

Virgil Browne Glencoe Charter School

4491 LA Hwy 83

Franklin, LA 70538

Tel: (337) 923-6900 Fax: (337) 923-6942

Alison Provost

President

Stacy Justice

Vice President

Loren M. Decuir

Executive Director

Katie H. Bouillion

C.F.O.

DATE: August 9, 2024

TO: V.B. Glencoe Charter School Board of Directors

FROM: Loren Decuir, Executive Director *Loren M. Decuir*
Katie Bouillion, CFO *Katie Bouillion*

SUBJECT: Recommended Budget Proposal for FY 2024-2025

I am pleased to submit for your consideration the Fiscal Year 2024-2025 proposed Annual Budget for V.B. Glencoe Charter School. The proposed revenues and expenditures are provided on the attached schedule.

The budget reflects roughly a \$1.1 m surplus for the current year. This letter will discuss several major factors and projects contributing to the current year budget.

MFP continues to be our largest source of revenues. Last year we began the year with funding for 433 students. By February 1, 2024 our counts had increased to 455, which is the count our funding is now based on for the 2024-2025 school year from the LDOE. MFP revenue has been adjusted to reflect a projected student count of 480 students due to the growth of the high school. Remember that Pre-k students are not included in MFP. Separate funding is allocated for PreK.

Our Special Funds revenue is projected to increase for the current year. The majority of this increase is due to ESSERF funds received for COVID. Our budget reflects approximately \$534k in COVID related grants for the current year which have to be obligated by September 30, 2024 and expended by December 16, 2024. The remaining ESSERF funds are being spent on the purchases of a new modular building as well as maintaining the 1 to 1 device ratio for students, digital curriculum, new tier 1 curriculums for our expanded high school grade levels and, ELA curriculum for all grade levels.

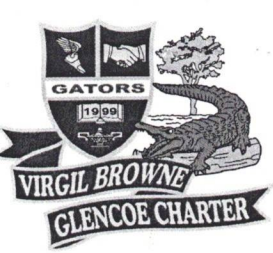
Café Funds are reported in the "Special Funds" column. Our CAFÉ revenues are estimated at \$390K for the current year. Based on our poverty level we are only eligible for a 95% reimbursement with the CEP program. It is estimated that the decrease in funding will wash out with the increase in student count. In 2023-2024, our school was able to purchase a new steam table for the Middle School Cafeteria. Last year approximately \$18K was received for Supply Chain Assistance which helped the CAFÉ' account end with a surplus of approximately \$55k.

Our CAFÉ funds have a projected loss of \$6K. This projected loss includes a 5% food cost expense that is expected due to inflation as well as an increase in salaries due to the adjustment in the salary schedule as mentioned previously.

Our LA 4 program has received an allocation of \$167K for 30 Pre-K students that qualify for assistance. After evaluating enrollment, we have 21 students that qualify for LA4 and 5 students that will pay tuition. We have budgeted revenue for LA4 at \$117,180 which represent 21 students at \$5,580 per student and 5 tuition-based students which result in \$22.5k in revenues. Total estimated revenues for our Pre-K program is estimated at \$139K.

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Salary and benefits are the largest components of the budget. Our current year budgeted salaries increase approximately \$240K. The increase in salary is due to salary step increases as well as raises awarded to staff. The Board voted to approve following the St. Mary Parish Gold Book for 2024-2025 with a few exceptions. St. Mary Parish School Board had a contracted firm perform a salary study and as a result adjusted all salaries schedules. With this change came varying raises for staff. Overall teachers received a \$1500 raise, in which teachers make up over half of our staff population. Additionally, as a result of 3 teachers retirement, there is a slight savings that is recognized by hiring new teachers with less experience.

The state awarded a Certificated and Support Staff Stipend allocation of \$2,000 and \$1,000 respectively. In addition, an allocation was received for High Dosage Tutoring in the amount of \$23,033. School districts were also allocated funds for Differentiated Compensation but the allocations have not been released yet. These allocations were awarded outside of MFP. Neither the revenue nor related expenditures for these items are reflected in the annual operating budget being presented. The board must vote to adopt a stipend distribution plan for both the Certificated and Support Staff Stipend as well as the Differentiated Compensation. The plan will be presented to the board at a later date.

A workforce maintenance and retention one-time stipend will be paid in September 2024 to all full time equivalent salaried employees returning for the 24-25 school year at \$1500/certified employees and \$750/support staff. Bus Drivers and part time employee's stipends will be prorated. Substitutes are not included. This will be paid with Esser funds.

Also, in an effort to recruit additional teachers, a \$1,000 stipend will be paid to new teachers hired for the 2024-2025 school year. Payment will be made in September 2024.

The board approved for the hiring of 3 additional teachers, and additional Assistant Principal, as well as an additional paraprofessional. After recruiting for months, all the positions were filled with the exception of 1 teaching spot. The positions added to the staff were a 7th grade ELA/SS teacher, a part time band teacher, a new Assistant Principal, and a new para position for the elementary campus.

As a result of the teacher shortage, we continued to use a paraprofessional in the ELA Lab again this school year. Middle School Math Lab will be covered by several teachers throughout the day. In 2022-23 and prior both Middle School ELA and Math Lab were staffed by a certified teacher. We hope to staff both of these positions with certified teachers next year.

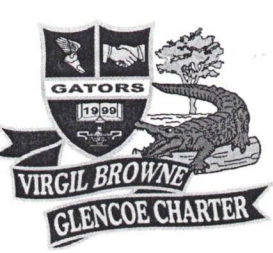
Historically we have contracted a psychologist. The board approved to hire a part time Educational Diagnostician to take over these services for the 2024-2025 school year.

The TRSL contribution rate for employers decreased from 24.1% to 21.51% which resulted in a savings. LSE contribution rate for employers decreased from 27.6% to 25.8%

Other notable expenditure changes are as follows:

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- Other Purchased Professional/Technical Services (line 101) projected budget for this year decreased approximately \$92k due to the change in hiring a staffed Ed Diagnostician to perform services previously done by contracted physiologist as well as discontinuing the contract with Communities in Schools.
- Insurance (line 112-115) increased approximately \$10K in the current year. Property insurance had a 5% increase (about \$4k) which is reasonable and expected in today's market. Other policies had a slight increase due to inflation. This year a Security Risk Management policy was purchased for a minimal amount which will help in the event of a crisis event at school.
- Other Purchased Services (Line 119) projected budget for the General Fund increased due to the reduction in funding from Esser. This is a direct correlation to digital curriculum purchases for tier 1 curriculums. This line item for the 2025-2026 will increase drastically as Esser funds will be depleted.
- Materials and Supplies (line 122) projected an increase due to the depletion of Esser funds.
- Books & Periodicals (line 125) projected an increase due to the depletion of Esser funds.
- Building Acquisitions (line 130) Special Funds budget is for the purchase of the pavilion for the Elementary campus. The canopy should be installed in the Fall.
- Equipment & Furnishings (line 131) Special Funds actuals reflect the purchase of a new school bus.
- Other Property (line 132) Special Funds budget is for the purchase of the Modular Building for the growth of the High School.

In summary, we have ended the year on a positive note and project a surplus for the upcoming school year. We continue to see an increase in student counts due to the expansion of high school and we have a waiting list for most grade levels. We will continue participating in the Community Eligibility Program where all students eat free. Esser funds have been a great asset to our school to help overcome the learning loss from covid but these funds are set to expire in September 2024. Next school year will be the first full year with no Esser funding, which will have an effect on our bottom line. Our school continues to be a leader in education in St. Mary Parish.

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FISCAL YEAR 2024-2025
Annual Budget

Actual 2023-24
Budget 2024-25

453
480

Student Count Budget is Based on:

School Name: V. B. GLENCOE CHARTER SCHOOL

Includes Special Fund Federal, Federal ESSA and Other Special Funds

Item	References L.A.U.G.H. Source/ Object Code	GENERAL FUNDS		SPECIAL FUNDS		TOTAL FUNDS		% of Total Budget	Actual % of Budget	Comments/Assumptions
		Actual 2023-24	Budget 2024-25	Actual 2023-24	Budget 2024-25	Actual 2023-24	Budget 2024-25			
98 Legal Services	332	\$4,642	\$20,000			\$4,642	\$20,000	0.3%	23.2%	
99 Accounting/Auditing Services	333	\$34,015	\$37,500			\$34,015	\$37,500	0.6%	90.7%	
100 Management Company Services	300-340	\$0	\$0			\$0	\$0	0.0%		
101 Other Purch Prof/Tech Svcs (excludes amounts on lines 98-100)	300-340	\$200,767	\$108,000	\$71,705	\$6,949	\$272,472	\$114,949	1.7%	237.0%	No longer contracting for pupil appraisal. Included as part time salary.
102 TOTAL PURCHASED PROF. & TECHNICAL SVCS.	300	\$239,424	\$165,500	\$71,705	\$6,949	\$311,129	\$172,449	2.6%	180.4%	
103 PURCHASED PROPERTY SERVICES (Object 400 Series)										
104 Water/Sewerage	411	\$5,588	\$8,000			\$5,588	\$8,000	0.1%	69.9%	
105 Building and Land Rent/Lease	441	\$24,600	\$24,600	\$100	\$1,000	\$24,700	\$25,600	0.4%	96.5%	
106 Equipment & Vehicle Rent/Lease	442	\$7,142	\$11,000	\$4,200	\$5,000	\$11,342	\$16,000	0.2%	70.9%	
107 Repairs & Maintenance Services	430	\$110,080	\$175,000	\$8,316	\$8,500	\$118,396	\$183,500	2.7%	64.5%	Roof repairs and painting projects needed
108 Other (excludes amounts on lines 104-107)	400-490	\$9,756	\$16,500	\$14,201	\$193,073	\$23,957	\$209,573	3.1%	11.4%	
109 TOTAL PURCHASED PROPERTY SERVICES	400	\$157,166	\$235,100	\$26,817	\$207,573	\$183,983	\$442,673	6.6%	41.6%	
110 OTHER PURCHASED SERVICES (Object 500 Series)										
111 Purchased Student Transportation Services	510-519		\$0			\$0	\$0	0.0%		
112 Property Insurance	522	\$86,187	\$90,494			\$86,187	\$90,494	1.3%	95.2%	
113 Liability Insurance	521	\$17,759	\$21,967			\$17,759	\$21,967	0.3%	80.8%	
114 Fleet Insurance	523	\$26,375	\$28,758			\$26,375	\$28,758	0.4%	91.7%	
115 Errors/omissions, etc	524	\$0	\$0			\$0	\$0	0.0%		
116 Faithful performance Bonds	525	\$0	\$0			\$0	\$0	0.0%		
117 Food Service Management	570	\$0	\$0			\$0	\$0	0.0%		
118 Travel	580-583	\$2,252	\$4,000			\$2,252	\$4,000	0.5%	82.9%	
119 Other (excludes amounts on lines 111-118)	500-590	\$52,772	\$65,000	\$73,514	\$56,199	\$126,286	\$121,199	1.8%	104.2%	
120 TOTAL OTHER PURCHASED SERVICES	500	\$185,345	\$210,219	\$96,770	\$82,956	\$282,115	\$293,175	4.4%	96.2%	
121 SUPPLIES (Object 600 series)										
122 Materials and Supplies	610	\$60,570	\$150,000	\$117,461	\$75,696	\$176,031	\$225,696	3.4%	78.9%	
123 Utilities (natural gas, electricity, coal, gasoline)	620-629	\$97,951	\$110,000	\$560	\$0	\$98,511	\$110,000	1.6%	89.6%	
124 Food & Commodities	630-632	\$0	\$0	\$181,884	\$199,120	\$181,884	\$199,120	3.0%	91.3%	
125 Books and Periodicals (including textbooks/workbooks)	640-644	\$6,953	\$25,000	\$19,881	\$13,867	\$26,634	\$38,867	0.6%	68.5%	
126 Other Supplies (excludes amounts on lines 122-125)	600-644	\$2,129	\$5,000	\$30,581	\$42,725	\$32,710	\$47,725	0.7%	68.5%	
127 TOTAL SUPPLIES	600	\$167,803	\$290,000	\$350,167	\$331,408	\$517,770	\$621,408	9.3%	83.3%	
128 PROPERTY (Object 700 series)										
129 Land Purchases and Land Improvements	710		\$5,000			\$0	\$5,000	0.1%	0.0%	
130 Buildings Acquisitions (existing structures)	720		\$2,300			\$0	\$2,300	1.2%	0.0%	SF: Budget for Pavilion
131 Equipment/Furnishings	730-739	\$117,291	\$20,000	\$112,600	\$123,549	\$229,891	\$123,549	1.8%	1149.5%	SF: Budget for Modular Building
132 Other (Excludes amounts on lines 129-132)	700-740					\$0	\$230,849	3.4%	99.6%	
133 TOTAL PROPERTY	700	\$117,291	\$25,000	\$112,600	\$205,849	\$229,891	\$230,849			
134 OTHER OBJECTS (Object 800 series)										
135 Administrative Fee Payable to Dept of Education	810	\$13,221	\$13,127			\$13,221	\$13,127	0.2%	100.7%	
136 Dues and Fees	810	\$3,903	\$25,000			\$3,903	\$25,000	0.4%	15.6%	
137 Interest on Loans/Notes	830	\$38,884	\$40,000			\$38,884	\$40,000	0.6%	97.2%	
138 Loan Repayment (principal only)	831	\$61,040	\$60,000			\$61,040	\$60,000	0.9%	101.7%	
139 Other (excludes amounts on lines 135-138)	800 - 890	\$15,040	\$20,000	\$33,371	\$35,000	\$48,411	\$65,000	0.8%	88.0%	
140 TOTAL OTHER OBJECTS	800	\$132,088	\$158,127	\$33,371	\$35,000	\$165,459	\$193,127	2.9%	85.7%	
141 OTHER USES OF FUNDS (Object 900 Series)										
142 Indirect Costs	933			\$41,242	\$58,830	\$41,242	\$58,830	0.9%	70.1%	
143 Other (Excludes amount on line 142)	900-932					\$0	\$0	0.0%		
144 TOTAL OTHER USES OF FUNDS	900	\$0	\$0	\$41,242	\$58,830	\$41,242	\$58,830	0.9%	70.1%	
145 TOTAL OTHER EXPENDITURES	100-900	\$4,766,856	\$5,215,550	\$1,302,765	\$1,501,382	\$6,069,621	\$6,716,932	100.0%	90.4%	

**FISCAL YEAR 2024-2025
Annual Budget**

Actual 2023-24 453
 Budget 2024-25 480

Student Count Budget is Based on:

School Name: V. B. GLENCOE CHARTER SCHOOL		Includes Special Fund Federal, Federal ESSA and Other Special Funds								
Item	References	GENERAL FUNDS		SPECIAL FUNDS		TOTAL FUNDS		% of Total Budget	Actual % of Budget	Comments/Assumptions
	L.A.U.G.H. Source/ Object Code	Actual 2023-24	Budget 2024-25	Actual 2023-24	Budget 2024-25	Actual 2023-24	Budget 2024-25			

Excess (Deficiency) of Revenues over Expenditures	\$1,172,740	\$696,255	\$108,341	(\$38,461)	\$1,281,081	\$657,794
Fund Balance From Prior Year	\$2,968,957	\$4,141,697	\$181,961	\$290,302	\$3,150,918	\$4,431,999
Fund Balance at End of Year	\$4,141,697	\$4,837,952	\$290,302	\$251,841	\$4,431,999	\$5,089,793

General Fund Balance as a percentage of revenues
 82%