

Bright Water Elementary Annual Report
School district #4189
2008-2009
First Operational Year

June 30, 2009

Mission: Bright Water Elementary Charter School promotes a passion for learning, a diverse student population and staff, and respect for the environment by providing a quality Montessori elementary education to all children.

Vision: Bright Water Elementary Charter School is an urban-based Montessori program designed to inspire students to be passionate, life-long learners, respectful of the environment and all humanity and lead North Minneapolis students in closing the achievement gap.

Successes and Best Practices: Bright Water Elementary has experienced many successes in its first year of operation. We were successful in our teacher recruitment and have a talented group of Montessori teachers. We were the first Charter School to which the Minneapolis Public School have leased space. We had committed students and families coming to our school who were in our preschool-kindergarten program who have returned for our elementary charter school. We served students K-grade 2 with the intention of adding a grade each year. In the 2009-2010 school year we will serve students from K through grade 3.

We were under-enrolled, which made our finances difficult. However, later in the year we added a few students to our program. Having small elementary classes enabled us to serve some of the very needy students in our school who had not had success at former schools. Because our school started as k-2, we did not do standardized testing. However, we did start a Work Sampling System which will give us standardized norms demonstrating the positive outcomes of our teaching system and our school. We will use our Montessori curriculum combined with vigilant teaching staff and supportive administration to help close the achievement gap.

We were most successful in our Parent and Community involvement. For Parent teacher conferences we had 92% participation. Almost 95% of our families participated in a social event at the school. For Parent education events we had 65% involvement. And for community service we had about 50% involvement. We feel these are great numbers of families being committed to our school.

We were successful in applying for and obtaining a Walton Grant for \$250,000.

We have planned to use the money over the next two years to enhance our services to low achieving and Spanish speaking students. We will add staff and enhance the quality of our school.

In terms of our Goals as stated in our Charter application, we were successful in achieving our first year academic goals of screening and working with individual children to bring them up to grade level. We also attempted all the stated social goals and the children had many community service activities.

We have created several joint committees joining our Charter and our Preschool boards and creating a sense of unity among our parent community. We have created a Family Involvement Committee, a Fundraising Committee, a Facilities Committee, and we are in the process of creating a Long Range Planning Committee. The Planning Committee will help us to assess the needs of our school and determine if it is appropriate to open more preschool or elementary classrooms in the next few years. It will also look at finances and location and determine what would be in the best interests of the school, so we can always be mission driven.

Challenges: At the time of the start of school, we are under-enrolled. We hoped to start with 50 students and we started school with 43 students. Of these students we have 26-27 who are eligible for free and reduced lunch. This also puts us slightly short to obtain Title 1 funding. We were challenged financially this year. We have applied for our 501c3 status, but we have not yet been through final approval by the federal government. We have created a balanced budget for the next fiscal year, but will be helped with funds from Title 1 and other sources which we did not have this year. Although we were financially challenged, we received a donation that made it possible to get through the year with over \$40,000 in surplus funds.

Other challenges include making sure our preschool program and our charter program compliment and support each other. We have taken the proper steps to assure that these two non-profits remain fiscally separate. Working with School Business Solutions has been an asset to our school and has helped us stay fiscally compliant and analyze our funds and revenue flow.

We are challenged by the neighborhood in which the school resides. There was a random shooting near the playground when the students were out for recess. Several students saw the gunman and heard the shots. No students were ever in danger, but it was traumatic for our staff, our students and our families. Several families wanted us to move out of the school as soon as possible. There is one family that may not return in the fall of 2009. We have an active facilities committee which has been looking at several sites, however none were deemed appropriate. We are committed to serving North Minneapolis families from this

challenged neighborhood, but with this mission also comes some difficult compromises when living in the neighborhood.

We appreciate the affordability of leasing from Minneapolis Public Schools, and we are in conversation with them to determine if there is another location we could move to in the next year that would be appropriate.

Academic Goals: Our goals as stated in our Charter application are: Students of Bright Water Elementary will demonstrate adequate yearly progress based on the test scores of the Work Sampling System or MCA which will be conducted according to state mandates.

- In year one, we will conduct baseline testing and identify the unique learning needs of each student;
- At the end of our second year, 60% of students will be testing at grade level or above grade level in math and reading and another 25% will show improvement;
- After three years in our program, 65% of students will be testing at grade level or above grade level in math and reading and another 25% will continue to show improvement.

Non-academic Goals:

- Students will engage in care of the environment and community.
 - All students will participate in daily and weekly chores in the classroom;
 - All students will participate in twice-yearly planting and landscaping projects;
 - Each child will take part in 4 community service projects during the school year. There will be monthly options for this participation, and teachers will track who has contributed. Examples of community service include picking up trash or shoveling in the neighborhood, visiting a nursing home, trick-or-treating for UNICEF, neighborhood flower plantings, or collecting for the food shelves.
 - Families will participate up to 85% or more for Parent Teacher conferences
 - Each family will attend at least two other community related school events each year

Assessment: : This was Bright Water's first year of operation serving students K through grade 2. We are not reporting on MCA tests as they were not administered. Bright Water has implemented a comprehensive assessment program, the Work Sampling System, to ensure that its students are successful. The heart of all Montessori assessment is teacher observation. Teachers observe students daily and document progress, challenges, and learning on a daily basis. Students

in grades 1 and up will also document their work in daily work journals and through the development of a student portfolio. These core assessment tools will be supplemented by standardized testing and will include the use of the Work Sampling System which corresponds to the Montessori curriculum. These assessments will be administered in order to document student achievement levels and to track students, individually and collectively, over time. Our first Work Sampling results were available in June of 2009, and we found that the students had made adequate progress throughout the year. Additionally, Bright Water Elementary distributed a parent satisfaction survey starting in 2009 and continuing each spring in order to receive input from parents regarding the performance of the school and progress of the students.

**GOVERNANCE – Bright Water Elementary
CHARTER PUBLIC SCHOOL BOARD**

Name	Board Position	Group (if teacher, file folder #)	Phone Number	E-Mail Address	Boar Attenda
Anne Scheurger	President		612-302-3410	info@brightwatermontessori.org	All meet
Lisa Waller	Secretary	Teacher: 998236	612-302-3410	info@brightwatermontessori.org	All meet
Anne Caswell	Treasurer		612-302-3410	info@brightwatermontessori.org	Most
Ann Luce	School Director	277710	(612) 822-3888	annluce@yahoo.com	All meet
Elizabeth Badillo-Moorman	Fundraising consultant		612-302-3410	info@brightwatermontessori.org	Most
DeeDee Drays	Lawyer			info@brightwatermontessori.org	When ne
Martine Smaller	Start up coordinator	Non-voting	612-302-3410	info@brightwatermontessori.org	All meet

TEACHING STAFF INFORMATION 2008-09

Name	file folder number	Assignment	Left during 08-09	Not returning 09-10
Linda Cohen	397868	Special Ed teacher		Relocated to CA.
Lisa Waller	998236	Elementary teacher		
Brad Heyne	413693	Elementary teacher		
Tonia Secor	393837	Kindergarten teacher		
September Luitjens	998235	Kindergarten teacher		Has taken on a specialist position
Ann Luce	277710	Administrator and substitute		

Sponsor Information

Sponsor name	Contact information	Sponsor liaison	Contract termination date
Audubon Center of the North Woods	Steve Dess	Steve Dess	NA

Bright Water has a positive relationship with the sponsor, Audubon Center of the North woods. Our representative, Steve Dess, is available when we need him and comes to board meetings several times a year. Steve was also available when Bright Water Elementary administrators were interviewed by the Walton Foundation and helped us make the case for our grant request. BWE staff have attended several events and informational charter conferences at Audubon Center of the North woods. We look forward to continuing a positive relationship with our sponsor.

Draft of financial figures

**Bright Water Elementary
Balance Sheet
As of June 30, 2009 (Unaudited)**

Descriptions	General Operating Fund	Food Service Fund	Total
Assets			
Current Assets			
Franklin Bank - Checking Account	62,525	0	62,526
Associated Bank - Checking Account	1,000	-	1,000
Associated Bank - Money Market Account	200,521	-	200,521
Accounts Receivable	60	224	284
Due From Other Funds	3,516	-	3,516
Due form MN Finance - State Aid	41,114	292	41,406
Due form MN Finance - Federal Aid	10,792	3,000	13,792
Prepaid Expenditures	2,832	-	2,832
Total Current Assets	322,361	3,516	325,877
Total Assets	322,361	3,516	325,877

**Liabilities & Fund Balance
Current Liabilities**

Salaries Payable	16,305	-	16,305
Due to Other Funds	-	3,516	3,516
Accounts Payable	2,336	-	2,336
FICA Payable	1,247	-	1,247
TRA Payable			

	897	-	897
PERA Payable	0	-	0
Long Term Disability Payable	357	-	357
Deferred Revenue	<u>251,245</u>	-	<u>251,245</u>
Total Current Liabilities	272,388	3,516	275,904
Fund Balance			
Fund Balance - 6/30/2008	1,109	-	1,109
FY09 Net Income	<u>48,864</u>	-	<u>48,864</u>
Total Fund Balance	49,973	-	49,973
Total Liabilities & Fund Balance	322,361	3,516	325,877

**Bright Water Elementary
Summary Revenue Expense Statement
Fiscal Year 2009 (Unaudited)**

Account Description	YTD Actuals ADM 40.98	FY 2009 Revised Budget ADM 43	YTD as % of Budget
Fund 01 - General Operating			
Revenues			
State Revenues			
General Education Aid	266,483	259,378	103%
Lease Aid	40,390	44,988	90%
State Charter School Startup	50,000	50,000	100%
State Special Ed Aid	47,539	38,959	122%
Total State Revenues	404,412	393,325	103%

Federal Revenues

Title II	1,493	2,996	50%
Federal - Special Education	6,550	5,043	130%
Federal - Startup Grant (Planning)	120,367	130,099	93%
Federal - Startup Grant (Implementation)	88,499	204,414	43%
Total Federal Revenues	216,908	342,552	63%

Other Revenue Sources

Interest Income	521	-	N/A
Gifts and Bequests	57,824	85,000	68%
Walton Grant	-	-	N/A
Total Other Revenue Sources	58,345	85,000	69%

Total Revenues	679,665	820,877	83%
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Expenditures**Administration Expenses**

Salaries and Wages	18,406	20,762	89%
Benefits	9,906	14,382	69%
Purchased Services	30,124	34,332	88%
Supplies	710	1,400	51%
Equipment	150	150	100%
Other	3,190	3,594	89%
Total Administration Expenditures	62,486	74,620	84%

Kindergarten Education

Salaries and Wages	67,621	66,694	101%
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Benefits	11,921	17,024	70%
Supplies	24	24	100%
Total Kindergarten Education	79,567	83,743	95%
Elementary Education			
Salaries and Wages	68,145	81,805	83%
Benefits	15,575	23,239	67%
Purchased Services	3,054	1,500	204%
Supplies	490	2,500	20%
Equipment	-	500	0%
Other	-	500	0%
Total Elementary Education	87,264	110,044	79%
Title II			
Purchases Services	1,493	2,996	50%
Total Title II	1,493	2,996	50%
State Special Education			
Salaries and Wages	36,283	32,000	113%
Benefits	9,808	7,299	134%
Purchased Services	848	1,000	85%
Supplies	601	500	120%
Equipment	-	210	0%
Total State Special Education	47,539	41,009	116%
Federal Special Education			
Purchased Services	6,000	8,150	74%

Supplies	500	1,051	48%
Equipment	50	50	100%
Total Federal Special Education	6,550	9,251	71%
Staff Development			
Purchased Services	590	1,000	59%
Benefits	35	-	N/A
Total Staff Development	625	1,000	62%
Health Services			
Purchased Services	25	-	N/A
Total Health Services	25	-	N/A
Transportation			
Purchased Services	68,400	68,400	100%
Total Transportation	68,400	68,400	100%
Operations and Maintenance			
Purchased Services	62,385	73,819	85%
Supplies	400	500	80%
Other	5,202	2,369	220%
Total Operations and Maintenance	67,987	76,688	89%
Federal Startup Planning Grant			
Salaries and Wages	18,036	18,036	100%
Benefits	4,467	4,151	108%
Purchased Services	11,781	35,177	33%
Supplies	54,418	47,546	114%

Other Expenditures	444	4,000	11%
Capital Expenditures	25,025	15,219	164%
Direct Administration Costs	6,196	5,971	104%
Total Federal Grant Expenditures	120,366	130,099	93%

Federal Startup Implementation Grant Expenditures

Salaries	37,690	42,440	89%
Benefits	5,283	5,856	90%
Purchased Services	18,581	64,439	29%
Supplies	14,662	41,939	35%
Other Expenditures	2,910	3,000	97%
Capital Expenditures	3,374	37,740	9%
Direct Administration Costs	6,000	9,000	67%
Total Federal Grant Expenditures (Implementation I)	88,499	204,414	43%

Fund 01 - Total Expenditures	630,801	802,264	79%
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Fund 01 - General Operating Net Income	48,864	18,614	
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Fund 02 - Food Service Revenues

State Revenues	1,037	2,326	45%
Federal Revenues	11,206	16,423	68%
Other Local Revenues	9,653	19,821	49%

Fund 02 - Total Revenue	21,896	38,570	57%
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Expenditures

Supplies and Materials	21,896	38,500	57%
Fund 02 - Total Expenditures	21,896	38,500	57%
Fund 02 - Food Service Net Income	-	70	
All Funds Net Income	48,864	18,684	

School admissions: Our admission process each year will start shortly after the school year resumes. We will determine openings for the following year and ask for admission applications to be in by November 1. Having an early application date and an admissions open house in October and observations of the school in October and November will leave the School adequate time to boost enrollment if necessary. In the event that the School receives more applications than available spots for children, we will hold a lottery to give all students the opportunity to take part in our school. The Lottery will be held the first week in December so that our class lists will be stable early on allowing for our teachers ample time to plan for the upcoming year as well allow families to come participate in our monthly community events so that they integrated in the Bright Water Elementary culture. This early enrollment period will allow families of children not accepted to research and identify other schools for their children. This will be particularly necessary for families of the existing pre-school children who are not admitted to the charter school.

In conducting the lottery, the school will designate the number of available openings by grade level and draw names from the list of all applicants for that grade. The drawing will be conducted by a third-party, unrelated to school staff, board, or applicants. The students who are not chosen will be placed on a waiting list in the order their names are drawn. To fill any opening that may remain after the application deadline, the School will admit applicants on a first-come, first-serve basis.

We did not need to have a lottery in December of 2009 because we were not full at the end of November. When we became full, we did create a waiting list and had about 10 children on the wait list who were interested in applying to Kindergarten. During the month of August we had several drops and we enrolled

most of those on the wait list.

Admission to Bright Water Elementary is based only on available openings. Bright Water Elementary will not screen or give preference to any applicant for any reason. The form for application for admission is very general and simple and requires only general contact information and indicates which grade the child will enter. Bright Water Elementary will not give preference to Bright Water pre-school students. Any family who wants their Bright Water pre-school student to attend Bright Water Elementary must participate in the enrollment and lottery process.

Upon admission, Bright Water Elementary will require additional information about enrolling students including information on special education needs, health information, family background, and family routines and habits.

School's state report card - found at:

<http://education.state.mn.us/ReportCard2005/index.do>

School's current Non-Profit Status – found at:

<http://www.ag.state.mn.us/Charities/CharitySearch.asp>

Presented to the Bright Water Elementary Board on September 29, 2009, and approved at that meeting.