accrual</b>	-	<b>324,641.08</b>	-	<b>N/A</b>
<b>Estimated Audit Accrual</b>				
<b>Federal Aid Revenue</b>				
01 R 005 216 000 401 400	4,000.00	58,711.23	67,274.62	87%
01 R 005 204 000 414 400	-	7,765.91	9,828.25	79%
01 R 005 205 000 417 400	3,138.88	12,555.52	14,212.28	88%
01 R 005 206 000 433 400	-	-	10,000.00	0%
01 R 005 000 000 419 400	748.10	17,376.24	35,787.00	49%
<b>Total Federal Aid Revenue</b>	7,886.98	96,408.90	137,102.15	70%
<b>Other Revenue</b>				
01 R 005 000 000 000 096	5.00	121.32	125.00	97%
01 R 005 000 000 000 099	11.00	11,381.54	3,089.00	368%
<b>Total Other Revenue</b>	16.00	11,502.86	3,214.00	358%
<b>TOTAL REVENUE</b>	<b>191,985.46</b>	<b>2,459,567.04</b>	<b>2,704,524.02</b>	<b>91%</b>

**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>EXPENDITURES</b>				
<b>Administration</b>				
<b>Salaries</b>				
01 E 005 050 000 000 110	Director	16,666.68	192,500.00	95%
01 E 005 105 000 000 170	General Administrative Support - Non-Instructional Support	3,041.66	38,500.00	83%
01 E 005 110 000 000 170	Business Office - Non-Instructional Support	-	-	N/A
<b>Total Salaries</b>		<b>19,708.34</b>	<b>231,000.00</b>	<b>93%</b>
<b>Benefits</b>				
01 E 005 050 000 000 210	Director -FICA	1,212.29	14,726.25	90%
01 E 005 105 000 000 210	General Administrative Support - FICA	227.71	2,945.25	77%
01 E 005 105 000 000 214	General Administrative Support - PERA	228.12	2,887.50	82%
01 E 005 050 000 000 218	Director - TRA	1,285.00	14,841.75	95%
01 E 005 050 000 000 220	Director - Health	2,734.32	36,527.16	83%
01 E 005 105 000 000 220	General Administrative Support - Health Insurance	509.22	6,776.40	83%
01 E 005 050 000 000 230	Director - Life	19.20	-	N/A
01 E 005 105 000 000 230	General Admin - Life	7.68	49.60	N/A
01 E 005 050 000 000 235	Director - Dental	189.64	-	N/A
01 E 005 105 000 000 235	General Administrative Support - Dental	40.50	-	N/A
01 E 005 050 000 000 240	Director -LTD	-	1,839.24	49%
01 E 005 105 000 000 240	General Admin - LTD	51.86	357.24	63%
01 E 005 050 000 000 299	Director - STD	-	-	N/A
01 E 005 105 000 000 299	General Admin - STD	-	111.48	N/A
<b>Total Benefits</b>		<b>6,505.54</b>	<b>80,900.79</b>	<b>91%</b>
<b>Purchased Services</b>				
01 E 005 105 000 000 305	General Administrative Support - Consulting Fees for Services	-	5,000.00	78%
01 E 005 108 000 000 305	Technology Services	2,725.00	41,000.00	102%
01 E 005 110 000 000 305	Business Fees	3,781.85	60,860.00	93%
01 E 005 110 000 000 320	General Administrative Support - Communication Services	436.82	5,400.00	81%
01 E 005 110 000 000 329	General Administrative Support - Postage & Parcel Services	-	1,500.00	52%
01 E 005 110 000 000 370	General Administrative Support - Rental/Lease	1,015.00	16,000.00	72%
<b>Total Purchased Services</b>		<b>7,958.67</b>	<b>129,760.00</b>	<b>92%</b>
<b>Supplies</b>				
01 E 005 110 000 000 401	General Administrative Support - Non-Instructional Supplies	630.52	13,500.00	97%
01 E 005 110 000 000 405	General Administrative Support - Non-Instructional Software	-	2,200.00	111%
<b>Total Supplies</b>		<b>630.52</b>	<b>15,700.00</b>	<b>99%</b>



**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>Equipment</b>				
01 E 005 105 000 000 530	-	-	-	N/A
01 E 005 105 000 000 555	-	-	-	N/A
<b>Total Equipment</b>	-	-	-	N/A
<b>Dues/Memberships</b>				
01 E 005 105 000 000 820	-	27,852.78	29,000.00	96%
01 E 005 950 000 000 910	-	-	-	N/A
<b>Total Interfund Transfer</b>	-	27,852.78	29,000.00	96%
<b>Total Administration</b>	<b>34,803.07</b>	<b>451,562.20</b>	<b>486,360.79</b>	<b>93%</b>
<b>General Education</b>				
<b>Salaries</b>				
01 E 010 201 000 000 140	-	-	-	N/A
01 E 010 203 000 000 140	43,291.31	493,257.96	584,976.72	84%
01 E 010 203 000 000 145	-	250.00	-	N/A
01 E 010 203 000 000 185	-	-	5,200.00	0%
<b>Total Salaries</b>	43,291.31	493,507.96	590,176.72	84%
<b>Salaries Payable Accrual</b>	-	<b>122,833.33</b>	-	<b>N/A</b>
<b>Benefits</b>				
01 E 010 201 000 000 210	-	-	-	N/A
01 E 010 203 000 000 210	3,227.94	35,890.30	45,148.52	79%
01 E 010 203 000 000 214	263.12	1,123.32	-	N/A
01 E 010 201 000 000 218	-	-	-	N/A
01 E 010 203 000 000 218	3,067.30	37,203.86	45,502.63	82%
01 E 010 203 000 000 220	4,833.92	59,082.83	69,030.14	86%
01 E 010 203 000 000 230	107.72	899.53	-	N/A
01 E 010 203 000 000 235	452.32	7,572.03	-	N/A
01 E 010 203 000 000 240	724.39	3,754.15	7,493.16	50%
01 E 010 203 000 000 270	183.00	6,715.00	8,216.00	82%
01 E 010 203 000 000 280	4,683.00	6,330.45	11,650.00	54%
01 E 010 203 000 000 299	-	4,257.13	-	N/A
<b>Total Benefits</b>	17,542.71	162,828.60	187,040.45	87%
<b>Purchased Services</b>				
01 E 010 203 000 000 305	-	692.11	1,000.00	69%
01 E 010 203 000 000 369	367.50	2,544.39	2,500.00	102%
<b>Total Purchased Services</b>	367.50	3,236.50	3,500.00	92%

**Testa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>Supplies</b>				
01 E 010 203 000 000 401	823.09	10,128.32	10,500.00	96%
01 E 010 203 000 000 406	-	7,194.00	7,194.00	100%
01 E 010 203 000 000 430	10.50	545.68	1,000.00	55%
01 E 010 203 000 000 460	-	-	-	N/A
01 E 010 203 000 000 461	-	2,700.00	2,700.00	100%
<b>Total Supplies</b>	<b>833.59</b>	<b>20,568.00</b>	<b>21,394.00</b>	<b>96%</b>
<b>Equipment</b>				
01 E 010 203 000 000 535	1,941.84	21,360.24	23,304.00	92%
01 E 010 203 000 000 555	-	3,286.04	3,177.04	103%
<b>Total Equipment</b>	<b>1,941.84</b>	<b>24,646.28</b>	<b>26,481.04</b>	<b>93%</b>
<b>Dues/Memberships</b>				
01 E 010 203 000 000 820	-	-	-	N/A
<b>Total Dues/Memberships</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Total General Education</b>	<b>63,976.95</b>	<b>827,620.67</b>	<b>828,592.21</b>	<b>100%</b>
<b>Title Programs</b>				
<b>Title I</b>				
01 E 010 216 000 401 140	587.50	23,645.86	50,207.41	47%
01 E 010 216 000 401 210	44.78	1,803.80	3,840.87	47%
01 E 010 216 667 401 210	-	-	-	N/A
01 E 010 216 000 401 214	44.06	1,391.20	-	N/A
01 E 010 216 000 401 218	-	392.89	3,870.99	10%
01 E 010 216 000 401 220	110.88	4,434.84	8,506.36	52%
01 E 010 216 000 401 230	1.70	36.83	-	N/A
01 E 010 216 000 401 235	5.72	228.41	-	N/A
01 E 010 216 000 401 240	-	89.22	-	N/A
01 E 010 216 000 401 299	-	153.95	-	N/A
01 E 010 216 000 401 401	-	249.60	500.00	50%
01 E 010 216 000 401 430	-	-	349.00	0%
<b>Total Title I</b>	<b>794.64</b>	<b>32,426.60</b>	<b>67,274.63</b>	<b>48%</b>

**Testa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>Title II</b>				
01 E 010 204 000 414 366	-	7,755.91	9,828.25	79%
<b>Total Title II</b>	-	7,755.91	9,828.25	79%
<b>Title III</b>				
01 E 010 205 000 417 143	-	10,524.60	10,524.60	100%
01 E 010 205 000 417 210	-	805.13	805.13	100%
01 E 010 205 000 417 214	-	-	-	N/A
01 E 010 205 000 417 280	-	-	-	N/A
01 E 010 205 000 417 218	-	267.88	811.45	33%
01 E 010 205 000 417 220	-	1,424.46	1,424.46	100%
01 E 010 205 000 417 235	-	-	-	N/A
01 E 010 205 000 417 430	-	-	646.64	0%
<b>Total Title III</b>	-	13,022.07	14,212.28	92%
<b>Total Title Programs</b>	<b>794.64</b>	<b>53,204.58</b>	<b>91,315.16</b>	<b>58%</b>
<b>State Special Education</b>				
<b>Salaries</b>				
01 E 010 407 000 740 140	10,671.90	81,466.14	96,800.00	84%
01 E 010 420 000 000 140	-	-	-	N/A
01 E 010 420 000 740 161	22,024.54	173,703.33	217,163.54	80%
01 E 010 420 000 740 185	-	-	2,800.00	0%
01 E 010 420 000 740 186	-	1,160.00	740.00	157%
<b>Total Salaries</b>	<b>32,696.44</b>	<b>256,329.47</b>	<b>317,503.54</b>	<b>81%</b>
<b>Benefits</b>				
01 E 010 407 000 740 210	776.25	5,852.35	7,405.20	79%
01 E 010 420 000 740 210	1,581.47	12,595.64	16,883.82	75%
01 E 010 420 000 740 214	1,608.19	12,795.89	15,608.16	82%
01 E 010 407 000 740 218	822.80	6,281.07	7,463.28	84%
01 E 010 420 000 740 218	44.90	263.34	971.05	27%
01 E 010 407 000 740 220	1,884.06	16,820.77	23,045.88	73%
01 E 010 420 000 740 220	3,306.66	35,902.62	57,533.44	62%
01 E 010 407 000 740 230	25.12	106.15	-	N/A
01 E 010 420 000 740 230	34.18	267.36	-	N/A

**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
01 E 010 407 000 740 235	135.32	1,225.21	-	N/A
01 E 010 420 000 740 235	296.72	3,102.82	-	N/A
01 E 010 407 000 740 240	170.98	579.48	919.92	63%
01 E 010 420 000 740 240	233.25	1,075.98	1,622.04	66%
01 E 010 407 000 740 299	-	142.68	-	N/A
01 E 010 420 000 740 299	-	442.30	-	N/A
<b>Total Benefits</b>	<b>10,919.90</b>	<b>97,453.66</b>	<b>131,452.79</b>	<b>74%</b>
<b>Purchased Services</b>				
01 E 010 420 000 740 305	-	285.00	500.00	57%
01 E 010 420 000 740 366	-	298.00	-	N/A
01 E 010 401 000 740 394	5,660.88	38,077.81	40,500.00	94%
01 E 010 420 000 740 394	7,905.47	75,368.67	100,000.00	75%
<b>Total Purchased Services</b>	<b>13,566.35</b>	<b>114,029.48</b>	<b>141,000.00</b>	<b>81%</b>
<b>Supplies</b>				
01 E 010 420 000 740 401	-	-	-	N/A
01 E 010 420 000 740 433	-	-	-	N/A
<b>Total Supplies</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Equipment</b>				
01 E 010 420 000 740 530	-	-	-	N/A
01 E 010 420 000 740 555	-	-	-	N/A
<b>Total Equipment</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Total State Special Education</b>	<b>57,182.69</b>	<b>467,872.61</b>	<b>559,956.33</b>	<b>79%</b>
<b>Federal Special Education</b>				
<b>Purchased Services</b>				
01 E 010 420 000 419 303	2,672.50	21,113.75	29,787.00	71%
<b>Total Purchased Services</b>	<b>2,672.50</b>	<b>21,113.75</b>	<b>29,787.00</b>	<b>71%</b>
<b>Supplies</b>				
01 E 010 420 000 419 401	-	1,269.65	-	N/A
01 E 010 420 000 419 433	-	1,635.64	6,000.00	27%
<b>Total Supplies</b>	<b>-</b>	<b>2,905.29</b>	<b>6,000.00</b>	<b>48%</b>
<b>Total Federal Special Education</b>	<b>2,672.50</b>	<b>24,019.04</b>	<b>35,787.00</b>	<b>67%</b>

**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>Instructional Support</b>				
<b>Salaries</b>				
01 E 010 610 000 000 143		-	-	N/A
<b>Total Salaries</b>		-	-	N/A
<b>Benefits</b>				
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
<b>Total Benefits</b>		-	-	N/A
<b>Purchased Services</b>				
01 E 010 640 000 000 366		-	-	N/A
<b>Total Purchased Services</b>		-	-	N/A
<b>Total Instructional Support</b>		-	-	N/A
<b>Student Support</b>				
<b>Salaries</b>				
01 E 005 760 000 720 170		360.00	-	N/A
01 E 005 790 000 000 143		48,732.92	57,080.00	85%
<b>Total Salaries</b>		4,514.79	57,080.00	86%
<b>Benefits</b>				
01 E 005 760 000 720 210		27.41	-	N/A
01 E 005 790 000 000 210		3,727.20	4,366.62	85%
01 E 005 760 000 720 214		27.00	-	N/A
01 E 005 790 000 000 214		3,642.02	4,281.00	85%
01 E 005 790 000 000 220		724.69	171.74	422%
01 E 005 790 000 000 230		122.82	-	N/A
01 E 005 790 000 000 235		37.25	-	N/A
01 E 005 790 000 000 240		561.45	1,161.60	48%
01 E 005 790 000 000 299		209.05	-	N/A
<b>Total Benefits</b>		807.62	9,980.96	91%

**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>Purchased Services</b>				
01 E 005 720 000 000 305	1,316.00	2,068.00	2,000.00	103%
01 E 005 760 000 720 360	51,392.00	224,554.10	242,120.00	93%
01 E 005 760 000 723 360	9,600.00	42,025.00	41,000.00	103%
01 E 005 760 000 733 360	-	2,000.00	2,000.00	100%
<b>Total Purchased Services</b>	<b>62,308.00</b>	<b>270,647.10</b>	<b>287,120.00</b>	<b>94%</b>
<b>Supplies</b>				
01 E 005 720 000 000 401	-	32.54	200.00	16%
<b>Total Supplies</b>	<b>-</b>	<b>32.54</b>	<b>200.00</b>	<b>16%</b>
<b>Total Student Support</b>	<b>67,630.41</b>	<b>328,851.45</b>	<b>354,380.96</b>	<b>93%</b>
<b>Facility</b>				
<b>Purchased Services</b>				
01 E 005 810 000 000 305	2,776.15	30,870.65	33,246.00	93%
01 E 005 810 000 000 330	1,708.95	18,798.45	20,507.40	92%
01 E 005 810 000 000 350	-	4,317.86	4,317.86	100%
01 E 005 920 000 000 740	498.63	4,892.46	5,500.00	89%
01 E 005 940 000 000 340	763.49	5,678.97	6,443.00	88%
<b>Total Purchased Services</b>	<b>5,747.22</b>	<b>64,558.39</b>	<b>70,014.26</b>	<b>92%</b>
<b>Facility Lease</b>				
01 E 005 850 000 348 370	19,313.00	220,969.00	240,282.00	92%
<b>Total Facility Lease</b>	<b>19,313.00</b>	<b>220,969.00</b>	<b>240,282.00</b>	<b>92%</b>
<b>Supplies/Equipment</b>				
01 E 005 810 000 000 401	333.96	6,583.36	6,500.00	101%
01 E 005 850 000 000 530	-	1,559.97	1,559.97	100%
<b>Total Supplies/Equipment</b>	<b>333.96</b>	<b>8,143.33</b>	<b>8,059.97</b>	<b>101%</b>
<b>Total Facility</b>	<b>25,394.18</b>	<b>293,670.72</b>	<b>318,356.23</b>	<b>92%</b>
<b>TOTAL EXPENDITURES</b>	<b>252,454.44</b>	<b>2,446,741.27</b>	<b>2,704,748.68</b>	<b>90%</b>
<b>NET INCOME/LOSS - GENERAL FUND 01</b>	<b>(60,468.98)</b>	<b>12,825.77</b>	<b>(224.66)</b>	

**Tesfa International School  
Detailed Income Statement  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>FOOD SERVICE FUND 02</b>				
<b>REVENUE</b>				
Local Revenue				
02 R 005 770 000 701 601		18.25	-	N/A
<b>Total Local Revenue</b>		18.25	-	N/A
State Aid Revenue				
02 R 005 770 000 701 300	373.75	2,715.24	2,800.00	97%
02 R 005 770 000 703 300	-	-	500.00	0%
<b>Total State Aid Revenue</b>	373.75	2,715.24	3,300.00	82%
Federal Aid Revenue				
02 R 005 770 000 701 471	1,166.10	8,471.58	9,964.59	28%
02 R 005 770 000 701 472	8,970.00	65,166.00	73,719.02	88%
02 R 005 770 000 705 476	5,022.58	34,807.10	43,025.93	81%
02 R 005 770 000 706 400	681.60	6,180.55	7,688.00	80%
02 R 005 000 000 000 649	-	-	-	N/A
<b>Total Federal Aid Revenue</b>	15,840.28	114,625.23	134,397.54	85%
<b>TOTAL REVENUE</b>	<b>16,214.03</b>	<b>117,358.72</b>	<b>137,697.54</b>	<b>85%</b>
<b>EXPENDITURE</b>				
Purchased Services				
02 E 005 770 000 701 305	-	420.00	420.00	100%
<b>Total Purchased Services</b>	-	420.00	420.00	100%
Supplies				
02 E 005 770 000 701 490	9,992.70	68,367.09	86,697.54	79%
02 E 005 770 000 705 490	6,234.70	30,684.90	45,000.00	68%
<b>Total Supplies</b>	16,227.40	99,051.99	131,697.54	75%
Equipment				
02 E 005 770 000 701 530	-	-	-	N/A
<b>Total Equipment</b>	-	-	-	N/A
<b>TOTAL EXPENDITURES</b>	<b>16,227.40</b>	<b>99,051.99</b>	<b>132,117.54</b>	<b>75%</b>
<b>NET INCOME/LOSS - FOOD SERVICE FUND 02</b>	<b>(13.37)</b>	<b>17,886.73</b>	<b>5,580.00</b>	
<b>NET INCOME/LOSS - ALL FUNDS</b>	<b>(60,482.35)</b>	<b>30,712.50</b>	<b>5,355.34</b>	







**Tesfa International School**  
Financial Dashboard for:

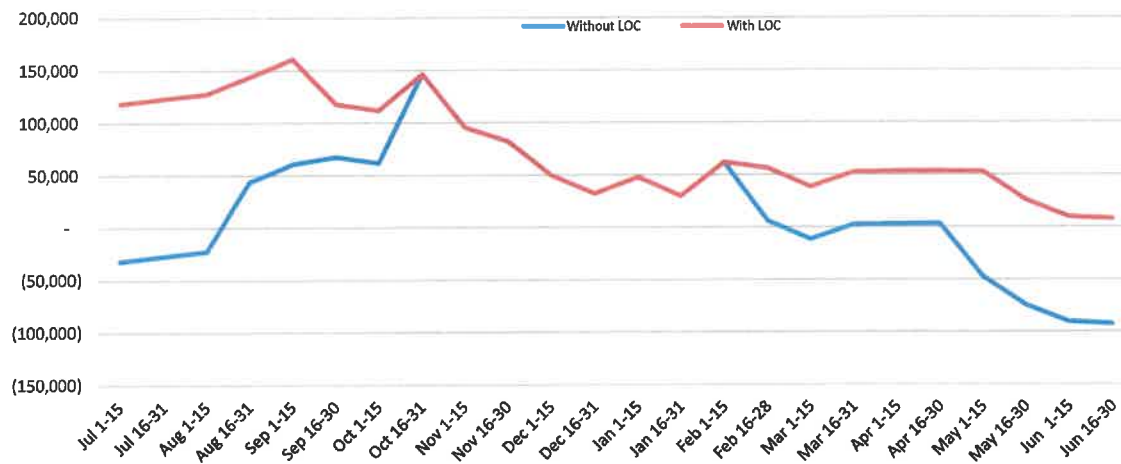
5/31/2019

**Student Count**

Actual Current ADM:	<b>164.23</b>	ADM from Budget:	<b>163.00</b>
Actual Current WADM:	<b>164.23</b>	WADM from Budget:	<b>163.00</b>

	YTD Actual		YTD Budget Target	
Revenue	\$2,576,925.76	91%	\$2,605,369.76	92%
Expense	\$2,546,213.26	90%	\$2,600,460.70	92%
Change in Fund Balance	\$30,712.50		\$4,909.06	92%

**Cash Balance Projection**



**Grants and Other Awards:**

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

**Comments:**

**General:**

- \*\*The May financials show the FY19 Revised Budget which is based on 163 ADM.
- \*\*The School has a reconciled cash balance of \$25,883.
- \*\*The state aid holdback is at 10%, which is estimated at \$235,907 through May.
- \*\*Estimated Audit Accruals are reflected in these financials.

**Revenue:**

- \*\*Year-to-date revenue of \$2,576,926 represents 91% of the approved revenue budget.

**Expenses:**

- \*\*The School has spent \$2,546,213 which is 90% of the approved expenditure budget.

**Cash Flow:**



**Tesfa International School**  
Financial Dashboard for:

5/31/2019

**Financial Ratios:**

	YTD Actual	FY19 Budget	Required
(A) Unrestricted Cash and Investments	25,883	7,717	
(B) Total Operating Expenses	2,546,213	2,836,866	
Cash on Hand Ratio ((A x 365) / B)	3.40	0.99	45
(A) Beginning Fund Balance	134,907	134,907	
(B) Revenues	2,576,926	2,842,222	
(C) Expenditures	(2,546,213)	(2,836,866)	
(D) Ending Fund Balance	165,620	140,263	
Fund Balance as a % of Expenditures (-C / D)	6.5%	4.9%	25%
(A) Annual Net Income	30,713	5,355	
(B) Lease Payment	240,282	240,282	
Debt Service Coverage Ratio (A + B) / B	1.13	1.02	1.1

**Upcoming Deadlines:**

Task	Due Date
FY19 Audit	August 2019
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, 2019
Apply for Building Lease Aid	June 30th, 2019
Prior Year Audited Financials	November 30th, 2019
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  
5/31/2019**

Descriptions	General	Food	Fixed	Total
<b>Assets</b>				
<b>Current Assets</b>				
Checking Accounts	8,416	17,467	-	25,883
Accounts Receivable	-	420	-	420
Due from State	18,140	-	-	18,140
Due from Federal	-	-	-	-
Estimated Audit Accrual	201,808	-	-	201,808
Prepaid AP Expenditures	-	-	-	-
<b>Total Current Assets</b>	<b>228,364</b>	<b>17,887</b>	<b>-</b>	<b>246,251</b>
<b>Fixed Assets</b>				
Equipment	-	-	-	-
Property & Equipment under Cap. Lease	-	-	-	-
Accum Depr Buildings	-	-	-	-
Accum Depr On Equip.	-	-	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Assets</b>	<b>228,364</b>	<b>17,887</b>	<b>-</b>	<b>246,251</b>
<b>Liabilities &amp; Fund Balance</b>				
<b>Current Liabilities</b>				
Accounts Payable	-	-	-	-
Payroll Liabilities	(19,369)	-	-	(19,369)
Short Term Indebtedness	100,000	-	-	100,000
<b>Total Current Liabilities</b>	<b>80,631</b>	<b>-</b>	<b>-</b>	<b>80,631</b>
<b>Fund Balance</b>				
Investment Fixed Assets	-	-	-	-
Restricted Fund Balance	-	-	-	-
Unassigned Fund Balance - 6/30/2019	134,907	-	-	134,907
Net Income/(Loss) - FY19	12,826	17,887	-	30,713
<b>Total Fund Balance</b>	<b>147,733</b>	<b>17,887</b>	<b>-</b>	<b>165,620</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>228,364</b>	<b>17,887</b>	<b>-</b>	<b>246,251</b>

**State Holdback Calculation:**

**Total Fiscal Year School Budgeted State Revenues	2,564,208
Prorated Fiscal Year-to-Date (11 of 12 months)	92%
Total Fiscal Year-to-Date Budget (May 2019)	2,359,071
State Holdback Percentage	10%
<b>Total Estimated Year-to-Date Holdback</b>	<b>235,907</b>

\*Based on the assumptions that actual ADMs and state aid payments are based on an ADM of 165

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2019  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>GENERAL FUND 01</b>				
<b>REVENUE</b>			<i>Targeted Percent</i>	92%
<b>State Aid Revenue</b>				
Endowment Fund Apportionment	-	6,977	6,171	113%
General Education Aid	170,141	1,608,865	1,739,546	92%
Long Term Facility Maintenance	-	-	-	N/A
Literacy Incentive Aid	-	7,604	4,900	155%
Lease Aid	-	75,026	214,182	35%
State Special Education	13,941	328,542	599,409	55%
<b>Total State Aid Revenue</b>	<b>184,082</b>	<b>2,027,014</b>	<b>2,564,208</b>	<b>79%</b>
<b>State Audit Accrual</b>	-	<b>324,641</b>	-	N/A
<b>Federal Aid Revenue</b>				
Title I	4,000	58,711	67,275	87%
Title II	-	7,766	9,828	79%
Title III	3,139	12,556	14,212	88%
Title IV	-	-	10,000	0%
Federal Special Education	748	17,376	35,787	49%
<b>Total Federal Aid Revenue</b>	<b>7,887</b>	<b>96,409</b>	<b>137,102</b>	<b>70%</b>
<b>Other Revenue</b>				
Donations	5	121	125	97%
Misc. Revenue/E-Rate	11	11,382	3,089	368%
<b>Total Other Revenue</b>	<b>16</b>	<b>11,503</b>	<b>3,214</b>	<b>358%</b>
<b>TOTAL REVENUE</b>	<b>191,985</b>	<b>2,459,567</b>	<b>2,704,524</b>	<b>91%</b>
<b>EXPENDITURE</b>				
<b>Administration</b>				
Salaries	19,708	214,958	231,000	93%
Benefits	6,506	73,862	80,901	91%
Purchased Services	7,959	119,384	129,760	92%
Supplies	631	15,505	15,700	99%
Equipment	-	-	-	N/A
Dues/Membership	-	27,853	29,000	96%
<b>Total Administration</b>	<b>34,803</b>	<b>451,562</b>	<b>486,361</b>	<b>93%</b>

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2019  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>General Education</b>				
Salaries	43,291	493,508	590,177	84%
Benefits	17,543	162,829	187,040	87%
Purchased Services	368	3,237	3,500	92%
Supplies	834	20,568	21,394	96%
Equipment	1,942	24,646	26,481	93%
Dues/Memberships	-	-	-	N/A
<b>Total General Education</b>	<b>63,977</b>	<b>704,787</b>	<b>828,592</b>	<b>85%</b>
<b>Salaries Payable Accrual</b>	<b>-</b>	<b>122,833.33</b>	<b>-</b>	<b>N/A</b>
<b>Title Programs</b>				
Title I	795	32,427	67,275	48%
Title II	-	7,756	9,828	79%
Title III	-	13,022	14,212	92%
<b>Total Title Programs</b>	<b>795</b>	<b>53,205</b>	<b>91,315</b>	<b>58%</b>
<b>State Special Education</b>				
Salaries	32,696	256,329	317,504	81%
Benefits	10,920	97,454	131,453	74%
Purchased Services	13,566	114,029	141,000	81%
Supplies	-	-	-	N/A
Equipment	-	-	-	N/A
<b>Total State Special Education</b>	<b>57,183</b>	<b>467,813</b>	<b>589,956</b>	<b>79%</b>
<b>Federal Special Education</b>				
Purchased Services	2,673	21,114	29,787	71%
Supplies	-	2,905	6,000	48%
<b>Total Federal Special Education</b>	<b>2,673</b>	<b>24,019</b>	<b>35,787</b>	<b>67%</b>
<b>Instructional Support</b>				
Salaries	-	-	-	N/A
Benefits	-	-	-	N/A
Purchased Services	-	-	-	N/A
<b>Total Instructional Support</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Student Support</b>				
Salaries	4,515	49,093	57,080	86%
Benefits	808	9,079	9,981	91%
Purchased Services	62,308	270,647	287,120	94%
Supplies	-	33	200	16%
<b>Total Student Support</b>	<b>67,630</b>	<b>328,851</b>	<b>354,381</b>	<b>93%</b>
<b>Facility</b>				
Purchased Services	5,747	64,558	70,014	92%
Facility Lease	19,313	220,969	240,282	92%
Supplies/Equipment	334	8,143	8,060	101%
<b>Total Facility</b>	<b>25,394</b>	<b>293,671</b>	<b>318,356</b>	<b>92%</b>
<b>TOTAL EXPENDITURE</b>	<b>252,454</b>	<b>2,446,741</b>	<b>2,704,749</b>	<b>90%</b>
<b>NET INCOME/LOSS - GENERAL FUND 01</b>	<b>(60,469)</b>	<b>12,826</b>	<b>(225)</b>	

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2019  
For Period Ending May 31, 2019**

	Month Activity	Year-to-Date Activity	FY19 Revised Budget 163 ADM	% of Budget
<b>FOOD SERVICE FUND 02</b>				
<b>REVENUE</b>				
Local Revenue	-	18	-	N/A
State Aid	374	2,715	3,300	82%
Federal Aid	15,840	114,625	134,398	85%
<b>TOTAL REVENUE</b>	<b>16,214</b>	<b>117,359</b>	<b>137,698</b>	<b>85%</b>
<b>EXPENDITURE</b>				
Purchased Services	-	420	420	100%
Supplies	16,227	99,052	131,698	75%
Equipment	-	-	-	N/A
<b>TOTAL EXPENDITURE</b>	<b>16,227</b>	<b>99,472</b>	<b>132,118</b>	<b>75%</b>
<b>NET INCOME/LOSS - FOOD SERVICE FUND 02</b>	<b>(13)</b>	<b>17,887</b>	<b>5,580</b>	
<b>NET INCOME/LOSS - ALL FUNDS</b>	<b>(60,482)</b>	<b>30,713</b>	<b>5,355</b>	

Testa International School  
 Payment Register - May 2019  
 Fiscal Year 2018-2019

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
<b>Regular Checks</b>				
05/21/19	US TREASURY	Filing Fee	6321	2.00
05/03/19	SAFAARI TRANSPORTATION LLC	April SpEd & Regular Transportation	6326	30,096.00
05/07/19	MN ZOO	Field Trip	6327	305.00
05/30/19	SAFAARI TRANSPORTATION LLC	May SpEd & Regular Transportation	6329	30,896.00
05/29/19	WordPlay Speech & Language Services	Speech & Language Services	11502	(1,655.75)
05/07/19	FIRST LUTHERAN CHURCH	May Lease, Utilities, Custodial	11527	23,798.10
05/07/19	HEALTH PARTNERS	May Health & Dental	11528	18,582.15
05/07/19	HENNEPIN HEALTHCARE	GenEd & SpEd Nurse Services	11529	1,584.00
05/07/19	INDIGO EDUCATION	SpEd Services	11530	2,672.50
05/07/19	INTEGRATIVE THERAPY, LLC	Occupational Therapy Services	11531	1,297.92
05/07/19	Office Depot	Headphones, Paper, Office Supplies	11532	840.63
05/07/19	REUVERS PSYCH CONSULTING LLC	Psych Services	11533	243.09
05/22/19	Blue Bell Enterprises, Inc	April Lunch, Breakfast	11534	16,227.40
05/22/19	Capital Group Retirement Plan Services	Plan Record Keeping, Custodial	11535	375.00
05/22/19	Coach Cliff's Gaga Ball Pits LLC	Ball Pits	11536	593.00
05/22/19	Columbia Heights Lion's Club	Columbia Heights Permit	11537	125.00
05/22/19	CONSOLIDATED COMMUNICATIONS	Phone & Internet	11538	436.82
05/22/19	Dieci School Finance	May Financial Services	11539	3,628.85
05/22/19	HEALTH PARTNERS	June Health & Dental Insurance	11540	18,126.10
05/22/19	INTEGRATIVE THERAPY, LLC	Occupational Therapy Services	11541	1,910.42
05/22/19	KATHRYN LYNN OLSON	SpEd Consultant	11542	600.00
05/22/19	LOFFLER COMPANIES INC	Copter Charges	11543	1,015.00
05/22/19	Megan Kufal	Scholastic Book Order, Masking Tape	11544	30.48
05/22/19	MOVING MATTERS LLC	April Dape Services	11545	3,586.04
05/22/19	PK PROPERTY SERVICES . LLC	Maintenance Supplies	11546	333.96
05/22/19	TECHNOLOGY BY DESIGN LLC	Tech Services	11547	2,725.00
05/22/19	THREE RIVERS PARK DISTRICT	Field Trip	11548	62.50
05/22/19	WELLS FARGO VENDOR FIN SERV	Apple Ipad Lease	11549	1,941.84
05/22/19	WordPlay Speech & Language Services	Speech & Language Services	11550	5,620.88
05/22/19	WordPlay Speech & Language Services	Speech & Language Services	11550	(5,620.88)
05/29/19	WordPlay Speech & Language Services	Speech & Language Services	11551	7,316.63
<b>Wires</b>				
05/01/19	MINNESOTA UI	Unemployment	WX	4,683.00
05/03/19	SFM	Workers Comp	WX	183.00
05/06/19	Sunrise Bank	Incoming Wire Fee	WX	10.00
05/15/19	IRS	FICA & FEDERAL TAXES	WX	11,220.18

Tesfa International School  
 Payment Register - May 2019  
 Fiscal Year 2018-2019

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
05/15/19	PERA	Payroll Deductions	WX	2,645.91
05/15/19	THE HANOVER INSURANCE GROUP	Commercial Package Insurance	WX	763.49
05/15/19	TEACHERS RETIREMENT ASSOCIATION	Payroll Deductions TRA	WX	5,126.89
05/15/19	Alerus	HSA	WX	175.00
05/15/19	American Funds	Payroll Deductions	WX	702.50
05/15/19	MN Dept of Rev	MN State Taxes	WX	1,733.88
05/29/19	Alerus	HSA Fee	WX	50.00
05/29/19	Alerus	HSA Fee	WX	24.00
05/31/19	IRS	FICA & FEDERAL TAXES	WX	9,879.25
05/31/19	PERA	Payroll Deductions	WX	1,987.35
05/31/19	Propel Nonprofits	Interest on LOC	WX	488.63
05/31/19	TEACHERS RETIREMENT ASSOCIATION	Payroll Deductions TRA	WX	5,170.92
05/31/19	American Funds	Payroll Deductions	WX	702.50
05/31/19	Sunrise Bank	Service Charge	WX	12.00
05/31/19	MN Dept of Rev	MN State Taxes	WX	1,491.90
05/15/19	Sunrise Bank	05/15/19 Payroll	WX	37,182.94
05/31/19	Sunrise Bank	05/31/19 Payroll	WX	34,211.55

Total May 2019 Disbursements

286,150.57

V = Void Check

\*= Break in sequence



Tesfa International School  
FY19 Cash Flow Projection

	Estimated Receipts by Revenue Category										Estimated Disbursements			Estimated Cash Balance
	Current YR		Prior YR		Other Revenue	Total Receipts	Estimated Payroll	Building Lease	Estimated A/P	Total Disbursements	Estimated Cash Balance	Line of Credit		
	State Aid	Federal Aid	State Aid	Federal Aid										
<b>FY19 Beginning Cash Balance</b>														
Jul 1-15	86,432	-	-	-	-	86,432	53,797	-	345	54,143	(64,083)	75,000	10,917	
Jul 16-31	110,085	-	-	-	3,096	113,181	53,363	26,601	28,225	108,190	(31,794)	75,000	118,206	
Aug 1-15	98,376	-	-	-	338	98,714	51,954	26,601	15,874	94,430	(26,803)	-	123,197	
Aug 16-31	98,368	-	101,169	-	1,497	201,033	99,563	-	35,140	134,704	(22,520)	(50,000)	127,480	
Sep 1-15	102,098	4,407	-	-	500	107,005	61,328	-	28,534	89,862	60,953	-	143,809	
Sep 16-30	72,536	-	79,731	-	-	152,267	66,457	26,665	52,392	145,515	67,705	(60,000)	160,953	
Oct 1-15	100,094	14,333	-	-	114	114,541	67,997	-	52,202	120,199	62,047	(60,000)	117,705	
Oct 16-31	94,063	16,940	107,421	-	763	202,247	85,779	24,148	30,884	117,926	146,368	-	112,047	
Nov 1-15	91,960	-	-	95	2,278	118,003	88,738	24,190	58,711	168,680	96,691	-	146,368	
Nov 16-30	114,656	-	-	-	110	96,740	83,450	23,798	21,826	128,074	82,300	-	82,300	
Dec 1-15	96,630	-	-	-	1,381	61,272	57,237	-	21,694	78,331	49,965	-	49,965	
Dec 16-31	41,011	18,879	-	-	-	127,653	58,663	23,798	29,518	111,979	47,980	-	47,980	
Jan 1-15	92,176	35,477	-	-	-	96,879	85,772	-	29,388	115,160	29,699	-	29,699	
Jan 16-31	88,207	8,667	-	5	8,577	151,250	62,889	23,798	32,186	118,373	62,076	-	62,076	
Feb 1-15	97,963	30,789	13,921	-	1,307	94,632	90,677	-	59,876	150,552	6,156	-	56,156	
Feb 16-28	92,041	1,136	148	-	-	95,722	54,563	23,798	36,099	113,479	(11,601)	50,000	38,399	
Mar 1-15	95,806	-	116	-	-	96,722	56,532	-	60,286	116,818	2,322	-	52,322	
Mar 16-31	92,324	28,257	-	-	10,159	130,741	55,475	23,798	25,670	104,944	2,923	-	52,923	
Apr 1-15	92,329	12,790	426	-	-	105,545	85,731	-	17,996	103,727	3,017	-	53,017	
Apr 16-30	91,821	12,000	-	-	-	103,821	82,235	23,798	37,813	143,646	(47,266)	50,000	52,716	
May 1-15	92,041	682	372	-	450	93,545	82,235	23,798	70,735	142,304	(74,117)	-	25,883	
May 16-30	92,415	23,046	-	-	11	115,472	71,570	-	15,000	86,570	(90,301)	-	9,699	
Jun 1-15	176,823	22,614	-	-	-	199,437	153,805	23,798	25,000	178,803	(92,283)	-	7,717	
Jun 16-30	2,210,054	230,017	303,405	6,824	30,561	2,780,881	1,870,491	294,793	843,797	2,809,081	-	100,000	7,717	
<b>Total Estimated</b>														
FY19 Budget	2,567,508	271,500	-	-	3,214	2,842,222	1,256,492	292,703	1,287,671	2,836,866	-	-	5,355	
FY18 Accruals	-	-	321,415	6,824	3,084	331,333	133,992	-	25,000	158,992	-	-	-	
FY19 Actuals	(256,751)	(45,000)	-	-	-	(301,751)	(133,992)	-	(25,000)	(158,992)	-	-	-	
<b>Budget Variance</b>	<b>2,310,757</b>	<b>226,500</b>	<b>321,415</b>	<b>6,824</b>	<b>6,308</b>	<b>2,871,804</b>	<b>1,256,492</b>	<b>292,703</b>	<b>1,287,671</b>	<b>2,836,866</b>				
	(100,703)	3,517	(18,009)	-	24,273	(80,923)	413,999	2,069	(443,874)	(27,785)				

