

Charter school

Mingus Springs Charter School

County

Yavapai

CTDS number

138712000

Charter name

d.b.a. (as applicable)

Instructions

**FY 2020  
State of Arizona  
Charter School Annual Financial Report**

X Checking the box to the left certifies the Charter did not incur any expenses for instructional support services, as defined in the USFRCS and reported on Page 2, Line 3,

We, the Governing Board of the Charter School, hereby certify the Annual Financial Report for Fiscal Year 2020

Member

Member

Member

Member

Signed

Title

The annual financial report file(s) for FY 2020 uploaded to the Arizona Department of Education's website on \_\_\_\_\_ contain(s) the data for the annual financial report described at left.

Charter school official signature

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E-mail

Dawn Gonzales

Charter school official (typed name)

Charter school official signature

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E-mail

Valerie Snow

Charter school official (typed name)

Total expenses by project

1. Schoolwide and Other Special Projects (from page 2, line 33)	\$	<u>1,156,088</u>
2. Classroom Site Project (from page 2, line 34)	\$	<u>72,656</u>

**Revenue**

Instructions

**1000 Local sources**

	Actual	
1. 1310 Tuition from individuals		1.
2. 1320 Tuition from other Arizona schools or districts		2.
3. 1410 Transportation fees from individuals		3.
4. 1420 Transportation fees from other Arizona schools or districts		4.
5. 1500 Earnings on investments	25	5.
6. 1600 Food service (from Food Service AFR, line 2)	6,405	6.
7. 1700 School activities	282	7.
8. 1750 Revenue from enterprise activities	1,988	8.
9. 1790 Extracurricular activities fees tax credit	6,285	9.
10. 1800 Revenue from community services activities	20	10.
11. 1900 Other revenues and gains from local sources	375	11.
12. 1920 Contributions and donations from private sources	72	12.
13. Other revenue from local sources (specify)		13.
14. Subtotal (lines 1-13)	15,452	14.

**2000 Intermediate sources**

15. 2100 Unrestricted		15.
16. 2200 Restricted		16.
17. Other revenue from intermediate sources (specify)		17.
18. Subtotal (lines 15-17)	0	18.

**3000 State sources**

19. 3110 State Equalization Assistance	1,278,018	19.
20. 3130-3150 Other unrestricted		20.
21. 3200 Restricted	99,222	21.
22. 3900 Revenue for/on behalf of the school		22.
23. Other revenue from State sources (specify)		23.
24. Subtotal (lines 19-23)	1,377,240	24.

**4000 Federal sources**

25. 4100, 4300 Unrestricted/restricted received directly from the federal government		25.
26. 4200, 4500 Unrestricted/restricted received from the federal government through the State	129,562	26.
27. 4700 Revenue received from the federal government through other intermediate agencies		27.
28. 4800 Federal impact aid		28.
29. 4900 Revenue for/on behalf of the school	6,580	29.
30. Other revenue from federal sources (specify)		30.
31. Subtotal (lines 25-30)	136,142	31.

32. <b>Total revenue from all sources (lines 14, 18, 24, and 31)</b>	1,528,834	32.
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Charter school		County					CTDS number			
Mingus Springs Charter School		Yavapai					138712000			
Expenses	Instructions	Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Totals			% Increase/ decrease in actual
							Budget	Actual	Prior year actual	
<b>1000 Schoolwide Project and 1500-1999 Other Special Projects</b>										
<b>100 Regular education</b>										
1000 Instruction	1.	321,958	132,485		6,140		538,947	460,583	491,164	-6.23%
2000 Support services										
2100 Students	2.	54,795	19,861	5,577	212	44	77,551	80,489	12,843	526.71%
2200 Instruction	3.						0	0	58,440	-100.00%
2300 General administration	4.	90,030	31,679	20,049		7,128	151,312	148,886	148,385	0.34%
2400 School administration	5.	29,970	10,545	8,422	5,553	35	75,110	54,525	55,174	-1.18%
2500 Central services	6.			28,800			30,256	29,671	28,180	5.29%
2600 Operation & maintenance of plant	7.	24,865	10,010	43,191	23,330		115,475	101,396	108,206	-6.29%
2900 Other support services	8.						0	0	0	0.00%
3000 Operation of noninstructional services	9.	35,839	12,611	481	22,887		6,000	71,818	11,918	502.60%
4000 Facilities acquisition & construction	10.						0	0	0	0.00%
5000 Debt service	11.					26,951	80,000	26,951	23,862	12.95%
610 School-sponsored cocurricular activities	12.						0	0	0	0.00%
620 School-sponsored athletics	13.						0	0	0	0.00%
630 Other instructional programs	14.						0	0	0	0.00%
700, 800, 900 Other programs	15.						0	0	0	0.00%
Subtotal (lines 1-15)	16.	557,457	217,191	106,520	58,122	35,029	1,074,651	974,319	938,172	3.85%
<b>200 Special education</b>										
1000 Instruction	17.	74,526	30,312		325	644	63,137	105,807	55,386	91.04%
2000 Support services										
2100 Students	18.			39,441		300	28,650	39,741	43,253	-8.12%
2200 Instruction	19.						0	0	0	0.00%
2300 General administration	20.						0	0	0	0.00%
2400 School administration	21.						0	0	0	0.00%
2500 Central services	22.						0	0	0	0.00%
2600 Operation & maintenance of plant	23.						0	0	0	0.00%
2900 Other support services	24.						0	0	0	0.00%
3000 Operation of noninstructional services	25.						0	0	0	0.00%
4000 Facilities acquisition & construction	26.						0	0	0	0.00%
5000 Debt service	27.						0	0	0	0.00%
Subtotal (lines 17-27)	28.	74,526	30,312	39,441	325	944	91,787	145,548	98,639	47.56%
400 Pupil transportation	29.	11,669	4,163	2,041	7,201	642	29,376	25,716	24,848	3.49%
530 Dropout prevention programs	30.						0	0	0	0.00%
540 Joint career & technical ed. & vocational ed. center	31.						0	0	0	0.00%
550 K-3 Reading	32.				10,505		9,300	10,505	4,224	148.70%
Subtotal (lines 16 and 28-32)	33.	643,652	251,666	148,002	76,153	36,615	1,205,114	1,156,088	1,065,883	8.46%
Classroom Site Project (from page 4, line 18)	34.	55,670	10,312	6,674	0	0	89,830	72,656	85,243	-14.77%
Instructional Improvement Project (from page 5, line 5)	35.						5,000	6,290	8,189	-23.19%
English Language Learner Project (from page 6, line 14)	36.	0	0	0	0	0	0	0	0	0.00%
Compensatory Instruction Project (from page 6, line 28)	37.	0	0	0	0	0	0	0	0	0.00%
Federal and State projects (from page 9, line 33)	38.						104,867	110,693	116,635	-5.09%
Total (lines 33-38)	39.						1,404,811	1,345,727	1,275,950	5.47%

The Charter did not report any expenses for instructional support services on line 3. If the Charter did not have any expense, verify by checking the box in A12 on the Cover Page.

Expenses	Salaries 6100	Employee benefits 6200	Totals	
			Budget	Actual
<b>Classroom Site Project 1011—base salary</b>				
100 Regular education				
1000 Instruction	12,600	2,365	17,966	14,965
2100 Support services—students			0	0
2200 Support services—instruction			0	0
Program 100 Subtotal (lines 1-3)	12,600	2,365	17,966	14,965
200 Special education				
1000 Instruction	1,400	263	0	1,663
2100 Support services—students			0	0
2200 Support services—instruction			0	0
Program 200 subtotal (lines 5-7)	1,400	263	0	1,663
Other programs (specify)				
1000 Instruction			0	0
2100 Support services—students			0	0
2200 Support services—instruction			0	0
3300 Community services operations				0
Other programs subtotal (lines 9-12)	0	0	0	0
Total expenses (lines 4, 8, and 13)	14,000	2,628	17,966	16,628
<b>Classroom Site Project 1012 —performance pay</b>				
100 Regular education				
1000 Instruction	23,342	4,309	35,932	27,651
2100 Support services—students	1,559	288	0	1,847
2200 Support services—instruction			0	0
Program 100 subtotal (lines 15-17)	24,901	4,597	35,932	29,498
200 Special education				
1000 Instruction	2,700	498	0	3,198
2100 Support services—students			0	0
2200 Support services—instruction			0	0
Program 200 subtotal (lines 19-21)	2,700	498	0	3,198
Other programs (specify) 400				
1000 Instruction			0	0
2100 Support services—students			0	0
2200 Support services—instruction			0	0
3300 Community services operations	340	63		403
Other programs subtotal (lines 23-26)	340	63	0	403
Total expenses (lines 18, 22, and 27)	27,941	5,158	35,932	33,099

Expenses	Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Totals	
					Budget	Actual
<b>Classroom Site Project 1013—other</b>						
100 Regular education						
1000 Instruction	3,624	667			30,932	4,291
2100 Support services—students			6,674		5,000	6,674
2200 Support services—instruction					0	0
2300 Support services—general administration						0
Program 100 subtotal (lines 1-4)	3,624	667	6,674	0	35,932	10,965
200 Special education						
1000 Instruction	10,105	1,859			0	11,964
2100 Support services—students					0	0
2200 Support services—instruction					0	0
2300 Support services—general administration						0
Program 200 subtotal (lines 6-9)	10,105	1,859	0	0	0	11,964
530 Dropout prevention programs						
1000 Instruction					0	0
Other programs (specify)						
1000 Instruction					0	0
2100, 2200 Support services—students & instruction					0	0
2300 Support services—general administration						0
3300 Community services operations						0
Other programs subtotal (lines 12-15)	0	0	0	0	0	0
Total expenses (lines 5, 10, 11, and 16)	13,729	2,526	6,674	0	35,932	22,929
Total Classroom Site Projects (line 17 and page 3, lines 14 & 28)	55,670	10,312	6,674	0	89,830	72,656

Additional Classroom Site Project information	Classroom Site Project		
	1011—Base salary	1012—Performance pay	1013—Other
Beginning project balance	7,875	7,206	40,617
Revenues			
CSP allocation	18,437	36,873	36,873
Interest earned			
Total revenues (lines 20 and 21)	18,437	36,873	36,873
Total available (lines 19 and 22)	26,312	44,079	77,490
Expenses (from line 17 and page 3, lines 14 & 28)	16,628	33,099	22,929
Ending project balance (line 23 minus line 24)	9,684	10,980	54,561

Charter school Mingus Springs Charter School

County Yavapai

CTDS number 138712000

Expenses	Instruction 1000	Support services 2000	Totals	
			Budget	Actual
<b>Instructional Improvement Project 1020</b>				
Teacher compensation increases	1.		0	0
Class size reduction	2.		0	0
Dropout prevention programs	3.		0	0
Instructional improvement programs	4.	6,290	5,000	6,290
Total Inst. Imp. expenses (lines 1-4, should equal line 9 below)	5.	0	6,290	5,000
<b>Additional Instructional Improvement Project information</b>				
Beginning project balance	6.	4,745		
Revenues	7.	7,039		
Total available (lines 6 and 7)	8.	11,784		
Expenses (line 5 above)	9.	6,290		
Ending project balance (line 8 minus line 9)	10.	5,494		

Revenues and expenses	Beginning project balance	Actual revenues	Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Other 6800	Total expenses		Ending project balance
								Budget	Actual	
<b>English Language Learner Project—1071</b>										
<b>Revenues</b>										
3200 Restricted revenue from State sources	1.									1.
1500 Earnings on investments	2.									2.
Total revenues (lines 1 and 2)	3.	0								3.
<b>Expenses</b>										
260 Special education—ELL incremental costs										
1000 Instruction	4.							0	0	4.
2000 Support services										
2100 Students	5.							0	0	5.
2200 Instruction	6.							0	0	6.
2300 General administration	7.							0	0	7.
2400 School administration	8.							0	0	8.
2500 Central services	9.							0	0	9.
2600 Operation & maintenance of plant	10.							0	0	10.
2900 Other support services	11.							0	0	11.
Program 260 subtotal (lines 4-11)	12.		0	0	0	0	0	0	0	12.
430 Pupil transportation—ELL incremental costs										
2000 Support services										
2700 Student transportation	13.							0	0	13.
Total (lines 12 and 13)	14.	0	0	0	0	0	0	0	0	14.
<b>Compensatory Instruction Project—1072</b>										
<b>Revenues</b>										
3200 Restricted revenue from State sources	15.									15.
1500 Earnings on investments	16.									16.
Total revenues (lines 15 and 16)	17.	0								17.
<b>Expenses</b>										
265 Special education—ELL compensatory instruction										
1000 Instruction	18.							0	0	18.
2000 Support services										
2100 Students	19.							0	0	19.
2200 Instruction	20.							0	0	20.
2300 General administration	21.							0	0	21.
2400 School administration	22.							0	0	22.
2500 Central services	23.							0	0	23.
2600 Operation & maintenance of plant	24.							0	0	24.
2900 Other support services	25.							0	0	25.
Program 265 subtotal (lines 18-25)	26.		0	0	0	0	0	0	0	26.
435 Pupil trans.—ELL compensatory instruction										
2000 Support services										
2700 Student transportation	27.							0	0	27.
Total (lines 26 and 27)	28.	0	0	0	0	0	0	0	0	28.

Charter school

Mingus Springs Charter School

County

Yavapai

CTDS number 138712000

Instructions

	July 1, 2019	June 30, 2020
A. Cash balance	\$ 389,015	\$ 553,815
B. Audit services		
1. Nonfederal	12,400	12,400
2. Federal		
3. Total (lines 1 and 2)	12,400	12,400
C. Capital acquisitions		
1. 0191 Land and land improvements	0	0
2. 0192 Site improvements	0	0
3. 0194 Buildings and building improvements	0	8,957
4. 0196 Equipment	0	19,297
5. 0198 Construction in progress	0	0
6. Total capital acquisitions (lines 1-5)	0	28,254
D. Investment in capital assets as of June 30, 2020		
1. 0191 Land and land improvements	\$ 300,493	
2. 0192 Site improvements	\$ 1,008,616	
3. 0194 Buildings and building improvements	\$	
4. 0196 Equipment	\$ 450,486	
5. 0198 Construction in progress	\$	
6. Total (lines 1-5)	\$ 1,759,595	
E. Current expenses by category		
1. Classroom instruction excluding classroom supplies	\$ 676,528	
2. Classroom supplies	\$ 34,038	
3. Administration	\$ 234,717	
4. Support services—students	\$ 168,732	
5. All other support services and operations	\$ 204,761	
6. Total (lines 1-5)	\$ 1,318,776	
7. Current expenses from federal sources	\$ 110,693	
8. Current expenses from State and local sources	\$ 1,208,083	

Supplementary information

F. 1. Number of full-time equivalent certified teachers	10
2. Number of full-time equivalent noncertified teachers	0
3. Number of full-time equivalent contract teachers	0
4. Number of schools	1
5. Actual days in session	144
6. Tuition expense (except payments to other Arizona schools or districts)	\$
7. Tuition expense (paid to other Arizona schools or districts)	\$
8. Textbooks (function 1000, object code 6642)	\$ 2,704

G. Teacher salaries (function 1000)	Certified teachers (object 6112)	Noncertified teachers (object 6152)	Certified substitutes (object 6113)	Noncertified substitutes (object 6153)	Contract teachers (object 6325)
1. Regular education	353,388		6,109		
2. Special education	49,407				
3. Vocational education					
4. Other programs					
5. Cocurr. act., athletics, & other (program 600)					

H. Average teacher salary (A.R.S. §15-189.05, as added by Laws 2018, Ch. 285, §3)	
<input type="checkbox"/> Check box if the Charter was new and began operations in FY 2020.	
1. Average salary of all teachers employed in FY 2020	\$ 38,900
2. Average salary of all teachers employed in FY 2019	\$ 37,490
3. Increase in average teacher salary from FY 2019	\$ 1,410
4. Percentage increase	\$ 3.8%

Comments on average salary calculation (optional):

The percentage increase is lower because of teacher turnover.

5. Average salary of all teachers employed in FY 2018	\$ 33,791
6. Total percentage increase in average teacher salary since FY 2018	\$ 15.1%

I. Paycheck Protection Program	
1. Total loan amount received	\$ 0
2. Loan amount spent in FY 2020	\$ 0
3. Total loan amount approved for forgiveness to date, if any	\$ 0



Charter school

Mingus Springs Charter School

County Yavapai

CTDS number 138712000

Instructions

Supplementary information (Cont'd)

A. Enrollment of gifted pupils by grade

Areas of identification

- 1. Quantitative reasoning
- 2. Verbal reasoning
- 3. Nonverbal reasoning
- 4. Total duplicated enrollment (lines 1-3)

		Grade													
		K	1	2	3	4	5	6	7	8	9	10	11	12	Total
	1.														0
	2.														0
	3.														0
	4.	0	0	0	0	0	0	0	0	0	0	0	0	0	0

B. Expenses for gifted pupils (elementary & secondary)

Actual expenses for all gifted programs:

K-8	\$	_____
9-12	\$	_____
Total	\$	0

C. Special education programs by type

- 1. Total all disability classifications
- 2. Gifted education
- 3. ELL incremental costs
- 4. ELL compensatory instruction
- 5. Remedial education
- 6. Vocational and technical education
- 7. Career education
- 8. Total (lines 1-7)
- 9. Expenses incurred for transporting students with disabilities (as defined in A.R.S. §15-761) unique to the IEP

	Program 200 budget	Program 200 actual	
1.	91,787	145,548	1.
2.	0		2.
3.	0		3.
4.	0		4.
5.	0		5.
6.	0		6.
7.	0		7.
8.	91,787	145,548	8.

\_\_\_\_\_ 9.

Federal and State projects		Beginning balance actual	Revenue actual	Indirect costs actual	Reversions actual	Expenses		Capital acquisitions actual	Ending balance actual
Instructions						Budget	Actual		
<b>Federal projects</b>									
1100-1130 ESEA Title I—Helping Disadvantaged Children	1.	0	51,999			60,259	51,999		0
1140-1150 ESEA Title II—Prof. Dev. And Technology	2.	0	5,872			5,872	4,751		1,121
1160 ESEA Title IV—21st Century Schools	3.	0				0			0
1170-1180 ESEA Title V—Promote Informed Parent Choice	4.	0				0			0
1190 ESEA Title III—Limited Eng. & Immigrant Students	5.	0				0			0
1200 ESEA Title VII—Indian Education	6.	0				0			0
1210 ESEA Title VI—Flexibility and Accountability	7.	0				0			0
1220 IDEA, Part B	8.	0	36,615			37,336	36,615		0
1230 Johnson-O'Malley	9.	0				0			0
1240 Workforce Investment Act	10.	0				0			0
1250 AEA—Adult Education	11.	0				0			0
1260-1270 Vocational Education—Basic Grants	12.	0				0			0
1280 ESEA Title X—Homeless Education	13.	0				0			0
1290 Medicaid Reimbursement	14.	0				0			0
1300 Charter School Implementation Project (Stimulus)	15.	0				0			0
13__ Impact Aid	16.	0				0			0
1310-1399 Other Federal Projects	17.	0	2,939			1,400	17,328	10,683	(25,072)
Total federal projects (lines 1-17)	18.	0	97,425	0	0	104,867	110,693	10,683	(23,951)
Total COVID-19 federal relief projects included in line 17	19.		0	0	0	0	14,389	10,683	(25,072)
<b>State projects</b>									
1400 Vocational Education	20.	0				0			0
1410 Early Childhood Block Grant	21.	0				0			0
1420 Extended School Year—Pupils with Disabilities	22.	0				0			0
1425 Adult Basic Education	23.	0				0			0
1430 Chemical Abuse Prevention Programs	24.	0				0			0
1435 Academic Contests	25.	0				0			0
1450 Gifted Education	26.	0				0			0
1456 College Credit Exam Incentives	27.	0				0			0
1457 Results-Based Funding	28.	0				0			0
1460 Environmental Special Plate	29.	0				0			0
1465 Charter School Stimulus Fund	30.	0				0			0
1470-1499 Other State Projects	31.	1,769				0			1,769
Total State projects (lines 20-31)	32.	1,769	0		0	0	0	0	1,769
Total federal and State projects (lines 18 and 32)	33.	1,769	97,425	0	0	104,867	110,693	10,683	(22,182)

Additional information for National Public Education Financial Survey Reporting

Instructions

Projects (1000-1999)

- 1000 Instruction
- 2000 Support services
  - 2100 Students
  - 2200 Instruction
  - 2300 General administration
  - 2400 School administration
  - 2500, 2900 Central services, other support services
  - 2600 Operation & maintenance of plant
  - 2700 Student transportation
- 3000 Operation of noninstructional services
  - 3100 Food service operations
  - 3400 Bookstore operations
- Total (lines 1-10)
- From federal sources (from line 11 above)
- From State & local sources (from line 11 above)
- 4000 Facilities acquisition & construction

Programs 100-630							
Salaries 6100	Employee benefits 6200	Purchased services 6300, 6400, 6500	Supplies 6600	Dues and fees 6810	Miscellaneous 6890	Other 6800 (excluding 6810, 6850 and 6890)	Property disbursements
1. 496,504	174,708	4,672	34,038	644			
2. 57,263	20,149	78,132	5,641	7,246	300		
3.							
4. 90,030	31,679	20,049		7,590			
5. 29,969	10,545	8,422	6,726	36			15,197
6.		28,800				871	
7. 28,447	10,010	44,273	24,095				8,957
8. 12,009	4,226	2,041	7,201	642			
9.							
9. 35,839	12,611	481	22,887				4,100
10.							
11. 750,061	263,928	186,870	100,588	16,158	300	871	28,254
12. 50,777	14,167	26,002	19,747				10,683
13. 699,284	249,761	160,868	80,841	16,158	300	871	17,571
14.							

- 1. Program 700—Adult/continuing education programs
- Program 800—Community college education programs
- Program 900—Community services program
- 2. Function 3300—Community services operations (programs 700-900)

All expense object codes (excluding 6700 and 6900)	Property disbursements
	0
	0

Cash and investments held at June 30, 2020

- 1. Sinking funds
- 2. Bond funds
- 3. Other funds, except for any employee retirement funds

	553,815

Long-term and short-term debt

- 1. Long-term debt outstanding, July 1, 2019
- 2. Long-term debt issued during FY 2020
- 3. Long-term debt retired during FY 2020
- 4. Long-term debt outstanding, June 30, 2020
- 5. Short-term debt outstanding, July 1, 2019
- 6. Short-term debt outstanding, June 30, 2020

	441,091
	54,542
	386,549

Property disbursements by type

- 1. Land and land improvements
- 2. Buildings
- 3. Equipment
- 4. Construction

All programs
0
8,957
19,297
0

Debt service

- 1. Interest 6850
- 2. Redemption of principal

Programs 100-630
26,951
55,104

Utilities and energy detail (only function 2600)

- 1. 6410 Utility services
- 2. 6621-6626 Energy

	8,260
	16,233

Revenue from selected federal sources

- 1. ESEA Title IV—Student Support and Academic Enrichment Grants
- 2. ESEA Title IV—21st Century Community Learning Centers
- 3. ESEA Title V—Rural Education-Rural and Low-Income School Program
- 4. ESEA Title V—Rural Education-Small, Rural School Achievement Program

2,939

Technology (all functions)

- 1. Technology-related supplies & purchased services
- 2. Technology-related hardware & software

	24,679

Page	Reference	
General		We provide these instructions to help charter schools (charters) prepare the Charter School Annual Financial Report (AFR). Within the forms, blue font indicates that an instruction is linked to that specific line. The instructions button links to any general instructions or to the first instruction for a page. To return to the related forms after reviewing the instructions, simply click on the form's tab at the bottom of the Excel screen or press the Alt and back arrow keys.
		The AFR presents condensed financial activity (i.e., beginning and ending balances, revenues and expenses, and budget to actual comparisons of expenses for the fiscal year) of the Charter for comparison purposes. This information assists sponsors, charter governing boards, administrators, ADE, legislators, other governmental agencies, and taxpayers in determining whether charters are meeting their stewardship responsibilities.
		The Charter should report all amounts to the nearest dollar. Do not enter information in the shaded areas or protected cells and do not change formulas. Charter must follow all instructions to ensure uploaded files will pass validation checks.
		All actual revenues, expenses, and account balances presented on the AFR must agree with the Charter's accounting records as of June 30, 2020. Revenue and expense account codes used in the AFR agree with the <i>Uniform System of Financial Records for Arizona Charter Schools</i> (USFRCS) Chart of Accounts. Charters that are exempted from all or part of the USFRCS in accordance with A.R.S. §15-183(E)(6) must use an accounting system that provides for the proper recording and reporting of financial data using USFRCS revenue and expense object codes. (See the USFRCS Chart of Accounts for more information on project, function, and object codes and descriptions: <a href="https://www.azauditor.gov/reports-publications/charter-schools/manuals-memorandums">https://www.azauditor.gov/reports-publications/charter-schools/manuals-memorandums</a> ) Expense budget amounts should be taken from the Charter's most recently revised or adopted budget, which has been submitted to ADE, for FY 2020.
		Revenues must include cash receipts through June 30, 2020, and accrued revenues received after the end of the fiscal year. Examples of accrued revenues are cost reimbursement and entitlement programs, interest earned on investments, and FY 2020 Classroom Site Project revenues.
		Expenses consist of all expenses incurred during the fiscal year, including expenses for goods and services received on or before June 30, 2020, but not paid for by that date. Examples of items requiring such treatment are included in the USFRCS, pages VI-G-8 and 9.
Cover	Name, county, CTDS number	The charter name, county, and CTDS number should be entered on the cover page of the AFR. The CTDS number should not contain any slashes, dashes, etc., and must be exactly 9 digits. Zeros should be entered to fill the school portion of the number on the cover page. This information will be automatically transferred to other sheets in the file.
1	General	Report all revenues received by the Charter on this page.
1	1600 Food service, line 6	Report all revenues received from dispensing food to students and adults. If the Charter participates in the National School Lunch Program and completed the Food Service AFR as required, this amount will populate from revenues, line 2 on the Food Service AFR. If the Charter did not collect any revenue from students or adults for food service, enter a 0 value on the line.
1	3200 Restricted, line 21	Revenues received in the Classroom Site Project (project codes 1011 through 1013), Instructional Improvement Project (project code 1020), English Language Learner Project (project code 1071), and Compensatory Instruction Project (project code 1072) should be reported as restricted. In addition, any restricted revenues received for State projects, as reported on page 9, should also be included, as applicable. Classroom Site Project and Instructional Improvement Project YTD Payment Reports can be obtained from ADE at <a href="https://apps.azed.gov/SchoolFinanceReports/Reports">https://apps.azed.gov/SchoolFinanceReports/Reports</a>  If you are not following the USFRCS Chart of Accounts, please report these revenues as 3200 restricted for federal survey purposes.
1	4100, 4300 Unrestricted/restricted received directly from the federal government, line 25	Do not include federal impact aid revenues received on this line. These revenues should be reported on line 28 as 4800 federal impact aid.
1	4200, 4500 Unrestricted/restricted received from the federal government through the State, line 26	Report unrestricted/restricted revenues received from the federal government through the State on this line, including revenues from COVID-19 federal relief projects, such as the Elementary and Secondary School Emergency Relief (ESSER), the Governor's Emergency Education Relief (GEER), the Enrollment Stability Grant (ESG), and the FEMA Public Assistance Arizona Express Pay Program.

2	Expenses, lines 1-32	Report expenses for 1000-Schoolwide Project and 1500-1999-Other Special Projects on lines 1 through 32. Do not include the Classroom Site Project (project codes 1011 through 1013), Instructional Improvement Project (project code 1020), English Language Learner Project (project code 1071), Compensatory Instruction Project (project code 1072), or Federal and State Projects (project codes 1100 through 1499) expenses  Report expenses for programs 200-special education and 270-vocational and technical education on lines 17-28. Report expenses for program 400-pupil transportation on line 29.  Do not include payments for capital acquisitions, depreciation or impairment expense.
2	Federal and State projects, line 38	The total of budget and actual federal and State project expenses (project codes 1100 through 1499 on page 9) should be included on line 38. The total of budgeted and actual expenses on line 38 should agree with the total of federal and State project expenses on line 33 of page 9.
3 and 4	Page 3, lines 12 and 26 Page 4, line 15	Report <b>allowable</b> CSP amounts for function 3300—community service operations on these lines. For example, if a charter inc
4	Lines 4, 9, and 14	Report expenses in accordance with A.R.S. §15-977(H) for teacher liability insurance premiums made from Project 1013. Suc
7	Section B— Audit services	Record amounts expended in FY 2020 for audit services.  Nonfederal audit expense incurred in FY 2020 may be included on the budget work sheets for FY 2022 for reimbursement pursuant to A.R.S. §15-914. In order to receive reimbursement in FY 2022, nonfederal audit expenses must be included in the FY 2020 AFR. Amounts reported must be amounts actually spent in FY 2020. <b>Do not include the costs of consulting or other services paid to audit firms in the nonfederal or federal audit services actual expenses.</b>
7	Section C— Capital acquisitions	Enter the total increase in capital assets, by asset classification, recorded in the general ledger and on the capital assets list for the year ended June 30, 2020. These amounts represent only the acquisitions made during the year costing \$5,000 or more and, for equipment, having useful lives of 1 year or more. If no acquisitions were made during the year, enter a 0 value in each line.  Note: If the Charter's policy is to include land, buildings, and related improvements; site improvements; or equipment costing less than \$5,000 on the capital assets list, these items should also be included.
7	Section C— Capital acquisitions, line 5	Enter the total increase in construction in progress for the year ended June 30, 2020. This amount is not recorded on the capital assets list until the project is completed. Therefore, it will not appear on the capital assets list as of June 30, 2020.
7	Section D—Investment in capital assets	Enter the total cost, by asset classification, recorded in the general ledger and on the capital assets list as of June 30, 2020, for items costing \$5,000 or more and, for equipment, having useful lives of 1 year or more. These amounts represent the ending balances in the capital assets accounts and should not include depreciation.  Note: If the Charter's policy is to include land, buildings, and related improvements; site improvements; or equipment costing less than \$5,000 on the capital assets list, these items should also be included. The sum of lines 1, 2, 3, and 4 should agree with the amount recorded on the Charter's capital assets list as of June 30, 2020.
7	Section D— Investment in capital assets, line 5	Enter the total cost of construction in progress as of June 30, 2020. This amount is not recorded on the capital assets list as of June 30, 2020.
7	Section E—Current expenses by category	A.R.S. §15-255 requires the Superintendent of Public Instruction's Annual Report to include total current expenses per pupil and separate per pupil amounts by (1) classroom instruction excluding classroom supplies, (2) classroom supplies, (3) administration, (4) support services—students, and (5) all other support services and operations. ADE will calculate the "per pupil" amounts based on the total current expenses reported on lines 1 through 5 of this section.  Current expenses include expenses from all projects for elementary and secondary education. Current expenses do not include tuition paid to other Arizona school districts or charters, outlays for facilities acquisition and construction, furniture, equipment, technology, vehicles, debt retirement, and expenses for nonpublic school programs (e.g., adult/continuing education, community college education, community services, etc.).
7	Section E— Current expenses by category, line 1	Classroom instruction excluding classroom supplies includes current expenses coded to function 1000 less function 1000, object code 6600. Do not include expenses coded to programs 700, 800, and 900.
7	Section E— Current expenses by category, line 2	Classroom supplies includes current expenses coded to function 1000, object code 6600. Do not include expenses coded to programs 700, 800, and 900.

7	Section E— Current expenses by category, line 3	Administration includes current expenses coded to functions 2300, 2400, 2500, and 2900. Do not include expenses coded to programs 700, 800, and 900.
7	Section E— Current expenses by category, line 4	Support services—students includes current expenses coded to function 2100. Do not include expenses coded to programs 700, 800, and 900.
7	Section E— Current expenses by category, line 5	All other support services and operations includes current expenses coded to functions 2200, 2600, 2700, 3100, and 3400. Do not include expenses coded to programs 700, 800, and 900.
7	Section E— Current expenses by category, lines 7 and 8	The Every Student Succeeds Act (ESSA) requires current expenses to be reported by federal sources. Report the portion of current expenses from line 6 that were paid from federal sources. If no expenses were paid from federal sources, enter a 0 value on line 7. Line 8 contains a formula to calculate the current expenses from State and local sources.
7	Section F—Number of full-time equivalent teachers	Report the number of full-time equivalent (FTE) certified, noncertified, and contract teachers on lines 1-3, respectively. These amounts may include fractional FTE for part-time teachers. A teacher should be reported on only 1 line. If a teacher is both a certified and contract teacher, report only the applicable FTE on line 3. Do not include instructional aides or assistants.
7	Section G—Teacher salaries	Report base salaries, overtime, and additional compensation paid to certified and noncertified teachers, certified and noncertified substitute teachers, and contract teachers. Do not include salaries paid to instructional aides or assistants. Report the salaries based on the appropriate program. If a teacher teaches in more than 1 program, calculate the salary based on the amount of time instructing in each program. If FTE amounts were reported for certified, noncertified, or contract teachers in section F, corresponding salary amounts should be reported in section G.
7	Section G— Teachers salaries, line 1	Regular education includes expenses coded to program 100, career education programs coded to program 200, and K-3 Reading expenses coded to program 550.
7	Section G— Teachers salaries, line 2	Special education includes expenses coded to program 200 (excluding ELL incremental costs, compensatory instruction, vocational and technological education, and career education programs).
7	Section G— Teachers salaries, line 3	Vocational education includes expenses coded to programs 270 and 540.
7	Section G— Teachers salaries, line 4	Other programs includes expenses coded to programs 260, 265, and 530.
7	Section G— Teachers salaries, line 5	Cocurricular activities, athletics, and other includes expenses coded to program 600.
7	Section H— Average teacher salary	Enter the average teacher salary of all teachers employed in FYs 2020 and 2019. Each charter should be consistent in the type of salary information included in this table from year to year, as similarly reported in the budget. An optional comment box is available to provide any additional detail regarding the average teacher salary calculation.
7	Section I— Paycheck Protection Program	Enter Paycheck Protection Program amounts on lines 1-3. If the Charter does not have any amounts to report, enter a 0 value for each item as applicable.
8	Sections B and C— Total gifted expenses	Total actual gifted expenses in sections B and C must agree.
8	Section C—Special ed. programs by type	Enter the amounts of expenses for special education programs by type. Retain supporting documentation for the allocation of expenses to individual special education programs.
8	Section C—Total all disability classifications	Enter total expenses for the disability classifications defined in A.R.S. §15-761.
8	Section C—Transportation	Charters should report actual total transportation expenses coded within program 400 for transporting students whose IEPs require transportation as necessary for the provision of free and appropriate public education (FAPE).
9	Federal and State projects	Amounts for indirect costs, expenses, capital acquisitions, and ending balance should agree with the Charter's completion reports filed with the ADE Grants Management Office.  Do not include payments for capital acquisitions, depreciation or impairment expense.
9	Impact aid and other federal projects, lines 16, 17, and 19	Enter Impact Aid amounts on line 16. Enter all Other Federal Projects (less Impact Aid), including amounts for COVID-19 federal relief projects, such as the Elementary and Secondary School Emergency Relief (ESSER), the Governor's Emergency Education Relief (GEER), the Enrollment Stability Grant (ESG), and the FEMA Public Assistance Arizona Express Pay Program on line 17. Separately report revenues and expenses for COVID-19 federal relief projects on line 19. If the Charter does not have any amounts to report, enter a 0 value for each item as applicable.

9	Results-Based Funding	In accordance with A.R.S. §15-249.08, all charters that received monies for Project 1457-Results-Based Funding must separately complete ADE's Results Based Fund Report. The completed form should be uploaded to ADE along with the AFR, as it is required by November 1. Instructions for completing the report are included in the separate form.  Additional questions about completing the Result Based Fund Report should be directed to ADE's School Finance Budget Team.  <a href="mailto:sfbudgetteam@azed.gov">sfbudgetteam@azed.gov</a>
9	Federal and State projects, line 33	The total budget and actual expenses on line 33 should agree with the total column for federal and State projects on line 38 of page 2.
10	General	ADE will use the information included on this page to complete the National Public Education Financial Survey (NPEFS) and Form 33 issued by the National Center for Education Statistics. <b>All charters are required to submit NPEFS data</b> , which is used to calculate a State per pupil expenditure amount that is used in the formula for allocating a number of federal program funds to states and local education agencies, including Title I, Impact Aid, and Indian Education. Other programs use State per pupil expenditure data indirectly because their allocation formulas are based, in whole or in part, on State Title I allocations. The NPEFS and Form 33 data is also used by researchers and government policymakers to address important education policy and research issues.  Report all amounts from Projects 1000 through 1999 on this page.
10	Property disbursements	Property disbursements should include actual payments made during the year for capital acquisitions, not including related capital lease or other debt service payments. Property disbursements for nonfixed (movable) equipment in programs 100 through 600 should be allocated to functions 1000 through 4000 based on the intended use of the equipment. All other property disbursements for these programs should be included in function 4000.
10	Federal sources, line 12 State & local sources, line 13	Report total expenses from line 11 on lines 12 and 13, by source. Report any food service expenses made with federal revenues, as shown on the Food Service AFR, lines 4 and 5, on line 12. If no expenses were paid from federal sources, enter a 0 value on line 12. Line 13 contains a formula to calculate the expenses from State and local sources.
10	Property disbursements by type	Property disbursements for buildings should include only disbursements for the purchase of existing buildings. All disbursements for construction services for buildings and building improvements (whether or not construction is in progress at year-end) should be included on the construction line. Do not include capital lease or other debt service payments. Total property disbursements in this table should equal the sum of property disbursements in the 2 preceding tables above. If no disbursements were made during the year, enter a 0 value in each line.
10	Debt service	Debt service amounts should include interest and redemption of principal for all programs. Interest should be expenses charged to object code 6850. Redemption of principal should include payments made during the year for principal on capital leases and other long-term debt that were recorded as a reduction of the related liability.
10	Revenue from selected federal sources	Report revenues received from selected federal sources listed on lines 1 through 4.  1. Student Support and Academic Enrichment Grants (subgrants from States only) (ESEA IV-A-1, section 4105) The purpose of this grant is to improve students' academic achievement by increasing the capacity of States, local educational agencies, schools, and local communities to provide all students with access to a well-rounded education, improve school conditions for student learning, and improve the use of technology in order to improve the academic achievement and digital literacy of all students. Additional information is available at the following link:  <a href="https://www.azed.gov/titleiv-a/">https://www.azed.gov/titleiv-a/</a>  2. 21st Century Community Learning Centers (subgrants from States only—excludes awards under national activities) (ESEA IV-B) This program is funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education. Additional information is available at the following link:  <a href="https://www.azed.gov/21stccle/federal-and-state-regulations/">https://www.azed.gov/21stccle/federal-and-state-regulations/</a>  3. Rural education - Rural and Low-Income School program (RLIS) (ESEA V-B-2, section 5221) The purpose of this program is to provide for equity in cases where rural or low-income schools receive allocations insufficient for their needs and are at a competitive disadvantage for other grants. Additional information is available at the following link:  <a href="https://www.azed.gov/titlei/sample-page/rural-low-income-schools-rlis/">https://www.azed.gov/titlei/sample-page/rural-low-income-schools-rlis/</a>  4. Rural education - Small, Rural School Achievement program (SRSA) (ESEA V-B-1, section 5211) This program authorizes the U.S. Secretary of Education to award formula grants directly to eligible LEAs (i.e., those LEAs eligible under the alternative uses of funds program) to carry out activities authorized under other specified federal programs. Additional information is available at the following link:  <a href="https://www.azed.gov/titlei/reap/">https://www.azed.gov/titlei/reap/</a>  For support assistance for federal and State grants, please contact the Arizona Department of Education's Grants Management Team:  <a href="https://www.azed.gov/grants-management/contact/">https://www.azed.gov/grants-management/contact/</a>

10	Cash and investments held at fiscal year end	<p>Charters should report ending balance amounts of cash and investments (at market value) for the following funds:</p> <p><b>Sinking funds</b> — funds containing reserves held specifically for redemption of long-term debt.</p> <p><b>Bond funds</b> — funds containing unexpended proceeds of bond issues that were being held pending their disbursement.</p> <p><b>Other funds</b> — all other funds, <b>exclude</b> any employee retirement funds.</p> <p>Include cash balances; cash on hand; certificates of deposit; federal securities; State and local government securities; mortgages; and corporate stocks, bonds, and notes. <b>Exclude</b> accounts receivable, value of real property, and all nonsecurity assets.</p> <p>This section was added to the AFR to assist with Form 33 reporting to NCES.</p>
10	Long-term and short-term debt	<p>Long-term debt—Report beginning and ending balances for all bonded indebtedness and any other interest-bearing debt with a term of more than 1 year on lines 1 and 4, respectively. Include bonds, notes, and loans. Report all long-term debt issued during the fiscal year on line 2. Report all principal payments made on long-term debt during the fiscal year on line 3.</p> <p>Short-term debt—Report beginning and ending balances for interest-bearing debt with a term of 1 year or less such as bank revolving lines of credit and other short-term debt. Charters with short-term debt activity but no beginning and ending balances should report 0 on lines 5 and 6.</p> <p><b>DO NOT INCLUDE</b> lease purchase agreements, compensated absences, accounts payable, and other noninterest bearing obligations in amounts reported in this section.</p> <p>This section was added to the AFR to assist with Form 33 reporting to NCES.</p>
10	Utilities and energy services	<p>Report expenses for utility services, such as water and sewage services, coded to object code 6410 and energy expenses, such as electricity, gas, coal, and gasoline, coded to object codes 6621-6626. Services received from public or private utility companies should be reported here. Do <b>not</b> include expenses for telephone or internet services.</p>
10	Technology detail	<p>Report expenses for technology-related supplies coded to object code 6650, technology-related hardware and software costs b</p>









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