

**Academia Antonia Alonso**

**CBOC Meeting  
November 21st, 2019  
Minutes**

Attendees:

Mercedes Alonso  
George Schaub  
Maria Matos  
Michelle Hastie  
Scott Sheridan  
Maria Alonso  
Jennifer Jones

1. Call to Order
  - a. The meeting was called to order at 5:01
  
2. Review of the monthly reporting package through October 31st, 2019 represents four months or 33.3% of the fiscal year.
  - a. The proposed preliminary budgeted revenues are \$9,613,434.11.
  - b. Revenues collected to-date are \$5,935,088 which represents 61.74% of the total budgeted revenues for the year.
  - c. Revenue received in June. consist of:

■ Interest	\$3,349.32
■ Cafeteria	\$53,866.36
■ School Activities	\$8,333.90
■ Federal Funds	\$44,248.83
■ Local Tuition	\$82,933.08
  - d. Expenses  
The proposed final budgeted expenditures are \$9,434,611. Expenses to date are \$2,870,993 with outstanding encumbrances of \$249,004 which represents 32.44% of the budget. (Without encumbrances, YTD expenses represent 29.84% of the budget.)
  - e. General
    - We have received 100% of the funding for the Opportunity and the Mental Health Grants and the FY2020 Federal grants.
    - In September/October we received 35% of our charter billing (based on the May 1st Unit Count). Currently, the September 30th Unit Count showing a revised amount of \$2.633 million. Our charter billing is projected to be \$45K higher than our preliminary budget of \$2.588 million.
    - Our state appropriations have not been finalized. We are currently projected to have an increase of approximately \$114,000. This number is

not final as all PHRST/DEEDS updates are not reflected in School Finance.

- The Technology Block, Education Sustainment Fund, and Student Success Grant K-3, combined will be \$2,948 less than the original budget.

For the past several months the business manager has been requesting itemized documentation regarding additional rent billing from our landlord, the Odyssey Charter School. On November 19th, we did receive this billing. This reconciliation document begins with FY18. According to the landlord, we underpaid them \$24,230.75. This was substantiated with a listing of items per month with no coding or documentation to back up their claims. That is, Odyssey Charter School is requesting that we trust that we owe this amount and have provided no receipts, itemized billing, invoices or anything of that nature to justify this outstanding bill.

The bill stated that we, the tenant chose to roll this amount over into the FY19 billing. There was no documentation included, nor was there documentation in our records that this is the case. Essentially, Odyssey charter school is requesting payment on an outstanding bill for FY18 for which they have no documentation, and we are currently in FY20. We question where this bill came from, what services it is referring to and what our responsibilities are if any.

Additionally, we just received a bill for outstanding payments from the Odyssey Charter School from the FY19 requesting an additional \$12,414.39. This bill also came with no corresponding documentation to demonstrate that these costs were legitimately ours to incur. Again, Odyssey Charter School is asking us to trust that we owe them extra money from services rendered last year with no receipts, itemized billing or invoices to justify the payment.

This means that the landlord, Odyssey Charter School, has requested total payment of \$36,645.14 with no documentation for the combined FY17 and FY18 reconciliation.

Moreover, the business manager was concerned that we should have received the document by July 30th 2019 regarding the 2017-2018 reconciliation. Despite repeated requests, the reconciliation was not received until November 19th at 8:22pm.

Furthermore, Odyssey Charter School has raised our monthly rent to \$10,000/month with no justification or documentation regarding the increase. In the original lease agreement, the rent was \$5,200/month for the first year in the building. Subsequently, we have leased more space, and last year paid \$8,000/month for rent. The extra \$2,000/month increase is more curious considering the investment in LED lights across the buildings and the new contract between the utility provider and the state which should have lowered the monthly electricity costs appreciably. Again, no justifiable reason was provided for the increase in rent for this year.

3. Public Comment

There was no Public Comment

4. Adjourn

- a. The meeting was adjourned at 5:32