

## **School's Response to CSAC Initial Report**



# **CHARTER SCHOOL OF NEW CASTLE RENEWAL APPLICATION FOR 2020-2025 RESPONSE TO CSAC INITIAL REPORT**

November 22, 2019

RECIPIENT: CHARTER SCHOOL ACCOUNTABILITY COMMITTEE  
DELAWARE DEPARTMENT OF EDUCATION

CSAC Initial Meeting: October 30, 2019  
CSAC Initial Report Published: November 7, 2019

The Charter School of New Castle would like to thank the CSAC Committee for the recommendations and suggestions provided. The report generated was a very accurate accounting of what transpired at the CSAC meeting.

All of the follow ups discussed and direct comments from Dr. McCrae, Ms. Veneema, and Ms. Austin during the hearing have been noted and we will continue to make efforts to monitor and enhance those practices.

With respect to our 1101 Delaware Street property, the Charter School of New Castle is in regular communication with NCALL, our mortgage lender, and we are confident that, if necessary, the due date on the loan will be extended to December 1, 2021 and further that, if necessary, the loan will be refinanced with NCALL.

### **Requested Information**

**Request #1 Academic Performance a. English Language Proficiency:** Plans for interventions to improve English Language proficiency.

School Response: English Language Proficiency: Plans for interventions to improve English Language proficiency.

In order for us to address the specific language needs of our ELL students, we know that the below instructional interventions and practices are paramount.

- 3-5 days a week, 30 minute sessions each day
- The use of innovative practices and reforms in all tiers with a focus on enrichment, increased comprehensibility, and meaningfulness rather than remediation.
- Ensuring that students receive culturally responsive, appropriate, quality content and language instruction that is evidence based at all levels.
- Provide linguistic supports when assessing student's content knowledge.
- Provide time for team members to plan for students' instruction, resulting in instruction and intervention strategies that are cohesive, authentic and meaningful, and connected to the core curriculum.
- Explicit and intensive instruction in phonological awareness and phonics in order to build decoding skills

At CSNC, we implement the above interventions to ensure that our ELL students are receiving the support they need to be successful. Our current program includes those interventions in the following manner:

1. Targeted reading instruction in the K-8 classrooms that equip our ELL students with strategies and knowledge to comprehend and analyze challenging narrative and expository texts.
2. Our K-8 classrooms have increased opportunities for ELLs to develop sophisticated vocabulary knowledge.
3. Instruction and intervention which promotes ELLs' reading fluency and focuses on vocabulary and increased exposure to print.
4. In our K-8 classrooms at CSNC, our ELLs are seeing significant opportunities to engage in structured, academic talk.
5. Our classroom independent reading is beneficial because it is structured and purposeful, and there is good reader-text match.
6. Targeted individual instruction

Every ELL student receives additional support through a push-in/pull-out model from a member of our Special Education Staff. Through a structured daily schedule, our instructor works directly with ELL students at least 30 minutes a day, 3-5 days a week. The time allotment is based on their specific need and/or classification as well as their required minutes. In order to design an effective intervention, our team member uses data from the students' English Language Proficiency Levels (ELPs), WIDA performance descriptors (listening, reading, speaking, and writing) and WIDA Can Do descriptors. The combination of this targeted instruction in classrooms as well as the specified additional instruction ensures that we are meeting students where they are and providing targeted support to close their language gaps.

**Request #2: Organizational Performance a. Educational Program:** See Appendix 1 for review notes from DOE's Curriculum, Instruction and Professional Development workgroup.

School Response: Message from Mrs. Novosel to Kelly Kathy on 11/8/2019

*Good Afternoon,*

*At the CSAC meeting the review of our initial curricular submission feedback was shared. I shared at the meeting that we applied the feedback provided in the original Charter Renewal Curriculum Review shared with us on August 16, 2019 and made modifications. On September 30, 2019. I sent a new link with updated curricular documents. Dr. McCrae stated that I should resubmit the link to the committee which I did on October 31st. Please find the link below:*

<https://drive.google.com/drive/folders/1sLeO6XQvYzNSf5egKx9X7RtPXkecqYMw?usp=sharing>

*We look forward to receiving an updated evaluation for science, social studies, and visual arts. Thank you in advance for your attention to this matter. It is greatly appreciated.*

**Request #3 Financial Performance a. Budget Narrative:** Submit updated budget narrative specifying where summer pay obligations are reserved.

- b. **Closure Requirements:** Identify individuals responsible for handling the school's final closeout activities.
- c. **Projected Enrollment Chart** (Application Section 6.1): Submit a revised chart (see Appendix 2) reflecting the school's projected authorized enrollment over the next five years. (Note: This will be used to determine the school's compliance with the 14 Del. Code § 506 (c)(1) which provides that "On or before April 1 of each school year, a charter school shall have enrolled, at a minimum, 80% of its total authorized number of students")

School Response: See attached Zip File

**Request #4 Application for a Major Charter Modification a.** If necessary, submit a revised mission statement that aligns with the legislative intent.

School Response: We wish to withdraw the Charter Modification request at this time with the expectation of following up after the charter renewal process is completed.

**School's Response to CSAC Initial Report :: Budget Narrative**

# STATE & LOCAL FUNDS

Charter School Application Budget Worksheet											Charter School of New Castle											
State & Local Revenue																						
											YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4							
1	State Appropriations											\$4,920,610	\$4,952,532	\$5,044,813	\$5,138,940	\$5,234,950						
2	School District Local Fund Transfers											\$2,472,454	\$2,521,904	\$2,572,342	\$2,623,788	\$2,676,264						
3	Prior Year Carryover Funds											\$236,651	\$457,609	\$704,255	\$1,576,884	\$2,433,655						
<b>TOTAL STATE &amp; LOCAL REVENUE</b>												<b>\$7,629,715</b>	<b>\$7,932,045</b>	<b>\$8,321,410</b>	<b>\$9,339,613</b>	<b>\$10,344,869</b>						
State & Local Expenses																						
											YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4							
Personnel Salaries / Other Employer Costs																						
											FTE	FTE	FTE	FTE	FTE							
4	Classroom Teachers											\$1,333,957	25.00	\$1,360,636	25.00	\$1,387,849	25.00	\$1,415,606	25.00	\$1,443,918	25.00	
5	Special Education Teachers											\$106,500	5.00	\$108,630	5.00	\$110,803	5.00	\$113,019	5.00	\$115,279	5.00	
6	Special Teachers (Phys Ed, Art, Music)											\$252,407	2.00	\$257,455	2.00	\$262,604	2.00	\$267,856	2.00	\$273,213	2.00	
7	Counselors											\$120,492	2.00	\$122,902	2.00	\$125,360	2.00	\$127,867	2.00	\$130,424	2.00	
8	Principal/Administrative											\$551,862	6.00	\$562,899	6.00	\$574,157	6.00	\$585,640	6.00	\$597,353	6.00	
9	Nurse											\$113,469	2.00	\$115,738	2.00	\$118,053	2.00	\$120,414	2.00	\$122,822	2.00	
10	Clerical											\$84,182	2.00	\$85,866	2.00	\$87,583	2.00	\$89,335	2.00	\$91,121	2.00	
11	Custodial											\$95,985	2.00	\$97,905	2.00	\$99,863	2.00	\$101,860	2.00	\$103,897	2.00	
12	Substitutes												\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
13	Other											\$406,944	5.50	\$415,083	5.50	\$423,385	5.50	\$431,852	5.50	\$440,489	5.50	
14	Other Employer Costs (32.46% of Salaries)											\$991,173		\$1,010,996		\$1,031,216		\$1,051,840		\$1,072,877		
15	Health Insurance											\$483,366		\$493,033		\$502,894		\$512,952		\$523,211		
16	Other Benefits											\$0		\$0		\$0		\$0		\$0		
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>												<b>\$4,540,337</b>	<b>51.50</b>	<b>\$4,631,144</b>	<b>51.50</b>	<b>\$4,723,766</b>	<b>51.50</b>	<b>\$4,818,242</b>	<b>51.50</b>	<b>\$4,914,607</b>	<b>51.50</b>	
Student Support																						
17	Transportation											\$603,512		\$603,512		\$603,512		\$633,688		\$633,688		
18	Extra Curricular Transportation											\$0		\$0		\$0		\$0		\$0		
19	Cafeteria											\$0		\$0		\$0		\$0		\$0		
20	Extra Curricular											\$0		\$0		\$0		\$0		\$0		
21	Supplies and Materials											\$118,270		\$118,270		\$118,270		\$118,270		\$118,270		
22	Textbooks											\$0		\$0		\$0		\$0		\$0		
23	Curriculum											\$0		\$0		\$0		\$0		\$0		
24	Professional Development											\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		
25	Assessments											\$0		\$0		\$0		\$0		\$0		
26	Other Educational Program											\$0		\$0		\$0		\$0		\$0		
27	Therapists (Occupational, Speech)											\$127,568		\$133,946		\$140,644		\$147,676		\$155,060		
28	Classroom Technology											\$0		\$0		\$0		\$0		\$0		
29	School Climate											\$0		\$0		\$0		\$0		\$0		
30	Computers											\$13,200		\$13,200		\$13,200		\$13,200		\$13,200		
31	Contracted Services											\$73,991		\$77,691		\$81,575		\$85,654		\$89,937		
32	Other											\$7,000		\$7,000		\$7,000		\$7,000		\$7,000		
<b>SUBTOTAL STUDENT SUPPORT</b>												<b>\$948,541</b>		<b>\$951,619</b>		<b>\$962,201</b>		<b>\$1,003,487</b>		<b>\$1,015,154</b>		
Operations and Maintenance of Facilities																						
33	Insurance (Property/Liability)											\$30,860		\$31,477		\$20,985		\$21,405		\$21,833		
34	Rent											\$934,887		\$958,259		\$438,480		\$449,442		\$504,682		
35	Mortgage											\$0		\$0		\$0		\$0		\$0		
36	Utilities											\$195,000		\$198,900		\$192,868		\$196,726		\$200,660		
37	Maintenance											\$209,069		\$211,160		\$140,773		\$142,181		\$143,603		
38	Telephone/Communications											\$21,900		\$22,119		\$22,340		\$22,564		\$64,233		
39	Construction											\$0		\$0		\$0		\$0		\$0		
40	Renovation											\$0		\$0		\$0		\$0		\$0		
41	Other											\$57,400		\$5,000		\$5,000		\$5,000		\$5,000		
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>												<b>\$1,449,116</b>		<b>\$1,426,915</b>		<b>\$820,446</b>		<b>\$837,317</b>		<b>\$940,011</b>		
Administrative/Operations Support																						
42	Equipment Lease/Maintenance											\$63,885		\$63,885		\$63,885		\$63,885		\$63,885		
43	Equipment Purchase											\$8,800		\$8,800		\$8,800		\$8,800		\$8,800		
44	Supplies and Materials											\$36,000		\$36,000		\$36,000		\$36,000		\$36,000		
45	Printing and Copying											\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		
46	Postage and Shipping											\$2,500		\$2,500		\$2,500		\$2,500		\$2,500		
47	Enrollment / Recruitment											\$0		\$0		\$0		\$0		\$0		
48	Staffing (recruitment and assessment)											\$0		\$0		\$0		\$0		\$0		
49	Technology Plan											\$7,200		\$0		\$0		\$0		\$0		
50	Other											\$113,727		\$113,727		\$133,727		\$133,727		\$133,727		
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>												<b>\$234,112</b>		<b>\$218,112</b>		<b>\$238,112</b>		<b>\$246,912</b>		<b>\$238,112</b>		
Management Company																						
51	Fees											\$0		\$0		\$0		\$0		\$0		
52	Salaries/Other Employee Costs											\$0		\$0		\$0		\$0		\$0		
53	Curriculum											\$0		\$0		\$0		\$0		\$0		
54	Accounting and Payroll											\$0		\$0		\$0						

**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL ASSUMPTIONS**

<b>State &amp; Local Revenue</b>	
State Appropriations	See State/Local Revenue Schedule
School District Local Fund Transfers	See State/Local Revenue Schedule
Prior Year Carryover Funds	Year 0=actual cash balance in state funds @ june 30,2019. Year 1-4 is the prior year ending balance

<b>State &amp; Local Expenses</b>	
<b>Personnel Salaries / Other Employer Costs</b>	
Classroom Teachers	Assume a reduction of 8 teachers if enrollment is at 80%. Salary cost is based on CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Summer salaries are included in the each respective salary line ranges from \$359,041 in year 0 to \$388,637.94 in year 4.
Special Education Teachers	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Special Teachers (Phys Ed, Art, Music)	Assume a reduction of 2 teachers if enrollment is at 80%. Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Counselors	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 guidance counselors
Principal/Administrative	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Director of Technology, 1 Director of Operations, 1 Middle School Principal, 1 Elementary School Principal, 1 Elementary School Assistant Principals and 1 Middle School Assistant Principals
Nurse	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 Nurses
Clerical	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Office Manager & 1 Secretary
Custodial	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Custodian & 1 Head Custodian
Substitutes	N/A. Contract substitutes with professional firm.



Other	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include .50 FTE Food Service Cashier, 1 Food Service Supervisor, 4 Para Professionals
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual staff elections for benefits. Year 1-4 includes 2% annual inflationary increase
Other Benefits	N/A.
<b>Student Support</b>	
Transportation	Year 0-2 assume a 20% reduction in cost from 100% enrollment as a result of fewer buses needed. Assume a 5% increase every 3 years. Year 3-4 includes 5% annual inflationary increase
Extra Curricular Transportation	N/A
Cafeteria	N/A. Paid out of Local Funds
Extra Curricular	N/A.
Supplies and Materials	\$27,998 Student Uniforms (\$46.05 X 208 Students). \$4K medical supplies, \$88,272 Instructional Supplies includes textbooks and curriculum. \$1,000 Supplies for parent engagement
Textbooks	N/A.
Curriculum	N/A.
Professional Development	Based on historical averages. Training for teachers and administrative staff
Assessments	N/A.
Other Educational Program	N/A.
Therapists (Occupational, Speech)	Year 0=Based on 80% of cost at 100% enrollment. Year 1-4 Assumes 5% annual increase from prior year
Classroom Technology	N/A
School Climate	N/A
Computers	Annual replacement cost for damages of 25 computers @ \$528 each
Contracted Services	Year 0=\$73,991 for substitutes based on 75% of the cost when at 100% enrollment. Year 1-4 Assume a 5% increase from the prior year
Other	N/A
	Year 0=\$7,000 Classroom furniture. Do not anticipate additional furniture needs for Year 1-4
<b>Operations and Maintenance of Facilities</b>	
Insurance (Property/Liability)	Year 0 is FY19 actual with a 2% premium increase. Assumes year 1 annual premium increase of 2% from the prior year. Year 2 assumes 1/3 cost savings on insurance policy as result of one less building to ensure and less staff covered under liability insurance. Year 3-4 assumes an annual increase of 2% from the prior year

Rent	Year 0-1 based on current year lease agreement. Lease expires at the end of year 1. Year 2-4 assumes that school doesn't renew the lease agreement for 170 Lukens dr and only renews 160 Lukens dr at a rate of \$12.18 per square foot for 36,000 square feet in year 2 for 160 Lukens Dr. Assumes an annual increase of 2.5% over the prior year for years 3-4. year 4 includes all of the above and \$44,004 land lease for Delaware St. Year 0-3 land lease is paid out of local funds
Mortgage	N/A
Utilities	Utilities for 160 & 170 Lukens drive only year 0-1. Tenant pays utility expenses in year 0-1 for Delaware St location. CSNC moves back into Delaware St in Year 2-4 and vacates 170 Lukens Dr. Utility cost in Year 2-4 consist of 160 Lukens Dr and Delaware St. Minimal savings in utilities as result of a 4,068 square foot difference between 170 Lukens Dr and Delaware St. assumes a 2% increase in utilities from the prior year
Maintenance	Year 0=\$29,200 landscaping, \$39,827 General Maintenance, \$105,042 Custodial Services, \$35,000 Custodial Supplies. Year 1 assumes an annual increase of 1% from the prior year. Year 2 assumes 1/3 reduction in Year 1 cost as result of vacating 170 Lukens Dr. Year 3-4 assumes an annual increase of 1% from the prior year. Year 4 includes maintenance for Delaware Street location which was previously paid out of other funds
Telephone/Communications	Year 0 is based on historical averages, Year 1-4 assumes a 1% increase from the prior year
Construction	N/A
Renovation	N/A
Other	Year 0=\$57,400 playground & building repairs. Year 1-4 is a building repair contingency of \$5,000 a year
<b>Administrative/Operations Support</b>	
Equipment Lease/Maintenance	Lease for 6 Cannon Copiers and average average printing charges. Based on current lease contract
Equipment Purchase	\$8,800 (\$586.67 x 15 staff)computers for admin & non instructional Staff. Assume replacement cost occur in Year 3
Supplies and Materials	\$31K in basic office supplies based on historical averages, \$5K Employee Recognitions
Printing and Copying	Based on historical averages.
Postage and Shipping	Based on historical averages.
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	\$7,200 for Website Updates

Other	Year 0-1=\$2,000 for anticipated mileage reimbursements for staff attending meetings and training, \$77,200 Contracted Central Admin services (Accounting,HR & Payroll Support), \$30,927 Software licenses for Truancy tracking, Staff attendance tracking, School Messenger programs, and Human Resource management programs. \$3,600 for data storage. Year 2-4 includes all the above and \$20K in legal fees. Legal fees for year 0-1 are paid out of other funds. Based on current contracts
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**Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL REVENUE ASSUMPTIONS**

	Year 0	Year 1	Year 2	Year 3	Year 4	Assumptions
<b>Student Enrollment</b>	632	632	632	632	632	
Average Per Pupil Local Funding	3,912	3,990	4,070	4,152	4,235	Based on FY20 Local Billing Summary, Converted total to a per student amount and multiplied by anticipated student enrollment. Assume 2% increase each year
Average Per Pupil State Funding	7,158	7,301	7,447	7,596	7,748	Based on FY19 State Billing Summary, Converted total to a per student amount and multiplied by anticipated student enrollment. Assume a 2% increase each year
<b>State Appropriations</b>						
<i>State Appropriation (05213)</i>	4,523,603	4,614,075	4,706,356	4,800,483	4,896,493	Year 0 based on FY20 State Funding Summary with addition of transportation. Year 1-4 Average per pupil state funding of FY20 Funding X student enrollment
<i>Tech Block Grant (05235)</i>	15,256	15,256	15,256	15,256	15,256	Equal to FY20 Actual Funding
<i>Ed Sustainment (05289)</i>	113,990	113,990	113,990	113,990	113,990	Equal to FY20 Actual Funding
<i>MCI (50022)</i>	122,844	122,844	122,844	122,844	122,844	Equal to FY20 Actual Funding
<i>SSBG (05309)</i>	27,817	27,817	27,817	27,817	27,817	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Education Opportunity (05297)</i>	58,550	58,550	58,550	58,550	58,550	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Opportunity Fund (08914)</i>	58,550	-	-	-	-	Year 0=Equal to actualy FY20 Funding. Funding doesn't renew in Year 1-4
<b>Total State Appropriations</b>	<b>\$ 4,920,610</b>	<b>\$ 4,952,532</b>	<b>\$ 5,044,813</b>	<b>\$ 5,138,940</b>	<b>\$ 5,234,950</b>	
<b>School District Local Funds Transfers</b>						
<i>School district transfers (98000)</i>	2,472,454	2,521,904	2,572,342	2,623,788	2,676,264	Year 0 based on FY20 Local Funding Summary. Year 1-4 Average per pupil state funding of FY19 Funding X student enrollment
<i>CSD Settlement Funds (99150)</i>	-	-	-	-	-	No Longer Exists
<b>Total School District Local Fund Transfers</b>	<b>\$ 2,472,454</b>	<b>\$ 2,521,904</b>	<b>\$ 2,572,342</b>	<b>\$ 2,623,788</b>	<b>\$ 2,676,264</b>	

# FEDERAL FUNDS

Charter School Application Budget Worksheet											Charter School of New Castle									
Federal Funds																				
											YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
1	Entitlement Funding																			
2	Other Federal Grants																			
<b>TOTAL FEDERAL REVENUE</b>																				
Federal Expenses																				
											YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs											FTE		FTE		FTE		FTE		FTE	
3	Classroom Teachers																			
4	Special Education Teachers																			
5	Special Teachers (Phys Ed, Art, Music)																			
6	Counselors																			
7	Principal/Administrative																			
8	Nurse																			
9	Clerical																			
10	Custodial																			
11	Substitutes																			
12	Other																			
13	Other Employer Costs (32.46% of Salaries)																			
14	Health Insurance																			
15	Other Benefits																			
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>																				
Student Support																				
16	Transportation																			
17	Extra Curricular Transportation																			
18	Cafeteria																			
19	Extra Curricular																			
20	Supplies and Materials																			
21	Textbooks																			
22	Curriculum																			
23	Professional Development																			
24	Assessments																			
25	Other Educational Program																			
26	Therapists (Occupational, Speech)																			
27	Classroom Technology																			
28	School Climate																			
29	Computers																			
30	Contracted Services																			
31	Other																			
<b>SUBTOTAL STUDENT SUPPORT</b>																				
Operations and Maintenance of Facilities																				
32	Insurance (Property/Liability)																			
33	Rent																			
34	Mortgage																			
35	Utilities																			
36	Maintenance																			
37	Telephone/Communications																			
38	Construction																			
39	Renovation																			
40	Other																			
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>																				
Administrative/Operations Support																				
42	Equipment Lease/Maintenance																			
41	Equipment Purchase																			
42	Supplies and Materials																			
43	Printing and Copying																			
44	Postage and Shipping																			
45	Enrollment / Recruitment																			
46	Staffing (recruitment and assessment)																			
47	Technology Plan																			
48	Other																			
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>																				
Management Company																				
49	Fees																			
50	Salaries/Other Employee Costs																			
51	Curriculum																			
52	Accounting and Payroll																			
53	Other																			
<b>SUBTOTAL MANAGEMENT COMPANY</b>																				
<b>FEDERAL EXPENDITURES</b>																				
54	<b># Students</b>																			
<b>REVENUE LESS EXPENDITURES</b>																				

# CHARTER SCHOOL OF NEW CASTLE FEDERAL FUNDS ASSUMPTIONS

## Federal Funds

Entitlement Funding	Based on FY20 Allocation of 21st Century, Title I, Title II, Title IV, IDEA-B & IDEA Preschool. Due to the unpredictability of federal funding, assume funding will remain flat for all years
Other Federal Grants	N/A

## Federal Expenses

### Personnel Salaries / Other Employer Costs

Classroom Teachers	3 Classroom Teachers & 1 FTE of Summer School Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale. Summer salaries for all positions are included in the respective salary line item and ranges from \$78,668 in year 0 to \$85,153 In year 4
Special Education Teachers	2 Special Education Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale.
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	2 Dean of Students & 2 Behavior Specialists. Salaries are based on FY20 Charter School of New Castle Salary Scale
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual cost of health insurance per current employee enrollment
Other Benefits	N/A

### Student Support

Transportation	Based on current contract
Extra Curricular Transportation	Summer school and after care transportation. Based on current contract
Cafeteria	N/A
Extra Curricular	Activities associated with summer school & aftercare. Based on current year contracts and funded in the 21st Century Grant
Supplies and Materials	Instructional supplies for special education students and homeless students
Textbooks	N/A

Curriculum	N/A
Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	Portion of speech pathologist & OT cost supported by IDEA federal funding. Based on current year contracts
Classroom Technology	N/A
School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

### **Operations and Maintenance of Facilities**

Insurance (Property/Liability)	N/A
Rent	N/A
Mortgage	N/A
Utilities	N/A
Maintenance	N/A
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	N/A

### **Administrative/Operations Support**

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	N/A

### **Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A



# OTHER FUNDS

Charter School Application Budget Worksheet						Charter School of New Castle					
Other Funds											
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
1	Non Profit Grants										
2	Foundation Funds										
3	Donations										
4	Construction / Bank Loans										
5	Cafeteria Funds	\$361,055		\$361,055		\$361,055		\$361,055		\$361,055	
6	Miscellaneous Revenue	\$321,914		\$325,308		\$159,075		\$159,212		\$159,351	
7	Prior Year Carryover Funds	\$907,551		\$782,968		\$679,423		\$427,275		\$172,880	
<b>TOTAL OTHER REVENUE</b>		<b>\$1,590,520</b>		<b>\$1,469,331</b>		<b>\$1,199,553</b>		<b>\$947,542</b>		<b>\$693,286</b>	
Other Expenses											
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs											
			FTE		FTE		FTE		FTE		FTE
8	Classroom Teachers										0.00
9	Special Education Teachers										0.00
10	Special Teachers (Phys Ed, Art, Music)										0.00
11	Counselors										0.00
12	Principal/Administrative										0.00
13	Nurse										0.00
14	Clerical										0.00
15	Custodial										0.00
16	Substitutes										0.00
17	Other										0.00
18	Other Employer Costs (32.46% of Salaries)	\$0		\$0		\$0		\$0		\$0	
19	Health Insurance	\$0		\$0		\$0		\$0		\$0	
20	Other Benefits	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
Student Support											
21	Transportation										
22	Extra Curricular Transportation										
23	Cafeteria	\$391,552		\$393,510		\$395,477		\$397,455		\$399,442	
24	Extra Curricular										
25	Supplies and Materials										
26	Textbooks										
27	Curriculum										
28	Professional Development										
29	Assessments										
30	Other Educational Program										
31	Therapists (Occupational, Speech)										
32	Classroom Technology										
33	School Climate										
34	Computers										
35	Contracted Services										
36	Other										
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$391,552</b>		<b>\$393,510</b>		<b>\$395,477</b>		<b>\$397,455</b>		<b>\$399,442</b>	
Operations and Maintenance of Facilities											
37	Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0	
38	Rent	\$44,004		\$44,004		\$44,004		\$44,004		\$44,004	
39	Mortgage	\$283,015		\$283,015		\$283,015		\$283,015		\$283,015	
40	Utilities	\$0		\$0		\$0		\$0		\$0	
41	Maintenance	\$39,827		\$40,225		\$40,628		\$41,034		\$41,432	
42	Telephone/Communications	\$0		\$0		\$0		\$0		\$0	
43	Construction	\$0		\$0		\$0		\$0		\$0	
44	Renovation	\$0		\$0		\$0		\$0		\$0	
45	Other	\$29,154		\$9,154		\$9,154		\$9,154		\$9,154	
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$396,000</b>		<b>\$376,398</b>		<b>\$376,801</b>		<b>\$377,207</b>		<b>\$283,015</b>	
Administrative/Operations Support											
46	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0	
47	Equipment Purchase	\$0		\$0		\$0		\$0		\$0	
48	Supplies and Materials	\$0		\$0		\$0		\$0		\$0	
49	Printing and Copying	\$0		\$0		\$0		\$0		\$0	
50	Postage and Shipping	\$0		\$0		\$0		\$0		\$0	
51	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0	
52	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0	
53	Technology Plan	\$0		\$0		\$0		\$0		\$0	
54	Other	\$20,000		\$20,000		\$0		\$0		\$0	
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$20,000</b>		<b>\$20,000</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
Management Company											
55	Fees	\$0		\$0		\$0		\$0		\$0	
56	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0	
57	Curriculum	\$0		\$0		\$0		\$0		\$0	
58	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0	
59	Other	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
<b>OTHER EXPENDITURES</b>		<b>\$807,552</b>		<b>\$789,908</b>		<b>\$772,278</b>		<b>\$774,661</b>		<b>\$682,457</b>	
60	<b># Students</b>	<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>	
<b>REVENUE LESS EXPENDITURES</b>		<b>\$782,968</b>		<b>\$679,423</b>		<b>\$427,275</b>		<b>\$172,880</b>		<b>\$10,830</b>	



**CHARTER SCHOOL OF NEW CASTLE  
OTHER FUNDS BUDGET ASSUMPTIONS**

**Other Funds**

Non Profit Grants	N/A
Foundation Funds	N/A
Donations	N/A
Construction / Bank Loans	N/A
Cafeteria Funds	Consist of revenue generated for the free & reduced loan program. Assume every student participates and revenue will equal historical averages. 608 students X \$593.84 per student
Miscellaneous Revenue	Consists of \$152,219 fees collected for Summer School, After Care, Student Activities & Interest earned on local funds. Assumption is based on historical averages. Rental income of \$169,695 from lease agreement with tenant at Delaware St location in year 0. Assume annual rental income increases 2% in year 1. Assume CSNC moves middle school back in to Delaware Street. Loss of tenant & rental income in Year 2-4
Prior Year Carryover Funds	Year 0=Actual Local Funds cash balance @ June 30, 2019. Year 1-4 is the ending cash balance for the prior year.

**Other Expenses**

**Personnel Salaries / Other Employer Costs**

Classroom Teachers	N/A
Special Education Teachers	N/A
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	N/A
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	N/A
Health Insurance	N/A
Other Benefits	N/A

**Student Support**

Transportation	N/A
Extra Curricular Transportation	N/A
Cafeteria	Year 0=\$644 per student X 608 students. Based on historical average costs. Year 1-4 assumes a 1/2% increase in food service costs from the prior year
Extra Curricular	N/A
Supplies and Materials	N/A
Textbooks	N/A
Curriculum	N/A
Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	N/A
Classroom Technology	N/A

School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

### Operations and Maintenance of Facilities

Insurance (Property/Liability)	N/A
Rent	Year 0-3 Based on current land lease agreement. Lease agreement remains flat each year. Year 4 the land lease is paid out of state & local funds.
Mortgage	Based on current mortgage agreement for Delaware St location. Mortgage has a balloon payment provision schedule for 12/1/19. Lender has granted an extension to continue current monthly loan payments until 12/1/2020. Projections assume that loan will be refinanced at the current terms before the extension expiration.
Utilities	N/A
Maintenance	Year 0 is Based on historical average cost of general maintenance expenses. Year 1-3 assumes a 1% increase in cost per year. Year 4 maintenance paid out of state & local funds
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	Year 0=\$9,154 Security based on current contract and \$20K in HVAC Repairs. Year 1-4 is Security contract. Assume costs remain flat in year 1-4

### Administrative/Operations Support

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	Year 0-1 includes \$20K legal contingency. Year 2-4 are paid out of State & Local Funds

### Management Company

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

**School's Response to CSAC Initial Report :: Budget Narrative :: 80%  
Budget**

# STATE & LOCAL FUNDS

Charter School Application Budget Worksheet											Charter School of New Castle	
State & Local Revenue												
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4		
1	State Appropriations	\$4,920,610		\$4,952,532		\$5,044,813		\$5,138,940		\$5,234,950		
2	School District Local Fund Transfers	\$2,472,454		\$2,521,904		\$2,572,342		\$2,623,788		\$2,676,264		
3	Prior Year Carryover Funds	\$236,651		\$457,609		\$704,255		\$1,576,884		\$2,433,655		
<b>TOTAL STATE &amp; LOCAL REVENUE</b>		<b>\$7,629,715</b>		<b>\$7,932,045</b>		<b>\$8,321,410</b>		<b>\$9,339,613</b>		<b>\$10,344,869</b>		
State & Local Expenses												
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4		
Personnel Salaries / Other Employer Costs			FTE		FTE		FTE		FTE		FTE	
4	Classroom Teachers	\$1,333,957	25.00	\$1,360,636	25.00	\$1,387,849	25.00	\$1,415,606	25.00	\$1,443,918	25.00	
5	Special Education Teachers	\$106,500	5.00	\$108,630	5.00	\$110,803	5.00	\$113,019	5.00	\$115,279	5.00	
6	Special Teachers (Phys Ed, Art, Music)	\$252,407	2.00	\$257,455	2.00	\$262,604	2.00	\$267,856	2.00	\$273,213	2.00	
7	Counselors	\$120,492	2.00	\$122,902	2.00	\$125,360	2.00	\$127,867	2.00	\$130,424	2.00	
8	Principal/Administrative	\$551,862	6.00	\$562,899	6.00	\$574,157	6.00	\$585,640	6.00	\$597,353	6.00	
9	Nurse	\$113,469	2.00	\$115,738	2.00	\$118,053	2.00	\$120,414	2.00	\$122,822	2.00	
10	Clerical	\$84,182	2.00	\$85,866	2.00	\$87,583	2.00	\$89,335	2.00	\$91,121	2.00	
11	Custodial	\$95,985	2.00	\$97,905	2.00	\$99,863	2.00	\$101,860	2.00	\$103,897	2.00	
12	Substitutes			\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	
13	Other	\$406,944	5.50	\$415,083	5.50	\$423,385	5.50	\$431,852	5.50	\$440,489	5.50	
14	Other Employer Costs (32.46% of Salaries)	\$991,173		\$1,010,996		\$1,031,216		\$1,051,840		\$1,072,877		
15	Health Insurance	\$483,366		\$493,033		\$502,894		\$512,952		\$523,211		
16	Other Benefits	\$0		\$0		\$0		\$0		\$0		
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$4,540,337</b>	<b>51.50</b>	<b>\$4,631,144</b>	<b>51.50</b>	<b>\$4,723,766</b>	<b>51.50</b>	<b>\$4,818,242</b>	<b>51.50</b>	<b>\$4,914,607</b>	<b>51.50</b>	
Student Support												
17	Transportation	\$603,512		\$603,512		\$603,512		\$633,688		\$633,688		
18	Extra Curricular Transportation	\$0		\$0		\$0		\$0		\$0		
19	Cafeteria											
20	Extra Curricular	\$0		\$0		\$0		\$0		\$0		
21	Supplies and Materials	\$118,270		\$118,270		\$118,270		\$118,270		\$118,270		
22	Textbooks											
23	Curriculum											
24	Professional Development	\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		
25	Assessments											
26	Other Educational Program											
27	Therapists (Occupational, Speech)	\$127,568		\$133,946		\$140,644		\$147,676		\$155,060		
28	Classroom Technology											
29	School Climate											
30	Computers	\$13,200		\$13,200		\$13,200		\$13,200		\$13,200		
31	Contracted Services	\$73,991		\$77,691		\$81,575		\$85,654		\$89,937		
32	Other	\$7,000										
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$948,541</b>		<b>\$951,619</b>		<b>\$962,201</b>		<b>\$1,003,487</b>		<b>\$1,015,154</b>		
Operations and Maintenance of Facilities												
33	Insurance (Property/Liability)	\$30,860		\$31,477		\$20,985		\$21,405		\$21,833		
34	Rent	\$934,887		\$958,259		\$438,480		\$449,442		\$504,682		
35	Mortgage											
36	Utilities	\$195,000		\$198,900		\$192,868		\$196,726		\$200,660		
37	Maintenance	\$209,069		\$211,160		\$140,773		\$142,181		\$143,603		
38	Telephone/Communications	\$21,900		\$22,119		\$22,340		\$22,564		\$64,233		
39	Construction					\$0		\$0		\$0		
40	Renovation					\$0		\$0		\$0		
41	Other	\$57,400		\$5,000		\$5,000		\$5,000		\$5,000		
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$1,449,116</b>		<b>\$1,426,915</b>		<b>\$820,446</b>		<b>\$837,317</b>		<b>\$940,011</b>		
Administrative/Operations Support												
42	Equipment Lease/Maintenance	\$63,885		\$63,885		\$63,885		\$63,885		\$63,885		
43	Equipment Purchase	\$8,800						\$8,800				
44	Supplies and Materials	\$36,000		\$36,000		\$36,000		\$36,000		\$36,000		
45	Printing and Copying	\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		
46	Postage and Shipping	\$2,500		\$2,500		\$2,500		\$2,500		\$2,500		
47	Enrollment / Recruitment	\$0										
48	Staffing (recruitment and assessment)	\$0										
49	Technology Plan	\$7,200		\$0		\$0						
50	Other	\$113,727		\$113,727		\$133,727		\$133,727		\$133,727		
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$234,112</b>		<b>\$218,112</b>		<b>\$238,112</b>		<b>\$246,912</b>		<b>\$238,112</b>		
Management Company												
51	Fees	\$0		\$0		\$0		\$0		\$0		
52	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0		
53	Curriculum	\$0		\$0		\$0		\$0		\$0		
54	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0		
55	Other	\$0		\$0		\$0		\$0		\$0		
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		
<b>STATE &amp; LOCAL EXPENDITURES</b>		<b>\$7,172,106</b>		<b>\$7,227,790</b>		<b>\$6,744,526</b>		<b>\$6,905,958</b>		<b>\$7,107,883</b>		
56	<b># Students</b>	<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		
<b>REVENUE LESS EXPENDITURES</b>		<b>\$457,609</b>		<b>\$704,255</b>		<b>\$1,576,884</b>		<b>\$2,433,655</b>		<b>\$3,236,986</b>		
2% CONTINGENCY CHECK		\$152,594.31		\$158,640.89		\$166,428.19		\$186,792.25		\$206,897.38		

**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL ASSUMPTIONS**

<b>State &amp; Local Revenue</b>	
State Appropriations	See State/Local Revenue Schedule
School District Local Fund Transfers	See State/Local Revenue Schedule
Prior Year Carryover Funds	Year 0=actual cash balance in state funds @ june 30,2019. Year 1-4 is the prior year ending balance

<b>State &amp; Local Expenses</b>	
<b>Personnel Salaries / Other Employer Costs</b>	
Classroom Teachers	Assume a reduction of 8 teachers if enrollment is at 80%. Salary cost is based on CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Summer salaries are included in the each respective salary line ranges from \$359,041 in year 0 to \$388,637.94 in year 4.
Special Education Teachers	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Special Teachers (Phys Ed, Art, Music)	Assume a reduction of 2 teachers if enrollment is at 80%. Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Counselors	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 guidance counselors
Principal/Administrative	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Director of Technology, 1 Director of Operations, 1 Middle School Principal, 1 Elementary School Principal, 1 Elementary School Assistant Principals and 1 Middle School Assistant Principals
Nurse	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 Nurses
Clerical	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Office Manager & 1 Secretary
Custodial	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Custodian & 1 Head Custodian
Substitutes	N/A. Contract substitutes with professional firm.

Other	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include .50 FTE Food Service Cashier, 1 Food Service Supervisor, 4 Para Professionals
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual staff elections for benefits. Year 1-4 includes 2% annual inflationary increase
Other Benefits	N/A.
<b>Student Support</b>	
Transportation	Year 0-2 assume a 20% reduction in cost from 100% enrollment as a result of fewer buses needed. Assume a 5% increase every 3 years. Year 3-4 includes 5% annual inflationary increase
Extra Curricular Transportation	N/A
Cafeteria	N/A. Paid out of Local Funds
Extra Curricular	N/A.
Supplies and Materials	\$27,998 Student Uniforms (\$46.05 X 208 Students). \$4K medical supplies, \$88,272 Instructional Supplies includes textbooks and curriculum. \$1,000 Supplies for parent engagement
Textbooks	N/A.
Curriculum	N/A.
Professional Development	Based on historical averages. Training for teachers and administrative staff
Assessments	N/A.
Other Educational Program	N/A.
Therapists (Occupational, Speech)	Year 0=Based on 80% of cost at 100% enrollment. Year 1-4 Assumes 5% annual increase from prior year
Classroom Technology	N/A
School Climate	N/A
Computers	Annual replacement cost for damages of 25 computers @ \$528 each
Contracted Services	Year 0=\$73,991 for substitutes based on 75% of the cost when at 100% enrollment. Year 1-4 Assume a 5% increase from the prior year
Other	N/A
	Year 0=\$7,000 Classroom furniture. Do not anticipate additional furniture needs for Year 1-4
<b>Operations and Maintenance of Facilities</b>	
Insurance (Property/Liability)	Year 0 is FY19 actual with a 2% premium increase. Assumes year 1 annual premium increase of 2% from the prior year. Year 2 assumes 1/3 cost savings on insurance policy as result of one less building to ensure and less staff covered under liability insurance. Year 3-4 assumes an annual increase of 2% from the prior year

Rent	Year 0-1 based on current year lease agreement. Lease expires at the end of year 1. Year 2-4 assumes that school doesn't renew the lease agreement for 170 Lukens dr and only renews 160 Lukens dr at a rate of \$12.18 per square foot for 36,000 square feet in year 2 for 160 Lukens Dr. Assumes an annual increase of 2.5% over the prior year for years 3-4. year 4 includes all of the above and \$44,004 land lease for Delaware St. Year 0-3 land lease is paid out of local funds
Mortgage	N/A
Utilities	Utilities for 160 & 170 Lukens drive only year 0-1. Tenant pays utility expenses in year 0-1 for Delaware St location. CSNC moves back into Delaware St in Year 2-4 and vacates 170 Lukens Dr. Utility cost in Year 2-4 consist of 160 Lukens Dr and Delaware St. Minimal savings in utilities as result of a 4,068 square foot difference between 170 Lukens Dr and Delaware St. assumes a 2% increase in utilities from the prior year
Maintenance	Year 0=\$29,200 landscaping, \$39,827 General Maintenance, \$105,042 Custodial Services, \$35,000 Custodial Supplies. Year 1 assumes an annual increase of 1% from the prior year. Year 2 assumes 1/3 reduction in Year 1 cost as result of vacating 170 Lukens Dr. Year 3-4 assumes an annual increase of 1% from the prior year. Year 4 includes maintenance for Delaware Street location which was previously paid out of other funds
Telephone/Communications	Year 0 is based on historical averages, Year 1-4 assumes a 1% increase from the prior year
Construction	N/A
Renovation	N/A
Other	Year 0=\$57,400 playground & building repairs. Year 1-4 is a building repair contingency of \$5,000 a year
<b>Administrative/Operations Support</b>	
Equipment Lease/Maintenance	Lease for 6 Cannon Copiers and average average printing charges. Based on current lease contract
Equipment Purchase	\$8,800 (\$586.67 x 15 staff)computers for admin & non instructional Staff. Assume replacement cost occur in Year 3
Supplies and Materials	\$31K in basic office supplies based on historical averages, \$5K Employee Recognitions
Printing and Copying	Based on historical averages.
Postage and Shipping	Based on historical averages.
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	\$7,200 for Website Updates

Other	Year 0-1=\$2,000 for anticipated mileage reimbursements for staff attending meetings and training, \$77,200 Contracted Central Admin services (Accounting,HR & Payroll Support), \$30,927 Software licenses for Truancy tracking, Staff attendance tracking, School Messenger programs, and Human Resource management programs. \$3,600 for data storage. Year 2-4 includes all the above and \$20K in legal fees. Legal fees for year 0-1 are paid out of other funds. Based on current contracts
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**Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A



**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL REVENUE ASSUMPTIONS**

	Year 0	Year 1	Year 2	Year 3	Year 4	Assumptions
<b>Student Enrollment</b>	632	632	632	632	632	
Average Per Pupil Local Funding	3,912	3,990	4,070	4,152	4,235	Based on FY20 Local Billing Summary, Converted total to a per student amount and multiplied by anticipated student enrollment. Assume 2% increase each year
Average Per Pupil State Funding	7,158	7,301	7,447	7,596	7,748	Based on FY19 State Billing Summary, Converted total to a per student amount and multiplied by anticipated student enrollment. Assume a 2% increase each year
<b>State Appropriations</b>						
<i>State Appropriation (05213)</i>	4,523,603	4,614,075	4,706,356	4,800,483	4,896,493	Year 0 based on FY20 State Funding Summary with addition of transportation. Year 1-4 Average per pupil state funding of FY20 Funding X student enrollment
<i>Tech Block Grant (05235)</i>	15,256	15,256	15,256	15,256	15,256	Equal to FY20 Actual Funding
<i>Ed Sustainment (05289)</i>	113,990	113,990	113,990	113,990	113,990	Equal to FY20 Actual Funding
<i>MCI (50022)</i>	122,844	122,844	122,844	122,844	122,844	Equal to FY20 Actual Funding
<i>SSBG (05309)</i>	27,817	27,817	27,817	27,817	27,817	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Education Opportunity (05297)</i>	58,550	58,550	58,550	58,550	58,550	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Opportunity Fund (08914)</i>	58,550	-	-	-	-	Year 0=Equal to actualy FY20 Funding. Funding doesn't renew in Year 1-4
<b>Total State Appropriations</b>	<b>\$ 4,920,610</b>	<b>\$ 4,952,532</b>	<b>\$ 5,044,813</b>	<b>\$ 5,138,940</b>	<b>\$ 5,234,950</b>	
<b>School District Local Funds Transfers</b>						
<i>School district transfers (98000)</i>	2,472,454	2,521,904	2,572,342	2,623,788	2,676,264	Year 0 based on FY20 Local Funding Summary. Year 1-4 Average per pupil state funding of FY19 Funding X student enrollment
<i>CSD Settlement Funds (99150)</i>	-	-	-	-	-	No Longer Exists
<b>Total School District Local Fund Transfers</b>	<b>\$ 2,472,454</b>	<b>\$ 2,521,904</b>	<b>\$ 2,572,342</b>	<b>\$ 2,623,788</b>	<b>\$ 2,676,264</b>	

# FEDERAL FUNDS

Charter School Application Budget Worksheet											Charter School of New Castle				
Federal Funds															
											YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4
1	Entitlement Funding										\$974,548	\$974,548	\$974,548	\$974,548	\$974,548
2	Other Federal Grants										\$0	\$0	\$0	\$0	\$0
<b>TOTAL FEDERAL REVENUE</b>											<b>\$974,548</b>	<b>\$974,548</b>	<b>\$974,548</b>	<b>\$974,548</b>	<b>\$974,548</b>
Federal Expenses											YEAR 0	YEAR 1	YEAR 2	YEAR 3	YEAR 4
Personnel Salaries / Other Employer Costs											FTE	FTE	FTE	FTE	FTE
3	Classroom Teachers	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00		
4	Special Education Teachers	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00		
5	Special Teachers (Phys Ed, Art, Music)	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
6	Counselors	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00		
7	Principal/Administrative	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
8	Nurse	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
9	Clerical	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
10	Custodial	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
11	Substitutes	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
12	Other	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
13	Other Employer Costs (32.46% of Salaries)	\$165,317		\$165,317		\$165,317		\$165,317		\$165,317		\$165,317			
14	Health Insurance	\$72,875		\$72,875		\$72,875		\$72,875		\$72,875		\$72,875			
15	Other Benefits	\$0		\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>		
Student Support															
16	Transportation	\$41,600		\$41,600		\$41,600		\$41,600		\$41,600		\$41,600			
17	Extra Curricular Transportation	\$50,000		\$50,000		\$50,000		\$50,000		\$50,000		\$50,000			
18	Cafeteria														
19	Extra Curricular	\$102,985		\$102,985		\$102,985		\$102,985		\$102,985		\$102,985			
20	Supplies and Materials	\$25,268		\$25,268		\$25,268		\$25,268		\$25,268		\$25,268			
21	Textbooks														
22	Curriculum														
23	Professional Development														
24	Assessments														
25	Other Educational Program														
26	Therapists (Occupational, Speech)	\$5,160		\$5,160		\$5,160		\$5,160		\$5,160		\$5,160			
27	Classroom Technology														
28	School Climate														
29	Computers														
30	Contracted Services														
31	Other	\$0		\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>			
Operations and Maintenance of Facilities															
32	Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0		\$0			
33	Rent	\$0		\$0		\$0		\$0		\$0		\$0			
34	Mortgage	\$0		\$0		\$0		\$0		\$0		\$0			
35	Utilities	\$0		\$0		\$0		\$0		\$0		\$0			
36	Maintenance	\$0		\$0		\$0		\$0		\$0		\$0			
37	Telephone/Communications	\$0		\$0		\$0		\$0		\$0		\$0			
38	Construction	\$0		\$0		\$0		\$0		\$0		\$0			
39	Renovation	\$0		\$0		\$0		\$0		\$0		\$0			
40	Other	\$0		\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
Administrative/Operations Support															
42	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0		\$0			
41	Equipment Purchase	\$0		\$0		\$0		\$0		\$0		\$0			
42	Supplies and Materials	\$0		\$0		\$0		\$0		\$0		\$0			
43	Printing and Copying	\$0		\$0		\$0		\$0		\$0		\$0			
44	Postage and Shipping	\$0		\$0		\$0		\$0		\$0		\$0			
45	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0		\$0			
46	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0		\$0			
47	Technology Plan	\$0		\$0		\$0		\$0		\$0		\$0			
48	Other	\$0		\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
Management Company															
49	Fees	\$0		\$0		\$0		\$0		\$0		\$0			
50	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0		\$0			
51	Curriculum	\$0		\$0		\$0		\$0		\$0		\$0			
52	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0		\$0			
53	Other	\$0		\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
<b>FEDERAL EXPENDITURES</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>			
54	<b># Students</b>	<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>			
<b>REVENUE LESS EXPENDITURES</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			

# CHARTER SCHOOL OF NEW CASTLE FEDERAL FUNDS ASSUMPTIONS

## Federal Funds

Entitlement Funding	Based on FY20 Allocation of 21st Century, Title I, Title II, Title IV, IDEA-B & IDEA Preschool. Due to the unpredictability of federal funding, assume funding will remain flat for all years
Other Federal Grants	N/A

## Federal Expenses

### Personnel Salaries / Other Employer Costs

Classroom Teachers	3 Classroom Teachers & 1 FTE of Summer School Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale. Summer salaries for all positions are included in the respective salary line item and ranges from \$78,668 in year 0 to \$85,153 In year 4
Special Education Teachers	2 Special Education Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale.
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	2 Dean of Students & 2 Behavior Specialists. Salaries are based on FY20 Charter School of New Castle Salary Scale
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual cost of health insurance per current employee enrollment
Other Benefits	N/A

### Student Support

Transportation	Based on current contract
Extra Curricular Transportation	Summer school and after care transportation. Based on current contract
Cafeteria	N/A
Extra Curricular	Activities associated with summer school & aftercare. Based on current year contracts and funded in the 21st Century Grant
Supplies and Materials	Instructional supplies for special education students and homeless students
Textbooks	N/A

Curriculum	N/A
Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	Portion of speech pathologist & OT cost supported by IDEA federal funding. Based on current year contracts
Classroom Technology	N/A
School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

### **Operations and Maintenance of Facilities**

Insurance (Property/Liability)	N/A
Rent	N/A
Mortgage	N/A
Utilities	N/A
Maintenance	N/A
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	N/A

### **Administrative/Operations Support**

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	N/A

### **Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

# OTHER FUNDS

Charter School Application Budget Worksheet		Charter School of New Castle									
Other Funds		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
1	Non Profit Grants										
2	Foundation Funds										
3	Donations										
4	Construction / Bank Loans										
5	Cafeteria Funds	\$361,055		\$361,055		\$361,055		\$361,055		\$361,055	
6	Miscellaneous Revenue	\$321,914		\$325,308		\$159,075		\$159,212		\$159,351	
7	Prior Year Carryover Funds	\$907,551		\$782,968		\$679,423		\$427,275		\$172,880	
<b>TOTAL OTHER REVENUE</b>		<b>\$1,590,520</b>		<b>\$1,469,331</b>		<b>\$1,199,553</b>		<b>\$947,542</b>		<b>\$693,286</b>	
Other Expenses		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs											
			FTE		FTE		FTE		FTE		FTE
8	Classroom Teachers										0.00
9	Special Education Teachers										0.00
10	Special Teachers (Phys Ed, Art, Music)										0.00
11	Counselors										0.00
12	Principal/Administrative										0.00
13	Nurse										0.00
14	Clerical										0.00
15	Custodial										0.00
16	Substitutes										0.00
17	Other										0.00
18	Other Employer Costs (32.46% of Salaries)	\$0		\$0		\$0		\$0		\$0	
19	Health Insurance	\$0		\$0		\$0		\$0		\$0	
20	Other Benefits	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
Student Support											
21	Transportation										
22	Extra Curricular Transportation										
23	Cafeteria	\$391,552		\$393,510		\$395,477		\$397,455		\$399,442	
24	Extra Curricular										
25	Supplies and Materials										
26	Textbooks										
27	Curriculum										
28	Professional Development										
29	Assessments										
30	Other Educational Program										
31	Therapists (Occupational, Speech)										
32	Classroom Technology										
33	School Climate										
34	Computers										
35	Contracted Services										
36	Other										
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$391,552</b>		<b>\$393,510</b>		<b>\$395,477</b>		<b>\$397,455</b>		<b>\$399,442</b>	
Operations and Maintenance of Facilities											
37	Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0	
38	Rent	\$44,004		\$44,004		\$44,004		\$44,004		\$44,004	
39	Mortgage	\$283,015		\$283,015		\$283,015		\$283,015		\$283,015	
40	Utilities	\$0		\$0		\$0		\$0		\$0	
41	Maintenance	\$39,827		\$40,225		\$40,628		\$41,034		\$41,432	
42	Telephone/Communications	\$0		\$0		\$0		\$0		\$0	
43	Construction	\$0		\$0		\$0		\$0		\$0	
44	Renovation	\$0		\$0		\$0		\$0		\$0	
45	Other	\$29,154		\$9,154		\$9,154		\$9,154		\$9,154	
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$396,000</b>		<b>\$376,398</b>		<b>\$376,801</b>		<b>\$377,207</b>		<b>\$283,015</b>	
Administrative/Operations Support											
46	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0	
47	Equipment Purchase	\$0		\$0		\$0		\$0		\$0	
48	Supplies and Materials	\$0		\$0		\$0		\$0		\$0	
49	Printing and Copying	\$0		\$0		\$0		\$0		\$0	
50	Postage and Shipping	\$0		\$0		\$0		\$0		\$0	
51	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0	
52	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0	
53	Technology Plan	\$0		\$0		\$0		\$0		\$0	
54	Other	\$20,000		\$20,000		\$0		\$0		\$0	
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$20,000</b>		<b>\$20,000</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
Management Company											
55	Fees	\$0		\$0		\$0		\$0		\$0	
56	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0	
57	Curriculum	\$0		\$0		\$0		\$0		\$0	
58	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0	
59	Other	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
<b>OTHER EXPENDITURES</b>		<b>\$807,552</b>		<b>\$789,908</b>		<b>\$772,278</b>		<b>\$774,661</b>		<b>\$682,457</b>	
60	<b># Students</b>	<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>		<b>632</b>	
<b>REVENUE LESS EXPENDITURES</b>		<b>\$782,968</b>		<b>\$679,423</b>		<b>\$427,275</b>		<b>\$172,880</b>		<b>\$10,830</b>	

**CHARTER SCHOOL OF NEW CASTLE  
OTHER FUNDS BUDGET ASSUMPTIONS**

**Other Funds**

Non Profit Grants	N/A
Foundation Funds	N/A
Donations	N/A
Construction / Bank Loans	N/A
Cafeteria Funds	Consist of revenue generated for the free & reduced loan program. Assume every student participates and revenue will equal historical averages. 608 students X \$593.84 per student
Miscellaneous Revenue	Consists of \$152,219 fees collected for Summer School, After Care, Student Activities & Interest earned on local funds. Assumption is based on historical averages. Rental income of \$169,695 from lease agreement with tenant at Delaware St location in year 0. Assume annual rental income increases 2% in year 1. Assume CSNC moves middle school back in to Delaware Street. Loss of tenant & rental income in Year 2-4
Prior Year Carryover Funds	Year 0=Actual Local Funds cash balance @ June 30, 2019. Year 1-4 is the ending cash balance for the prior year.

**Other Expenses**

**Personnel Salaries / Other Employer Costs**

Classroom Teachers	N/A
Special Education Teachers	N/A
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	N/A
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	N/A
Health Insurance	N/A
Other Benefits	N/A

**Student Support**

Transportation	N/A
Extra Curricular Transportation	N/A
Cafeteria	Year 0=\$644 per student X 608 students. Based on historical average costs. Year 1-4 assumes a 1/2% increase in food service costs from the prior year
Extra Curricular	N/A
Supplies and Materials	N/A
Textbooks	N/A
Curriculum	N/A
Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	N/A
Classroom Technology	N/A



School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

### Operations and Maintenance of Facilities

Insurance (Property/Liability)	N/A
Rent	Year 0-3 Based on current land lease agreement. Lease agreement remains flat each year. Year 4 the land lease is paid out of state & local funds.
Mortgage	Based on current mortgage agreement for Delaware St location. Mortgage has a balloon payment provision schedule for 12/1/19. Lender has granted an extension to continue current monthly loan payments until 12/1/2020. Projections assume that loan will be refinanced at the current terms before the extension expiration.
Utilities	N/A
Maintenance	Year 0 is Based on historical average cost of general maintenance expenses. Year 1-3 assumes a 1% increase in cost per year. Year 4 maintenance paid out of state & local funds
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	Year 0=\$9,154 Security based on current contract and \$20K in HVAC Repairs. Year 1-4 is Security contract. Assume costs remain flat in year 1-4

### Administrative/Operations Support

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	Year 0-1 includes \$20K legal contingency. Year 2-4 are paid out of State & Local Funds

### Management Company

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

**School's Response to CSAC Initial Report :: Budget Narrative :: 100%  
Budget**



# STATE & LOCAL FUNDS

Charter School Application Budget Worksheet											Charter School of New Castle	
State & Local Revenue												
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4		
1	State Appropriations		\$6,051,511		\$6,106,051		\$6,221,402		\$6,339,061		\$6,459,073	
2	School District Local Fund Transfers		\$3,090,568		\$3,152,379		\$3,215,427		\$3,279,736		\$3,345,330	
3	Prior Year Carryover Funds		\$236,651		\$583,032		\$945,961		\$1,323,405		\$1,668,118	
<b>TOTAL STATE &amp; LOCAL REVENUE</b>			<b>\$9,378,730</b>		<b>\$9,841,462</b>		<b>\$10,382,790</b>		<b>\$10,942,202</b>		<b>\$11,472,522</b>	
State & Local Expenses												
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4		
Personnel Salaries / Other Employer Costs												
			FTE		FTE		FTE		FTE		FTE	
4	Classroom Teachers	\$1,760,821	33.00	\$1,796,038	33.00	\$1,831,958	33.00	\$1,868,598	33.00	\$1,905,970	33.00	
5	Special Education Teachers	\$106,500	5.00	\$108,630	5.00	\$110,803	5.00	\$113,019	5.00	\$115,279	5.00	
6	Special Teachers (Phys Ed, Art, Music)	\$348,298	4.00	\$355,264	4.00	\$362,369	4.00	\$369,617	4.00	\$377,009	4.00	
7	Counselors	\$120,492	2.00	\$122,902	2.00	\$125,360	2.00	\$127,867	2.00	\$130,424	2.00	
8	Principal/Administrative	\$799,412	8.00	\$815,400	8.00	\$831,708	8.00	\$848,342	8.00	\$865,309	8.00	
9	Nurse	\$113,469	2.00	\$115,738	2.00	\$118,053	2.00	\$120,414	2.00	\$122,822	2.00	
10	Clerical	\$84,182	2.00	\$85,866	2.00	\$87,583	2.00	\$89,335	2.00	\$91,121	2.00	
11	Custodial	\$95,985	2.00	\$97,905	2.00	\$99,863	2.00	\$101,860	2.00	\$103,897	2.00	
12	Substitutes	\$0		\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	
13	Other	\$465,770	7.50	\$475,085	7.50	\$484,587	7.50	\$494,279	7.50	\$504,164	7.50	
14	Other Employer Costs (32.46% of Salaries)	\$1,259,231		\$1,284,415		\$1,310,104		\$1,336,306		\$1,363,032		
15	Health Insurance	\$663,271		\$676,536		\$690,067		\$703,868		\$717,946		
16	Other Benefits	\$0		\$0		\$0		\$0		\$0		
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>			<b>\$5,817,431</b>	<b>65.50</b>	<b>\$5,933,780</b>	<b>65.50</b>	<b>\$6,052,455</b>	<b>65.50</b>	<b>\$6,173,504</b>	<b>65.50</b>	<b>\$6,296,974</b>	<b>65.50</b>
Student Support												
17	Transportation	\$764,790		\$764,790		\$764,790		\$803,030		\$803,030		
18	Extra Curricular Transportation	\$0		\$0		\$0		\$0		\$0		
19	Cafeteria											
20	Extra Curricular	\$0		\$0		\$0		\$0		\$0		
21	Supplies and Materials	\$154,340		\$154,340		\$154,340		\$154,340		\$154,340		
22	Textbooks											
23	Curriculum											
24	Professional Development	\$5,000		\$5,000		\$5,000		\$5,000		\$5,000		
25	Assessments											
26	Other Educational Program											
27	Therapists (Occupational, Speech)	\$159,460		\$167,433		\$175,805		\$184,595		\$193,825		
28	Classroom Technology											
29	School Climate											
30	Computers	\$13,200		\$13,200		\$13,200		\$13,200		\$13,200		
31	Contracted Services	\$98,655		\$103,588		\$108,767		\$114,205		\$119,916		
32	Other	\$7,000										
<b>SUBTOTAL STUDENT SUPPORT</b>			<b>\$1,202,445</b>		<b>\$1,208,351</b>		<b>\$1,221,902</b>		<b>\$1,274,370</b>		<b>\$1,289,310</b>	
Operations and Maintenance of Facilities												
33	Insurance (Property/Liability)	\$30,860		\$31,477		\$32,107		\$32,749		\$33,404		
34	Rent	\$934,887		\$958,259		\$982,215		\$1,006,771		\$1,031,940		
35	Mortgage											
36	Utilities	\$209,400		\$213,588		\$217,860		\$222,217		\$226,661		
37	Maintenance	\$250,883		\$253,392		\$255,926		\$258,485		\$261,070		
38	Telephone/Communications	\$26,280		\$26,543		\$26,808		\$27,076		\$27,347		
39	Construction					\$0		\$0		\$0		
40	Renovation					\$0		\$0		\$0		
41	Other	\$57,400		\$20,000		\$20,000		\$20,000		\$20,000		
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>			<b>\$1,509,710</b>		<b>\$1,503,259</b>		<b>\$1,534,916</b>		<b>\$1,567,298</b>		<b>\$1,600,422</b>	
Administrative/Operations Support												
42	Equipment Lease/Maintenance	\$63,885		\$63,885		\$63,885		\$63,885		\$63,885		
43	Equipment Purchase	\$8,800		\$8,800		\$8,800		\$8,800		\$8,800		
44	Supplies and Materials	\$48,000		\$48,000		\$48,000		\$48,000		\$48,000		
45	Printing and Copying	\$2,000		\$2,000		\$2,000		\$2,000		\$2,000		
46	Postage and Shipping	\$2,500		\$2,500		\$2,500		\$2,500		\$2,500		
47	Enrollment / Recruitment											
48	Staffing (recruitment and assessment)											
49	Technology Plan	\$7,200		\$0		\$0		\$0		\$0		
50	Other	\$133,727		\$133,727		\$133,727		\$133,727		\$133,727		
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>			<b>\$266,112</b>		<b>\$250,112</b>		<b>\$250,112</b>		<b>\$258,912</b>		<b>\$250,112</b>	
Management Company												
51	Fees	\$0		\$0		\$0		\$0		\$0		
52	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0		
53	Curriculum	\$0		\$0		\$0		\$0		\$0		
54	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0		
55	Other	\$0		\$0		\$0		\$0		\$0		
<b>SUBTOTAL MANAGEMENT COMPANY</b>			<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
<b>STATE &amp; LOCAL EXPENDITURES</b>			<b>\$8,795,698</b>		<b>\$8,895,501</b>		<b>\$9,059,385</b>		<b>\$9,274,084</b>		<b>\$9,436,819</b>	
56	<b># Students</b>		<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>	
<b>REVENUE LESS EXPENDITURES</b>			<b>\$583,032</b>		<b>\$945,961</b>		<b>\$1,323,405</b>		<b>\$1,668,118</b>		<b>\$2,035,703</b>	
2% CONTINGENCY CHECK			\$187,574.60		\$196,829.24		\$207,655.81		\$218,844.05		\$229,450.44	

**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL ASSUMPTIONS**

**State & Local Revenue**

State Appropriations	See State/Local Revenue Schedule
School District Local Fund Transfers	See State/Local Revenue Schedule
Prior Year Carryover Funds	Year 0=actual cash balance in state funds @ june 30,2019. Year 1-4 is the prior year ending balance

**State & Local Expenses**

**Personnel Salaries / Other Employer Costs**

Classroom Teachers	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Summer salaries for all positions are included in the salary line for each respective position and total from a range of \$448,515 in year 0 to \$485,488 in year 4
Special Education Teachers	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Special Teachers (Phys Ed, Art, Music)	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase
Counselors	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 guidance counselors
Principal/Administrative	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Director of Technology, 1 Director of Operations, 1 Middle School Principal, 1 Elementary School Principal, 2 Elementary School Assistant Principals and 2 Middle School Assistant Principals
Nurse	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 2 Nurses
Clerical	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Office Manager & 1 Secretary
Custodial	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include 1 Custodian & 1 Head Custodian
Substitutes	N/A. Contract substitutes with professional firm.
Other	Salary cost is based on current staff & anticipated positions to fill using CSNC salary scale. Year 1-4 includes 2% annual inflationary increase. Positions include .50 FTE Food Service Cashier, 1 Food Service Supervisor, 6 Para Professionals
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual staff elections for benefits. Year 1-4 includes 2% annual inflationary increase
Other Benefits	N/A.

**Student Support**

Transportation	Year 0-2 Cost based on current contract. Assume a 5% increase once every 3 years. Year 3-4 includes 5% annual inflationary increase
Extra Curricular Transportation	N/A
Cafeteria	N/A. Paid out of Local Funds
Extra Curricular	N/A.

Supplies and Materials	\$35K Student Uniforms (\$46.05 X 760 Students). \$5K medical supplies, \$110,340 Instructional Supplies includes textbooks and curriculum. \$4,000 Supplies for parent engagement
Textbooks	N/A.
Curriculum	N/A.
Professional Development	Based on historical averages. Training for teachers and administrative staff
Assessments	N/A.
Other Educational Program	N/A.
Therapists (Occupational, Speech)	Year 0=Based on historical averages. Year 1-4 Assumes 5% annual increase from prior year
Classroom Technology	N/A
School Climate	N/A
Computers	Annual replacement cost for damages of 25 computers @ \$528 each
Contracted Services	Year 0=\$98,655 for substitutes based on historical averages. Year 1-4 Assume a 5% increase from the prior year
Other	Year 0=\$7,000 Classroom furniture. Do not anticipate additional furniture needs for Year 1-4
<b>Operations and Maintenance of Facilities</b>	
Insurance (Property/Liability)	Year 0 is FY19 actual with a 2% premium increase. Assumes year 1-4 annual premium increase of 2% from the prior year.
Rent	Year 0-1 based on current year lease agreement. Year 2-4 assumes an annual increase of 2.5% from the prior year. Assume renew lease agreement in 2021 at the same terms.
Mortgage	N/A
Utilities	Utilities for Lukens drive & 20% of Delaware St. Tenant picked up 80% utility expenses in FY20. Year 1-4 assumes a 2% increase in utilities from the prior year
Maintenance	Year 0=\$35,040 landscaping, \$47,792 General Maintenance, \$126,050 Custodial Services, \$42,000 Custodial Supplies. Year 1-4 assumes an annual increase of 1% from the prior year.
Telephone/Communications	Year 0 is based on historical averages, Year 1-4 assumes a 1% increase from the prior year
Construction	N/A
Renovation	N/A
Other	Year 0=\$57,400 playground & building repairs. Year 1-4 is a building repair contingency of \$20,000 a year
<b>Administrative/Operations Support</b>	
Equipment Lease/Maintenance	Lease for 6 Cannon Copiers and average average printing charges. Based on current lease contract
Equipment Purchase	\$8,800 (\$586.67 x 15 staff) computers for admin & non instructional Staff. Assume replacement cost occur in Year 3
Supplies and Materials	\$38K in basic office supplies based on historical averages, \$10K Employee Recognitions
Printing and Copying	Based on historical averages.
Postage and Shipping	Based on historical averages.
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	\$7,200 for Website maintenance
Other	\$2,000 for anticipated mileage reimbursements for staff attending meetings and training, \$20,000 for contingent Legal Fees, \$77,200 Contracted Central Admin services (Accounting, HR & Payroll Support), \$30,927 Software licenses for Truancy tracking, Staff attendance tracking, School Messenger programs, and Human Resource management programs. \$3,600 for data storage. Based on current contracts
<b>Management Company</b>	
Fees	N/A

Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

**CHARTER SCHOOL OF NEW CASTLE  
STATE & LOCAL REVENUE ASSUMPTIONS**

	Year 0	Year 1	Year 2	Year 3	Year 4	Assumptions
<b>Student Enrollment</b>	790	790	790	790	790	
Average Per Pupil Local Funding	3,912	3,990	4,070	4,152	4,235	Based on FY20 Local Billing Summary, Converted total to a per student amount and multiplied by anticipated student enrollment. Assume 2% increase each year
Average Per Pupil State Funding	7,158	7,301	7,447	7,596	7,748	Based on FY19 State Billing , Converted total to a per student amount and multiplied by anticipated student enrollment. Assume a 2% increase each year
<b>State Appropriations</b>						
<i>State Appropriation (05213)</i>	5,654,504	5,767,594	5,882,945	6,000,604	6,120,616	Student Enrollment X average per pupil state funding
<i>Tech Block Grant (05235)</i>	15,256	15,256	15,256	15,256	15,256	Equal to FY20 Actual Funding
<i>Ed Sustainment (05289)</i>	113,990	113,990	113,990	113,990	113,990	Equal to FY20 Actual Funding
<i>MCI (50022)</i>	122,844	122,844	122,844	122,844	122,844	Equal to FY20 Actual Funding
<i>SSBG (05309)</i>	27,817	27,817	27,817	27,817	27,817	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Education Opportunity (05297)</i>	58,550	58,550	58,550	58,550	58,550	Equal to actualy FY20 Funding. Assume funding will renew each year. Funding supports supplemental programs that will be eliminated if funding ceases or applied to private grants
<i>Opportunity Fund (08914)</i>	58,550	-	-	-	-	Year 0=Equal to actualy FY20 Funding. Funding doesn't renew in Year 1-4
<b>Total State Appropriations</b>	<b>\$ 6,051,511</b>	<b>\$ 6,106,051</b>	<b>\$ 6,221,402</b>	<b>\$ 6,339,061</b>	<b>\$ 6,459,073</b>	

**School District Local Funds Transfers**

<i>School district transfers (98000)</i>	3,090,568	3,152,379	3,215,427	3,279,736	3,345,330	Year 0 based on FY20 Local Funding Summary. Year 1-4 Average per pupil state funding of FY19 Funding X student enrollment
<i>CSD Settlement Funds (99150)</i>	-	-	-	-	-	No Longer Exists
<b>Total School District Local Fund Transfers</b>	<b>\$ 3,090,568</b>	<b>\$ 3,152,379</b>	<b>\$ 3,215,427</b>	<b>\$ 3,279,736</b>	<b>\$ 3,345,330</b>	



# FEDERAL FUNDS

Charter School Application Budget Worksheet												Charter School of New Castle	
Federal Funds													
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4			
1	Entitlement Funding	\$974,548		\$974,548		\$974,548		\$974,548		\$974,548			
2	Other Federal Grants	\$0		\$0		\$0		\$0		\$0			
<b>TOTAL FEDERAL REVENUE</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>			
Federal Expenses													
		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4			
Personnel Salaries / Other Employer Costs		FTE		FTE		FTE		FTE		FTE			
3	Classroom Teachers	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00	\$220,239	4.00		
4	Special Education Teachers	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00	\$95,404	2.00		
5	Special Teachers (Phys Ed, Art, Music)	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
6	Counselors	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00	\$195,700	4.00		
7	Principal/Administrative	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
8	Nurse	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
9	Clerical	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
10	Custodial	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
11	Substitutes	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
12	Other	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00		
13	Other Employer Costs (32.46% of Salaries)	\$165,317		\$165,317		\$165,317		\$165,317		\$165,317			
14	Health Insurance	\$72,875		\$72,875		\$72,875		\$72,875		\$72,875			
15	Other Benefits	\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>	<b>\$749,535</b>	<b>10.00</b>		
Student Support													
16	Transportation	\$41,600		\$41,600		\$41,600		\$41,600		\$41,600			
17	Extra Curricular Transportation	\$50,000		\$50,000		\$50,000		\$50,000		\$50,000			
18	Cafeteria												
19	Extra Curricular	\$102,985		\$102,985		\$102,985		\$102,985		\$102,985			
20	Supplies and Materials	\$25,268		\$25,268		\$25,268		\$25,268		\$25,268			
21	Textbooks												
22	Curriculum												
23	Professional Development												
24	Assessments												
25	Other Educational Program												
26	Therapists (Occupational, Speech)	\$5,160		\$5,160		\$5,160		\$5,160		\$5,160			
27	Classroom Technology												
28	School Climate												
29	Computers												
30	Contracted Services												
31	Other	\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>		<b>\$225,013</b>			
Operations and Maintenance of Facilities													
32	Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0			
33	Rent	\$0		\$0		\$0		\$0		\$0			
34	Mortgage	\$0		\$0		\$0		\$0		\$0			
35	Utilities	\$0		\$0		\$0		\$0		\$0			
36	Maintenance	\$0		\$0		\$0		\$0		\$0			
37	Telephone/Communications	\$0		\$0		\$0		\$0		\$0			
38	Construction	\$0		\$0		\$0		\$0		\$0			
39	Renovation	\$0		\$0		\$0		\$0		\$0			
40	Other	\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
Administrative/Operations Support													
42	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0			
41	Equipment Purchase	\$0		\$0		\$0		\$0		\$0			
42	Supplies and Materials	\$0		\$0		\$0		\$0		\$0			
43	Printing and Copying	\$0		\$0		\$0		\$0		\$0			
44	Postage and Shipping	\$0		\$0		\$0		\$0		\$0			
45	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0			
46	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0			
47	Technology Plan	\$0		\$0		\$0		\$0		\$0			
48	Other	\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
Management Company													
49	Fees	\$0		\$0		\$0		\$0		\$0			
50	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0			
51	Curriculum	\$0		\$0		\$0		\$0		\$0			
52	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0			
53	Other	\$0		\$0		\$0		\$0		\$0			
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			
<b>FEDERAL EXPENDITURES</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>		<b>\$974,548</b>			
54	<b># Students</b>	<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>			
<b>REVENUE LESS EXPENDITURES</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			

**CHARTER SCHOOL OF NEW CASTLE  
FEDERAL FUNDS ASSUMPTIONS**

**Federal Funds**

Entitlement Funding	Based on FY20 Allocation of 21st Century, Title I, Title II, Title IV, IDEA-B & IDEA Preschool. Due to the unpredictability of federal funding, assume funding will remain flat for all years
Other Federal Grants	N/A

**Federal Expenses**

**Personnel Salaries / Other Employer Costs**

Classroom Teachers	3 Classroom Teachers & 1 FTE of Summer School Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale. Summer salaries for all positions are included in the respective salary line item and ranges from \$76,668 in year 0 to \$85,153 in year 4.
Special Education Teachers	2 Special Education Teachers. Salaries are based on FY20 Charter School of New Castle Salary Scale.
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	2 Dean of Students & 2 Behavior Specialists. Salaries are based on FY20 Charter School of New Castle Salary Scale
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	32.33% (FY20 actual OEC Rate) of total salaries. Unable to update budget sheet with current OEC rate due to cell being locked for editing
Health Insurance	based on actual cost of health insurance per current employee enrollment
Other Benefits	N/A

**Student Support**

Transportation	Based on current contract
Extra Curricular Transportation	Summer school and after care transportation. Based on current contract
Cafeteria	N/A
Extra Curricular	Activities associated with summer school & aftercare. Based on current year contracts and funded in the 21st Century Grant
Supplies and Materials	Instructional supplies for special education students and homeless students
Textbooks	N/A
Curriculum	N/A

Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	Portion of speech pathologist & OT cost supported by IDEA federal funding. Based on current year contracts
Classroom Technology	N/A
School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

**Operations and Maintenance of Facilities**

Insurance (Property/Liability)	N/A
Rent	N/A
Mortgage	N/A
Utilities	N/A
Maintenance	N/A
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	N/A

**Administrative/Operations Support**

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	N/A

**Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A



# OTHER FUNDS

Charter School Application Budget Worksheet		Charter School of New Castle									
Other Funds		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
1	Non Profit Grants										
2	Foundation Funds										
3	Donations										
4	Construction / Bank Loans										
5	Cafeteria Funds	\$451,318		\$451,318		\$451,318		\$451,318		\$451,318	
6	Miscellaneous Revenue	\$321,914		\$325,308		\$328,770		\$332,301		\$335,902	
7	Prior Year Carryover Funds	\$907,551		\$795,343		\$703,683		\$612,624		\$522,218	
<b>TOTAL OTHER REVENUE</b>		<b>\$1,680,783</b>		<b>\$1,571,969</b>		<b>\$1,483,771</b>		<b>\$1,396,243</b>		<b>\$1,309,438</b>	
Other Expenses		YEAR 0		YEAR 1		YEAR 2		YEAR 3		YEAR 4	
Personnel Salaries / Other Employer Costs			FTE		FTE		FTE		FTE		FTE
8	Classroom Teachers										0.00
9	Special Education Teachers										0.00
10	Special Teachers (Phys Ed, Art, Music)										0.00
11	Counselors										0.00
12	Principal/Administrative										0.00
13	Nurse										0.00
14	Clerical										0.00
15	Custodial										0.00
16	Substitutes										0.00
17	Other										0.00
18	Other Employer Costs (32.46% of Salaries)	\$0		\$0		\$0		\$0		\$0	
19	Health Insurance	\$0		\$0		\$0		\$0		\$0	
20	Other Benefits	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL SALARIES / OTHER EMPLOYER COSTS</b>		<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>	<b>\$0</b>	<b>0.00</b>
Student Support											
21	Transportation										
22	Extra Curricular Transportation										
23	Cafeteria	\$489,440		\$491,887		\$494,347		\$496,818		\$499,302	
24	Extra Curricular										
25	Supplies and Materials										
26	Textbooks										
27	Curriculum										
28	Professional Development										
29	Assessments										
30	Other Educational Program										
31	Therapists (Occupational, Speech)										
32	Classroom Technology										
33	School Climate										
34	Computers										
35	Contracted Services										
36	Other										
<b>SUBTOTAL STUDENT SUPPORT</b>		<b>\$489,440</b>		<b>\$491,887</b>		<b>\$494,347</b>		<b>\$496,818</b>		<b>\$499,302</b>	
Operations and Maintenance of Facilities											
37	Insurance (Property/Liability)	\$0		\$0		\$0		\$0		\$0	
38	Rent	\$44,004		\$44,004		\$44,004		\$44,004		\$44,004	
39	Mortgage	\$283,015		\$283,015		\$283,015		\$283,015		\$283,015	
40	Utilities	\$0		\$0		\$0		\$0		\$0	
41	Maintenance	\$39,827		\$40,225		\$40,628		\$41,034		\$41,444	
42	Telephone/Communications	\$0		\$0		\$0		\$0		\$0	
43	Construction	\$0		\$0		\$0		\$0		\$0	
44	Renovation	\$0		\$0		\$0		\$0		\$0	
45	Other	\$29,154		\$9,154		\$9,154		\$9,154		\$9,154	
<b>SUBTOTAL OPERATIONS AND MAINTENANCE OF FACILITIES</b>		<b>\$396,000</b>		<b>\$376,398</b>		<b>\$376,801</b>		<b>\$377,207</b>		<b>\$377,617</b>	
Administrative/Operations Support											
46	Equipment Lease/Maintenance	\$0		\$0		\$0		\$0		\$0	
47	Equipment Purchase	\$0		\$0		\$0		\$0		\$0	
48	Supplies and Materials	\$0		\$0		\$0		\$0		\$0	
49	Printing and Copying	\$0		\$0		\$0		\$0		\$0	
50	Postage and Shipping	\$0		\$0		\$0		\$0		\$0	
51	Enrollment / Recruitment	\$0		\$0		\$0		\$0		\$0	
52	Staffing (recruitment and assessment)	\$0		\$0		\$0		\$0		\$0	
53	Technology Plan	\$0		\$0		\$0		\$0		\$0	
54	Other	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL ADMINISTRATIVE/ OPERATIONS SUPPORT</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
Management Company											
55	Fees	\$0		\$0		\$0		\$0		\$0	
56	Salaries/Other Employee Costs	\$0		\$0		\$0		\$0		\$0	
57	Curriculum	\$0		\$0		\$0		\$0		\$0	
58	Accounting and Payroll	\$0		\$0		\$0		\$0		\$0	
59	Other	\$0		\$0		\$0		\$0		\$0	
<b>SUBTOTAL MANAGEMENT COMPANY</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>	
<b>OTHER EXPENDITURES</b>		<b>\$885,440</b>		<b>\$868,285</b>		<b>\$871,147</b>		<b>\$874,025</b>		<b>\$876,920</b>	
60	<b># Students</b>	<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>		<b>790</b>	
<b>REVENUE LESS EXPENDITURES</b>		<b>\$795,343</b>		<b>\$703,683</b>		<b>\$612,624</b>		<b>\$522,218</b>		<b>\$432,518</b>	

**CHARTER SCHOOL OF NEW CASTLE  
OTHER FUNDS BUDGET ASSUMPTIONS**

**Other Funds**

Non Profit Grants	N/A
Foundation Funds	N/A
Donations	N/A
Construction / Bank Loans	N/A
Cafeteria Funds	Consist of revenue generated for the free & reduced loan program. Assume every student participates and revenue will equal historical averages. 760 students X \$593.84 per student
Miscellaneous Revenue	Consists of \$152,219 fees collected for Summer School, After Care, Student Activities & Interest earned on local funds. Assumption is based on historical averages. Rental income of \$169,695 from lease agreement with tenant at Delaware St location. Assume annual rental income increases 2% each year.
Prior Year Carryover Funds	Year 0=Actual Local Funds cash balance @ June 30, 2019. Year 1-4 is the ending cash balance for the prior year.

**Other Expenses**

**Personnel Salaries / Other Employer Costs**

Classroom Teachers	N/A
Special Education Teachers	N/A
Special Teachers (Phys Ed, Art, Music)	N/A
Counselors	N/A
Principal/Administrative	N/A
Nurse	N/A
Clerical	N/A
Custodial	N/A
Substitutes	N/A
Other	N/A
Other Employer Costs (32.33% of Salaries)	N/A
Health Insurance	N/A
Other Benefits	N/A

**Student Support**

Transportation	N/A
Extra Curricular Transportation	N/A
Cafeteria	Year 0=\$644 per student X 760 students. Based on historical average costs. Year 1-4 assumes a 1/2% increase in food service costs from the prior year
Extra Curricular	N/A
Supplies and Materials	N/A
Textbooks	N/A
Curriculum	N/A
Professional Development	N/A
Assessments	N/A
Other Educational Program	N/A
Therapists (Occupational, Speech)	N/A
Classroom Technology	N/A
School Climate	N/A
Computers	N/A
Contracted Services	N/A
Other	N/A

**Operations and Maintenance of Facilities**

Insurance (Property/Liability)	N/A
Rent	Based on current land lease agreement for Delaware St. Lease agreement remains flat each year. Intend to sell building. Due to uncertainty of the timing of a potential sale, assume retain Delaware street for full 5 years.
Mortgage	Based on current mortgage agreement for Delaware St location. Mortgage has a balloon payment provision schedule for 12/1/19. Lender has granted an extension to continue current monthly loan payments until 12/1/2020. Projections assume that loan will be refinanced at the current terms before the extension expiration.
Utilities	N/A
Maintenance	Year 0 is Based on historical average cost of general maintenance expenses. Year 1-4 assumes a 1% increase in cost per year
Telephone/Communications	N/A
Construction	N/A
Renovation	N/A
Other	Year 0=\$9,154 Security based on current contract and \$20K in HVAC Repairs. Year 1-4 is Security contract. Assume costs remain flat in year 1-4

**Administrative/Operations Support**

Equipment Lease/Maintenance	N/A
Equipment Purchase	N/A
Supplies and Materials	N/A
Printing and Copying	N/A
Postage and Shipping	N/A
Enrollment / Recruitment	N/A
Staffing (recruitment and assessment)	N/A
Technology Plan	N/A
Other	N/A

**Management Company**

Fees	N/A
Salaries/Other Employee Costs	N/A
Curriculum	N/A
Accounting and Payroll	N/A
Other	N/A

**School's Response to CSAC Initial Report :: Closure Requirements**

### **3.8 Closure Requirements:**

In the event of closure or dissolution of the school, Charter School of New Castle will have reserve funds set aside to ensure that all employees are paid according to their contractual agreements. All cash and cash equivalents will be distributed first to satisfy outstanding payroll obligations for employees of the school, then to the remaining creditors of the schools. The Board annually reviews its fund balance and financial projections to ensure that the reserve balance will cover such a contingency.

The individuals responsible for handling the school's final close out activities after closure or dissolution are the following:

Head of Schools/Executive Director (s): Rachel Valentin and LaRetha C.P. Odumosu, PhD will oversee all activities including:

- a. Student Records: Administrative Staff and Director of Operations
- b. Employees Files & records: Director of HR & Talent
  - i. Final vendor payments: Director of Operations and Lambert CPA Accounting Firm
  - ii. Final payroll payments: Director of Operations and Lambert CPA Accounting Firm
  - iii. Final audit preparation: Director of Operations and Lambert CPA Accounting Firm

**School's Response to CSAC Initial Report :: Projected Enrollment  
Chart**

## VI. Five-Year Planning

### 6.1 Projected Enrollment

- a. Provide a five-year enrollment chart by grade level, in the prescribed format below. Ensure that the chart allows for the natural progression of students from year-to-year.

***Note:*** *This will become the school's authorized enrollment for the new charter term.*

Projected Enrollment						
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
K	95	95	95	95	95	95
Grade 1	90	90	90	90	90	90
Grade 2	90	90	90	90	90	90
Grade 3	85	85	85	85	85	85
Grade 4	80	80	80	80	80	80
Grade 5	90	90	90	90	90	90
Grade 6	95	95	95	95	95	95
Grade 7	85	85	85	85	85	85
Grade 8	80	80	80	80	80	80
Grade 9						
Grade 10						
Grade 11						
Grade 12						
<b>Total</b>	790	790	790	790	790	790

**Note:** An increase or decrease in enrollment exceeding 5%, but less than 15%, is considered a minor modification of the school's charter. 14 Del. Admin. C. § 275.9.9.1.4. An increase or decrease in enrollment exceeding 15% is considered a major modification of the school's charter, which requires a review by the Charter School Accountability Committee and the assent of the State Board of Education. See 14 Del. C. § 511(b)(2); 14 Del. Admin. C. § 275.9.8.1.3. As such, **if the projected enrollment is increasing or decreasing by 5% or more over the term of the charter, the school is required to submit a [Charter Modification Application](#) including budget sheets, and budget narrative reflecting the new enrollment figures.**