

Siembra Leadership High School

Finance Committee Meeting January 6, 2020 12:00 PM

Agenda

Review Financials – November 2019 - Diane

Review BARs – Diane – NO BARS

Review Journal Entries – Diane

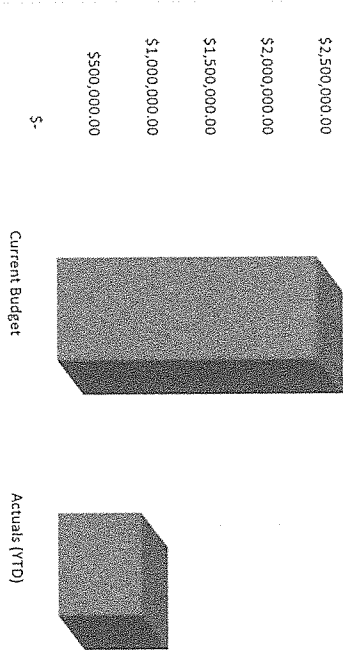
Finance Committee and reporting finances to GC – vision of new member for committee and format for reporting to the GC - Diane

Discussion and Questions – Diane, Betty and Jaqi

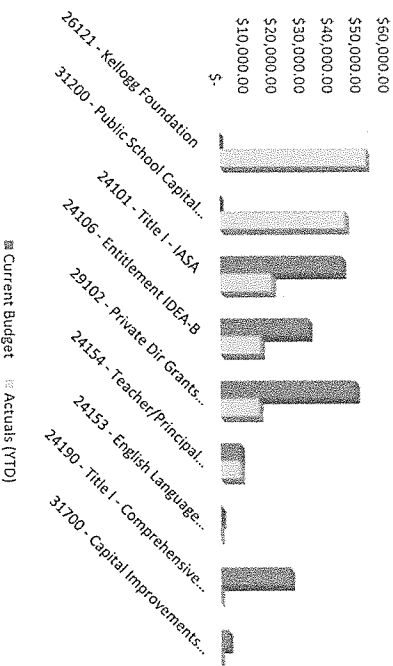
Approve – Financials and Journal Entries -Finance Committee

Siembra Leadership Budget Vrs YTD Expenses by Fund at 11/30/19

YTD Expenses by Fund on 11/30/19
Operational Fund 11000



YTD Expenses by Fund on 11/30/2019
All Other Funds



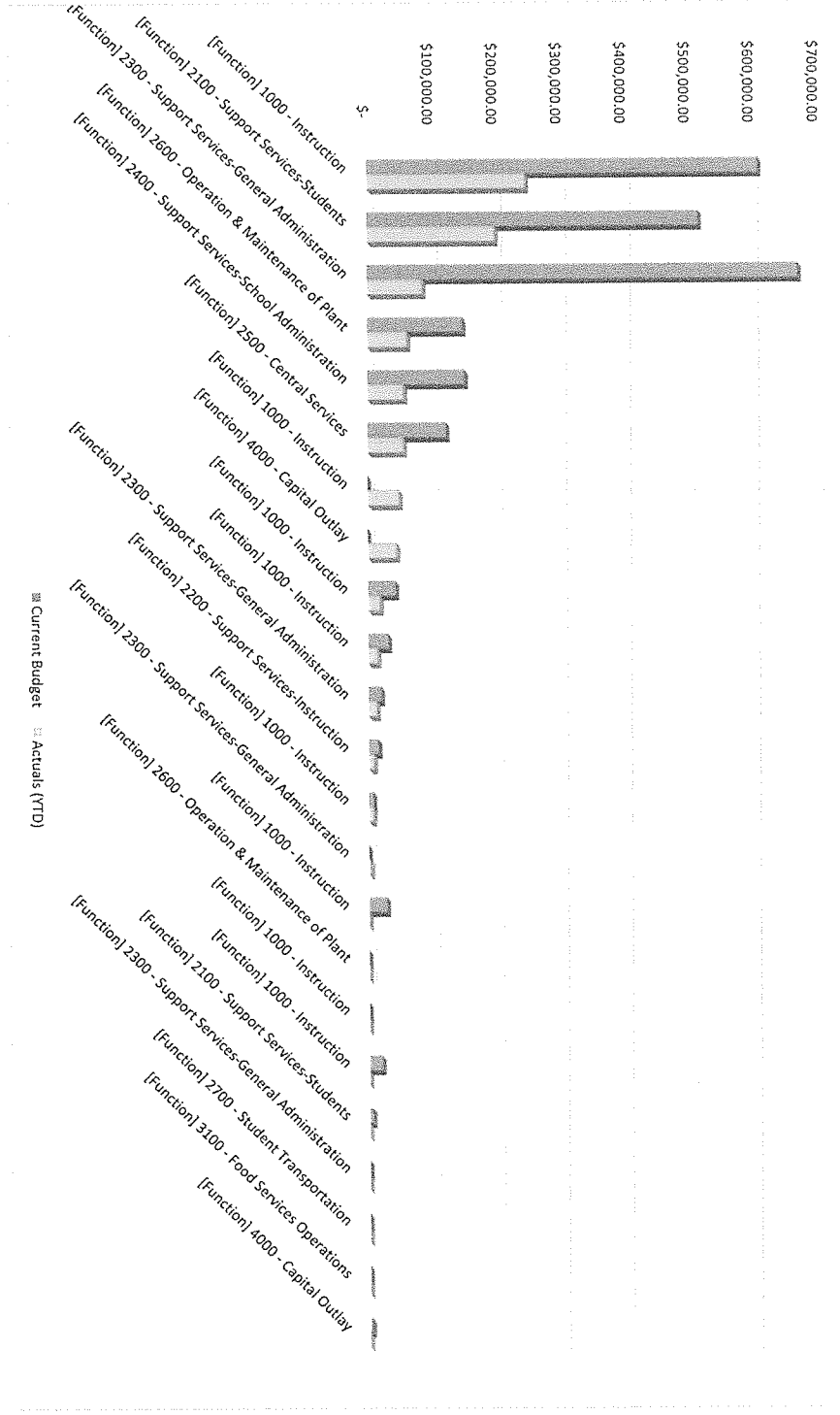
Stembra Leadership Budget Vrs YTD Expenses by Function at 11/30/19

Filter: (Fund) = 11000 AND (Object) Between 51100 AND 58300 ; 1st Subtotal Element: Function; 1st Subtotal Rollup Level: Lowest; 2nd Subtotal Element: None; 2nd Subtotal Rollup Level: Lowest; 3rd Subtotal Element: None; 3rd Subtotal Rollup Level: Lowest; 4th

Element	Fund	Actuals (Selected)	Adopted Budget	Current Budget	Actuals (YTD)	Encumbrances (YTD)	Available	% of Budget
[Function] 1000 - Instruction	11000 - Operational	\$ 46,588.56	\$ 504,972.00	\$ 609,280.00	\$ 247,287.92	\$ 402,831.78	\$ (40,839.70)	40.59
[Function] 2100 - Support Services-Students	11000 - Operational	\$ 42,680.19	\$ 671,075.00	\$ 516,087.00	\$ 199,513.65	\$ 324,648.45	\$ (8,075.10)	38.66
[Function] 2300 - Support Services-General Administration	11000 - Operational	\$ 11,901.08	\$ 646,252.00	\$ 670,990.00	\$ 86,063.91	\$ 102,561.30	\$ 482,364.79	12.83
[Function] 2800 - Operation & Maintenance of Plant	11000 - Operational	\$ 3,258.93	\$ 148,295.00	\$ 148,295.00	\$ 62,143.08	\$ 114,195.39	\$ (28,043.47)	41.91
[Function] 2400 - Support Services-School Administration	11000 - Operational	\$ 8,822.78	\$ 142,504.00	\$ 151,744.00	\$ 56,818.21	\$ 63,967.01	\$ 30,958.78	37.44
[Function] 2500 - Central Services	11000 - Operational	\$ 9,855.40	\$ 111,109.00	\$ 122,809.00	\$ 55,716.10	\$ 68,955.95	\$ (1,863.05)	45.37
[Function] 1000 - Instruction	26121 - Kellogg Foundation	\$ -	\$ -	\$ -	\$ 48,921.25	\$ 2,668.08	\$ (51,589.33)	
[Function] 4000 - Capital Outlay	31200 - Public School Capital Outlay	\$ -	\$ -	\$ -	\$ 44,650.48	\$ -	\$ (89,301.00)	
[Function] 1000 - Instruction	24101 - Title I - IASA	\$ 5,415.26	\$ 42,910.00	\$ 42,910.00	\$ 18,552.81	\$ -	\$ 24,357.19	43.24
[Function] 1000 - Instruction	24108 - Entitlement IDEAB	\$ 5,221.25	\$ 31,439.00	\$ 31,439.00	\$ 14,583.50	\$ -	\$ 16,855.50	46.39
[Function] 2300 - Support Services-General Administration	29102 - Private Dir Grants (Categorical)	\$ -	\$ 20,000.00	\$ 20,000.00	\$ 13,333.34	\$ 21,666.66	\$ (15,000.00)	66.67
[Function] 2200 - Support Services-Instruction	11000 - Operational	\$ 5,393.75	\$ 10,656.00	\$ 15,658.00	\$ 8,347.73	\$ 8,100.88	\$ (790.61)	53.31
[Function] 1000 - Instruction	24154 - Teacher/Principal Training & Recruiting	\$ -	\$ 7,226.00	\$ 7,226.00	\$ 7,226.00	\$ -	\$ -	100.00
[Function] 2300 - Support Services-General Administration	26121 - Kellogg Foundation	\$ -	\$ -	\$ -	\$ 2,772.40	\$ -	\$ (2,772.40)	
[Function] 1000 - Instruction	29102 - Private Dir Grants (Categorical)	\$ -	\$ 28,146.00	\$ 28,146.00	\$ 554.37	\$ 45.53	\$ 27,546.00	1.97
[Function] 2600 - Operation & Maintenance of Plant	26121 - Kellogg Foundation	\$ -	\$ -	\$ -	\$ 337.99	\$ -	\$ (337.99)	
[Function] 1000 - Instruction	24153 - English Language Acquisition	\$ -	\$ 390.00	\$ 390.00	\$ -	\$ -	\$ 390.00	0.00
[Function] 2100 - Support Services-Students	24190 - Title I - Comprehensive Support and Improver	\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00	0.00
[Function] 2300 - Support Services-General Administration	24101 - Title I - IASA	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0.00
[Function] 2700 - Student Transportation	11000 - Operational	\$ -	\$ 603.00	\$ 603.00	\$ -	\$ -	\$ 603.00	0.00
[Function] 3100 - Food Services Operations	11000 - Operational	\$ -	\$ 150.00	\$ 150.00	\$ -	\$ 600.00	\$ (600.00)	0.00
[Function] 4000 - Capital Outlay	31700 - Capital Improvements SB-9	\$ -	\$ 2,786.00	\$ 2,786.00	\$ -	\$ -	\$ 150.00	0.00
Total		\$ 141,137.20	\$ 2,393,513.00	\$ 2,393,513.00	\$ 866,822.74	\$ 1,154,891.65	\$ 371,798.61	528.38

Siembra Leadership Budget Vrs YTD Expenses by Function at 11/30/19

YTD Expenses by Function on 11/30/2019
All Funds



Siembra Leadership High School Budget Vrs YTD Expenses by Object at 11/30/2019 All Other Funds

Element	Object	Adopted Budget				Current Budget		Actuals (Selected Actuals YTD)		Encumbrances (YTD)		Available		% of Budget
[Fund] 26121 - Kellogg Foundation	57332 - Supply Assets (\$5,000 or less)	\$	-	\$	337.99	\$	46,353.66	\$	2,658.08	\$	(49,021.74)			
[Fund] 31200 - Public School Capital O. 54610 - Renting Land and Buildings		\$	-	\$	9,650.47	\$	44,650.48	\$	130,349.52	\$	(175,000.00)			
[Fund] 29102 - Private Dir Grants (Cate) 55915 - Other Contract Services		\$	-	\$	13,333.34	\$	13,333.34	\$	-	\$	(13,333.34)			
[Fund] 24101 - Title I - IASA	51100 - Salaries Expense	\$	34,021.00	\$	34,021.00	\$	7,696.68	\$	-	\$	26,324.32		22.62	
[Fund] 24154 - Teacher/Principal Traini 53330 - Professional Development		\$	7,226.00	\$	7,226.00	\$	7,226.00	\$	-	\$	-		100.00	
[Fund] 24106 - Entitlement IDEA-B	51100 - Salaries Expense	\$	31,439.00	\$	31,439.00	\$	6,751.62	\$	-	\$	24,687.38		21.48	
[Fund] 26121 - Kellogg Foundation	53711 - Other Charges	\$	-	\$	-	\$	2,905.58	\$	7,094.42	\$	(10,000.00)			
[Fund] 26121 - Kellogg Foundation	55915 - Other Contract Services	\$	-	\$	-	\$	2,772.40	\$	-	\$	(2,772.40)			
[Fund] 24101 - Title I - IASA	52111 - Educational Retirement	\$	5,059.00	\$	5,059.00	\$	820.17	\$	-	\$	4,238.83		16.21	
[Fund] 29102 - Private Dir Grants (Cate) 53711 - Other Charges		\$	48,146.00	\$	48,146.00	\$	554.37	\$	21,712.29	\$	25,879.34		1.15	
[Fund] 24101 - Title I - IASA	52210 - Fica Payments	\$	2,105.00	\$	2,105.00	\$	475.48	\$	-	\$	1,629.52		22.59	
[Fund] 24101 - Title I - IASA	52112 - ERA - Retiree Health	\$	849.00	\$	849.00	\$	422.84	\$	-	\$	426.16		49.80	
[Fund] 24101 - Title I - IASA	52220 - Medicare Payments	\$	493.00	\$	493.00	\$	111.21	\$	-	\$	381.79		22.56	
[Fund] 24101 - Title I - IASA	52311 - Health and Medical Premiums	\$	1.00	\$	348.00	\$	1.00	\$	-	\$	347.00		0.29	
[Fund] 24101 - Title I - IASA	52500 - Unemployment Compensation	\$	24.00	\$	24.00	\$	-	\$	-	\$	24.00		0.00	
[Fund] 24101 - Title I - IASA	52710 - Workers Compensation Premium	\$	11.00	\$	11.00	\$	-	\$	-	\$	11.00		0.00	
[Fund] 24101 - Title I - IASA	52730 - Workers Comp (Self Insured)	\$	347.00	\$	-	\$	-	\$	-	\$	-			
[Fund] 24101 - Title I - IASA	53711 - Other Charges	\$	603.00	\$	603.00	\$	-	\$	-	\$	603.00		0.00	
[Fund] 24153 - English Language Acqui 53330 - Professional Development		\$	390.00	\$	390.00	\$	-	\$	-	\$	390.00		0.00	
[Fund] 24190 - Title I - Comprehensive I 53330 - Professional Development		\$	5,000.00	\$	5,000.00	\$	-	\$	-	\$	5,000.00		0.00	
[Fund] 24190 - Title I - Comprehensive I 56113 - Software		\$	5,000.00	\$	5,000.00	\$	-	\$	-	\$	5,000.00		0.00	
[Fund] 24190 - Title I - Comprehensive I 56118 - General Supplies and Materials		\$	15,000.00	\$	15,000.00	\$	-	\$	-	\$	15,000.00		0.00	
[Fund] 31700 - Capital Improvements SI 57332 - Supply Assets (\$5,000 or less)		\$	2,786.00	\$	2,786.00	\$	-	\$	-	\$	2,786.00		0.00	

Siembra Leadership High School Revenue Expense Report on 11/30/2019

Description	10000 - General Funds	11000 - Operational	24101 - Title I - IASA	24106 - Entitlement IDEA-B	26121 - Kellogg Foundation	29102 - Private Dir Grants (Categ	31200 - Public School Capital Out	Total
11000 - Operational	\$ -	\$ 146,925.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,925.92
Total Revenue	\$ -	\$ 146,925.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146,925.92
11000 - Operational	\$ -	\$ 130,500.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,500.69
24101 - Title I - IASA	\$ -	\$ -	\$ 5,415.26	\$ -	\$ -	\$ -	\$ -	\$ 5,415.26
24106 - Entitlement IDEA-B	\$ -	\$ -	\$ -	\$ 5,221.25	\$ -	\$ -	\$ -	\$ 5,221.25
Total Expenditure	\$ -	\$ 130,500.69	\$ 5,415.26	\$ 5,221.25	\$ -	\$ -	\$ -	\$ 141,137.20
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	\$ -	\$ 16,425.23	\$ (5,415.26)	\$ (5,221.25)	\$ -	\$ -	\$ -	\$ 5,788.72
Fund Balance, Beginning of year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, End of year	\$ -	\$ 16,425.23	\$ (5,415.26)	\$ (5,221.25)	\$ -	\$ -	\$ -	\$ 5,788.72

Siembra Leadership High School Disbursements and Deposits November 1 - 30, 2019

Bank: New Mexico Bank and Trust; Begin Date: 11/1/2019; End Date: 11/30/2019; Status: <All>

Bank
New Mexico Bank and Trust

Date	Number	Type	Payee/From	Status	Deposit	Withdrawal	Balance
11/1/2019			Beginning Balance				\$ 561,610.67
11/1/2019		Payroll Liability	NM Taxation and Revenue Dept	Non-Void		\$ 2,354.48	\$ 559,256.19
11/1/2019		Payroll Liability	NMERB	Non-Void		\$ 22,739.77	\$ 536,516.42
11/1/2019		Payroll Liability	NMPSIA	Non-Void		\$ 16,058.12	\$ 520,458.30
11/1/2019	827	Payroll Liability	NMRHCA	Non-Void		\$ 2,752.16	\$ 517,706.14
11/5/2019		Accounts Payable	Jose Ledezma	Non-Void		\$ 566.34	\$ 517,139.80
11/5/2019	829	Accounts Payable	Anna Aguilera	Non-Void		\$ 26.75	\$ 517,113.05
11/5/2019	830	Accounts Payable	Ephesus Office Technologies, I	Non-Void		\$ 337.00	\$ 516,776.05
11/5/2019	831	Accounts Payable	JAN-PRO of New Mexico, Inc.	Non-Void		\$ 892.42	\$ 515,883.63
11/5/2019	832	Accounts Payable	Jive Communications	Non-Void		\$ 243.33	\$ 515,640.30
11/5/2019	833	Accounts Payable	5KGS Security Professionals In	Non-Void		\$ 387.00	\$ 515,253.30
11/5/2019	834	Accounts Payable	Tafoya, Ann	Non-Void		\$ 200.00	\$ 515,053.30
11/5/2019	835	Accounts Payable	Yvonne Valenzuela	Non-Void		\$ 115.30	\$ 514,938.00
11/5/2019	836	Accounts Payable	111 Media Collective	Non-Void		\$ 1,148.87	\$ 513,789.13
11/8/2019		Accounts Payable	PEM/FSF Real Estate Group	Non-Void		\$ 382.60	\$ 513,406.53
11/8/2019		Accounts Payable	PEM/FSF Real Estate Group	Void		\$ -	\$ 513,406.53
11/12/2019	116	Cash Receipts	SEG Nov 2019	Non-Void	\$ 145,925.92		\$ 659,332.45
11/12/2019	837	Accounts Payable	111 Media Collective	Non-Void		\$ 465.00	\$ 658,867.45
11/12/2019	838	Accounts Payable	Accountability and Compliance	Non-Void		\$ 532.19	\$ 658,335.26
11/12/2019	839	Accounts Payable	Anna Aguilera	Non-Void		\$ 99.99	\$ 658,235.27
11/12/2019	840	Accounts Payable	Carpet Masters of Albuquerque	Non-Void		\$ 177.99	\$ 658,057.28
11/12/2019	841	Accounts Payable	Kedemah Callwood	Non-Void		\$ 102.34	\$ 657,954.94
11/12/2019	842	Accounts Payable	Marketing Strategies	Non-Void		\$ 143.30	\$ 657,811.64
11/12/2019	843	Accounts Payable	Natalie Tavitas	Non-Void		\$ 113.05	\$ 657,698.59
11/12/2019	844	Accounts Payable	Patrik Nkouaga	Non-Void		\$ 90.25	\$ 657,608.34
11/12/2019	845	Accounts Payable	Public Allies NM	Non-Void		\$ 1,350.00	\$ 656,258.34
11/14/2019	846	Accounts Payable	Albuquerque Charter School Lea	Non-Void		\$ 1,275.00	\$ 654,983.34
11/15/2019		Payroll Liability	Internal Revenue Service	Non-Void		\$ 10,428.87	\$ 644,554.47
11/15/2019		Payroll Liability	NM Bank & Trust	Non-Void		\$ 29,478.52	\$ 615,075.95
11/15/2019	114	Cash Receipts	CNM Reimbursement	Non-Void	\$ 500.00		\$ 615,575.95
11/15/2019	862	Accounts Payable	Ephesus Office Technologies, I	Non-Void		\$ 25.62	\$ 615,550.33
11/15/2019	863	Accounts Payable	Eric Garcia	Non-Void		\$ 375.00	\$ 615,175.33
11/15/2019	864	Accounts Payable	Flavio Lopez	Non-Void		\$ 119.80	\$ 615,055.53
11/15/2019	865	Accounts Payable	Garfield Lopez	Non-Void		\$ 54.06	\$ 615,001.47
11/15/2019	866	Accounts Payable	Gilbert Tercero	Non-Void		\$ 437.97	\$ 614,563.50
11/15/2019	867	Accounts Payable	Roxanne Medina	Non-Void		\$ 121.21	\$ 614,442.29
11/15/2019	868	Accounts Payable	Spring Ron	Non-Void		\$ 230.00	\$ 614,212.29
11/18/2019	869	Accounts Payable	BB Consulting Services	Non-Void		\$ 1,564.63	\$ 612,647.66
11/18/2019	870	Accounts Payable	Charter School Testing Service	Non-Void		\$ 5,393.75	\$ 607,253.91
11/19/2019	871	Accounts Payable	Cooperative Educational Servic	Non-Void		\$ 77.82	\$ 607,176.09
11/20/2019		Payroll Liability	Internal Revenue Service	Non-Void		\$ 27.24	\$ 607,148.85
11/20/2019		Payroll Liability	Internal Revenue Service	Void		\$ -	\$ 607,148.85
11/20/2019		Payroll Liability	NM Bank & Trust	Non-Void		\$ 148.61	\$ 607,000.24
11/21/2019	115	Cash Receipts	CNM Reimbursement	Non-Void	\$ 500.00		\$ 607,500.24
11/22/2019	872	Accounts Payable	City of Albuquerque	Non-Void		\$ 120.00	\$ 607,380.24
11/22/2019	873	Accounts Payable	Sandia Office Supply	Non-Void		\$ 1,037.56	\$ 606,342.68
11/30/2019		Payroll Liability	Internal Revenue Service	Non-Void		\$ 10,475.04	\$ 595,867.64
11/30/2019		Payroll Liability	NM Bank & Trust	Non-Void		\$ 29,568.75	\$ 566,298.89
11/30/2019			Ending Balance				\$ 566,298.89
Subtotal					\$ 146,925.92	\$ 142,237.70	
Total					\$ 146,925.92	\$ 142,237.70	

Siembra Leadership High School - Journal Entries for Finance Committee Meeting January 6, 2020

11000-2100-52111-2000-001750-1315-00000 Support Services-Students-Educational Retirement-Special Programs
 11000-2100-52111-0000-001750-0000-00000 Support Services-Students-Educational Retirement

<u>Subtract</u>	<u>Add</u>
\$ (25.69)	\$ 25.69

Justification: To reclass educational retirement to the correct program and job code numbers 0000.
 Adjust Payroll Liability, Approve Voucher 475 (\$25.69)

11000-1000-53711-1010-001750-0000-00000 Other Charges
 11000-1000-56118-1010-001750-0000-00000 General Supplies and Materials
 11000-1000-56118-2000-001750-0000-00000 General Supplies and Materials

<u>Subtract</u>	<u>Add</u>
\$ (212.44)	\$ 172.80
	\$ 39.64

Justification: To reclass the following expenses to the correct account numbers for supplies listed below.
 Expenditure For Invoice=8/15/19 RECEIPT WALMART; Type=Regular; Vendor=Melissa Gomez; PO=PO190386 (\$39.64)
 Expenditure For Invoice=8/30/19 RECEIPT J-C PIZZA; Type=Regular; Vendor=Ronnie Reynolds; PO=PO190385 (\$53.00)
 Expenditure For Invoice=02; Type=Regular; Vendor=Flavio Lopez; PO=PO190380 (\$119.80)

11000-2300-53711-0000-001750-0000-00000 Other Charges
 11000-2300-56118-0000-001750-0000-00000 Support Services-General Administration-General Supplies and Materials

<u>Subtract</u>	<u>Add</u>
\$ (306.99)	\$ 306.99

Justification: To reclass the following expenses to the correct account number for supplies listed below.
 Expenditure For Invoice=507; Type=Regular; Vendor=JC's New York Pizza Dept; PO=PO190363 (\$249.00)
 Expenditure For Invoice=AMAZON #112-4244998-9321069; Type=Regular; Vendor=Natalie Tavilias; PO=PO190372 (\$57.99)

11000-2400-53711-0000-001750-0000-00000 Other Charges
 11000-2400-53330-0000-001750-0000-00000 Professional Development
 11000-2400-56118-0000-001750-0000-00000 General Supplies and Materials

<u>Subtract</u>	<u>Add</u>
\$ (822.65)	\$ 540.00
	\$ 282.65

Justification: To reclass supplies and professional development to correct account codes 53330 and 56118 from other charges 53711 for charges below.
 Expenditure For Invoice=508; Type=Regular; Vendor=JC's New York Pizza Dept; PO=PO190389 (\$196.00)
 Expenditure For Invoice=OPEN HOUSE 9/4/19 RECEIPT; Type=Regular; Vendor=Roxanne Medina; PO=PO190382 (\$39.98)
 Expenditure For Invoice=SEPTMBER2019 BORAD MEETING SNAC; Type=Regular; Vendor=Roxanne Medina; PO=PO190382 (\$19.96)
 Expenditure For Invoice=11/14/19; Type=Regular; Vendor=Jennifer Valdez; PO=PO190383 (\$26.71)
 Expenditure For Invoice=6905-2; Type=Regular; Vendor=New Mexico State University; PO=PO190350 (\$540.00)

24101-1000-52210-1010-001750-1411-00000 Instruction-Fica Payments-Regular Education (K-12) Programs
 24101-1000-52220-1010-001750-1411-00000 Instruction-Medicare Payments-Regular Education (K-12) Programs
 24101-1000-52220-0000-001750-0000-00000 Medicare Payments
 24101-1000-52210-0000-001750-0000-00000 Fica Payments

<u>Subtract</u>	<u>Add</u>
\$ (356.58)	\$ 83.40
\$ (83.40)	\$ 356.58

To reclass fica and medicare payments to correct program and job code of 0000.