



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

## **Board Agenda**

***6:00 p.m. March 30, 2020***

**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 -**

Motion by: Second Yea 0 Nay 0

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

Motion by: Seconded by: Yea: 0 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.

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

Consent items, March 30, 2020 – School Board Agenda as warranted including approval of:

- March 2nd 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



**5.0 Monthly Financials - February 2020**

- 5.01** Approval of February Financial Report and Payment of Bills  
(Current ADM 184)

*Motion to approve February financials.*

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

**6.0 Presentations and Discussion Items**

- 6.01** Health Insurance Renewal Proposal  
**6.02** Distance Learning Plan

**7.0 ACTION ITEMS**

- 7.01** Until Further Notice All School Board Meetings Will Be Held Via  
Teleconference/Videoconference Pursuant to MN §13D.021

*Due to the COVID-19 outbreak, school boards have the right to conduct meetings via  
teleconference/videoconference until further notice.*

Motion:    Second:    Yea: 0    No: 0

- 7.02** FY 21 Budget Parameters - the board will consider and vote to authorize the  
Executive Director to build the FY21 preliminary budget based upon the parameters  
provided.

**8.0 APRIL/MAY AGENDA ITEMS**

- FY 21 Preliminary Budget
- Family Survey
- Special Education Services Contract
- Executive Director evaluation
- May Election

**9.0 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 March 30 2020 school board meeting.*

**Hire:**

Sumiya Adan                      Temporary Clerical / Para from March 2, 2020 - TBD. As needed @ \$23 per hour.

**Resignation:**

Genemo Uka                      Special Education Paraprofessional effective March 13, 2020.



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

## **Board Minutes**

**6:00 p.m. March 2, 2020**

**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**

*Items from 6 and 7 were switched .*

Motion by: Mohammad      Seconded by: Amir Yea: 4    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.

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

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

- January Meeting Minutes

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

*Motion to approve consent agenda.*

Motion by: Lizzie      Seconded by: Mohammad    Yea: 4      Nay: 0

#### **5.0 Monthly Financials - January 2020**

**5.01** Approval of January Financial Report and Payment of Bills  
(Current ADM 184)



**TESFA INTERNATIONAL SCHOOL**  
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Motion by: Amir      Seconded by: Mohammad Yea: 4      Nay: 0

**6.0 ACTION ITEMS**

**6.01**    FY20 Final Budget Revision Approval

Motion: Mohammad    Second: Lizzie    Yea:4    No: 0

**6.02**    2020-2021 Approval to Create and Advertise Requests for Proposals (RFP)

- Special Education Services
- Technology Support Services
- Busses/Vans

**7.0 Presentations and Discussion Items**

**7.01**    Bus Purchasing Analysis and Recommendation

**7.02**    Winter NWEA MAP Results

**8.0 MARCH/APRIL AGENDA ITEMS**

- FY 21 Budget Parameters
- FY 21 Preliminary Budget
- Family Survey
- Staff Survey
- Special Education Services Contract
- Executive Director evaluation
- May Election

**9.0 ADJOURNMENT**

***Motion to adjourn meeting.***

Motion by: Mohammad      Seconded by: Amir      Yea 4    Nay: 0

**Tesfa International School**  
**Detailed Income Statement**  
**For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>GENERAL FUND 01</b>				
<b>REVENUE</b>				
<b>State Aid Revenue</b>				
01 R 005 000 000 000 201	-	3,641.10	7,282.20	50%
01 R 005 000 000 000 211	194,693.95	1,375,576.95	1,893,760.20	73%
01 R 005 000 000 317 211	-	-	23,760.00	0%
01 R 005 000 000 000 212	2,004.36	4,839.26	9,449.67	51%
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	142,665.37	287,769.59	706,600.19	41%
<b>Total State Aid Revenue</b>	339,363.68	1,747,360.04	2,874,957.46	61%
<b>State Audit Accrual</b>				
Estimated Audit Accrual	-	192,622.15	-	N/A
<b>Federal Aid Revenue</b>				
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	8,240.55	8,240.55	14,367.11	57%
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%
<b>Total Federal Aid Revenue</b>	8,240.55	59,307.62	137,101.24	43%
<b>Other Revenue</b>				
01 R 005 000 000 000 096	-	-	125.00	0%
01 R 005 000 000 000 099	-	3,540.60	7,000.00	51%
<b>Total Other Revenue</b>	-	3,540.60	7,125.00	50%
<b>TOTAL REVENUE</b>	<b>347,604.23</b>	<b>2,002,830.41</b>	<b>3,019,183.70</b>	<b>66%</b>

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>EXPENDITURES</b>				
<b>Administration</b>				
<b>Salaries</b>				
01 E 005 050 000 000 110	10,208.34	86,173.27	127,007.00	68%
01 E 005 105 000 000 170	3,641.25	27,114.50	38,000.00	71%
01 E 005 110 000 000 170	-	-	-	N/A
<b>Total Salaries</b>	<b>13,849.59</b>	<b>113,287.77</b>	<b>165,007.00</b>	<b>69%</b>
<b>Benefits</b>				
01 E 005 050 000 000 210	751.86	6,340.55	9,716.04	65%
01 E 005 105 000 000 210	272.87	2,031.85	2,907.00	70%
01 E 005 110 000 000 210	-	-	-	N/A
01 E 005 105 000 000 214	273.10	2,033.61	2,850.00	71%
01 E 005 110 000 000 214	-	-	-	N/A
01 E 005 050 000 000 218	808.50	6,824.92	10,058.95	68%
01 E 005 050 000 000 220	1,900.96	15,804.00	25,916.75	61%
01 E 005 105 000 000 220	578.41	5,021.88	7,505.00	67%
01 E 005 050 000 000 230	-	-	-	N/A
01 E 005 105 000 000 230	-	-	-	N/A
01 E 005 050 000 000 235	94.82	853.38	-	N/A
01 E 005 105 000 000 235	41.32	314.28	-	N/A
01 E 005 050 000 000 240	-	-	1,022.27	0%
01 E 005 105 000 000 240	-	-	357.24	0%
01 E 005 050 000 000 299	-	-	-	N/A
01 E 005 105 000 000 299	-	-	-	N/A
<b>Total Benefits</b>	<b>4,721.84</b>	<b>39,224.47</b>	<b>60,333.25</b>	<b>65%</b>
<b>Purchased Services</b>				
01 E 005 105 000 000 305	1,450.00	2,500.00	5,000.00	50%
01 E 005 108 000 000 305	2,725.00	23,547.00	34,447.00	68%
01 E 005 110 000 000 305	4,451.01	46,523.22	61,000.00	76%

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Total Purchased Services</b>				
01 E 005 110 000 000 320	453.02	3,169.34	5,400.00	59%
01 E 005 110 000 000 329	-	807.03	1,250.00	65%
01 E 005 110 000 000 370	1,015.00	5,747.16	12,180.00	47%
<b>Total Purchased Services</b>	<b>10,094.03</b>	<b>82,293.75</b>	<b>119,277.00</b>	<b>69%</b>
<b>Supplies</b>				
01 E 005 110 000 000 401	467.21	4,931.64	6,000.00	82%
01 E 005 110 000 000 405	-	8,808.73	9,663.00	91%
<b>Total Supplies</b>	<b>467.21</b>	<b>13,740.37</b>	<b>15,663.00</b>	<b>88%</b>
<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>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>Dues/Memberships</b>				
01 E 005 105 000 000 820	17,943.61	27,443.61	27,500.00	100%
01 E 005 950 000 000 910	-	-	-	N/A
<b>Total Interfund Transfer</b>	<b>17,943.61</b>	<b>27,443.61</b>	<b>27,500.00</b>	<b>100%</b>
<b>Total Administration</b>	<b>47,076.28</b>	<b>275,989.97</b>	<b>387,780.25</b>	<b>71%</b>
<b>General Education</b>				
<b>Salaries</b>				
01 E 010 201 000 000 140	-	-	-	N/A
01 E 010 203 000 000 140	59,145.84	378,606.49	623,245.42	61%
01 E 010 203 000 000 145	-	15,490.00	16,500.00	94%
01 E 010 203 000 000 185	703.75	4,441.25	13,500.00	33%
<b>Total Salaries</b>	<b>59,849.59</b>	<b>398,537.74</b>	<b>653,245.42</b>	<b>61%</b>
<b>Salaries Payable Accrual</b>	<b>-</b>	<b>103,333.33</b>	<b>-</b>	<b>N/A</b>
<b>Estimated Audit Accrual</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**Tesfa International School  
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	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Benefits</b>				
01 E 010 201 000 000 210	-	-	-	N/A
01 E 010 203 000 000 210	4,502.07	29,916.61	49,973.27	60%
01 E 010 203 000 000 214	-	-	1,237.50	0%
01 E 010 201 000 000 218	-	-	-	N/A
01 E 010 203 000 000 218	4,740.09	31,478.67	50,430.24	62%
01 E 010 203 000 000 220	6,495.28	50,676.67	78,583.47	64%
01 E 010 203 000 000 230	-	-	-	N/A
01 E 010 203 000 000 235	331.22	5,524.27	-	N/A
01 E 010 203 000 000 240	-	-	8,049.36	0%
01 E 010 203 000 000 270	584.00	5,682.00	8,600.00	66%
01 E 010 203 000 000 280	3,485.00	11,237.00	11,650.00	96%
01 E 010 203 000 000 299	-	-	-	N/A
<b>Total Benefits</b>	20,137.66	134,515.22	208,523.84	65%
<b>Purchased Services</b>				
01 E 010 203 000 000 305	1,462.50	8,457.50	19,000.00	45%
01 E 010 203 000 000 369	1,454.00	2,550.50	3,000.00	85%
<b>Total Purchased Services</b>	2,916.50	11,008.00	22,000.00	50%
<b>Supplies</b>				
01 E 010 203 000 000 401	459.62	4,996.98	7,500.00	67%
01 E 010 203 000 000 406	-	12,328.75	12,328.75	100%
01 E 010 203 000 000 430	-	1,003.94	2,000.00	50%
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%
<b>Total Supplies</b>	459.62	23,478.56	27,147.75	86%
<b>Equipment</b>				
01 E 010 203 000 000 535	3,883.68	15,534.72	23,304.00	67%
01 E 010 203 000 000 555	-	-	-	N/A
<b>Total Equipment</b>	3,883.68	15,534.72	23,304.00	67%

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Dues/Memberships</b>				
01 E 010 203 000 000 820	-	-	-	N/A
<b>Total Dues/Memberships</b>	-	-	-	N/A
<b>Total General Education</b>	<b>87,247.05</b>	<b>686,407.57</b>	<b>934,221.01</b>	<b>73%</b>

Elementary - Dues, Memberships, Licenses and Certain Fees

**Title Programs**

<b>Title I</b>				
01 E 010 216 000 401 110	-	-	-	N/A
01 E 010 216 000 401 140	333.34	15,666.62	49,000.00	32%
01 E 010 216 000 401 210	25.42	1,194.21	3,748.50	32%
01 E 010 216 667 401 210	-	-	-	N/A
01 E 010 216 000 401 214	25.00	1,175.00	-	N/A
01 E 010 216 000 401 218	-	-	3,880.80	0%
01 E 010 216 000 401 220	70.72	3,245.97	5,903.36	55%
01 E 010 216 000 401 230	-	-	-	N/A
01 E 010 216 000 401 235	-	-	-	N/A
01 E 010 216 000 401 240	3.24	152.28	-	N/A
01 E 010 216 000 401 299	-	-	-	N/A
01 E 010 216 000 401 401	-	-	-	N/A
01 E 010 216 000 401 430	-	427.40	500.00	85%
<b>Total Title I</b>	<b>457.72</b>	<b>21,861.48</b>	<b>63,381.66</b>	<b>34%</b>

**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	2,594.00	8,624.48	9,828.25	88%
<b>Total Title II</b>	<b>2,594.00</b>	<b>8,624.48</b>	<b>9,828.25</b>	<b>88%</b>

Title II - Travel, Conventions and Conferences (Staff Development)

**Tesfa International School  
Detailed Income Statement  
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	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Title III</b>				
01 E 010 205 000 417 143	989.32	14,128.64	11,872.00	119%
01 E 010 205 000 417 210	75.68	1,079.81	908.21	119%
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	822.00	940.26	87%
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	-	-	-	N/A
01 E 010 205 000 417 430	-	-	-	N/A
01 E 010 206 000 433 430	4,088.88	11,866.64	20,000.00	59%
<b>Total Title III</b>	5,232.24	28,990.94	34,367.11	84%
<b>Total Title Programs</b>	<b>8,283.96</b>	<b>59,476.90</b>	<b>107,577.02</b>	<b>55%</b>

**State Special Education**

<b>Salaries</b>				
01 E 010 407 000 740 140	10,389.66	57,039.11	156,653.20	36%
01 E 010 420 000 000 140	-	-	-	N/A
01 E 010 420 000 740 161	27,548.25	153,147.34	257,500.00	59%
01 E 010 420 000 740 185	-	-	2,800.00	0%
01 E 010 420 000 740 186	-	-	-	N/A
<b>Total Salaries</b>	37,937.91	210,186.45	416,953.20	50%
<b>Benefits</b>				
01 E 010 407 000 740 210	732.64	4,070.56	11,983.97	34%
01 E 010 420 000 740 210	1,944.13	10,765.96	19,912.95	54%
01 E 010 420 000 740 214	2,066.13	11,486.19	19,312.50	59%
01 E 010 407 000 740 218	822.86	4,517.50	12,406.93	36%
01 E 010 420 000 740 218	-	-	221.76	0%
01 E 010 407 000 740 220	2,996.96	16,980.29	45,733.31	37%

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
01 E 010 420 000 740 220	3,865.19	29,428.39	59,025.00	50%
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	746.77	-	N/A
01 E 010 420 000 740 235	255.40	1,634.65	-	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
<b>Total Benefits</b>	<b>12,784.13</b>	<b>79,630.31</b>	<b>173,699.18</b>	<b>46%</b>
<b>Purchased Services</b>				
01 E 010 420 000 740 305	-	-	3,500.00	0%
01 E 010 420 000 740 366	121.86	388.86	-	N/A
01 E 010 401 000 740 394	4,907.70	16,991.95	40,500.00	42%
01 E 010 405 000 740 394	-	648.73	-	N/A
01 E 010 420 000 740 394	4,629.12	28,233.45	100,000.00	28%
<b>Total Purchased Services</b>	<b>9,658.68</b>	<b>46,262.99</b>	<b>144,000.00</b>	<b>32%</b>
<b>Supplies</b>				
01 E 010 420 000 372 401	-	1,443.00	-	N/A
01 E 010 420 000 740 433	-	-	-	N/A
<b>Total Supplies</b>	<b>-</b>	<b>1,443.00</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>60,380.72</b>	<b>337,522.75</b>	<b>734,652.38</b>	<b>46%</b>

**Tesfa International School**  
**Detailed Income Statement**  
**For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Federal Special Education</b>				
<b>Purchased Services</b>				
01 E 010 401 000 419 393	-	-	-	N/A
01 E 010 420 000 419 303	-	18,000.00	23,524.22	77%
<b>Total Purchased Services</b>	-	18,000.00	23,524.22	77%
<b>Supplies</b>				
01 E 010 420 000 419 401	-	-	-	N/A
01 E 010 420 000 419 433	-	-	6,000.00	0%
<b>Total Supplies</b>	-	-	6,000.00	0%
<b>Total Federal Special Education</b>	-	18,000.00	29,524.22	61%
<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

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Student Support</b>				
<b>Salaries</b>				
01 E 005 760 000 720 170	-	-	-	N/A
01 E 005 790 000 000 143	12,023.32	59,254.19	120,673.00	49%
<b>Total Salaries</b>	12,023.32	59,254.19	120,673.00	49%
<b>Benefits</b>				
01 E 005 760 000 720 210	-	-	-	N/A
01 E 005 790 000 000 210	918.72	4,530.83	9,231.48	49%
01 E 005 760 000 720 214	-	-	-	N/A
01 E 005 790 000 000 214	901.75	4,444.12	9,050.48	49%
01 E 005 790 000 000 218	-	-	-	N/A
01 E 005 790 000 000 220	813.36	2,855.04	10,388.64	27%
01 E 005 790 000 000 230	-	-	-	N/A
01 E 005 790 000 000 235	37.26	74.52	-	N/A
01 E 005 790 000 000 240	-	-	1,757.28	0%
01 E 005 790 000 000 299	-	-	-	N/A
<b>Total Benefits</b>	2,671.09	11,904.51	30,427.88	39%
<b>Purchased Services</b>				
01 E 005 720 000 000 305	116.00	2,231.00	3,500.00	64%
01 E 005 760 000 720 360	19,000.00	170,120.00	267,920.00	63%
01 E 005 760 000 723 360	4,080.00	15,120.00	30,720.00	49%
01 E 005 760 000 733 360	-	1,400.00	3,000.00	47%
<b>Total Purchased Services</b>	23,196.00	188,871.00	305,140.00	62%
<b>Supplies</b>				
01 E 005 720 000 000 401	-	-	200.00	0%
<b>Total Supplies</b>	-	-	200.00	0%
<b>Total Student Support</b>	<b>37,890.41</b>	<b>260,029.70</b>	<b>456,440.88</b>	<b>57%</b>

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

Facility	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>Purchased Services</b>				
01 E 005 810 000 000 305	2,869.63	26,656.15	34,436.00	77%
01 E 005 810 000 000 330	1,971.58	12,727.53	23,659.00	54%
01 E 005 810 000 000 350	17.74	3,003.49	3,500.00	86%
01 E 005 920 000 000 740	-	1,130.82	1,500.00	75%
01 E 005 940 000 000 340	785.63	6,152.09	9,200.00	67%
<b>Total Purchased Services</b>	<b>5,644.58</b>	<b>49,670.08</b>	<b>72,295.00</b>	<b>69%</b>
<b>Facility Lease</b>				
01 E 005 850 000 348 370	21,138.00	169,104.00	253,656.00	67%
<b>Total Facility Lease</b>	<b>21,138.00</b>	<b>169,104.00</b>	<b>253,656.00</b>	<b>67%</b>
<b>Supplies/Equipment</b>				
01 E 005 810 000 000 401	-	4,573.16	7,500.00	61%
01 E 005 850 000 000 530	-	-	-	N/A
<b>Total Supplies/Equipment</b>	<b>-</b>	<b>4,573.16</b>	<b>7,500.00</b>	<b>61%</b>
<b>Total Facility</b>	<b>26,782.58</b>	<b>223,347.24</b>	<b>333,451.00</b>	<b>67%</b>
<b>TOTAL EXPENDITURES</b>	<b>267,661.00</b>	<b>1,860,774.13</b>	<b>2,983,646.76</b>	<b>62%</b>
<b>NET INCOME/LOSS - GENERAL FUND 01</b>	<b>79,943.23</b>	<b>142,056.28</b>	<b>35,536.94</b>	

**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>FOOD SERVICE FUND 02</b>				
<b>REVENUE</b>				
<b>Local Revenue</b>				
02 R 005 770 000 701 601	-	-	-	N/A
<b>Total Local Revenue</b>	-	-	-	N/A
<b>State Aid Revenue</b>				
02 R 005 770 000 701 300	602.75	1,996.12	2,800.00	71%
02 R 005 770 000 705 300	-	-	-	N/A
02 R 005 770 000 703 300	-	-	500.00	0%
<b>Total State Aid Revenue</b>	602.75	1,996.12	3,300.00	60%
<b>Federal Aid Revenue</b>				
02 R 005 770 000 701 471	1,977.02	6,547.29	9,964.59	28%
02 R 005 770 000 701 472	14,899.98	49,344.21	73,719.02	67%
02 R 005 770 000 701 473	-	-	-	N/A
02 R 005 770 000 705 476	8,142.20	27,376.80	43,025.93	64%
02 R 005 770 000 706 400	-	-	7,688.00	0%
02 R 005 950 000 701 649	-	-	-	N/A
<b>Total Federal Aid Revenue</b>	25,019.20	83,268.30	134,397.54	62%
<b>TOTAL REVENUE</b>	<b>25,621.95</b>	<b>85,264.42</b>	<b>137,697.54</b>	<b>62%</b>



**Tesfa International School  
Detailed Income Statement  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>EXPENDITURE</b>				
<b>Salaries</b>				
02 E 005 770 000 701 170	-	-	-	N/A
<b>Total Salaries</b>	-	-	-	N/A
<b>Benefits</b>				
02 E 005 770 000 701 210	-	-	-	N/A
02 E 005 770 000 701 214	-	-	-	N/A
<b>Total Benefits</b>	-	-	-	N/A
<b>Purchased Services</b>				
02 E 005 770 000 701 305	-	529.00	420.00	126%
<b>Total Purchased Services</b>	-	529.00	420.00	126%
<b>Supplies</b>				
02 E 005 770 000 701 490	8,820.96	46,714.10	86,277.54	54%
02 E 005 770 000 703 495	-	156.61	-	N/A
02 E 005 770 000 705 490	4,336.70	32,220.35	45,000.00	72%
<b>Total Supplies</b>	13,157.66	79,091.06	131,277.54	60%
<b>Equipment</b>				
02 E 005 770 000 701 530	-	-	-	N/A
<b>Total Equipment</b>	-	-	-	N/A
<b>TOTAL EXPENDITURES</b>	<b>13,157.66</b>	<b>79,620.06</b>	<b>131,697.54</b>	<b>60%</b>
<b>NET INCOME/LOSS - FOOD SERVICE FUND 02</b>	<b>12,464.29</b>	<b>5,644.36</b>	<b>6,000.00</b>	
<b>NET INCOME/LOSS - ALL FUNDS</b>	<b>92,407.52</b>	<b>147,700.64</b>	<b>41,536.94</b>	



**Tesfa International School**  
Financial Dashboard for:

2/29/2020

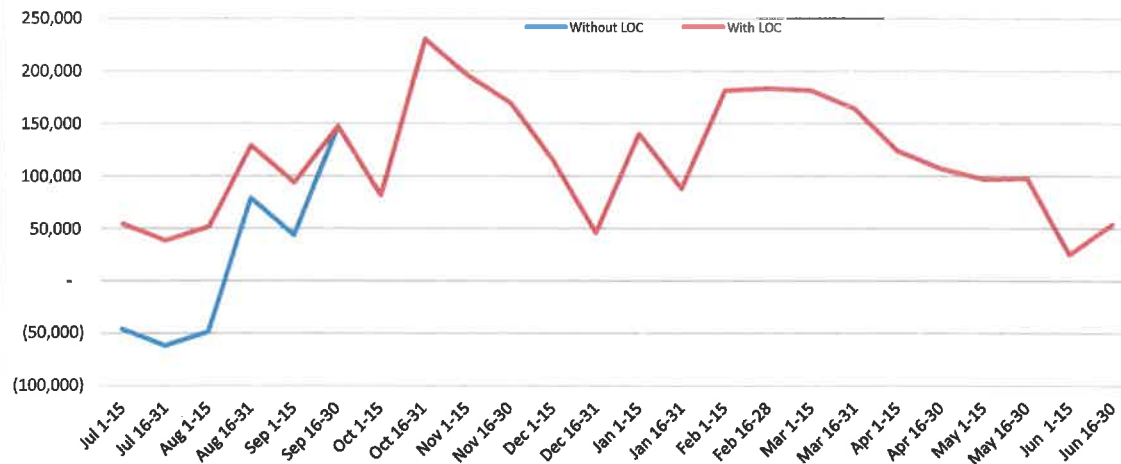
**Student Count**

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	\$2,088,094.83	66%	\$2,104,587.49	67%
Expense	\$1,940,394.19	62%	\$2,076,896.20	67%
Change in Fund Balance	\$147,700.64		\$27,691.29	67%

**Cash Balance Projection**



**Grants and Other Awards:**

Description	Award	Expensed PFY	Expensed CFY	Remaining	Expiration Date
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**Comments:**

**General:**

- \*\*The February financials show the FY20 Revised Budget which is based on 180 ADM.
- \*\*The School has a reconciled cash balance of \$183,441.
- \*\*The state aid holdback is at 10%, which is estimated at \$192,622 through February.

**Revenue:**

- \*\*Year-to-date revenue of \$2,088,095 represents 66% of the approved revenue budget.

**Expenses:**

- \*\*The School has spent \$1,940,394 which is 62% 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:**

2/29/2020

**Financial Ratios:**

	YTD Actual	FY20 Budget	Required
(A) Unrestricted Cash and Investments	183,441	54,377	
(B) Total Operating Expenses	1,940,394	3,115,344	
Cash on Hand Ratio ((A x 365) / B)	23.00	6.37	45
(A) Beginning Fund Balance	150,248	150,248	
(B) Revenues	2,088,095	3,156,881	
(C) Expenditures	(1,940,394)	(3,115,344)	
(D) Ending Fund Balance	297,949	191,785	
Fund Balance as a % of Expenditures (-C / D)	15.4%	6.2%	25%
(A) Annual Net Income	147,701	41,537	
(B) Lease Payment	253,656	253,656	
Debt Service Coverage Ratio (A + B) / B	1.58	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  
2/29/2020**

Descriptions	General	Food	Fixed	Total
<b>Assets</b>				
<b>Current Assets</b>				
Checking Accounts	166,830	16,611	-	183,441
Accounts Receivable	-	-	-	-
Due from State	10,787	-	-	10,787
Due from Federal	-	(456)	-	(456)
Due from Other Funds	10,511	-	-	10,511
Estimated Audit Accrual	89,289	-	-	89,289
Prepaid AP Expenditures	-	-	-	-
<b>Total Current Assets</b>	<b>277,417</b>	<b>16,155</b>	<b>-</b>	<b>293,572</b>
<b>Fixed Assets</b>				
Equipment	-	-	162,692	162,692
Property & Equipment under Cap. Lease	-	-	-	-
Accum Depr Buildings	-	-	(119,220)	(119,220)
Accum Depr On Equip.	-	-	-	-
<b>Total Fixed Assets</b>	<b>-</b>	<b>-</b>	<b>43,471</b>	<b>43,471</b>
<b>Total Assets</b>	<b>277,417</b>	<b>16,155</b>	<b>43,471</b>	<b>337,043</b>
<b>Liabilities &amp; Fund Balance</b>				
<b>Current Liabilities</b>				
Accounts Payable	-	-	-	-
Due to Other Funds	-	10,511	-	10,511
Payroll Liabilities	(14,888)	-	-	(14,888)
Short Term Indebtedness	-	-	-	-
<b>Total Current Liabilities</b>	<b>(14,888)</b>	<b>10,511</b>	<b>-</b>	<b>(4,377)</b>
<b>Fund Balance</b>				
Investment Fixed Assets	-	-	43,471	43,471
Restricted Fund Balance	-	-	-	-
Unassigned Fund Balance - 6/30/2019	150,248	-	-	150,248
Net Income/(Loss) - FY20	142,056	5,644	-	147,701
<b>Total Fund Balance</b>	<b>292,305</b>	<b>5,644</b>	<b>43,471</b>	<b>341,421</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>277,417</b>	<b>16,155</b>	<b>43,471</b>	<b>337,043</b>

**State Holdback Calculation:**

**Total Fiscal Year School Budgeted State Revenues	2,874,957
Prorated Fiscal Year-to-Date (8 of 12 months)	67%
Total Fiscal Year-to-Date Budget (February 2020)	1,926,222
State Holdback Percentage	10%
Total Estimated Year-to-Date Holdback	<u><u>192,622</u></u>

\*Based on the assumptions that actual ADMs and state aid payments are based on an ADM of 192

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2020  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>GENERAL FUND 01</b>			<i>Targeted Percent</i>	67%
<b>REVENUE</b>				
<b>State Aid Revenue</b>				
Endowment Fund Apportionment	-	3,641	7,282	50%
General Education Aid	194,694	1,375,577	1,893,760	73%
Long Term Facility Maintenance	-	-	23,760	0%
Literacy Incentive Aid	2,004	4,839	9,450	51%
Safe Schools	-	5,815	5,815	100%
Lease Aid	-	69,718	228,290	31%
State Special Education	142,665	287,770	706,600	41%
<b>Total State Aid Revenue</b>	<b>339,364</b>	<b>1,747,360</b>	<b>2,874,957</b>	<b>61%</b>
<b>State Audit Accrual</b>	-	<b>192,622</b>	-	N/A
<b>Federal Aid Revenue</b>				
Title I	-	40,423	63,382	64%
Title II	-	-	9,828	0%
Title III	8,241	8,241	14,367	57%
Title IV	-	1,644	20,000	8%
Federal Special Education	-	9,000	29,524	30%
<b>Total Federal Aid Revenue</b>	<b>8,241</b>	<b>59,308</b>	<b>137,101</b>	<b>43%</b>
<b>Other Revenue</b>				
Donations	-	-	125	0%
Misc. Revenue/E-Rate	-	3,541	7,000	51%
<b>Total Other Revenue</b>	<b>-</b>	<b>3,541</b>	<b>7,125</b>	<b>50%</b>
<b>TOTAL REVENUE</b>	<b>347,604</b>	<b>2,002,830</b>	<b>3,019,184</b>	<b>66%</b>
<b>EXPENDITURE</b>				
<b>Administration</b>				
Salaries	13,850	113,288	165,007	69%
Benefits	4,722	39,224	60,333	65%
Purchased Services	10,094	82,294	119,277	69%
Supplies	467	13,740	15,663	88%
Equipment	-	-	-	N/A
Dues/Membership	17,944	27,444	27,500	100%
<b>Total Administration</b>	<b>47,076</b>	<b>275,990</b>	<b>387,780</b>	<b>71%</b>

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2020  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>General Education</b>				
Salaries	59,850	398,538	653,245	61%
Benefits	20,138	134,515	208,524	65%
Purchased Services	2,917	11,008	22,000	50%
Supplies	460	23,479	27,148	86%
Equipment	3,884	15,535	23,304	67%
Dues/Memberships	-	-	-	N/A
<b>Total General Education</b>	<b>87,247</b>	<b>583,074</b>	<b>934,221</b>	<b>62%</b>
<b>Salaries Payable Accrual</b>	<b>-</b>	<b>103,333</b>	<b>-</b>	<b>N/A</b>
<b>Title Programs</b>				
Title I	458	21,861	63,382	34%
Title II	2,594	8,624	9,828	88%
Title III	5,232	28,991	34,367	84%
<b>Total Title Programs</b>	<b>8,284</b>	<b>59,477</b>	<b>107,577</b>	<b>55%</b>
<b>State Special Education</b>				
Salaries	37,938	210,186	416,953	50%
Benefits	12,784	79,630	173,699	46%
Purchased Services	9,659	46,263	144,000	32%
Supplies	-	1,443	-	N/A
Equipment	-	-	-	N/A
<b>Total State Special Education</b>	<b>60,381</b>	<b>337,523</b>	<b>734,652</b>	<b>46%</b>
<b>Federal Special Education</b>				
Purchased Services	-	18,000	23,524	77%
Supplies	-	-	6,000	0%
<b>Total Federal Special Education</b>	<b>-</b>	<b>18,000</b>	<b>29,524</b>	<b>61%</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	12,023	59,254	120,673	49%
Benefits	2,671	11,905	30,428	39%
Purchased Services	23,196	188,871	305,140	62%
Supplies	-	-	200	0%
<b>Total Student Support</b>	<b>37,890</b>	<b>260,030</b>	<b>456,441</b>	<b>57%</b>
<b>Facility</b>				
Purchased Services	5,645	49,670	72,295	69%
Facility Lease	21,138	169,104	253,656	67%
Supplies/Equipment	-	4,573	7,500	61%
<b>Total Facility</b>	<b>26,783</b>	<b>223,347</b>	<b>333,451</b>	<b>67%</b>
<b>TOTAL EXPENDITURE</b>	<b>267,661</b>	<b>1,860,774</b>	<b>2,983,647</b>	<b>62%</b>
<b>NET INCOME/LOSS - GENERAL FUND 01</b>	<b>79,943</b>	<b>142,056</b>	<b>35,537</b>	

**Tesfa International School  
Summary Income Statement  
Fiscal Year 2020  
For Period Ending February 29, 2020**

	Month Activity	Year-to-Date Activity	FY20 Revised Budget 180 ADM	% of Budget
<b>FOOD SERVICE FUND 02</b>				
<b>REVENUE</b>				
Local Revenue	-	-	-	N/A
State Aid	603	1,996	3,300	60%
Federal Aid	25,019	83,268	134,398	62%
<b>TOTAL REVENUE</b>	<b>25,622</b>	<b>85,264</b>	<b>137,698</b>	<b>62%</b>
<b>EXPENDITURE</b>				
Salaries	-	-	-	N/A
Benefits	-	-	-	N/A
Purchased Services	-	529	420	126%
Supplies	13,158	79,091	131,278	60%
Equipment	-	-	-	N/A
<b>TOTAL EXPENDITURE</b>	<b>13,158</b>	<b>79,620</b>	<b>131,698</b>	<b>60%</b>
<b>NET INCOME/LOSS - FOOD SERVICE FUND 02</b>	<b>12,464</b>	<b>5,644</b>	<b>6,000</b>	
<b>NET INCOME/LOSS - ALL FUNDS</b>	<b>92,408</b>	<b>147,701</b>	<b>41,537</b>	

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

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
<b>Regular Checks</b>				
02/03/20	Seynab F Warsame	02/03/20 Payroll	1006	207.33
02/28/20	SAFAARI TRANSPORTATION LLC	February Regular Transportation & SpEd	6337	18,760.00
02/20/20	JONAS BEUGEN	Fun Jumps Reimbursement - Back to School	11322	(182.11)
02/05/20	Blue Bell Enterprises, Inc	December Food Supplies	11749	6.40
02/05/20	Capital Group Retirement Plan Services	403b Plan Fee	11750	375.00
02/05/20	Christopher Reeck	Hotel for SpEd Conf	11751	121.86
02/05/20	FIRST LUTHERAN CHURCH	February Lease, Custodial, Utilities, Playground	11752	25,979.21
02/05/20	FIRST LUTHERAN CHURCH	Window Repair	11752	17.74
02/05/20	HEALTH PARTNERS	February Health & Dental	11753	21,780.90
02/05/20	Literacy Matters Foundation	Literacy Support - Title IV	11754	2,044.44
02/05/20	MN CHILDREN'S MUSEUM	Field Trip	11755	162.00
02/05/20	MSP Transportation	Van Transportation - January	11756	4,320.00
02/05/20	Office Depot	Office & Class Supplies	11757	262.11
02/05/20	REUVERS PSYCH CONSULTING LLC	Psychology Services	11758	412.50
02/05/20	VOLUNTEERS OF AMERICA	Authorizer Fee	11759	17,943.61
02/05/20	WELLS FARGO VENDOR FIN SERV	Apple iPad Lease	11760	3,883.68
02/05/20	WordPlay Speech & Language Services	Speech & Language Services	11761	2,761.20
02/05/20	Yasin Abdulahi	Arabic Language Contractor	11762	1,462.50
02/20/20	AERIAL IMPRESSIONS, LLC	Aerial Photography	11763	249.00
02/20/20	Blue Bell Enterprises, Inc	January Food Supplies, Breakfast & Lunch	11764	13,151.26
02/20/20	CONSOLIDATED COMMUNICATIONS	Phone Service	11765	453.02
02/20/20	CREATIVELY FOCUSED	SpEd Services	11766	1,000.00
02/20/20	Dieci School Finance	February Financial Services	11767	3,775.01
02/20/20	HENNEPIN HEALTHCARE	Gen Ed Nurse Services	11768	116.00
02/20/20	INTEGRATIVE THERAPY, LLC	Occupational Therapy Services	11769	2,522.92
02/20/20	JASON STOCKWELL	Testing Materials	11770	79.80
02/20/20	JONAS BEUGEN	Fun Jumps Reimbursement - Back to School, Headphones	11771	300.11
02/20/20	JUNIOR ACHIEVEMENT OF THE UPPER MIDWEST	Field Trip	11772	1,292.00
02/20/20	Literacy Matters Foundation	Literacy Support - Title IV	11773	2,044.44



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

CHECK DATE	VENDOR	INVOICE DESCRIPTION	CHECK NUMBER	AMOUNT
02/20/20	LOFFLER COMPANIES INC	Copier Lease	11774	1,015.00
	MIDWEST EDUCATIONAL			
02/20/20	CONSULTANTS,INC	ENVOY Training	11775	2,594.00
02/20/20	Office Depot	Class Supplies, Office Supplies	11776	466.92
02/20/20	Tax Sheltered Compensation, Inc	403b Plan Fees	11777	1,450.00
02/20/20	TECHNOLOGY BY DESIGN LLC	Tech Services	11778	2,725.00
02/20/20	WordPlay Speech & Language Services	Speech & Language Services	11779	2,146.50
02/28/20	KATHRYN LYNN OLSON	January SpEd Consult	11780	693.70
<b>Wires</b>				
02/03/20	IRS	Payroll Deductions FICA	WX	36.94
02/03/20	PERA	Payroll Deductions	WX	33.81
02/03/20	MINNESOTA UI	Unemployment	WX	3,485.00
02/04/20	SFM	Workers Comp	WX	584.00
02/10/20	Sunrise Bank	Service Charge	WX	12.00
02/14/20	IRS	Payroll Deductions FICA	WX	13,448.41
02/14/20	PERA	Payroll Deductions	WX	3,189.06
02/14/20	TEACHERS RETIREMENT ASSOCIATION	Payroll Deductions TRA	WX	6,224.53
02/14/20	Alerus	PAYROLL DEDUCTS / GENERAL	WX	766.67
02/14/20	American Funds	Payroll Deductions - 403b	WX	502.50
02/14/20	MN Dept of Rev	Payroll Deductions - State	WX	2,144.12
02/18/20	THE HANOVER INSURANCE GROUP	Commercial Package Insurance	WX	785.63
02/26/20	Alerus	FSA Fee	WX	40.00
02/28/20	IRS	Payroll Deductions FICA	WX	13,077.34
02/28/20	PERA	Payroll Deductions	WX	2,873.63
02/28/20	TEACHERS RETIREMENT ASSOCIATION	Payroll Deductions TRA	WX	6,333.07
02/28/20	Alerus	Payroll Deductions - FSA	WX	725.00
02/28/20	American Funds	Payroll Deductions - 403B	WX	502.50
02/28/20	MN Dept of Rev	Payroll Deductions - State	WX	2,064.29
02/14/20	Sunrise Bank	02/14/20 Payroll	WX	44,995.75
02/28/20	Sunrise Bank	02/28/20 Payroll	WX	43,872.51

Total February 2020 Disbursements 282,089.81

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		Prior YR		Total Receipts	Estimated Payroll	Building Lease		Estimated A/P	Total Disbursements	Estimated Cash Balance				
	State Aid	Federal Aid	State Aid	Federal Aid			Other Revenue								
<b>FY20 Beginning Cash Balance</b>															
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	118,108	-	71,604	-	189,709	51,914	-	10,488	62,401	(48,314)	(50,000)	51,686			
Sep 1-15	107,785	-	-	-	107,785	100,409	21,138	21,436	142,983	78,994		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		81,954			
Oct 16-31	118,704	4,353	158,203	-	281,260	69,451	-	63,293	132,744	230,470		230,470			
Nov 1-15	106,180	-	-	-	127,230	93,282	21,138	47,385	161,806	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	-	-	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	89,448	-	55,478	124,927	183,441		183,441			
Mar 1-15	109,035	38,414	-	-	147,449	76,745	21,138	51,519	149,402	181,488		181,488			
Mar 16-31	109,035	-	-	-	111,035	76,745	-	51,519	128,264	164,259		164,259			
Apr 1-15	109,035	-	-	-	109,035	76,745	21,138	51,519	149,402	123,893		123,893			
Apr 16-30	109,035	-	-	-	111,535	76,745	-	51,519	128,264	107,164		107,164			
May 1-15	109,035	30,509	-	-	139,544	76,745	21,138	51,519	149,402	97,306		97,306			
May 16-30	109,035	-	17,959	-	129,131	76,745	-	51,519	128,264	98,173		98,173			
Jun 1-15	-	-	-	-	-	-	21,138	51,519	72,657	25,516		25,516			
Jun 16-30	218,870	15,000	-	-	233,870	153,490	-	51,519	205,009	54,377		54,377			
<b>Total Estimated</b>	<b>2,622,072</b>	<b>226,499</b>	<b>354,188</b>	<b>22,010</b>	<b>3,234,989</b>	<b>1,841,873</b>	<b>253,656</b>	<b>1,019,816</b>	<b>3,115,345</b>	<b>-</b>	<b>-</b>	<b>41,537</b>			
FY20 Budget	2,878,257	271,499	-	-	3,156,881	1,416,751	253,656	1,444,938	3,115,344						
FY19 Accruals	-	-	321,415	25,454	349,963	133,992	-	25,000	158,992						
FY20 Accruals	(287,826)	(45,000)	-	-	(332,826)	(133,992)	-	(25,000)	(158,992)						
<b>Budget Variance</b>	<b>2,590,432</b>	<b>226,499</b>	<b>321,415</b>	<b>25,454</b>	<b>3,174,018</b>	<b>1,416,751</b>	<b>253,656</b>	<b>1,444,938</b>	<b>3,115,344</b>	<b>0</b>	<b>0</b>	<b>41,537</b>			
	31,641	0	32,774	(3,444)	60,970	425,122	0	(425,122)	0						



TESFA INTERNATIONAL SCHOOL  
July 1, 2020 Medical Renewal and Analysis



Carrier Name Network Plan Name	HealthPartners Open Access Gold 1000-40	HealthPartners Open Access HSA Rv Plus Gold 2000-100	HealthPartners Open Access Gold 1000-40	HealthPartners Open Access HSA Rv Plus Gold 2100-100	PreferredOne CompleteST G.P.C.1000.75.75.ST	PreferredOne CompleteST G.P.C.2500.100.HSA.ST
Major Medical	Current	Current	Renewal	Renewal	Alternate	Alternate
Annual Deductible Individual	\$1,000	\$2,000	\$1,000	\$2,100	\$1,000 / SuperTier: \$0	\$2,500 / SuperTier: \$1,400
Annual Deductible Family	\$3,000	\$4,000	\$3,000	\$4,200	\$3,000 / SuperTier: \$0	\$5,000 / SuperTier: \$2,800
Deductible Embedded or Non Embedded	Embedded	Non-Embedded	Embedded	Non-Embedded	Embedded	Embedded
Calendar Year or Plan Year	Calendar Year	Calendar Year	Calendar Year	Calendar Year	Calendar Year	Calendar Year
Annual Out-of-Pocket Individual	\$5,400	\$2,000	\$6,400	\$2,100	\$5,750	\$2,500 / SuperTier: \$1,400
Annual Out-of-Pocket Family	\$10,800	\$4,000	\$12,800	\$4,200	\$11,500	\$5,000 / SuperTier: \$2,800
Coinurance	25%	0%	25%	0%	25%	0%
Preventive Care	No charge	No charge	No charge	No charge	No charge	No charge
Office Visit	\$40 copay	Deductible then 0%	\$40 copay	Deductible then 0%	\$75 copay / SuperTier: \$25 copay	Deductible then 0%
Specialist Visit	\$40 copay	Deductible then 0%	\$40 copay	Deductible then 0%	\$75 copay / SuperTier: \$25 copay	Deductible then 0%
Urgent Care	\$40 copay	Deductible then 0%	\$40 copay	Deductible then 0%	\$75 copay / SuperTier: \$25 copay	Deductible then 0%
Outpatient Surgery / Ambulatory Charge	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Diagnostic X-ray	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Diagnostic Lab	No charge	Deductible then 0%	No charge	Deductible then 0%	Deductible then 25%	Deductible then 0%
Advanced Imaging (MRI, CT/PET scans)	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Hospital Services						
Inpatient Hospitalization	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Emergency Room	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Prescription Drug						
Generic Drugs	\$5-\$25 copay	Deductible then 0%	\$5-\$25 copay	Deductible then 0%	\$0-\$25 copay	Deductible then 0%
Formulary Brand Drugs	\$60 copay	Deductible then 0%	\$60 copay	Deductible then 0%	\$50 copay	Deductible then 0%
Non-Formulary Brand Drugs	\$150 copay	Not covered	\$150 copay	Not covered	Deductible then 25%	Deductible then 0%
Specialty Drugs	Deductible then 20%	Deductible then 0%	Deductible then 20%	Deductible then 0%	Deductible then 25%	Deductible then 0%
Employee Name						
Age						
	88642	88642	16165	16165	88642	16165
	88643	88643	16166	16166	88643	16166
	88644	88644	16167	16167	88644	16167
	88645	88645	16168	16168	88645	16168
	88646	88646	16169	16169	88646	16169
	88647	88647	16170	16170	88647	16170
	88648	88648	16171	16171	88648	16171
	88649	88649	16172	16172	88649	16172
	88650	88650	16173	16173	88650	16173
	88651	88651	16174	16174	88651	16174
	88652	88652	16175	16175	88652	16175
	88653	88653	16176	16176	88653	16176
	88654	88654	16177	16177	88654	16177
	88655	88655	16178	16178	88655	16178
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	88666	88666	16189	16189	88666	16189
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	88676	88676	16199	16199	88676	16199
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	88690	88690	16213	16213	88690	16213
	88691	88691	16214	16214	88691	16214
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	88693	88693	16216	16216	88693	16216
	88694	88694	16217	16217	88694	16217
	88695	88695	16218	16218	88695	16218
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	88706	88706	16229	16229	88706	16229
	88707	88707	16230	16230	88707	16230
	88708	88708	16231	16231	88708	16231
	88709	88709	16232	16232	88709	16232
	88710	88710	16233	16233	88710	16233
	88711	88711	16234	16234	88711	16234
	88712	88712	16235	16235	88712	16235
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	88716	88716	16239	16239	88716	16239
	88717	88717	16240	16240	88717	16240
	88718	88718	16241	16241	88718	16241
	88719	88719	16242	16242	88719	16242
	88720	88720	16243	16243	88720	16243
	88721	88721	16244	16244	88721	16244
	88722	88722	16245	16245	88722	16245
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	88729	88729	16252	16252	88729	16252
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	88731	88731	16254	16254	88731	16254
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	88734	88734	16257	16257	88734	16257
	88735	88735	16258	16258	88735	16258
	88736	88736	16259	16259	88736	16259
	88737	88737	16260	16260	88737	16260
	88738	88738	16261	16261	88738	16261
	88739	88739	16262	16262	88739	16262
	88740	88740	16263	16263	88740	16263
	88741	88741	16264	16264	88741	16264
	88742	88742	16265	16265	88742	16265
	88743	88743	16266	16266	88743	16266
	88744	88744	16267	16267	88744	16267
	88745	88745	16268	16268	88745	16268
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	88749	88749	16272	16272	88749	16272
	88750	88750	16273	16273	88750	16273
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	88754	88754	16277	16277	88754	16277
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	88759	88759	16282	16282	88759	16282
	88760	88760	16283	16283	88760	16283
	88761	88761	16284	16284	88761	16284
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	88763	88763	16286	16286	88763	16286
	88764	88764	16287	16287	88764	16287
	88765	88765	16288	16288	88765	16288
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	88767	88767	16290	16290	88767	16290
	88768	88768	16291	16291	88768	16291
	88769	88769	16292	16292	88769	16292
	88770	88770	16293	16293	88770	16293



**Tesfa International School**  
**Distance Learning Plan**  
**March 30 - April 30 2020**



TESFA INTERNATIONAL SCHOOL  
*Global Minds with Minnesota Hearts*

## Distance Learning Plan

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## **Distance Learning**

In accordance with the Minnesota Department of Education Guidance on Distance Learning Tesfa International School has created the following Distance Learning Plan to ensure that every student at Tesfa International School receives an equitable education and has equal access to appropriate educational learning, materials and instruction during the COVID-19 pandemic.

Tesfa International School will utilize Google Classroom as a primary learning management platform. Students in grades Kindergarten - 2nd grade will also use SeeSaw as a learning management platform.

Teachers will interact on a daily basis with students using Google Meet as a primary format to connect with students. Extensive lesson plans have been developed for the first two weeks of distance learning for each grade and lesson plans for future weeks of distance learning are in various stages of planning and development.

### **Instructional Materials Pick-up**

Distance Learning iPad and materials were distributed on Wednesday the 18th of March and Thursday, March 19. All parents were contacted and asked to sign up for a time slot to come to Tesfa International School to pick up items for distance learning. Times were staggered based on planning for social distancing. Only immediate family members and teachers were permitted to be in the room. In the event that families were unable to pick up items for distance learning, Mr. Jonas delivered those materials, Ipad, and assignments to families over spring break the week of March 23-27. All students had received iPads and learning materials by March 25.

As students and parents picked up materials they were provided training in accessing learning platforms and programs with the expectation that all students and families are fully prepared to access all content on March 30, 2020.

### **Childcare for Essential Workers**

As part of the state's response to the spread of the COVID-19 virus, Governor Walz has directed school districts to provide school age care for children of healthcare and emergency workers. Tesfa was in immediate communications with families inquiring about child care programming for emergency workers. Currently, three families have been identified that meet the criteria and require child care. These students will participate in Distance Learning at Tesfa

while supervised by a Tesfa staff member. The students will be separated into multiple classrooms to maintain social distancing as much as is feasible.

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### **Nutrition**

Each Tesfa family was contacted and asked if they would benefit from food service. 55% of families responded that they would like school breakfasts and lunches delivered to their homes.

These families will have breakfast and lunches delivered directly to their places of residence by one of our contracted service bus drivers.

### **Health and Wellness**

Tesfa will follow the Department of Health's guidelines regarding staff reporting to work, which includes not asking staff to report to work based on higher risk status or other conditions.

Teachers at Tesfa will be addressing concerns over COVID-19 with their students as part of their distance learning plans. Teachers will also be continually communicating with families of their students, through Google Meet, texts and phone calls.. Additionally, office and administrative staff members will be regularly informing families, community members, volunteers, and contractors, about ways to remain safe during this time.

### **Mental Health Support Resources**

Tesfa will promote mental and physical health as outlined by the Minnesota Department of Education. Teachers will closely monitor on-line interactions of students occurring within the learning platforms. Tesfa will address any bullying issues per school policy for both harassment and appropriate use of technology.

### **Attendance and Truancy**

Tesfa will measure attendance by having teachers monitor work completion and contact with students on a daily basis. Attendance will be recorded daily based upon student participation and parents of students that are marked absent will be contacted within 24 hours.



### **Special Education Services - IEP or 504 Plan**

In accordance with Minnesota's Department of Education Distance Teaching and Learning Implementation Guidance document Tesfa International School will follow the Distance Learning Plan to ensure that every student receives an equitable education and has equal access to appropriate educational learning, materials and instruction during the COVID-19 pandemic. Tesfa International School ensures that students with disabilities will continue to receive specialized instruction and related services through a distance learning model to meet their needs as identified in their IEP. The distance learning model includes equitable access to specialized instruction and related services for students with disabilities so that they have access to general education standards and continue to demonstrate progress toward the general education standards and IEP goals. Our distance learning plan will effectively support the unique learning and teaching needs of all of our students, including the ability to provide differentiated instruction as well as one-on-one support for students who need it. Regardless of where the learning is happening, support is identified on our student's Individualized Education Program (IEP) and those supports will continue to be implemented through the distance learning plan by our special education teachers, paraprofessionals, and related service providers. The distance learning plan is secure and will not allow for the release of protected student or staff information.

Tesfa International School has established the following Distance Learning Plan to continue to provide students with disabilities a Free and Appropriate Public Education (FAPE) during the Coronavirus Covid-19 Outbreak. Our planning period began on Friday the 13th of March. During the eight-day school closure, Tesfa International School collaborated with general education teachers, paraprofessionals, parents, Indigo, and related services providers to develop a distance learning delivery model plan that will provide instruction to all students through distance learning. We followed the MDE's Guidance Document process that was described in detail in the [Minnesota Department of Education's \(MDE's\) Guidance Document, available on MDE's COVID-19 Updates webpage](#). Tesfa International School will have their learning plan completed and posted on the websites by March 30, 2020 <https://tesfainternationalschool.org>. During the eight-day statewide temporary closure of all public schools, there were no instructional services provided to students.

As part of the eight-day planning period, the special education team planned and addressed different service delivery methods, such as learning platforms and tele-therapy. During the eight-day period, the special education team including paraprofessional and related services

providers, school psychologist were focused on developing Tesfa International School distance learning plan model and taking into consideration the elements set forth in MDE's Guidance

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Document. The eight-day period does not count as a "school day," because students are not receiving instruction during this period. Accordingly, Part B evaluation timelines would not count the eight school day period that schools are temporarily closed in order to develop their distance learning plans. All IEP team meetings were postponed during the planning period. Tesfa International School will conduct all IEP team meetings virtually.

During the planning week, special education teachers and paraprofessionals collaborated on distance learning practices. We provided training to staff, students, and parents/guardians on implementation of the distance learning model and Tesfa's expectations. Additionally, our special educators are working closely with the general education teachers to support general education coursework as well as to schedule direct instruction to meet IEP service minutes.

**Due Process:** During the eight-day statewide closure Tesfa, focused on determining processes for evaluation timelines in the event of extended school closures due to COVID-19. If this results in the 45 calendar timeline not being met, then the exceptional circumstances language in the Part C regulations would be applicable. *See* 34 C.F.R. § 303.310. There will be no further contact from the special education fiscal monitoring team during the eight-day closure period to provide LEAs with the time to focus on their distance learning plans. During the eight-day closure it is recommended that all LEAs maintain current time and effort processes. IEP teams were not required to meet in person while schools are closed. IEP teams may continue to work with parents and students with disabilities during such school closures and offer advice, as needed. If an evaluation of a student with a disability requires a face-to-face meeting or observation, the evaluation would need to be delayed until school reopens. Evaluations and reevaluations that do not require face-to-face assessments or observations may take place while schools are closed, if the parent consents.

### **Online Learning Service Delivery Planning**

**Current Assessment:** Special Education Teachers and paraprofessionals have access to MacBooks and Ipads with headphones and the internet that will allow for the distance learning online special services to be delivered. Teachers currently have access to the Google Classroom/Meet online learning platforms. All Special Education team members are required to track services on Sped Forms and will be required to track direct services minutes missed. The amount of additional services required after the break would be determined in a manner similar to calculating the need for compensatory education services or ESY.

**Special Education Paraprofessionals:** All paraprofessionals have been issued Macbooks with internet access to continue to provide distance learning support to student IEP goals and objectives.

The Minnesota Department of Education has provided the following information in regards to Paraprofessionals work day.

*In addition to assisting with staffing your school-age care program for emergency workers and assisting in the delivery/distribution of meals to students, there are many ways to incorporate paraprofessionals into your distance learning planning and programming. Here is a list to help get started*

- Organize student work to send home.
- Develop sensory activities that can be done at home.
- Plan movement activities that can be done at home for a break. Create videos to demonstrate.
- Compile a list of online resources that can be sent home to parents in categories to supplement activities (music, reading, movement, etc) for parents needing additional supports.
- Write specific directions for the art projects (aligned with standards) developed by the teacher.
- Create a finished product and take a picture.
- Assist with uploading documents to online platform, if using one.
- Read and record books that will be utilized for courses.
- Read aloud and record any other content that will be used by teachers (tests, worksheets, etc.).
- Daily inspiration, quote, or video to include in correspondence.
- Work with mental health team to provide extra supports and outreach to high-need students.
- Pick a functional skill and teach it. Create instructions (a written version and a picture version) so that teachers can use that to incorporate into other lessons. Record completing that functional skill.
- Create fun activity packets that support the learning standards (word searches, cross words, math sheets, etc.).
- Create mystery reader videos or general story time videos.
- Write notes to be sent home to students so they remember we care, are thinking of them.
- Schedule online meet and greets for check-ins and support learning if questions.
- Spend time learning the technology your school staff is using, help others learn as needed.

- Find supports for students to use technology or help with technology work-arounds

**Learning Management Platforms:** Tesfa International School will utilize Google Classroom as a Learning Management Platform. Online Meeting Platforms are HIPAA compliant. Google Meet is HIPAA compliant. Google Hangouts chat video is not HIPAA compliant, so we will not utilize it . Related service providers such as Speech/Language and Occupational Therapist will need confidential meeting rooms online to provide services in a tele-services. No special education staff member or direct service provider will be physically in the same location for the provision of specialized instruction or related services.

**Related Service Providers:** Mr. Alexander Westenbroek (Speech Language Pathologist) and Ms. Stacey DeSouza (Occupational Therapist) are Tesfa International School contracted related service providers. They have access to portable devices and online meeting (Zoom) /learning platforms. If they need other equipment, such as a headset, that will be required to provide the related service they will contact Ms. Jennifer Reeck, Special Education Coordinator asap.

**Telepractice:** A speech language Pathologist (SLP) must be licensed in both the state where they are located when providing the service and the state where the child is located at the time of service delivery.to provide direct services via telepractice for a Minnesota school district.To clarify licensing requirements, SLPs who are licensed by the Minnesota Professional Educator Licensing and Standards Board (PELSB) and will do distance learning with the options outlined in the MDE Guidance do not need a Minnesota Department of Health (MDH) license. They will be utilizing distance learning in conjunction with other school staff and will not be doing telepractice in a health care setting.There is nothing in current Minnesota statute, federal regulations or in ASHA documents that would require SLPs to have their Certificate of Clinical Competence (CCC) for providing speech language pathology services via telepractice.

### **English Learners**

Tesfa International School will be meeting the requirements of English Learners educational needs through distance learning. The EL teachers have partnered with classroom teachers to plan EL supports and instruction. EL teachers will provide options to students for English language development instruction that are additional to mainstream instruction. This additional instruction will provide opportunities for students to grow in their English language proficiency. Language instruction will be aligned to grade level standards.

EL students will have daily contact time with their licensed EL teacher. Student contact time (one-on-one or in a small group) will be used for conferring, providing feedback, setting individual learning goals, and/or checking on progress. This will be done through Google Hangouts or over the phone.

All mainstream teachers will clearly identify how they are providing supports in their distance learning for students identified EL. This will be done in lesson plans and materials. These supports will address all four domains (i.e., reading, writing, listening and speaking), but specifically include plans for scaffolding and providing feedback on student writing and speaking, whenever possible. Expectations for student work will be differentiated based on proficiency level, grade level and personal differences (e.g., background knowledge, home language literacy, interest, individual learning program (IEP), students with limited or interrupted formal education (SLIFE) status, etc.

**Students Experiencing Homelessness or Housing Instability**

Tesfa currently does not have any students identified as meeting this criteria. However, in the event that change Tesfa will be prepared to transport students to school and/or to deliver materials to a safe location identified as appropriate for the student to continue learning.

**Early Learning**

Tesfa does not have a prekindergarten program.

**Assessment**

On March 20, 2020, the Commissioner of Education informed all Minnesota schools that state assessments will not occur for the 2019-2020 school year.

**Before and After Care**

Tesfa does not provide before or after school care.

**Communication**

Tesfa has implemented several communication protocols and plans for staff members, students and families, including:

- The Executive Director attends regular conference calls with the Commissioner of Education
- The Executive Director maintains daily contact with the Tesfa authorizer, VOA
- There are frequent updates between the Executive Director and the Tesfa Board Chair
- Administrative and office staff meetings are held daily at 8:30 a.m.
- Robo calls to all families with announced changes
- Website updates
- Flyers sent home with students
- Regular updates on the school Facebook Page

**Tribal Consideration**

At this time, this component is not applicable to the Tesfa learning community.

**Broadband Access**

Tesfa called and talked with each family about the status of their access to wifi. Two families identified that they did not currently have access. These families were provided detailed information as to how they could contact Comcast and receive free wifi for at least 60 days. These families were also provided the mobile phone # of the school executive director and

asked to contact him directly for assistance in the event they experienced difficulty accessing the free wifi through Comcast.

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### **Activities**

Tesfa has suspended all in-person school activities, per Emergency Executive Order 20-02.

### **Staff**

Tesfa provided initial training to staff and outlined expectations on March 13th prior to the announcement of closure by the governor. . Ongoing planning and preparation took place the week of March 16-20. All paraprofessionals were provided with laptops. As distance learning commences on March 30<sup>th</sup>, Tesfa staff members will provide training to students and families as needed.

### **Funding**

Tesfa financial and payroll processes are in place and operating smoothly. To date, there has not been an uptick in suspicious vendors or inquiries.

### **Employment and Workforce**

Tesfa is finding, as all Minnesota schools are experiencing, that the guidelines in this area are being frequently updated, and we are following changes as they occur.

### **Prevention Measures**

Tesfa has implemented numerous measures to protect staff, students and others from the spread of COVID-19 such as:

- Staff members that can work from home will be asked to do so, particularly after distance learning systems and structures are fully operational
- Staff members entering the building will be directed to maintain social distancing boundaries
- Custodial staff disinfect all common areas on a daily basis
- Staff members will disinfect surfaces, door knobs and light switches on a regular basis
- Disinfectant wipes will be at each copier machine
- The entire building was deep cleaned March 23-27<sup>h</sup> during Spring Break



## Appendix A

### Sample Curriculum Content Outlines

Kindergarten Content March 30 - April 10

Day	Math Plans	Day	Phonics Plans	Week	Sight Word Plans	Day	Journals	Notes
1	8.1a Spin and Cover; 8.1b Counting by 2s; 8.1c Counting by 2s	1	Short Vowel a Beginning Sounds Short a Long a	1	Can - Sight Word Book; Find and Color, Spelling, Writing, Tracing	1	I can see...	All work will be packets sent home. All supplies will be sent home (manipulatives, glue sticks, etc). SeeSaw will be used to check in with student work.
2	8.1d Counting by 2s; 8.1e Fluency Numbers to 10; 8.1f Fluency Numbers to 10	2	Short Vowel e Beginning Sounds Short e Long e	2	See- Sight Word Book; Find and Color, Spelling, Writing, Tracing	2	I can hear...	QR Codes with books to listen to/read will be sent home.
3	8.2a Count by 2s 8.2b Fluency Numbers to 20 8.2c Fluency Numbers to 20	3	Short Vowel i Beginning Sounds Short i Long i	3	And - Sight Word Book; Find and Color, Spelling, Writing, Tracing	3	In Ms. Abby's house, I see....	A list of education websites will be sent home as alternatives to excess screen time.
4	8.3a Spin and Write 8.3b Counting by 5s 8.3c Fluency	4	Short Vowel o Beginning Sounds Short o	4	It - Sight Word Book; Find and Color, Spelling, Writing,	4	In my house I see...	

	Numbers to 30 8.3d Fluency Numbers to 30		Long o		Tracing		
5	8.4a Count by 5s 8.4b Classroom Inventory 8.4c Counting by 5s	5	Short Vowel u Beginning Sounds Short u Long u	5	The - Sight Word Book; Find and Color, Spelling, Writing, Tracing	5	Ms. Abby's dog is....
6	8.4a Fluency Numbers to 40 8.4b Fluency Numbers to 40	6	Letter a word families	6	My - Sight Word Book; Find and Color, Spelling, Writing, Tracing	6	I like to eat...
7	8.5a Roll and Cover 8.5b Large Numbers 8.5c Counting by 10s 8.5d Fluency Numbers to 50 8.5e Fluency Numbers to 50	7	Letter e word families	7	Is - Sight Word Book; Find and Color, Spelling, Writing, Tracing	7	I can see...
8	8.6a Roll and Cover Numbers 20-29 8.6b Fluency Numbers to 60 8.6c Fluency Numbers to 60	8	Letter i word families	8	Has - Sight Word Book; Find and Color, Spelling, Writing, Tracing	8	I can hear...
9	Number Cards 30-49 Tens Frames Numbers 30-49 8.7a Fluency Numbers to 70 8.7b Fluency Numbers to 70	9	Letter o word families	9	Like - Sight Word Book; Find and Color, Spelling, Writing, Tracing	9	I can see...
10	8.8a Roll, Record, Write Large Numbers	10	Letter u word	10	This- Sight Word Book; Find and	10	I can hear...

	50-81 Fluency numbers to 100 Fluency numbers to 100		families		Color, Spelling, Writing, Tracing			
			<b>Notes</b>					
	<b>Website Name/App Name</b>		Most of the kindergarten websites need only a class code - not an individual password.					
	Epic							
	Lalilo							
	Splash Math							
	Teach Your Monster to Read							

### 6th Grade Content Overview March 30 - April

Day	Digital Math Curriculum Plans	No Access Math Plans	Day	Digital Reading Plans
1	Unit 10 Lesson 1 and assignment posted to Google Classroom Khan Academy Assign.	Unit 10 Lesson 1 and assignment printed. Turned in by text?	1	Article and quiz posted to Google Classroom Quizlet vocab Read chapter 1 Grammar Slide 3
2	Unit 10 Lesson 2 and assignment posted to Google Classroom Khan Academy Assign.	Unit 10 Lesson 2 and assignment printed. Turned in by text?	2	Article and quiz posted to Google Classroom Quizlet vocab Read chapter 2 Grammar Slide 4
3	Unit 10 Lesson 3 and assignment posted to Google classroom.	Unit 10 Lesson 3 and assignment printed.	3	Read Chapters 3 and 4 INB Slide 2 Grammar Slide 5
4	Unit 10 Lesson 4 and assignment posted to Google Classroom.	Unit 10 Lesson 4 and assignment printed.	4	Read Chapters 5 and 6 Chapter Questions 1-6 INB Slide 3

5	Unit 10 Lesson 5.1 and assignment posted to Google Classroom.	Unit 10 Lesson 5.1 and assignment printed.	5	Chapter and Vocab Quiz Grammar Slide 6 INB Slide 4 and 5
6	Unit 10 Lesson 5.2 and assignment posted to Google Classroom.	Unit 10 Lesson 5.2 and assignment printed.	6	Read Chapters 7 and 8 Grammar Slide 7 and 8
7	Unit 10 Lesson 6 and assignment posted to Google Classroom	Unit 10 Lesson 6 and assignment printed.	7	Read Chapters 9 and 10 Grammar Slides 9 and 10
8	Unit 10 Lesson 7 and assignment posted to Google Classroom	Unit 10 Lesson 7 and assignment printed	8	Read Chapters 11 and 12 Grammar Slides 11 and 12
9	Unit 10 Lesson 8 and assignment posted to Google Classroom	Unit 10 Lesson 8 and assignment printed	9	Chapters 7-12 Questions Grammar Slide 13
10	Unit 10 Review posted to Google Classroom	Unit 10 Review	10	Chapter 7-12 Quiz INB Slides 6-9
	If Ctd...Unit 11	If ctd...unit 11	11	Read Chapters 13 and 14 INB Slides 10 and 11

# FY21 BUDGET PARAMETERS

DOCUMENT UNDER  
REVISION

To be added by

MARCH 28 2020