

Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards



Four Corners Charter School

**BOARD OF DIRECTORS' MEETING
July 14, 2009**



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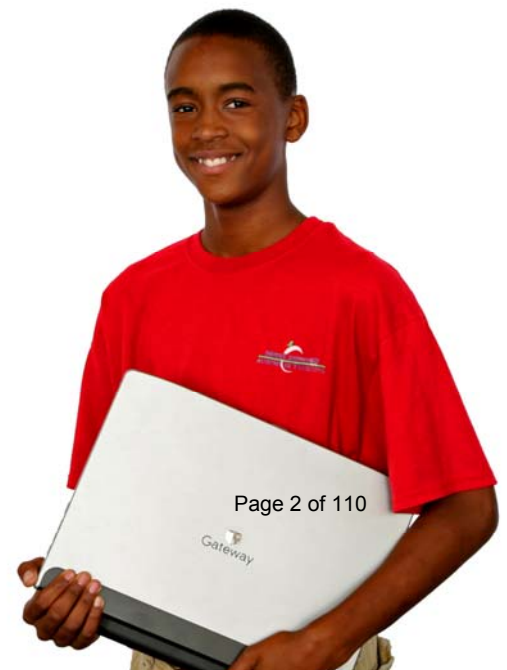
**FOUR CORNERS CHARTER SCHOOL, INC. BOARD MEETING
TUESDAY, JULY 14, 2009**

Agenda

CALL TO ORDER

- I. Open For Public Comment**
- II. Minutes from the May 12, 2009 Meeting** (APPROVAL)
- III. Interlocal Agreement with Polk Cty** (APPROVAL)
- IV. FCCS, Inc. Quarterly Report** (DISCUSSION)
- V. FCCS Budget** (APPROVAL)
- VI. Parent Survey** (INFORMATION)
- VII. Staff Survey** (INFORMATION)
- VIII. Student Survey** (INFORMATION)
- IX. School Report** (DISCUSSION)
- X. Energy Policy** (DISCUSSION)
- XI. Old Business**
- XII. New Business**
- XIII. Board Member Comments**

◀ *Next Meeting: To Be Determined* ▶



FOUR CORNERS CHARTER SCHOOL, INC.
SCHOOL BOARD AGENDA ITEM

DATE OF MEETING: Tuesday, July 14, 2009

SUBJECT: Minutes

Approval of the minutes from the May 12, 2009 Board of Director's meeting.

EXECUTIVE SUMMARY:

Review and approve the Four Corners Charter School, Inc. Minutes from May 12, 2009.

RECOMMENDATION: Approval

Submitted by: Mary Vecchione

Approved for Agenda by: Migdalia Mercado

MEETING MINUTES

Name of Foundation: Four Corners Charter School, Inc.
Board Meeting: May 12, 2009

School(s): Four Corners Charter School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
05.12.09	4:00 p.m.	5:36 p.m.	07.14.09	4:00 p.m.	Mary Vecchione
Meeting Location:					
Osceola School Board, 817 Bill Beck Blvd, Kissimmee, FL					

Attended by:	
John McKay, Chairman Cindy Barrow, Director Julius Melendez, Director Larry Metz, Director (left at 5:15 p.m.) Jay Wheeler, Director	Richard Page, VP of Business Development, CSUSA Lorrie Davidson, VP of Finance, CSUSA Mike Essik, Director of Financial Planning John Bushey, Principal, FCCS Dan Copola, Facilities Manager, FCCS Mary Vecchione, Governing Board Liaison Migdalia Mercado, Osceola School Board Suzanne D'Agresta, Attorney, FCCS, Inc.
Highlights:	

CALL TO ORDER

Pursuant to public notice the meeting commenced at 4:00 p.m. with a Call to Order by Chairman John McKay. Roll call was taken and quorum was established.

PUBLIC COMMENT

Interlocal Agreement - Mr. Richard Page addressed the interlocal agreement for Four Corners Charter School. He commented that the recommitment process went very well and the number of recommits was high. Westside, the new K-8 School in Osceola County is located within a 5 mile radius of FCCS. There was mention of 2 meetings scheduled for parents in Polk, Lake and Orange Counties for those interested in attending Westside. The Board was not aware that there was any interlocal agreement with Westside and those counties. (The meetings are scheduled for Tuesday, May 19th at 5:00 p.m. at Kagens Crossing Library and 7:00 p.m. at Community of Faith Church.) Chairman McKay will look in to this further to try and understand what is happening and who called the meetings. Mr. Page indicated that either way, our interlocal agreement needs to be readdressed. Chairman McKay indicated that he will ask the School District to maintain data on those students registering at Westside from FCCS and keep CSUSA informed.

Chairman McKay addressed the number of students that FCCS was budgeting for next year. He indicated that currently there are 968 students, with 985 budgeted for the next school year and we could possibly loose 34 students within the school radius of Westside. Therefore, his concern is that we are anticipating more students than we can fill. Mr. Page stated that this was a primary reason for readdressing the interlocal agreement. We have a healthy wait list but the majority appears to be from Polk County. We want to make clear that the interlocal agreement is modified to address the number of students allowed from Polk County

to register at the School. The Board would like to see the current interlocal agreement to review at the next board meeting and also state how many students currently from Polk attend FCCS currently.

I. APPROVAL OF MINUTES

Chairman McKay asked for a motion to approve the minutes from the March 10, 2009 Board of Director's meeting.

Motion made by Mr. Wheeler with a second by Mr. Metz to approve the March 10, 2009 Four Corners Charter School, Inc. Governing Board minutes. The motion was approved 5-0.

II. TRANSPORTATION AGREEMENT

- Chairman McKay asked if everyone had a chance to review the Transportation Agreement and asked for motion to approve.

Motion made by Mr. Wheeler with a second by Mr. Metz to approve the Transportation Agreement as presented. The motion was approved 5-0.

- Discussion - Mr. Page indicated to the Board that the Agreement was for the current school year, 2008-09. He commented that he was having difficulty trying to reach the Lake County Transportation Coordinator regarding the agreement for 2009-2010. Ms. Barrow and Mr. Metz stated that there have been internal issues that might have prohibited the response. They are in the process of addressing the cost concerns in today's economy. Mr. Page indicated that CSUSA would like to be a part of this discussion and Ms. Barrow asked that he email Mike Herrington, transportation coordinator, and copy her on the emails. Their addresses are: herringm@lake.k12.fl.us and barrowc@lake.k12.fl.us.

III. FINANCIALS FOR 3RD QTR - FCCS, INC.

- Ms. Mercado reviewed the financials for the FCCS, Inc. 3rd Quarter, 2009.
- While discussing the Balance Sheet, Mrs. Mercado informed the Board that at March 31, 2009, its total assets are \$3,614,177.56, its cash balance is \$3,520,077.56 with payables of \$1,152,341.65. The payables consist of that which is due to the management company and the corporation's debt service obligations. The general fund balance at March 31, 2009 was \$2,461,835.91, which includes its reserve for debt service and long-term maintenance.
- While discussing the Statement of Revenues and Expenditures, Mrs. Mercado informed the Board that at March 31, 2009, it had received \$4,265,006 in State revenues and \$21,725.69 in Local Revenues. The Board's expenses to date includes that which has been disbursed to the school for its operations, corporate expenses, accruals for the management company, and accruals for debt service. Mrs. Mercado explained that the corporate expenses included \$9,100 for its audit and \$61.25 for the State corporation fee. There is a current negative change in fund balance due to the fact that the corporation's expenses have outpaced its revenues. By year-end, there should be a \$150,000 increase to fund balance for the Board's annual long-term maintenance requirements.

- Capital projects fund is showing a positive \$385,005.00. These funds are obligated to meet the Board's debt service obligations and will be transferred to the general fund at year-end.

IV. FINANCIALS FOR 3RD QTR - FCCS

- Ms. Davidson reported on the 3rd quarter financial report from Four Corners Charter School. She indicated that FTE revenue is trending a little lower, as is Capital Outlay revenue, for the year. Results for the net school revenue indicate a surplus of \$19,568. The projected fund balance is forecasted at \$772,639.
- Ms. Davidson reviewed the summary of revenue variances, indicating "Other State/Fed Programs, which include STAR, School Recognition, IDEA, & Florida Teacher Lead Program to be the greatest positive variance at +\$159K and Before/After Care Program showing the greatest deficit of variance at (\$47K).
- Summary of Expense variances indicate Compensation as the greatest deficit variance as (\$143K) and the greatest positive variance to be Plant operations, +\$62K.
- Summarizing, Ms. Davidson indicated that CSUSA is forecasting a net surplus for FY09 of \$19K versus the original deficit of (\$152K). FYE09 Fund Balance is projected to be \$772K.

V. ENGAGEMENT LETTER FOR 2009 Audit - FCCS, INC.

- Chairman McKay asked for approval on the Letter of Engagement for the 2009 Audit for Four Corners Charter School, Inc.

Motion made by Mr. Wheeler with a second by Ms. Barrow to approve the letter of engagement from Berman Hopkins for audit services for the FY 2009 Audit for Four Corners Charter School, Inc. Motion was approved 5-0.

VI. ENGAGEMENT LETTER FOR 2009 AUDIT - FCCS

- Chairman McKay asked for approval on the Letter of Engagement for the 2009 Audit for Four Corners Charter School.

Motion made by Mr. Wheeler with a second by Ms. Barrow to approve the letter of engagement from Berman Hopkins for audit services for the FY 2009 Audit for Four Corners Charter School. Motion was approved 5-0.

VII. 2010 PRELIMINARY BUDGET - FCCS, INC.

- Ms. Mercado summarized and highlighted the Budget for 2009-2010 School Year for Four Corners Charter School, Inc.
- Total State revenues are expected to be \$5.9 million, an overall reduction of about .33%. The school will earn Stimulus funds of \$313,638. The anticipated per-student reduction in funding is \$41.63 or .69% of current revenues. Mr. Wheeler inquired on whether these funds will be restricted. Mrs. Mercado stated they would not be restricted and can be used at the school's discretion. Ms. Davidson informed the Board of the stringent use and reporting requirements that will be associated with the Stimulus funds. Mrs. Mercado stated that this is correct; however, The School District of Osceola County intended on sending the charter schools the amount of Stimulus dollars they

earn from its regular FEFP funds so as to not impose these requirements on the charter schools.

- Mr. Melendez inquired about the Instructional line item and why it did not match the School budget. Ms. Davidson responded that the School breaks that amount down in more detail and it can be confusing. Mrs. Mercado and Ms. Davidson will work together in the future to clarify the Instructional line item.
- Capital Outlay funds are projected at \$525,000.

VIII. 2010 PRELIMINARY BUDGET - FCCS

- Mr. Essik reported that the FY10 budget is based on an enrollment of 985 students. This equates to FTE revenue of \$5,981/student, a decrease of \$11/student. This figure includes the stimulus funds of approximately \$318/student.
- Capital Outlay is projecting a decrease and it is uncertain as to the number of schools that will receive this. Therefore, CSUSA projected conservatively for this, with other line items remaining consistent from the previous year, with the exception of instructional related expenses (textbooks), building maintenance and the after care program. Building maintenance expenses are projected to decrease \$25,000. Aftercare program is decreasing \$22,000, which is a conservative projection. Due to economic conditions, CSUSA felt this was in the School's best interest.
- Overall the preliminary budget is forecasting a deficit of \$80,053. This operating deficit will be covered by the accumulated fund balance surplus. The projected fund balance at year end FY09 is \$772,639. This is derived by adding the balance at year end FY08 \$753,071 and the projected FY09 fund balance surplus of \$19,568.

IX. FACILITY MAINTENANCE & CAPITAL PLAN

- Ms. Davidson reviewed the regular services required and costs for each. These included: HVAC Service; HVAC Maintenance; and Fire Service/Monitoring; Roof; Parking Lot; Lawn; Landscaping. This also included the budget for labor, materials, interior painting, pressure cleaning, and repair/replacement reserve.
- Ms. Mercado indicated that the balance at FYE09 will be approximately \$1 Million.
- Listed in the presentation were long-term building improvements. Due to budget constraints, these projects have been placed on hold. The alternative is to fund out of the Repair and Replacement reserve. This list included, by priority, the building improvements, as requested by the Board. No dollar amount was provided as CSUSA has not yet researched and bid out the projects. The Board indicated that they would like to see the costs for the level "1 and 2" priorities and about how long they will maintain their effectiveness. Mr. Melendez indicated that CVS provides grants for such projects and recommended that CSUSA research that availability.

X. INSURANCE RENEWAL

- Ms. Davidson gave an update on the insurance renewal process for FCCS. She summarized the current insurance programs, what that included, insurance company each is with and when that expires. The current overall policy holder is held through Zurich.

- Ms. Davidson explained the renewal procedure and that the choice is based on the needs of all CSUSA managed schools and each School is billed on their proportion of its value.
- CSUSA has asked for bids from 3 different brokers. The results should be in within the next 3-4 weeks and a decision will be made based on those results.
- Ms. Davidson commented that our Healthcare provider was locked in for next year and we will be staying with United Helathcare with no rate change.

XI. GOVERNANCE TRAINING REQUIREMENT

- Ms. Vecchione reviewed the governance training requirement by the Florida Department of Education. Listed in the board packet were the approved vendors to choose from. She indicated that the Clarion Council, the vendor they used from last year, sent information on cost and was included in the packet.

Motion made by Ms. Barrow with a second by Mr. Wheeler to use the state approved Clarion Council to fulfill their 2009-2010 training requirement. The motion was approved 4-0 (1 absent).

- Discussion - The Board requested that CSUSA contact the Clarion Council and ask for a better price given that they will be repeat customers. Ms. Vecchione will email the Board members with their response.

XII. SCHOOL REPORT

- Mr. Bushey reported that current enrollment is 968 students with a budgeted enrollment of 956.
- The quality assurance review for SAC accreditation took place April 19-21. They appeared pleased with the process and the school is hoping for a successful outcome.
- Mr. Bushey reviewed the FCAT Writes Scores for 4th and 8th graders. The 4th grade increased 7% over last year and the 8th grade increased 8%. He also acknowledged that all his ESOL students passed the FCAT Writes in 4th grade.
- The Board asked Mr. Bushey what he attributed his success to. Mr. Bushey attributed it to the School's policy of reading and writing in all subject areas, including the arts and physical education.
- Mr. Melendez requested that Mr. Bushey review with the Board the RTI process and identify the tier levels. This will be brought back for the next board meeting.

The next FCCS, Inc. Board Meeting has been scheduled for July 14, 2009.

Motion to adjourn the meeting at 5:36 p.m. Motion was approved 4-0 (1 absent).

Name, Chairman

Date: _____

FOUR CORNERS CHARTER SCHOOL

SCHOOL BOARD AGENDA ITEM

Tuesday, July 14, 2009

SUBJECT: Interlocal Agreement with Polk County

Discussion, review and approval on the Interlocal Agreement between the School Board of Osceola County and the School Board of Polk County for Four Corners Charter School. Detailed information can be found within the agreement attached.

EXECUTIVE SUMMARY:

Discussion, review, and approval for purposes to amend and restate the interlocal agreement.

RECOMMENDATION:

Approval

Submitted by: Migdalia Mercado

**FOURTH ADDENDUM TO INTERLOCAL AGREEMENT
BETWEEN THE SCHOOL BOARD OF OSCEOLA COUNTY
AND THE SCHOOL BOARD OF POLK COUNTY
(FOUR CORNERS CHARTER SCHOOL)**

THIS FOURTH ADDENDUM TO THE INTERLOCAL AGREEMENT BETWEEN THE SCHOOL BOARD OF OSCEOLA COUNTY, and THE SCHOOL BOARD OF POLK COUNTY (Four Corners Charter School) is entered into this _____ day of _____, 2008, by and between THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA, (hereinafter Osceola School Board) and THE SCHOOL BOARD OF POLK COUNTY, FLORIDA (hereinafter Polk School Board).

WHEREAS, the Osceola School Board and the Polk School Board entered into that certain Interlocal Agreement with regard to the Four Corners Charter School dated July 3, 2001, as amended by the First Addendum thereto dated August 26, 2003 as further amended by the Second Addendum thereto dated September 20, 2004; and

WHEREAS, the Osceola School Board and the Polk School Board desire to amend and restate the Interlocal Agreement.

NOW, THEREFORE, the Osceola School Board and the Polk School Board hereby amend the Interlocal Agreement, by this instrument as follows:

1. Recitals. The recitals set forth in the Whereas clauses above are incorporated herein and made a part of this Fourth Addendum.
2. Term of Agreement. The parties hereto agree that the term of this Agreement shall be for the 2008-2009 school year, which began in August, 2008 and ends on July 31, 2009, and thereafter from school year to school year, unless either party gives sixty (60) days' prior written notice to the other party, prior to a regular termination date, of the party's desire to terminate this Agreement.
3. Student Attendance. The parties agree that a maximum of 250 students from the Polk School Board may enroll in the Four Corners Charter School for the 2008-2009 school year.
4. Future Student Attendance. The parties agree to work cooperatively with each other and in conjunction with the Lake School Board, in order to discuss any extensions of the term of this Interlocal Agreement. Additionally, the parties agree that this Interlocal Agreement shall be reviewed in April, 2009 in order to determine whether the Interlocal Agreement will be extended.
5. Except as herein expressly amended, the Interlocal Agreement between the School Board of Osceola County and the School Board of Polk County (Four

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EDUC. CHOICES DEPT.

Corners Charter School) shall otherwise remain in full force and effect, subject to all terms and conditions contained therein.

IN WITNESS WHEREOF, this Fourth Addendum to the Interlocal Agreement between the School Board of Osceola County and the School Board of Polk County (Four Corners Charter School) is executed as of the day and year first above written.

THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA

By: *John McKay*
John McKay, Chairman

Date: 11-18-08

Attest:

Michael A. Grego
Michael A. Grego, Ed. D
Superintendent

APPROVED AS TO LEGAL FORM
[Signature]
NOV 07 2008

THE SCHOOL BOARD OF POLK COUNTY, FLORIDA

By: *Frank J. Rully*

Date: 2/11/09

Attest:

Gail F. McFadden

CONTRACT SERVICES

APPROVED AS TO FORM AND LEGALITY
[Signature]
ATTORNEY-PCSB

FOUR CORNERS CHARTER SCHOOL

SCHOOL BOARD AGENDA ITEM

Tuesday, July 14, 2009

SUBJECT: Four Corners Charter School, Inc. Quarterly Financials

Discussion, review and approval on the Four Corners Charter School, Inc. financials. Detailed information can be found within.

EXECUTIVE SUMMARY:

Discussion, review, and approval.

RECOMMENDATION:

Approval

Submitted by: Migdalia Mercado

FOUR CORNERS CHARTER SCHOOL

SCHOOL BOARD AGENDA ITEM

Tuesday, July 14, 2009

SUBJECT: Four Corners Charter School Budget

Discussion, review and approval on the Four Corners Charter School financials. Detailed information can be found within.

EXECUTIVE SUMMARY:

Discussion, review, and approve.

RECOMMENDATION:

Approval

Submitted by: Lorrie Davidson/Mike Essik

**Four Corners Charter School (FCCS)
FY10 BUDGET
EXECUTIVE SUMMARY**

Highlights of Changes from Preliminary Budget:

- Compensation was reduced by \$49k due to some realignment of duties and streamlining of positions at the Principal's request.
- Under Professional Services the Marketing and Advertising expense was increased slightly by \$5k to ensure there are sufficient funds to market the school in the event the new area schools cause a decline in enrollment.
- Instruction Expenses were increased by \$4550 which is a result of a decrease in textbooks and an increase in student consumables.
- Other Operating Expenses were increased by \$4850 for telephone expense and fire service and monitoring due to both being underestimated in the preliminary budget.
- Capital Expenditures decreased by \$10k because the IT department determined that the new server and switches that were in the preliminary budget will not be needed this year.

The FY10 Budget is built assuming an enrollment of 985 students. The classroom breakdown is as follows:

Grades	Number of Classes	Number of Students per Class	Total Students
Kindergarten	5	20	100
1st Grade	5	22	110
2nd Grade	5	22	110
3rd Grade	5	22	110
4th Grade	5	23	115
5th Grade	5	23	115
6th Grade	4	25	100
7th Grade	5	25	125
8th Grade	4	25	100

The FY10 FTE Revenue is calculated at an average per student rate of \$5,981, which represents a decrease of \$41 per student, or .68%, from the current FY09 average rate of \$6,023. The projected amount of \$5,981 includes approximately \$318 per student from the Federal Stimulus funds.

Capital Outlay funds for FY10 are budgeted at a 5.48% decrease from FY09 as these funds remain uncertain as to the number of recipients that will receive this funding next year. More recipients will result in less Capital Outlay per recipient.

Compensation and benefits is budgeted to remain consistent with FY09 levels at this time. Staffing was reduced by one position as two reading liaisons will absorb this function. Substitute pay has been increased to provide coverage for the liaison arrangement. This item may be adjusted as necessary as actual FTE Revenue is determined in FY10.

The management fee calculation is detailed below:

Management Fee Calculation

FTE Revenue	\$	5,891,585
District holdback	\$	(149,532)
TOTAL	\$	5,742,053
	X12%	\$ 689,046

With the exception of instructional related expenses (textbooks), building maintenance, and the aftercare program, expenses are generally consistent with the current year with the expectation that FTE Revenue will remain flat from FY09 to FY10.

Instruction expenses (textbooks) are budgeted to decrease by 35.57% (\$64,015). This reduction is due to staying with the existing series of textbooks and not adopting any new series for next year.

Building maintenance expenses are projected to decrease 9.08% (\$27,175) as efforts have been made to reduce expenses where possible. The following items are planned for building maintenance in FY10:

Description	Amount
HVAC Service	13,411
HVAC Maintenance	3,000
DPF Labor	18,333
DPF Materials	12,000
Interior Painting	27,000
Pressure Cleaning	14,400
Fire Svc/Monitor	4,000
Roof Maintenance	750
Landscaping	500
Parking Lot Maintenance	1,500
R&R Reserve	150,000
Lawn Maintenance	27,170
Total	272,064

Based on current trends, the profit of the before and aftercare program is budgeted to decrease by 79.61% (\$15,113). Economic conditions have resulted in lower participation in the Before and Aftercare program. Expenses for the program have been adjusted where applicable to minimize the financial impact to the school.

Capital expenditures were budgeted in the amount of \$33,689. Only essential items were included in this amount.

Description	Amount
Cafeteria Tables	4,400
Kindergarten Tables	1,000
Activity Table	175
25 Tray Cubby (kinder)	550
Backups	1,680
Email	5,150
Infrastructure Allowance	7,000
Per Computer allowance	3,120
Trend Micro Antivirus New Licenses	923
Trend Micro Antivirus Renewal	4,182
Parent Link - Call Out System	2,561
Study Island (2-4,6,7)	1,602
Study Island (5,8)	920
Study Island (K+1)	344
Study Island - Algebra I	82
Total	33,689

Overall, this preliminary budget shows a total School deficit of (\$33,493). This operating deficit will be covered by the accumulated fund balance surplus. The projected fund balance at year end FY09 is \$770,186. This is derived by adding the balance at year end FY08 \$753,071 and the projected FY09 fund balance surplus of \$17,115.

The School District of Osceola County

Charter School

Projected Operating Budget

Cover Sheet

2009-2010

0863

School Name: Four Corners Charter School

Charter Holder's Name: Four Corners Charter School, Inc.

Board Chairman's Printed Name: John McKay

Board Chairman's Signature:

Date Board Approved:

Contact Name:

Phone Number:

Email Address:

OSCEOLA COUNTY CHARTER SCHOOL <i>Four Corners Charter School</i> Projected Revenues & Expenditures	All Fund Types	
		Budget
	Function	2009-2010 985 UFTE
REVENUES		
Federal Direct	3100	0.00
Federal Through State & Local	3200	11,198.00
State Sources	3300	6,416,580.28
Local Sources	3400	103,700.00
Total Revenues		6,531,478.28
EXPENDITURES		
Current:		
Instruction	5000	2,889,813.20
Pupil Personnel Services	6100	43,360.52
Instructional Media Services	6200	43,923.76
Instruction and Curriculum Development Services	6300	0.00
Instructional Staff Training Services	6400	6,124.00
Instruction Related Technology	6500	27,564.10
Board	7100	0.00
General Administration	7200	838,578.92
School Administration	7300	408,091.91
Facilities Acquisition and Construction	7400	0.00
Fiscal Services	7500	15,000.00
Food Services	7600	0.00
Central Services	7700	13,461.04
Pupil Transportation Services	7800	54,350.00
Operation of Plant	7900	1,858,186.49
Maintenance of Plant	8100	298,252.60
Administrative Technology Services	8200	0.00
Community Services	9100	68,265.21
Debt Service: (Function 9200)		
Retirement of Principal	9200.7100	0.00
Interest	9200.7200	0.00
Dues, Fees and Issuance Costs	9200.7300	0.00
Miscellaneous Expenditures	9200.7900	0.00
Capital Outlay:		
Facilities Acquisition and Construction	7420	0.00
Other Capital Outlay	9300	0.00
Total Expenditures		6,564,971.75
Excess (Deficiency) of Revenues Over (Under) Expenditures		(33,493.47)

OSCEOLA COUNTY CHARTER SCHOOL <i>Four Corners Charter School</i> Projected Revenues & Expenditures		All Fund Types
		Budget
	Function	2009-2010 985 UFTE
OTHER FINANCING SOURCES (USES)		
Loans Incurred	3720	0.00
Proceeds from the Sale of Capital Assets	3730	0.00
Loss Recoveries	3740	0.00
Proceeds of Forward Supply Contract	3760	0.00
Special Facilities Construction Advances	3770	0.00
Transfers In	3600	0.00
Transfers Out	9700	0.00
Total Other Financing Sources (Uses)		0.00
SPECIAL ITEMS		
	SPCL	0.00
EXTRAORDINARY ITEMS		
	EXTR	0.00
Net Change in Fund Balances		(33,493.47)
Fund Balance, Beginning	2800	770,186.00
Adjustment to Fund Balances	2891	0.00
Fund Balance, Ending	2700	736,692.53

OSCEOLA COUNTY CHARTER SCHOOL

Four Corners Charter School

Function	Projected Revenues & Expenditures 2009-2010	2009-2010 <i>985.00 UFTE</i>
REVENUES		
3100	Federal Direct	0.00
3200	Federal Through State & Local	
	<i>IDEA Grant</i>	11,198.00
	<i>(Grant Name)</i>	0.00
	<i>(Grant Name)</i>	0.00
3300	State Sources	
	<i>FEFP (Fill out Revenue WorkSheet)</i>	5,891,585.13
	<i>Capital Outlay</i>	524,995.15
	<i>(Description)</i>	0.00
	<i>(Description)</i>	0.00
	<i>(Description)</i>	0.00
3400	Local Sources	
	<i>Before and Aftercare Revenue</i>	71,700.00
	<i>Rental Income and Other</i>	32,000.00
	<i>Pre-K Revenue</i>	0.00
	Total Revenues	<u>6,531,478.28</u>

OSCEOLA COUNTY CHARTER SCHOOL

Four Corners Charter School

Function	Projected Revenues & Expenditures 2009-2010		2009-2010 985.00 UFTE
EXPENDITURES			
5000	Instruction		
	Teachers	58.00 44,708.22	2,593,076.75
	Classroom Asst.	10.00 17,456.50	174,564.96
	Text Books		16,369.96
	Supplies		88,676.53
	Equipment		0.00
	Other		17,125.00
6100	Pupil Personnel Services		
	Attd and Social Wrk	1.00 22,247.98	22,247.98
	Guidance Services		
	Health Services	1.00 20,209.54	20,209.54
	Pschological Services	-	
	Supplies		903.00
	Equipment		0.00
	Other		0.00
6200	Instructional Media Services		
	Personnel	1.00 43,923.76	43,923.76
	Library Books		0.00
	Materials		0.00
	Supplies		0.00
	Equipment		0.00
	Other		0.00
6300	Instruction and Curriculum Development Services		
	Specialists	<i>(Num of Units)</i> <i>(Avg Salary)</i>	
	Supplies		0.00
	Other		0.00
6400	Instructional Staff Training Services		6,124.00
6500	Instruction Related Technology		27,564.10
7100	Board		0.00
7200	General Administration		0.00

OSCEOLA COUNTY CHARTER SCHOOL

Four Corners Charter School

Function	Projected Revenues & Expenditures 2009-2010		2009-2010 985.00 UFTE
7300	School Administration		
	Principal	<i>1.00 100,480.13</i>	100,480.13
	Asst. Principal	<i>1.00 82,232.61</i>	82,232.61
	Other Supervisors	<i>1.00 41,116.31</i>	41,116.31
	Secretary	<i>2.00 26,965.25</i>	53,930.50
	Bookkeeper	<i>1.00 50,315.79</i>	50,315.79
	Other Assistants	<i>1.00 33,650.76</i>	33,650.76
	Supplies		3,946.00
	Equipment		839.00
	Other		41,580.82
7400	Facilities Acquisition and Construction		
	Land & Building Purchases		0.00
	Remodeling/Improvements		0.00
	Construction & Additions		0.00
	Lease/Rent		0.00
7500	Fiscal Services (Accounting & Auditing)		15,000.00
7600	Food Services		
7700	Central Services		13,461.04
7800	Pupil Transportation Services		54,350.00
7900	Operation of Plant		
	Insurance		115,286.31
	Security Personnel	<i>1.00 36,072.43</i>	36,072.43
	Utilities & Telephone		277,051.40
	Security		990.00
	Other		1,428,786.35
8100	Maintenance of Plant		
	Ground Maint.		35,359.00
	Bldg Repairs & Maint.		244,893.60
	Preventative		18,000.00
	Other		0.00
8200	Administrative Technology Services		0.00
9100	Community Services		
	<i>Before and Aftercare</i>		64,515.21
	<i>Aftercare snacks/food</i>		3,750.00
9200	Debt Service		
	Retirement of Principal		0.00
	Interest		0.00
	Dues, Fees and Issuance Costs		0.00
	Miscellaneous Expenditures		
	Normal Expenditures		5,726,392.83

OSCEOLA COUNTY CHARTER SCHOOL

Four Corners Charter School

Function	Projected Revenues & Expenditures 2009-2010	2009-2010 985.00 UFTE
ALLOCATED EXPENDITURES		
	District Holdback	149,532.62
7200	<i>General Administration</i>	100% 149,532.62
	<i>Please Select From Drop Down List</i>	0%
	<i>Please Select From Drop Down List</i>	0%
	<i>Please Select From Drop Down List</i>	0%
	Management Fee	689,046.30
7200	<i>General Administration</i>	100% 689,046.30
	<i>Please Select From Drop Down List</i>	0% 0.00
	<i>Please Select From Drop Down List</i>	0% 0.00
	<i>Please Select From Drop Down List</i>	0% 0.00
	Allocated Expenditures	838,578.92
	Total Expenditures	6,564,971.75
	Excess of Revenues Over Expenditures	(33,493.47)
OTHER FINANCING SOURCES (USES)		
3720	Loans Incurred	
	<i>(Description)</i>	0.00
	<i>(Description)</i>	0.00
3730	Proceeds from the Sale of Capital Assets	0.00
	Total Other Financing Sources (Uses)	0.00
SPECIAL ITEMS		
SPCL		
EXTRAORDINARY ITEMS		
EXTR	<i>(Description)</i>	0.00
NET CHANGE IN FUND BALANCES		(33,493.47)

FOUR CORNERS CHARTER SCHOOL, INC.

SCHOOL BOARD AGENDA ITEM

DATE OF MEETING: Tuesday, July 14, 2009

SUBJECT: **Parent Survey Analysis**

EXECUTIVE SUMMARY:

Review and discuss the data from the Parent Satisfaction Survey, June 2008-2009. Presentation overview attached.

RECOMMENDATION: Review and Discuss

Submitted by: Mary Vecchione

Approved for Agenda by: Migdalia Mercado



Parent Survey Results End of Year June 2009

Presented to
The Four Corners Charter School, Inc.
presented July, 2009



Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

June 2009 Survey Summary

- Survey results are located in printed format in your board book. This will provide you a comparison of results from previous school years.
- Graphs will provide a pictorial view of the survey results.
- Results from individual “Buckets” presented to the Board from your Parent Survey June 2008, are evaluated to show successes and opportunities.
- Results will be integrated into the School’s strategic plan for the school year 2009-2010.

Average Results of “Buckets” 4 point Likert scale

Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

“Buckets”	Nov’08	June ‘09
Curriculum	3.06	3.06
Goals & Feedback	3.15	3.08
Parent & Community Involvement	3.05	2.95
Safe & Orderly Environment	3.31	3.21
Collegiality & Professionalism	3.27	3.18
Student Motivation	3.14	3.16
Food Service	2.99	2.88
Transportation	1.23	1.24
Uniforms	2.35	2.36
Customer Service	3.23	3.20
General	3.39	3.30
Average for all	2.95	2.90

School Results by Categories

June 2009

Students

Integrity

Fiscal Responsibility

Learning

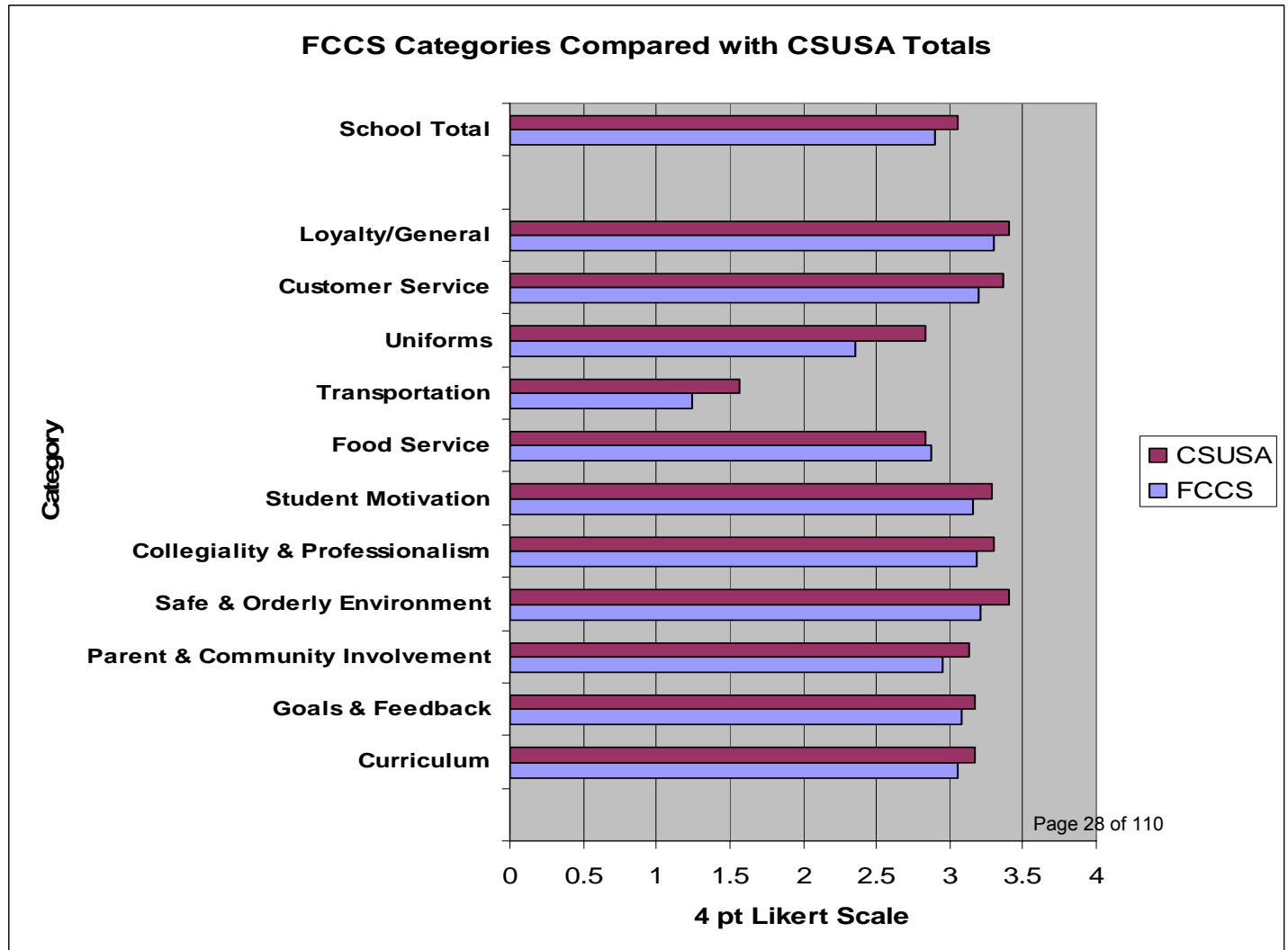
People

Teamwork

Commitment

Accountability

High Standards



Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

Strengths from June 2009

- I intend to re-enroll my child for the next academic year. 3.37
- The school building and grounds are clean and well maintained. 3.33
- When visiting my child's school, faculty members are knowledgeable about the school. 3.33

Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

Opportunities from June 2009

- I belong to the Parent Organization at my child's School. 2.5
- Extra assistance with school work is available to our students. 2.93
- When visiting my child's school, signs clearly indicate visitor parking. 2.99

Satisfaction Results

Students

Integrity

Fiscal Responsibility

My child is happy at our Charter School.

3.27

Learning

I would recommend our Charter School to a friend.

3.27

People

I intend to re-enroll my child for the next academic year.

3.37

Teamwork

Commitment

Accountability

High Standards

**FOUR CORNERS CHARTER SCHOOL
Parent Survey - JUNE 2009**

June '06	June '07	Nov '07	June '08	Nov'08	June '09
n/a	947	943	943	972	976
n/a	92	117	127	167	165
n/a	9.72%	12.41%	13.47	17.19%	16.91%

	English	Spanish
In what language would you like to take the survey?		
June '06		
June '07		
Nov '07	117	0
June '08	126	1
Nov '08	167	0
June '09	165	0

	STRONGLY AGREE/ AGREE	DISAGREE/ STRONGLY DISAGREE	NO COMMENT	NOT APPLICABLE	RESPONSES	Rating Ave. 4 pt. scale
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CURRICULUM

The learning program adequately challenges student capabilities.

June '06						
June '07	68.5	31.5			92	2.75
Nov '07	80.2%	19.8%	6		111	2.93
June '08	86.7%	13.3%	7		120	3.01
Nov '08	95.7%	4.3%	3		164	3.22
June '09	90.6%	9.4%	6		159	3.19

Extra assistance with school work is available to students.

June '06						
June '07	73.0%	26.9%			89	2.83
Nov '07	70.7%	29.3%	8		109	2.74
June '08	68.9%	31.1%	8		119	2.75
Nov '08	77.3%	22.7%	4		163	2.9
June '09	79.8%	20.3%	7		158	2.93

GOALS AND FEEDBACK

My child is challenged to achieve learning goals.

June '06						
June '07						
Nov '07	83.8%	16.2%	6		111	2.96
June '08	83.3%	11.6%	7		120	2.93
Nov '08	93.8%	6.1%	5		162	3.22
June '09	85.4%	14.5%	7		158	3.1

I receive regular feedback on my child's programs.

June '06							
June '07							
Nov '07	69.7%		30.3%	5		112	2.75
June '08	68.7%		31.4%	9		118	2.86
Nov '08	74.7%		25.3%	5		162	3
June '09	74.8%		25.2%	6		159	3

Homework supports academic goals.

June '06							
June '07							
Nov '07	83.3%		16.7%	9		108	3
June '08	84.1%		15.9%	8		119	3.02
Nov '08	91.3%		8.6%	5		162	3.21
June '09	88.7%		11.4%	6		159	3.14

PARENT AND COMMUNITY INVOLVEMENT

Parents are informed of school events and activities.

June '06							
June '07	74.0%		16.1%			92	2.88
Nov '07	84.7%		15.3%	6		111	2.97
June '08	80.8%		19.1%	7		120	2.98
Nov '08	91.3%		8.7%	7		160	3.23
June '09	86.1%		13.9%	7		158	3.12

Parents are encouraged to volunteer and be involved in school activities.

June '06							
June '07	92.3%		7.7%			91	3.26
Nov '07	93.6%		6.3%	7		110	3.13
June '08	87.4%		12.6%	8		119	3.13
Nov '08	95.0%		5.0%	7		160	3.34
June '09	90.5%		9.5%	7		158	3.23

I belong to the Parent Organization at our School.

June '06							
June '07	33.8%		66.3%			83	2.29
Nov '07	33.0%		67.0%	8		109	2.38
June '08	32.4%		67.6%	16		111	2.3
Nov '08	48.4%		51.6%	14		153	2.57
June '09	41.8%		58.1%	12		153	2.5

SAFE AND ORDERLY ENVIRONMENT**The school buildings and grounds are clean and well maintained.**

June '06							
June '07	84.8%		15.2%			92	3.18
Nov '07	90.8%		9.3%	9		108	3.3
June '08	95.0%		5.0%	8		119	3.26
Nov '08	93.7%		6.3%	8		159	3.31
June '09	94.2%		5.8%	9		156	3.33

Students are disciplined in accordance with the Student Code of Conduct.

June '06							
June '07	85.6%		14.4%			90	3.08
Nov '07	89.6%		10.4%	11		106	3.12
June '08	87.4%		12.6%	8		119	3.05
Nov '08	94.4%		5.7%	8		159	3.2
June '09	85.3%		14.7%	8		157	3.06

Parents and students have been thoroughly informed of school discipline practices.

June '06							
June '07	89.0%		11.0%			91	3.16
Nov '07	95.4%		4.7%	9		108	3.18
June '08	87.3%		12.7%	9		118	3.06
Nov '08	97.5%		2.5%	7		160	3.33
June '09	91.0%		9.0%	9		156	3.22

Students feel safe at our Charter School.

June '06							
June '07	89.2%		10.9%			92	3.15
Nov '07	94.3%		5.6%	11		106	3.24
June '08	94.1%		6.0%	10		117	3.2
Nov '08	97.6%		2.5%	7		160	3.39
June '09	93.5%		6.4%	10		155	3.28

When I visit my child's school I am properly checked in and screened.

June '06							
June '07							
Nov '07	84.9%		15.1%	11		106	3.13
June '08	82.8%		17.2%	11		116	3.04
Nov '08	91.8%		8.1%	8		159	3.31
June '09	88.5%		11.5%	8		157	3.2

The process that is used for maintaining security makes me feel my child is safe.

June '06							
June '07							
Nov '07	79.8%		20.2%	13		104	3.01
June '08	81.2%		18.8%	10		117	2.99
Nov '08	90.6%		9.4%	8		159	3.28
June '09	84.8%		15.2%	7		158	3.12

COLLEGIALITY AND PROFESSIONALISM

An atmosphere of respect and trust exists between students and school personnel.

June '06							
June '07	86.8%		13.2%			91	3.11
Nov '07	88.5%		11.6%	13		104	3.07
June '08	88.1%		11.9%	9		118	3.04
Nov '08	96.8%		3.2%	9		158	3.32
June '09	88.5%		11.5%	8		157	3.15

Social and cultural differences among students are respected.

June '06							
June '07	85.9%		14.2%			92	3.09
Nov '07	90.4%		9.7%	13		104	3.08
June '08	88.9%		11.0%	9		118	3.05
Nov '08	93.6%		6.4%	10		157	3.26
June '09	89.9%		10.2%	8		157	3.15

Teachers have a positive attitude towards our Charter School.

June '06							
June '07	80.5%		19.5%			92	3.03
Nov '07	95.2%		4.8%	13		104	3.15
June '08	93.2%		6.8%	9		118	3.17
Nov '08	96.2%		3.8%	9		158	3.31
June '09	94.9%		5.1%	9		156	3.25

School faculty are responsive to questions and concerns.

June '06							
June '07	80.4%		19.6%			92	3.01
Nov '07	81.9%		18.1%	12		105	2.94
June '08	82.2%		17.8%	9		118	2.99
Nov '08	88.4%		11.6%	12		155	3.2
June '09	87.2%		12.7%	8		157	3.13

School administrators are responsive to questions and concerns.

June '06							
June '07	73.9%		26.1%			92	2.88
Nov '07	83.7%		16.3%	13		104	3.03
June '08	81.9%		18.1%	11		116	2.95
Nov '08	90.5%		9.6%	10		157	3.23
June '09	87.7%		12.3%	10		155	3.15

School support staff (clerical) are responsive to questions and concerns.

June '06							
June '07	82.6%		17.4%			92	2.97
Nov '07	84.6%		15.4%	13		104	3.04
June '08	86.4%		13.6%	9		118	3.03
Nov '08	91.6%		8.3%	11		156	3.29
June '09	93.6%		6.4%	9		156	3.23

STUDENT MOTIVATION

Students are recognized for their accomplishments.

June '06							
June '07	77.8%	22.3%				90	2.99
Nov '07	88.3%		11.6%	14		103	3.06
June '08	87.3%		12.7%	9		118	3.04
Nov '08	89.2%		10.8%	9		158	3.2
June '09	92.3%		7.7%	10		155	3.24

Clubs and activities are accessible to all students.

June '06							
June '07	48.9%		51.1%			90	2.3
Nov '07	73.8%		26.2%	14		103	2.85
June '08	72.1%		27.8%	12		115	2.77
Nov '08	76.1%		23.8%	12		155	2.99
June '09	83.7%		16.3%	12		153	3.04

Students have adjusted socially to the school's environment.

June '06							
June '07	94.6%		5.5%			92	3.28
Nov '07	93.3%		6.7%	12		105	3.1
June '08	93.2%		6.9%	10		117	3.12
Nov '08	94.3%		5.7%	10		157	3.21
June '09	94.8%		5.2%	10		155	3.21

FOOD SERVICE

My child regularly participates in the school lunch program.

June '06							
June '07							
Nov '07	71.9%		28.1%	14		103	2.93
June '08	80.0%		20.0%	12		115	3.02
Nov '08	78.8%		21.1%	11		156	3.03
June '09	76.5%		23.5%	12		153	2.98

The school lunch options provided taste good.

June '06							
June '07							
Nov '07	70.8%		29.2%	21		96	2.79
June '08	69.6%		30.4%	12		115	2.76
Nov '08	78.6%		21.4%	13		154	2.93
June '09	74.4%		25.7%	13		152	2.8

The school lunch options provided are nutritious.

June '06							
June '07							
Nov '07	78.6%		21.5%	19		98	2.9
June '08	75.6%		24.3%	12		115	2.84
Nov '08	78.5%		21.4%	13		154	2.92
June '09	79.4%		20.7%	15		150	2.87

The cost of the school lunch is reasonable.

June '06							
June '07							
Nov '07	85.8%		14.1%	18		99	2.96
June '08	82.3%		17.7%	14		113	2.94
Nov '08	78.5%		21.4%	13		154	2.94
June '09	64.9%		35.1%	14		151	2.67

The cafeteria personnel are friendly and courteous to my child.

June '06							
June '07							
Nov '07	84.5%		15.5%	20		97	3.02
June '08	91.2%		8.8%	13		114	3.07
Nov '08	91.6%		8.4%	12		155	3.13
June '09	89.4%		10.6%	14		151	3.08

TRANSPORTATION

My child utilizes the bus service (if offered).

June '06								
June '07								
Nov '07	24.5%		4.0%	15		71.6%	102	
June '08	22.3%		3.6%	15		74.1%	112	0.79
Nov '08	24.2%		4.6%	14		71.2%	153	0.92
June '09	23.4%		5.1%	11		71.4%	154	0.89

I am satisfied with my child's bus assignment (bus stop location and pick-up/drop-off times).

June '06								
June '07								
Nov '07	21.8%		5.0%	16		73.3%	101	
June '08	20.9%		2.7%	17		76.4%	110	0.73
Nov '08	22.5%		3.3%	16		74.2%	151	0.8
June '09	21.6%		5.9%	12.0%		72.5%	153	0.85

I was notified in a timely manner of my child's bus assignment.

June '06								
June '07								
Nov '07	23.7%		3.0%	16		73.3%	101	
June '08	21.8%		0.9%	17		77.3%	110	0.71
Nov '08	19.9%		6.6%	16		73.5%	151	0.76
June '09	21.6%		5.2%	12		73.2%	153	0.82

Overall, I am satisfied with the bus service at my child's school.

June '06								
June '07								
Nov '07	20.8%		10.0%	16		69.3%	101	
June '08	19.9%		8.5%	21		71.7%	106	0.76
Nov '08	21.2%		6.6%	16		72.2%	151	0.78
June '09	20.4%		6.6%	13		73.0%	152	0.8

The parent pick-up and drop-off process is efficient.

June '06								
June '07								
Nov '07	68.7%		31.3%	18			99	2.68
June '08	66.1%		34.0%	18			109	2.61
Nov '08	79.2%		20.7%	13			154	2.87
June '09	76.3%		23.7%	13			152	2.86

UNIFORMS

I am satisfied with the quality of the school uniforms available at my child's school.

June '06							
June '07							
Nov '07	74.7%		25.3%	14		103	2.73
June '08	58.0%		42.0%	15.0%		112	2.48
Nov '08	61.8%		38.2%	10.0%		157	2.65
June '09	66.9%		33.1%	11.0%		154	2.64

The cost of the uniforms is reasonable.

June '06							
June '07							
Nov '07	24.3%		75.8%	14		103	1.88
June '08	21.9%		78.1%	13		114	1.88
Nov '08	21.0%		79.0%	10		157	1.85
June '09	22.5%		77.4%	10		155	1.89

I was able to obtain the necessary items, sizes, and/or color easily from the uniform supplier.

June '06							
June '07							
Nov '07	62.7%		37.2%	15		102	2.55
June '08	67.9%		32.2%	15		112	2.58
Nov '08	60.2%		39.8%	11		156	2.54
June '09	66.2%		33.8%	11		154	2.55

When visiting my child's school, signs clearly indicate visitor parking area.

June '08	74.5%		23.6%	13		114	2.82
Nov '08	78.4%		15.9%		5.7%	157	2.93
June '09	80.3%		18.4%		1.3%	152	2.99

When visiting my child's school, signs clearly indicate front entrance.

June '08	80.7%		18.4%	13		114	2.93
Nov '08	79.0%		17.2%		3.8%	157	2.96
June '09	85.5%		13.2%		1.3%	151	3.05

When visiting my child's school, signs clearly indicate front office area and visitor instructions.

June '08	75.3%		23.9%	14		113	2.85
Nov '08	77.5%		18.5%		3.8%	156	2.92
June '09	86.6%		12.7%		0.7%	150	3.09

When visiting my child's school, front office staff members are helpful.								
June '08	91.2%		8.8%	13			114	3.17
Nov '08	93.0%		7.0%			0.0%	157	3.38
June '09	94.1%		4.6%			1.3%	152	3.28

When visiting my child's school, front office staff members are genuinely concerned about my needs.								
June '08	81.5%		17.5%	13			114	3.02
Nov '08	89.2%		9.5%			1.3%	157	3.27
June '09	90.7%		8.0%			1.3%	151	3.21

When visiting my child's school, front office staff members are knowledgeable about the school.								
June '08	85.0%		14.2%	14			113	3.05
Nov '08	96.1%		3.8%			0.0%	157	3.38
June '09	94.1%		4.6%			1.3%	151	3.26

When visiting my child's school, front office staff members can direct me properly.								
June '08	88.4%		11.6%	15			112	3.12
Nov '08	96.1%		3.2%			0.6%	156	3.36
June '09	94.6%		3.4%			2.0%	148	3.26

When visiting my child's school, faculty members (teachers, administrators) are helpful.								
June '08	93.9%		6.2%	13			114	3.25
Nov '08	95.5%		4.4%			0.0%	157	3.37
June '09	98.0%		1.3%			0.7%	151	3.33

When visiting my child's school, faculty members (teachers, administrators) are genuinely concerned about my needs.								
June '08	88.5%		11.4%	13			114	3.16
Nov '08	92.3%		7.1%			0.6%	156	3.28
June '09	92.0%		7.3%			0.7%	151	3.23

When visiting my child's school, faculty members (teachers, administrators) are knowledgeable about the school.								
June '08	93.9%		5.3%	13			114	3.22
Nov '08	96.1%		3.8%			0.0%	156	3.38
June '09	97.4%		2.0%			0.7%	150	3.33

When visiting my child's school, faculty members (teachers, administrators) communicate openly and effectively with me.								
June '08	89.3%		10.8%	15			112	3.13
Nov '08	93.5%		6.6%			0.0%	153	3.29
June '09	90.7%		8.6%			0.7%	150	3.22

GENERAL

My child is happy at our Charter School.

June '06								
June '07	85.9%		14.1%				92	3.21
Nov '07	95.1%		5.0%		16		101	3.27
June '08	90.3%		9.7%		13		114	3.24
Nov '08	94.9%		5.1%		10		157	3.36
June '09	94.8%		5.3%		12		153	3.27

I would recommend our Charter School to a friend.

June '06								
June '07	78.3%		21.8%				92	3.04
Nov '07	84.3%		15.7%		15		102	3.09
June '08	86.6%		13.4%		15		112	3.18
Nov '08	94.9%		5.1%		11		156	3.38
June '09	93.5%		6.5%		12		153	3.27

I intend to re-enroll my child for the next academic year.

June '06								
June '07	84.7%		15.4%				91	3.18
Nov '07	87.9%		12.1%		18		99	3.16
June '08	88.4%		11.6%		15		112	3.29
Nov '08	94.8%		5.2%		14		153	3.42
June '09	96.0%		4.0%		15		150	3.37

School Wide Results

June '06									w/o vendors
June '07	78.1%							2.98	
Nov '07	74.2%							2.95	
June '08	79.6%							2.95	2.79 includes transportation
Nov '08	80.8%							2.95	3.14 w/o transportation
June '09	79.6%							2.9	3.17

FOUR CORNERS CHARTER SCHOOL, INC.

SCHOOL BOARD AGENDA ITEM

DATE OF MEETING: Tuesday, July 14, 2009

SUBJECT: **Staff Survey Analysis**

EXECUTIVE SUMMARY:

Review and discuss the data from the Staff Satisfaction Survey, June 2009. Presentation overview attached.

RECOMMENDATION: Review and Discuss

Submitted by: Mary Vecchione

Approved for Agenda by: Migdalia Mercado



Staff Survey Results End of Year 2008-2009

Presented to

Four Corners

June, 2009

www.charterschoolsusa.com





Four Corners Staff Survey

- Total Staff population of 81 were given the opportunity to complete the Staff Survey.
- Survey was distributed by email to Employees
- 35 surveys completed 43%.
- Survey sent out May 2009

➤ May 08	Mid-Yr 08	May 09
26	60	35



Categories or “Buckets”

- **Category 1 -Workforce Strength (Gallup questions.. attract, retain, and focus on TOP TALENT)**
- **Category 2 -Leadership (21 Responsibilities of a Leader that correlate to student achievement)**
- **Category 3- Work Environment**



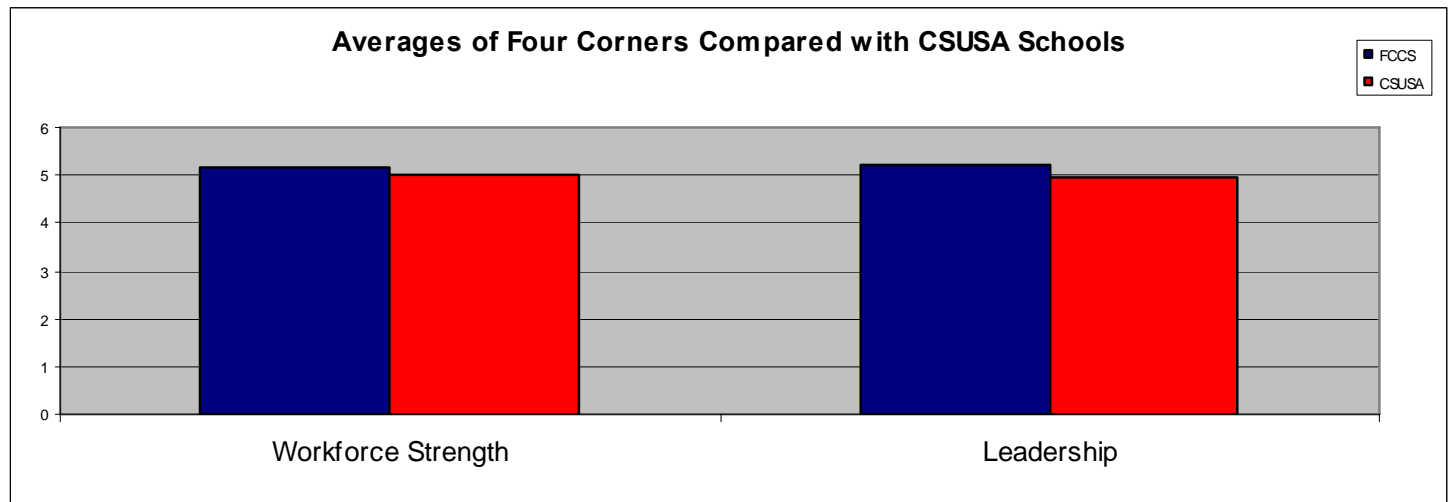
Average Results of “Buckets” for FCCS 6 point likert scale

May 08 Mid-Yr 08 May 09

• Workforce Strength	5.06	5.01	5.17
• Leadership	4.75	5.08	5.22
• I would recommend working at this school to a friend	5.30	5.42	5.67
		% Yes	
• Communicating events	50%	73%	73.3%
• Safe Working Environment	88.9%	98%	100%
• Clean and well maintained	100%	92%	96.7%
• SIS is a useful tool	94.4%	79%	90%

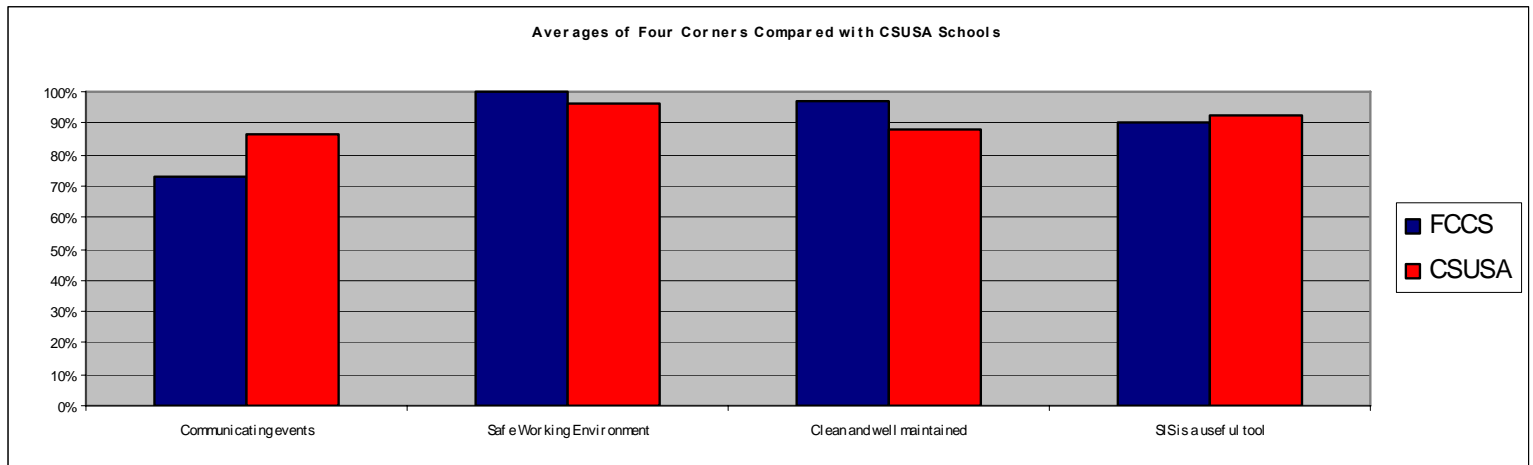


Results Compared with All CSUSA Schools





Work Environment





Four Corners Workforce Strength

- **What we do well**

The mission/purpose of my school makes me feel my job is important

The mission/purpose of CSUSA makes me feel my job is important

I know what is expected of me at work

- **Opportunities**

I have the materials and equipment I need to do my work right

At work, my opinion seems to count

In the last seven days I received recognition or praise for doing good work



Four Corners Leadership

- **What we do well**

 - Establishes clear student achievement goals

 - Establishes clear school wide goals

 - Is an excellent representative and spokesperson for our school

- **Opportunities**

 - Provides regular feedback on my performance

 - Maintains a fair, consistent discipline plan

 - Asks for feedback on how their actions impact performance



Data usage

- Results used in School Strategic Planning sessions for goal setting and improvements
- Benchmarking data to monitor progress
- Identifying Leadership Professional Development opportunities
- HR People First and Operational initiatives

FOUR CORNERS CHARTER SCHOOL, INC.
SCHOOL BOARD AGENDA ITEM

DATE OF MEETING: Tuesday, July 14, 2009

SUBJECT: Student Survey Analysis

EXECUTIVE SUMMARY:

Review and discuss the data from the first Student Satisfaction Survey, June 2009. Presentation overview attached.

RECOMMENDATION: Review and Discuss

Submitted by: Mary Vecchione

Approved for Agenda by: Migdalia Mercado



Student Survey Results End of Year June 2009

Presented to
The Four Corners Charter School, Inc.
presented July, 2009



Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

June 2009 Survey Summary

- **First Annual Student Satisfaction Survey**
- **Survey results are located in printed format in your board book.**
- **Graphs will provide a pictorial view of the survey results.**
- **Results from individual “Buckets” presented to the Board from your Student Survey June 2009, are evaluated to show successes and opportunities.**
- **Results will be integrated into the School’s strategic plan for the school year 2009-2010.**

Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

Four Corners Charter School Participation

- Students in grades 5th-8th-9th-12th were given the opportunity to complete the parent survey.
- Survey was provided to student's during class time.
- Survey was offered in both english and spanish.

Average Results of “Buckets” 4 point Likert scale

Students

Integrity

Fiscal Responsibility

Learning

People

Teamwork

Commitment

Accountability

High Standards

<u>“Buckets”</u>	<u>June ‘09</u>
Curriculum	3.07
Faculty and Staff	3.04
Culture and Student Character	2.89
Safe & Orderly Environment	3.13
School Activities	2.79
General	2.98
Average for all	2.94

School Results by Questions

Students

Integrity

Fiscal Responsibility

Learning

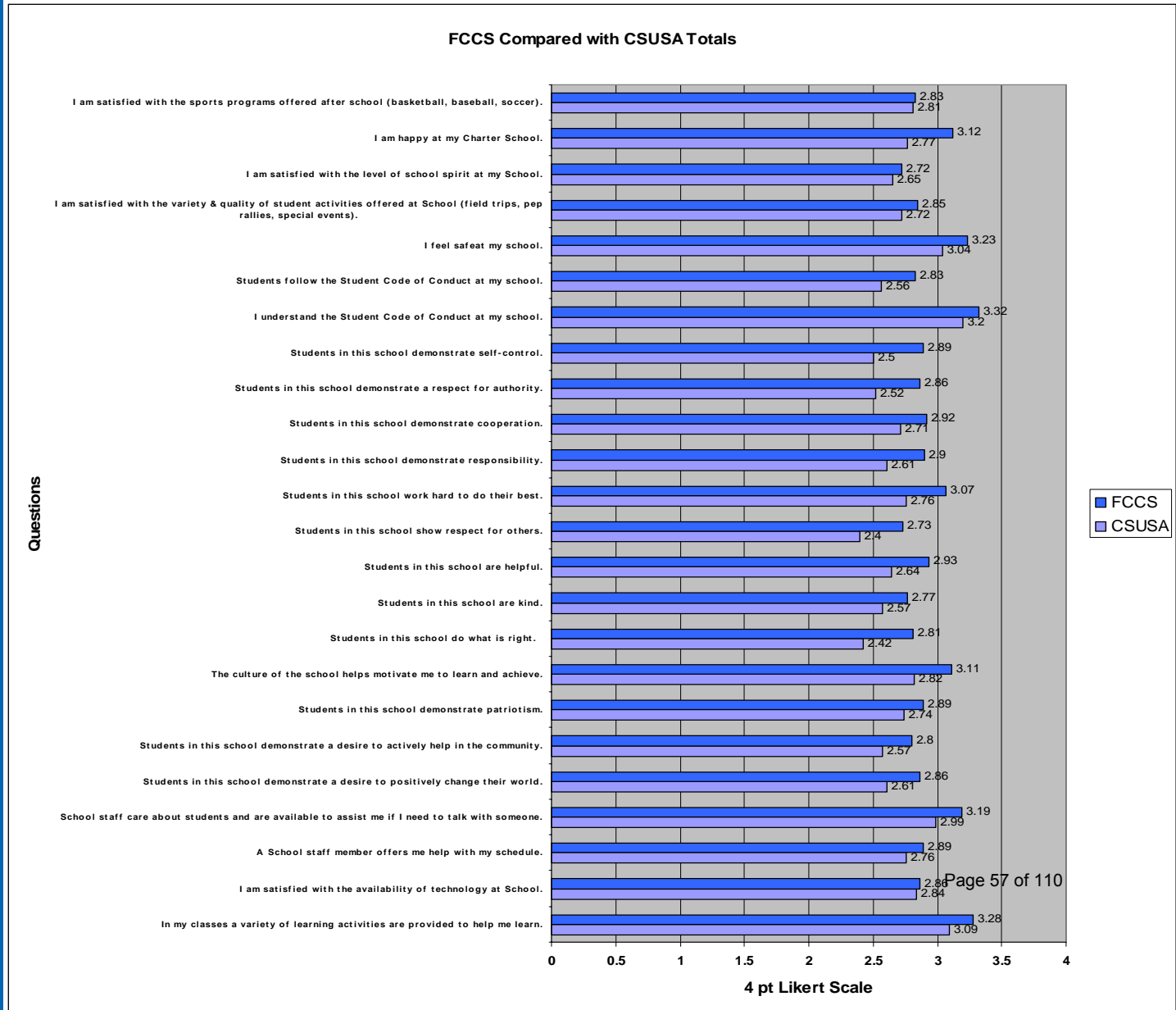
People

Teamwork

Commitment

Accountability

High Standards



School Results by Categories

June 2009

Students

Integrity

Fiscal Responsibility

Learning

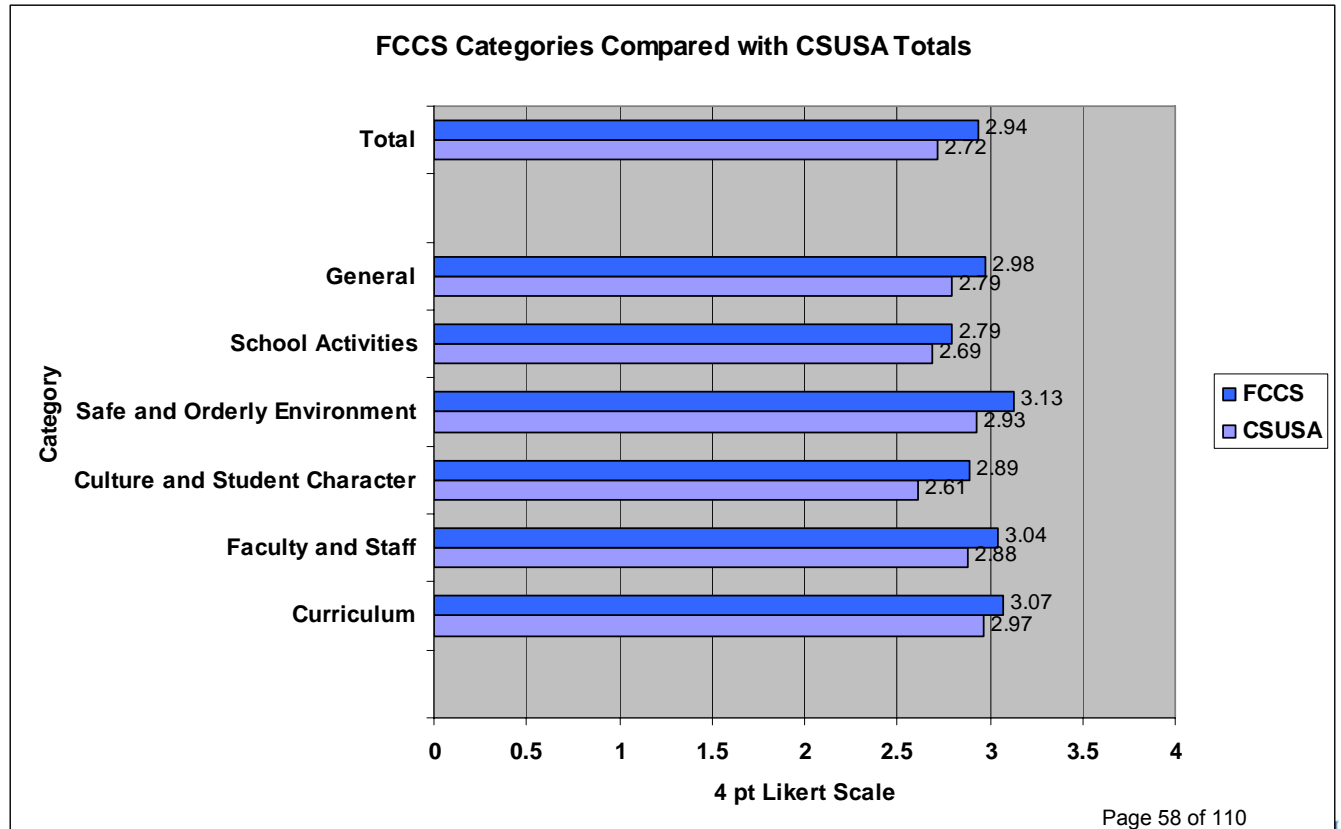
People

Teamwork

Commitment

Accountability

High Standards



**STUDENT SURVEY
FOUR CORNERS CHARTER
June 1, 2009**

YEAR [2009](#)
 TOTAL [200](#)
 RESPONSES [192](#)
 PERCENT [96.00%](#)

	English	Spanish
In what language would you like to take the survey?		
June '09	192	0

I am currently enrolled in the following grade:	5th	8th	9th	12th
June '09	38.0%	62.0%	N/A(0.5)	N/A(1.0)

	STRONGLY AGREE/ AGREE	DISAGREE/ STRONGLY DISAGREE	NO COMMENT	NOT APPLICABLE	RESPONSES	RATING AVERAGE
--	--------------------------	--------------------------------	------------	----------------	-----------	-------------------

CURRICULUM

In my classes a variety of learning activities are provided to help me learn.

June '09	86.3%	22			183	3.28
----------	-------	----	--	--	-----	------

I am satisfied with the availability of technology (e.g., computers, programs) at School.

June '09	66.8%	40.4%			178	2.86
----------	-------	-------	--	--	-----	------

3.07

FACULTY AND STAFF

A School staff member offers me help with my schedule.

June '09	64.5%	44.4%			180	2.89
----------	-------	-------	--	--	-----	------

School staff care about students and are available to assist me if I need to talk with someone.

June '09	80.5%	27.8%			180	3.19
----------	-------	-------	--	--	-----	------

3.04

CULTURE AND STUDENT CHARACTER

Students in this school demonstrate a desire to positively change their world.

June '09	65.8%	43.6%			181	2.86
----------	-------	-------	--	--	-----	------

Students in this school demonstrate a desire to actively help in the community.

June '09	60.8%	48.1%			181	2.8
----------	-------	-------	--	--	-----	-----

Students in this school demonstrate patriotism.

June '09	67.4%	40.5%			178	2.89
----------	-------	-------	--	--	-----	------

The culture of the school helps motivate me to learn and achieve.

June '09	78.4%	30.5%			180	3.11
----------	-------	-------	--	--	-----	------

Students in this school do what is right.

June '09	56.2%	59.5%			178	2.8
----------	-------	-------	--	--	-----	-----

FOUR CORNERS CHARTER SCHOOL

SCHOOL BOARD AGENDA ITEM

Tuesday, July 14, 2009

SUBJECT: School Report

Discussion and review on the summary of the School Report for the month of May/June 2009. The report will summarize the highlights from Enrollment; Reasons for Withdrawal; Staffing Updates; School Updates; Facility Updates; School & Community Activities; and Technology. Detailed information can be found within the summary attached.

Included in the report are documents to support discussion on the RTI process; Budget analysis for 'wish list'; and School Leak Detection.

EXECUTIVE SUMMARY:

Discussion and review for purposes of evaluating the progress of the school and to generate goals and ideas.

RECOMMENDATION:

Discussion

Submitted by: John Bushey
Denise Thompson

**FOUR CORNERS CHARTER SCHOOL
MR. JOHN BUSHEY**

The Board of Directors' School Report

Date: July 14, 2009 for May/June 2009 School Name: Four Corners Charter School

I. Enrollment (month end)

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Total Enrollment	941	956	967	975	971	991	993	975	968	964	963
Budgeted Enrollment	956	956	956	956	956	956	956	956	956	956	956
% in Attendance	93%	93%	92%	92%	88%	92%	94%	94%	93%	92%	92%
# of Student Withdrawals	65	13	19	8	22	19	11	18	4	2	51
# of New Staff	14	9	1	1	0	1	1	0	0	0	0

II. Enrollment for Next Year

- Enrollment To Date: 963
- Wait List: 140

III. Reasons For Withdrawal:

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Moving Out of Area							131	18	7	2	26
Curriculum											
Sport/ExtraCurricular											
Transportation/Busing							5				
Uniforms											
Not Satisf w Teacher							1				
Not Satisf w Adminis											2
Volunteer Hours											
Discipline							1				
Other (West side)							1				23

IV. Staffing Update

- New Principal: Denise Thompson
- Reasons for leaving: N/A
- Additions Since Last Report: N/A

V. School Update

- School Grade: A
- SAC Accreditation: Accreditation Effective Through June 2014.
- FCAT Scores: See Insert (FDOE)

VI. Facility Update

- Water Utility Usage Update: Testing Conducted 6/12/09. No observable cross connection between the potable water and fire lines. Leak may possibly be from three fire hydrants. Requesting further testing.

VII. School/Community Activities

- None

VIII. Technology – Number of Network Disruptions

- None

[Return to Normal View](#)

FLORIDA SCHOOL GRADDES

You selected:

District: OSCEOLA
 Years: 2008-2009, 2007-2008
 School Grades: A
 Report Type: School Grades

Modify Selections |
 Return to List of Schools |
 Export to MS Excel Format

School Accountability Report																	
Click on the column header to re-sort by that column.																	
School Number	School	Level	School Year (Click on year to see detailed report)	Grade (Includes Learning Gains) more info	% Meeting High Standards in Reading	% Meeting High Standards in Math	% Meeting High Standards in Writing	% Meeting High Standards in Science	% Making Learning Gains in Reading	% Making Learning Gains in Math	% Making Learning Gains in Reading	% Making Learning Gains in Math	Bonus points for 11th-12th grade Retakes	Points Earned (Sum of Previous 9 Columns) more info	Percent Tested	Free and Reduced Lunch	Minority
Osceola																	
0863	FOUR CORNERS CHARTER SCHOOL	Combination	2008-09	A	73	66	90	48	72	75	73	75	NA	572	100	57	62
0883		Combination	2007-08	A	70	59	86	44	62	88	65	73	NA	527	100	56	61

- [School Accountability Report Main](#)
- [2009 School Accountability Report Guide Sheet and Example Report \(PDF\)](#)
 - [School Grades Technical Assistance Paper 2008-09 \(PDF\)](#)
- [Adequate Yearly Progress \(AYP\) Technical Assistance Paper 2008-09 \(PDF\)](#)
- [Alternative School Improvement Ratings Technical Assistance Paper 2008-09 \(PDF\)](#)
 - [To Previous Year's Accountability Report Spread Sheets and Documents](#)
 - [Return to Evaluation and Reporting Services Section](#)
 - [DOE Home Page](#)



2007-2008 School Technology Budget
(Preliminary)

Four Corners Charter School			07-08		08-09		09-10		10-11			
Description	Category	Funds	Order	#	Unit Cost	Tot Cost	#	Unit Cost	Tot Cost	#	Unit Cost	Tot Cost
LCD projectors	A				\$850							
LCD projectors (mount)	A			25	\$1,520	\$27,500.00	13	\$1,100	\$14,300.00			
CPS Clickers w/ chalkboard	H			10	\$200	\$2,000.00		\$200				
Desktop Computers	H				\$1,300			\$1,300.00				
Desktop Computers (kept)	H			1	\$10,000	\$10,000.00	1	\$10,000	\$10,000.00	1	\$10,000	\$10,000.00
Laptop Computers	H			78	\$25	\$1,950.00		\$25				
Infrastructure allowance	H			0	\$6,600	\$0.00	1	\$6,600.00	\$6,600.00			
Per computer allowance	H			0	\$2,800	\$0.00		\$2,800				
Servers	H			12	\$400	\$4,800.00		\$3,300.00				
Smartboard (Mobile)	H			0	\$3,300	\$0.00						
Printers (group share) 1500s	H			1	\$16,106	\$16,106.46						
Switches	H			0	\$0.00	\$0.00						
E-rate	H			0	\$2.86	\$0.00	554	\$2.86	\$1,584.44	554	\$2.86	\$1,584.44
Study Island (gr 2,3,4,6,7)	S			0	\$4.28	\$0.00	181	\$4.28	\$774.68	181	\$4.28	\$774.68
Study Island (gr 5,8)	S			0	\$25	\$0.00		\$25				
Teacher Web access	S				\$1,500			\$1,500				
United Streaming	S											
TOTAL						\$62,356.46			\$33,259.12			\$12,359.12
AV (A)						\$0.00			\$0.00			\$0.00
Hardware (H)						\$0.00			\$30,900.00			\$10,000.00
Software (S)						\$2,359.12			\$2,359.12			\$2,359.12

Notes

- 08-09 Top priority is an infrastructure revamp
1. Need to start with an IT analysis of current infrastructure and capacity
 2. Determine infrastructure standard
 3. Create action plan to get FCCS to meet that standard

need price verification from IT

Response to Intervention

Important Components

- Monitoring student progress using appropriate screening or tests.
- Choosing and using educationally sound interventions to improve student learning.
- Determining the level of support that a student needs in order to be successful.

School Contact for RTI

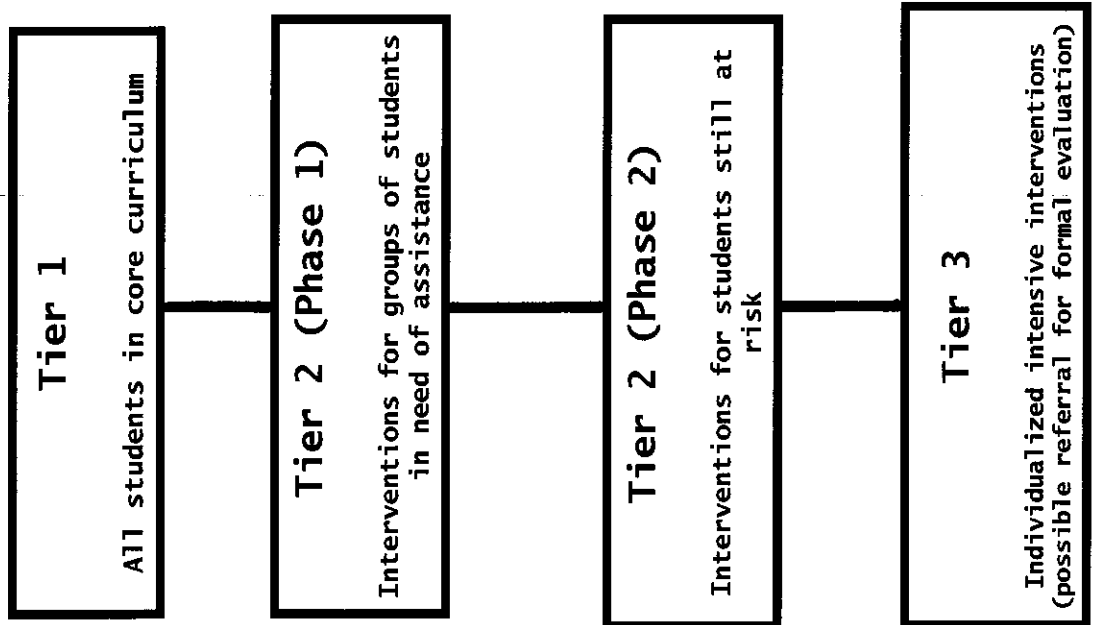
School Name _____

Name _____

Position _____

Phone Number _____

A three tier RTI process includes:



*Response to Intervention
What Parents need to know*

Response to Intervention also called RTI, is a three step model for providing interventions to students who are struggling with problems in academics and/or behavior.

At all stages of the RTI process, interventions are provided to attempt to make a student more successful rather than labeling areas of weakness.

Response to Intervention

Important Terms for Parents

Intervention: A change that is made for a student in the area of learning or behavior to try and improve the student's performance.

Progress monitoring: A way to collect information to understand a students' academic performance and determine the effectiveness of instruction.

Scientific, research-based, or evidence-based instruction: Curriculum and educational interventions that are based on good research or proven to be effective for most students.

Universal screening: A part of RTI used in the school to determine which students are "at risk" for not meeting grade level standards. Universal screening may include state, district, or school wide assessments which assist the school in determining which students are in need.

Questions parents ask

What screenings are used to identify a student in need of intervention? *DIBELS, GRADE, SDRT, FCAT* or a review of discipline referrals are some examples.

How does the school determine what interventions to provide to students in need? *A team consisting of educational professionals along with the classroom teacher and parent, called the Intervention Assistance Team, will determine appropriate interventions.*

Who will be on the Intervention Assistance Team? *Team members may include a school psychologist, a school counselor, a literacy coach, a dean, an administrator and other specialized school staff.*

How long does the RTI process take? *There is no set time line. The length of time depends on what intervention is used and on how much progress a student makes during an intervention.*

Will information about the student's progress be provided? *During RTI frequent parent contact is required and information about the student's progress will be shared with parents throughout the process.*

If a student does not respond successfully to interventions can he/she be referred for a formal evaluation? *Yes, a student can be referred for evaluation once the second Tier 2 intervention is found to be ineffective.*

Who can I talk to about my child's progress and learning? *You should talk to your child's teacher.*

Who can I talk to about RTI? *The RTI coach at your child's school.*

What are the advantages to RTI?

- Reduces the time a student waits until they receive additional instructional support.
- Increases the overall number of students succeeding in general education programs
- Provides timely information about students' instructional needs and progress.

Student Services
817 Bill Beck Blvd.
Kissimmee Florida 34744
407 870 4987

PSE Rtl Interventions--Behavior

Interventions Tier 3

- Implement BIP based on FBA

Interventions Phase 2

- Daily behavior plan
- Counseling group
- Counseling
- Mentor

Interventions Phase 1

- Daily Behavior Plan
- Counseling group
- Counseling
- Mentor

Interventions

- PBS
- Teacher feedback

Resource Staff:

Tier 3

Resource Staff:

Tier 2 Phase 2

Resource Staff

- Teachers
- Teacher Assistants
- IELL Assistants
- Dean
- School Psychologist
- Counselors

Tier 2 Phase 1

Classroom Core Instruction

Tier 1

Student: _____

Teacher: _____

Progress Monitoring: _____ Assessment by: _____

Progress Monitoring: _____ Assessment by: _____

Progress Monitoring: _____ Assessment by: _____

Chart

Behavior strips

Office referrals

Target behavior: _____

Data: _____ Office referrals _____ Minor infractions _____

Assessment

Office referral: _____

Minor infractions: _____

Four Corners Charter School Leak Detection

The water leakage thru the fire line check valve by-pass meter had been discussed within the technical review section since late January 2009. Since the water supply to the school could not be shut down for any extended time period during normal working hours, it was decided to wait for until summer recess to pursue a leak detection scenario. Since school had been out since the 4th or 5th it was deemed appropriate now to start the process.

I met with Andy Bordallo, PCU and Dan Cappola, Four Corners Charter School (FCCS), at 9:15am on June 12, 2009 and observed the same sporadic fire line metering which had occurred the previous 4 months. The last minute usage call was sent to the school personnel inside to warn of the water stoppage occurring soon.

The water on the potable (blue) meter was turned off about 9:45 am to ascertain which, if any, water use fixtures within the school were connected to the potable main or even the fire line. Andy closed the valve slowly and bled off some pressure from a tap on the above ground piping of the backflow preventer assembly for about 5 minutes. The fire line remained hot while the process continued.

Dan and I went to the Middle School Bldg. (the northernmost of the 3 bldgs.) first to determine any cross connections. Every sink, water fountain, toilet, urinal, lavatory, ice machine and any other water use fixture was turned on to find a connection. As we completed that building with negative results, we progressed to the Elementary School Bldg. then to the Pre-School Bldg. all the while finding no connections to the fire line as Andy monitored that same line. A pressure gauge was even placed on the fire line to see any pressure drops while the meter continued its sporadic metering of water flow. The sporadic spinning of the meter never waivered, nor was a pressure drop observed during the approximately 2 hour exercise.

We also observed the fire sprinkler line and system inside the buildings for any leaks or evidence thereof. None was found either on the ceiling (sprinkler heads), the pressure gauge/check valve assembly connection inside the building nor the blow off piping outside the building. No leak was evidenced on the above ground piping or sprinkler system.

The conclusion is that there was no observable cross connection between the potable water and fire lines. Even though the fire line by-pass meter continued to measure sporadic flow, the leak did not come from the water use fixtures.

After I left the school site, I met up with Brian Reeder, a PCU inspector, who is experienced at trouble shooting unusual problems. After we spoke about the problem and process, he suggested maybe a leak at the fire hydrants on site, downstream from the fire line check valve by-pass meter. We went back to the site to look at all 5 hydrants to test out the theory. We found at least three had slight leaks after removing the nozzle and that could be the cause of the sporadic metering on the fire line. The water could possibly be leaking from a weep hole on the hydrant bottom.

Toward the end of that exercise, Dan Cappola met up with us to discuss the process and results. We left the site with the understanding that FCCS will still conduct a leakage test, maybe focusing on the hydrants on site.

Shield Fire Protection, Inc.

1239 Mullet Lake Park Rd.
Geneva, Fl. 32732
Phone 321-231-5180
Fax 407-349-2048

Service Report

Project: 4-CORNER Charter POC: DAN

Owner: SAE Date: 4-28-09

Address: 9100 Teacher's Ln. Phone: _____
DAVENPORT, FL. Fax: _____
E-mail: _____

Description of Problem: Flow Test Necessary for
possible backflow change-out
Hydraulic calculation must be performed

Pre-authorization for repairs: _____

Diagnostics: Suggest Leak Doctor to be contracted
to discover leak location

Equipment: Diffuser Trailer

Work Performed: Flow Test

Materials: Leak Doctor 407-426-9995

Inspected Hds in Girls Locker Room

Labor: Start Time 11:00am End Time 2:00pm Travel Time 1

of Techs 1 Total Labor _____ Tech. Name Jeff Smith

Remarks: Pitot = 37 Residual 68 Static
Static 74

Customer Signature [Signature] Print Name _____ Date 4-28-09

2007-2008 School Technology Budget
(Preliminary)



7/7/2009

Four Corners Charter School				07-08		08-09		09-10		10-11		
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Desktop Computers	H				\$1,300			\$1,300.00				
Desktop Computers (kept)	H				\$10,000	\$10,000.00	1	\$10,000	\$10,000.00	1	\$10,000	\$10,000.00
Laptop Computers	H				\$25	\$1,950.00	78	\$25				
Infrastructure allowance	H				\$6,600	\$0.00	0	\$6,600.00	\$6,600.00			
Per computer allowance	H				\$2,800			\$2,800				
Servers	H				\$400	\$4,800.00	12	\$400				
Smartboard (Mobile)	H				\$3,300	\$0.00	0	\$3,300.00				
Printers (group share) 1500s	H				\$16,106	\$16,106.46	1	\$16,106				
Switches	H				\$2.86	\$1,584.44	554	\$2.86	\$1,584.44	554	\$2.86	\$1,584.44
E-rate	S				\$4.28	\$774.68	181	\$4.28	\$774.68	181	\$4.28	\$774.68
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2. Determine infrastructure standard
3. Create action plan to get FCCS to meet that standard

need price verification from IT

FOUR CORNERS CHARTER SCHOOL

SCHOOL BOARD AGENDA ITEM

Tuesday, July 14, 2009

SUBJECT: Energy Policy

Discussion and review policy for CSUSA managed schools. Detailed information can be found within the agreement attached.

EXECUTIVE SUMMARY:

Discussion and review FCCS energy policy.

RECOMMENDATION:

Discussion and Review

Submitted by: Paul Hage



Winter & Summer Break Energy Conservation Checklist

HVAC: (Facilities Department will handle this)

- All systems will be set to the non-occupied mode except server rooms. Non-occupied settings control the humidity and keep the building temperature around 80*.
- All maintenance and custodial work will be coordinated through the Facilities Department to assure maximum efficiency. Deep clean services will be performed as planned. Facilities department will coordinate with vendors on expectations and schedule and communicate with principals. Facilities staff will visit schools to ensure they following policy.
- All systems will be reset to normal operating mode on the last day of the Winter Break.

Water Fountains/Water Heaters: (Facilities Department will handle this)

- All water fountains will be unplugged during the Winter Break.
- All water heaters will be turned off.

Interior Lighting: (Schools will handle & Facilities will assist if necessary)

- All classroom lights will be turned off.
- All non-essential hallway lighting will be turned off.
- All non-emergency lighting will be turned off.

Exterior Lighting: (Facilities Department will handle this)

- All essential exterior lighting will remain on over night for safety.
- All non-essential exterior lighting will be turned off or the timers will be adjusted for a shorter operating period.

Kitchen Equipment: (Schools Food Service will handle & Facilities will assist if necessary)

- Condense all perishables to one location and turn off/unplug all non-used equipment.
- Unplug all appliances in the teachers lounge and other break rooms.

IT (Schools will handle this & IT will assist if necessary)

- Shut down all desktops following IT Guidelines
- Shut down all printers following IT Guidelines
- Shut down all copiers following IT Guidelines



**BROWARD COUNTY
PUBLIC SCHOOLS**


Energy Tools For Schools



**THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
PHYSICAL PLANT OPERATIONS
ENERGY CONSERVATION UTILITY MANAGEMENT**

April 29, 2008

TO: Participant

VIA: Robert Jindracek, Project Manager III
Energy Conservation & Utility Management Dept. 

FROM: Mitchell Talmadge, Energy Conservation Analyst
Energy Conservation & Utility Management Dept.

SUBJECT: ENERGY TOOLS FOR SCHOOLS

The Energy Tools for Schools program was designed by Florida Power and Light to assist our District in achieving its goal of reducing electrical consumption. The main objective of this energy conservation program is to actively involve all schools in the process of reducing electrical usage at their facility.

We are asking each school to select a staff member to be an Energy Coordinator. The Energy Coordinator will work with our department in creating a plan to conserve energy. The plan will require a team oriented process with direct involvement of other staff members and/or students.

With a team approach, our expectation is to make as many staff members and students aware of the importance of conserving energy. Wise management of energy helps extend the availability of our natural fuel resources, preserves our environment, and reduces our electricity costs.

If each school will reduce energy consumption by only a small percentage, a considerable amount of money will be available to reinforce other budgetary needs.

We are providing you with the "Energy Tools for Schools" manual. This manual contains ideas on how to save energy, sample energy management checklists, and methods to track and calculate your energy savings.

Provided is a form for selecting your Energy Coordinator. Please fill out this form and return to our Department. Thank you for your assistance.

MT/RJ:bjp

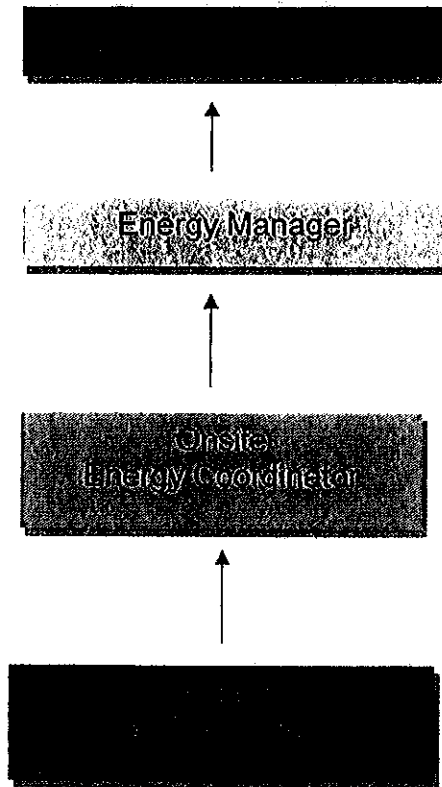
Robert Jindracek, Project Manager III
Physical Plant Operations – "Maintaining Excellence"
Phone: 754-321-4756 Fax: 754-321-4765 Page 74 of 110

Energy Conservation Goal

Reduce energy expenses and consumption, without compromising the learning environment.

Introduction

**Structure of Energy
Conservation Organization**



Energy Tools For Schools

Introduction

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Introduction

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- Objectives
- After the training
- Why is energy conservation so important?

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- Lighting
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- Water
- Gas and natural gas

Section •3 Distribution of Electricity in the Broward County Public Schools

- How energy is used in schools
- Energy in Florida schools
- Broward County School distributions

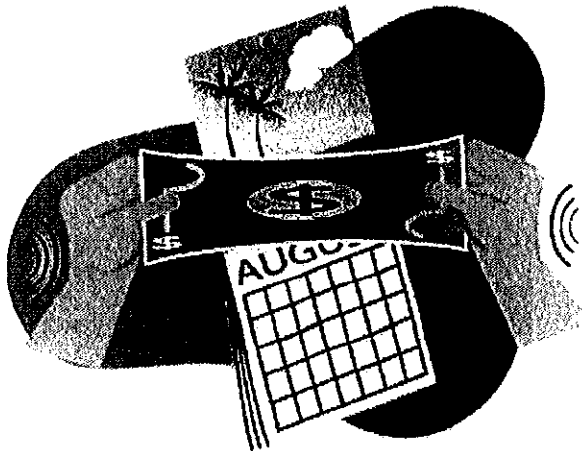
Section •4 Energy Management Plan

- Developing an Energy Management Plan
- Broward County Schools Energy Mgmt. Plan
- Sample Executive Summary
- Sample School Energy Management Plan

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Introduction



Energy Tools For Schools Training For Broward County Public Schools

Broward County Public Schools is committed to achieving significant savings in the energy costs at all schools. This will require the combined efforts of many staff members.

The purpose of this training is to unify the staff members assigned to be the "energy coordinators" at each of the designated Broward County Public Schools, and provide methods of reducing the utility bills at their sites.

During this training program, the energy coordinators will:

- Organize into teams and select a team name
- Identify areas of opportunity in the categories of electricity
- Perform calculations for usage of electricity
- Recognize typical energy usage patterns at your facility
- Determine methods to control mechanical and electrical energy users
- Establish, as a team, an energy control plan for each school
- Present their energy control plans, including questions, answers and feedback, and finalize the plan to take back to your school

Introduction

Following the training program, each coordinator will:

- Create an energy control plan for their school building by reviewing the energy usage habits at the school.
- Review plan with original coordinator team (call instructor with questions).

For full implementation, the energy coordinators will:

- Coordinate energy plan activities at your school, with the energy manager, Rob Jindracek.
- Monitor energy consumption and savings to meet or exceed the savings goal
- Meet with instructor and team monthly during the school year to discuss strategies and improve energy plans.
- Assist with promotional materials and recognition at your school.

Each coordinator will continually keep our theme in mind and remind others to "set it back (SIB) or turn it off (TIO)" whenever possible.

Introduction

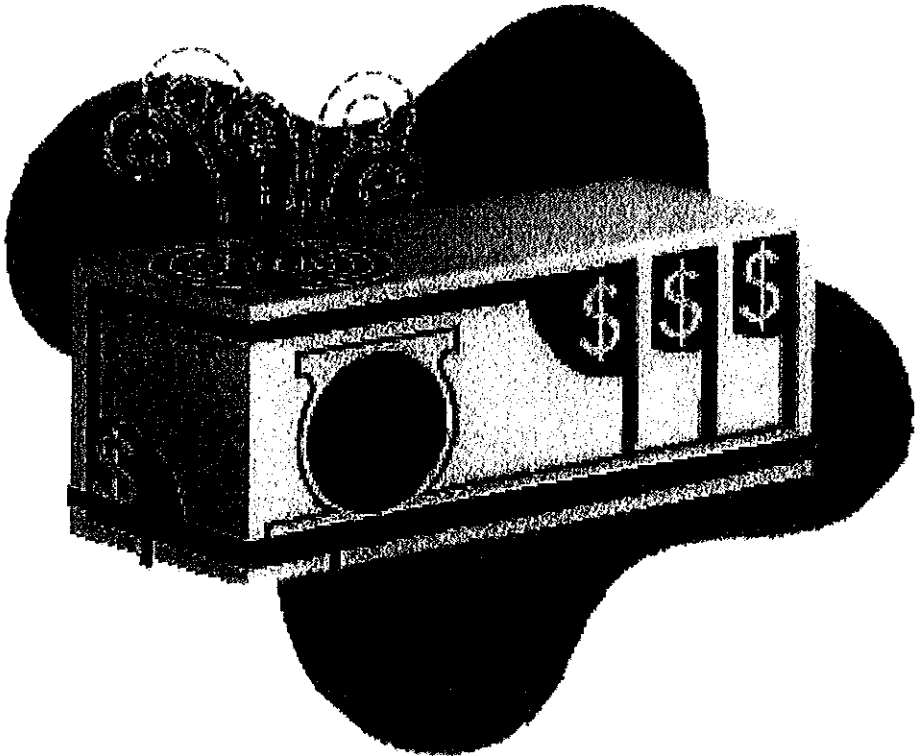
Why is energy conservation so important?

- Wise management of energy contributes to the national goal of energy conservation by helping to extend the availability of our natural fuel resources. This contributes to our country's economic well-being and helps preserve our environment.
- Whatever we can do to modify our behavior and become more conscious of how energy is used and wasted, we can help reduce the ever-increasing need for electricity and the fuels that are used to generate electricity. This wise management of energy can help delay the construction of power plants that are becoming more expensive to build each year.
- For example, a power plant can cost in excess of one billion dollars to site and construct. This construction cost must be partially financed through users electric bills. So, reducing energy requirements means dollar savings for everyone.
- If we work together to use energy wisely and save where we can, it will result in lower school energy bills.
- Broward County Public Schools spends a total of about \$150,000 each school day for electricity.
- If each school will reduce energy consumption by only a small percentage, a considerable amount of money will be available to reinforce other budgetary needs.

As a team member, you will have a unique opportunity to meet with and motivate the school staff, helping them learn more about energy in their lives, ways they can reduce energy use and save "energy" money.

This book can be used as a resource for how we can modify our behavior and influence that of others in the Broward County Public Schools to use all of the available practices that result in the wise use of energy.

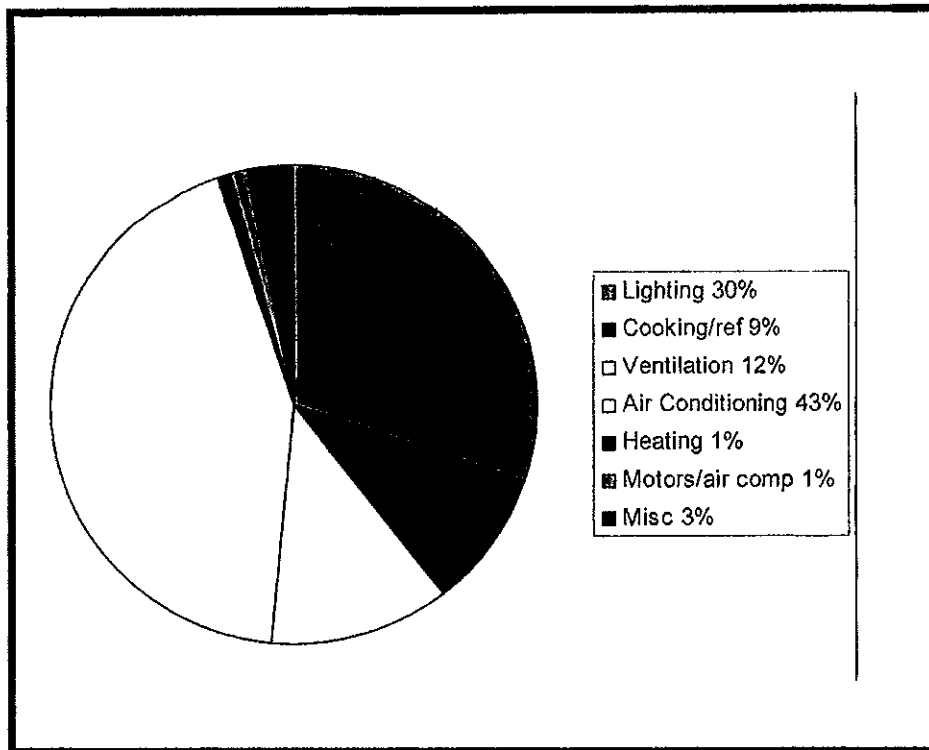
Section • 2
Energy Management



BROWARD COUNTY
PUBLIC SCHOOLS

Energy Tools For Schools
Energy Management
Basic Electric Terms

How energy is used in Florida schools



**BROWARD COUNTY
PUBLIC SCHOOLS**

Energy Management

Basic Electric Terms

We have now identified the two areas in which we consume most of the energy in our schools.

Air Conditioning and lighting combined, account for 73% of the total energy used in our school system. Since these are the major use areas, it follows that they offer the greatest opportunity for energy savings.

These two areas also are ones where we can have a significant amount of control. We can set back or turn air conditioners off when not needed. Comfort of the occupants involved must be considered when we determine a set back or turn off schedule.

Even though these two areas are the largest consumers of energy, there are some others where savings can be accomplished.

Lighting levels can be adjusted and or turned off when not required. It is most important, when we consider levels of lighting, that we always keep safety, security and the learning environment in mind.

Next, we will be discussing the development of an **"Energy Management Checklist"**. This checklist will be used to identify many areas where we are wasting all types of energy and possible actions that can correct the situation and result in considerable savings.

This checklist is a dynamic one and can be modified for use in any of our schools. As you return to your particular school and begin functioning as an energy coordinator, you will customize your own energy management plan and checklist to identify other areas of energy waste and potential savings in your school.

Now we can take a look at our proposed "Energy Management Checklist" and discuss all of the different ways we can identify areas of waste.

Energy Tools For Schools

Energy Management

Basic Electric Terms

ENERGY MANAGEMENT CHECKLIST

Air Conditioning

Air conditioning uses 43% of energy consumed by schools.

Actions that can reduce air conditioning costs:

- Reset or set back thermostats to maintain specified settings for cooling and heating.
- Verify thermostat is working properly and fan setting is on "auto."
- Minimize conditioning of seldom-used spaces.
- When possible, such as portable classrooms, turn off air conditioning on weekends, holidays and off-shift hours.
- Clean/replace filters on small size units, such as portable classrooms, on a regular basis.
- Turn off ventilating and exhaust equipment when not needed. Turn off bathroom exhaust fans when not needed.
- Watch for air ex-filtration and infiltration around windows and doors.
- Block out morning and afternoon sun shining through windows be sure thermostat is working and fan is on "auto"

Energy Management

Basic Electric Terms

Lighting

Lighting uses 30% of the energy use consumed by schools.

**Lighting also adds unwanted heat to air conditioned spaces.
Actions we can take to reduce lighting costs:**

- Turn out lights in areas when not occupied.
- Reduce lighting levels where safety and performance would not be adversely affected.
- Label light switches to denote which lights should be turned off.
- Instruct janitorial services as to which lights must be turned off when cleaning is completed.
- Verify which security lights are needed.
- Check level of outdoor security lighting and verify that it is turned off during daylight hours.
- Turn off sport field and gymnasium lights when not in use.
- Verify that the most efficient type of lighting is being used. For example, replace incandescent bulbs with compact fluorescent equivalent where possible.

Energy Tools For Schools

Energy Management

Basic Electric Terms

Appliances and equipment

Appliances and equipment use about 11% of the energy we consume.

Actions that can reduce these costs:

- Turn off water coolers during vacation, weekends or periods when school is not occupied.
- Turn off computers, overhead projectors, VCRs, DVDs, TVs and copiers when not in use.
- Turn off gas and electrical appliances in science labs when not in use.
- Turn appliances or demonstration equipment "on only for specific uses."
- Turn cooking equipment "off" when not needed or reduce temperature to "standby."
- Use only those sections of equipment needed for cooking load.
- Stagger start up times of major equipment, when possible.
- Avoid standby mode of operation on dishwashers by turning "off" when not actually in use.
- Avoid unnecessary use of water heaters and boilers.

Energy Tools For Schools
Energy Management
Basic Electric Terms

Water

Water is one of our most precious resources that can be in short demand and influences our energy costs.

Reduce these costs by taking the following actions:

- Check that all water faucets are turned off.
- Check for leaks in faucets and report them to maintenance for repair.
- Check for other plumbing leaks.
- Check for running toilets and urinals.
- Check for running water fountains.
- Run dishwashers only with a full load.
- Reduce temperature settings on water heaters where possible.

Energy Management

Basic Electric Terms

Gas and Natural Gas

Our schools use a total of about \$650,000.00 in gas and natural gas each year.

We can reduce these costs by:

- Turn cooking equipment "off" when not needed or reduce temperature to "standby."
- Use only sections of cooking equipment needed for cooking load to serve students.
- Turn off dish washer when not actually in use.
- Watch for excessive use of hot water in kitchens.
- Check for running or leaking hot water faucets and showers.
- Check for proper operation of water heaters and boilers.
- Spread the energy saving message as you make your rounds.

Section 4

Review FPL Account Information



Energy Tools For Schools

FPL Billing Information

Note: Always be aware of any new electrical facilities added to the school that may consume additional power.

The next pages are samples of the information available on these screens from the Internet.

Energy Tools For Schools

FPL Billing Information

Sample Utility Bills

This section contains some copies and samples of utility bills.

You will notice that, on the electric bills, the third or fourth line under "Account Activity" denotes which FPL rate applies to this particular account. When you calculate the average cost per kilowatt hour, it may be different for each rate.

We will further discuss each of these bills at the local level, including the actual bill for your school.

FPL Billing Information

Sample Utility Bills

What other fuels did our schools consume?

In addition to the use of electricity, the School District of Palm Beach County consumed three other fuels. The latest information we have is for XXXX.

These fuels were consumed as follows:

Natural gas

Natural gas is measured in therms.

1 Therm = 100,000 BTUH

Consumed XXX Therms @ \$.xx per Therm = \$XXXXXX.00

Fuel oil

Fuel oil is measured in Gallons.

1 Gallon = 140,000 BTUH

Consumed XXXXX Gallons @ \$.xx per Gallon = \$XXXX.00

LP Gas

LP Gas is measured in Gallons

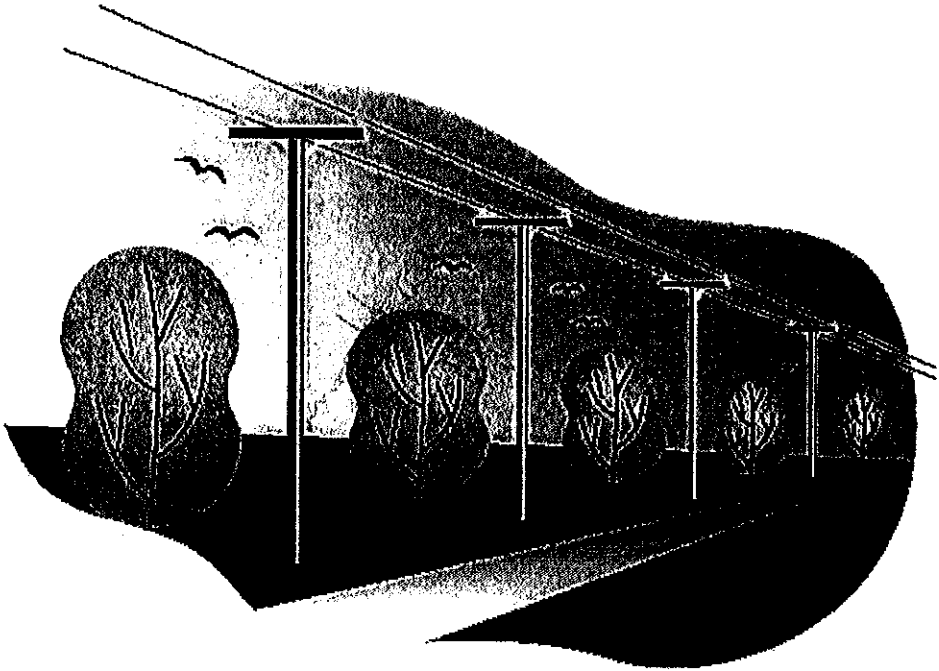
1 Gallon = 91,600 BTUH

Consumed XXXXX Gallons @ \$.xx per Gallon = \$XXXX.00

Total other fuel cost for 2005 = \$ xxx,xxx.00

This amounts to about \$XXXX.00 per school day.

Section 6
Distribution Of Electricity



Energy Tools For Schools
Distribution of Electricity
Broward County Public Schools

How and where is energy used in schools?

Now that we know how to review our energy bills, there is some interesting data that provides information on how schools in Florida use energy.

Also, in this section are included some data indicating how energy is distributed in some schools in Broward County. Valuable information can be obtained by comparing the school physical size, number of students, square footage, and annual electric bills.

The schools are listed in order of annual electrical dollars spent per size of school.

There is also a column that identifies electrical dollars spent annually per student. You will note that there is quite a bit of variation in the different categories. We will look for answers to these variations as we progress through the process.

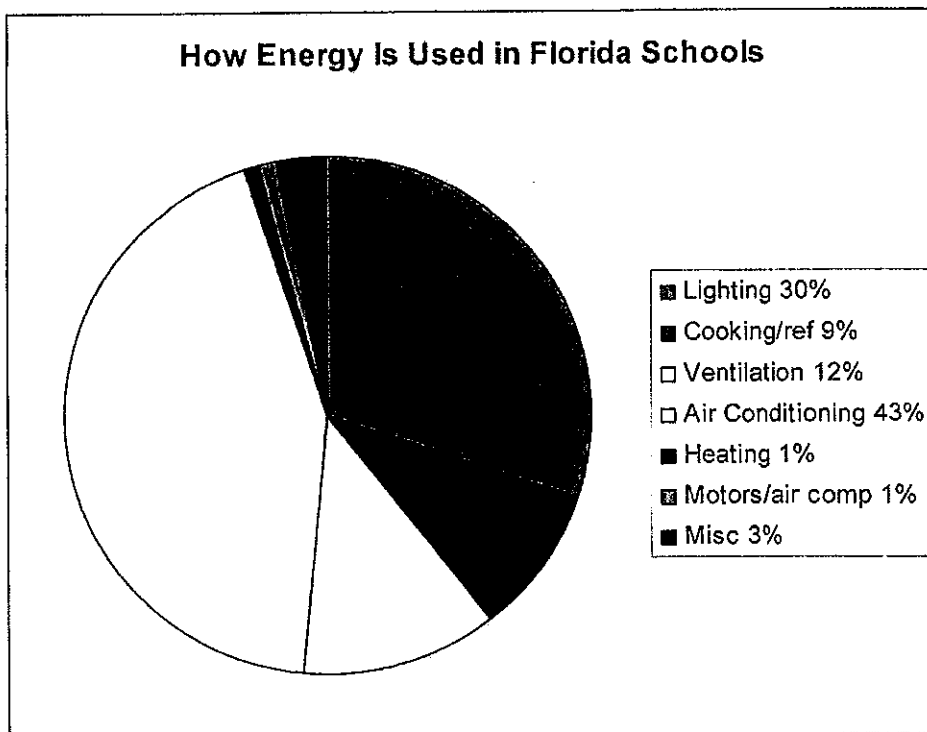
In our follow-up meetings at your school, we will further discuss these charts, your school in particular, and see how it compares with other schools in several different categories.

This could surface some very interesting information and possibly some additional opportunities for further energy savings.

Now is a good time to look at how energy is distributed.

Energy Tools For Schools
Distribution of Electricity
Broward County Public Schools

Schools in the State of Florida use energy in this manner

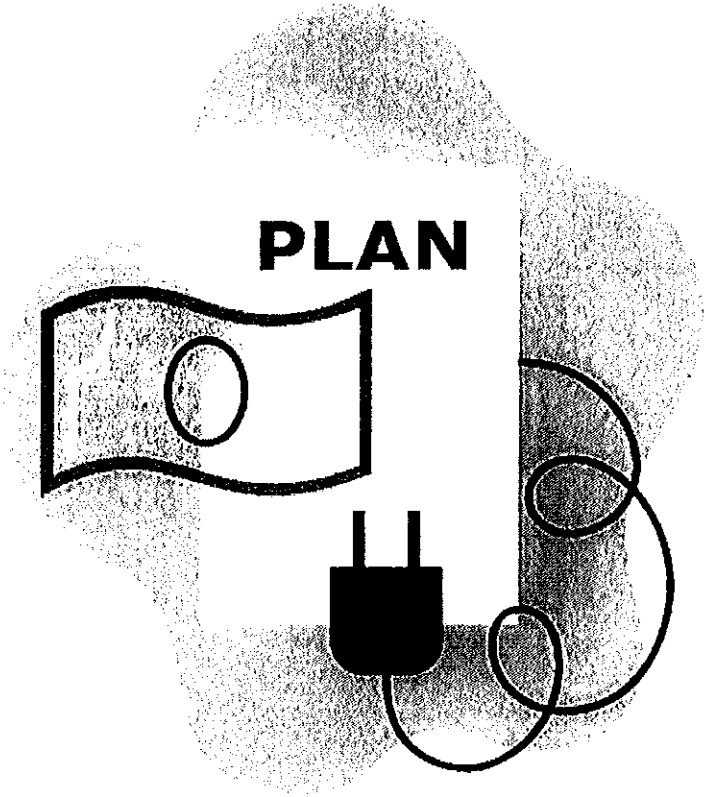


As you can see, the largest slice of the pie is cooling, which should offer the greatest opportunity for savings at your school.

Lighting is the second largest slice and will also offer good opportunities for savings.

Our initial focus will be on cooling and lighting opportunities. After savings are achieved in these areas, move ahead to the other opportunities.

Section • 7
Energy Management Plan



Energy Management Plan

Developing an energy management plan for your school?

In this section we will discuss the goals, strategies, outcomes and the process necessary to prepare a plan for each of your schools.

We have provided a sample "Energy Management Plan" to give you a start. Use this as a guideline, but customize it for your school. Also provided is a sample "Energy Management Summary." Revise it as you and your team see fit. Enjoy reporting your progress!

It is very important that you develop a plan for your particular school, follow the plan and revise it when necessary.

Meet with your school implementation team to share ideas. Encourage them to participate on the team, as their involvement will be a great asset to you and to the success of your Energy Management Plan.

Utilize the "School Energy Checklist" to make your rounds of the school.

Watch for energy saving opportunities. This is a good way to familiarize yourself with areas with which you are not particularly involved.

Report your progress on the "Energy Management Summary".

You will be surprised and gratified when you realize the savings you and your team have identified.

So, lets prepare an optimistic plan with high, but reachable, goals. Work the plan and brag about the savings your school will enjoy!

Energy Management Plan

Broward County Public Schools Energy Management Plan

Goal: Reduce bottom line energy expenses, and ensure an optimum learning environment

Strategy: Be aware there are a variety of methods and procedures involved in managing consumption of energy in order to accomplish our goal.

Outcome: Identify and eliminate unnecessary use of energy and wasted resources.

Process: Develop plan to positively modify energy behavior in order to meet the goal. Review your plan. Implement the plan and monitor the results. Evaluate the results and report them along with recommendations to the Broward County Public School's Energy Manager.

Coordinator Team Planning: Beginning at the Energy Tools For Schools Training, meet with your team to develop a general energy plan for each school.

School Implementation Team: Meet with your school team to review the process and general energy plan, establish strategies and responsibilities, finalizing the plan. Consider each area of energy use.

Energy Management Summary: Develop an Energy Management Summary to present your plan, estimated savings and costs to your Energy Manager.

Remember our theme "**Set It Back (SIB) or Turn It Off (TIO)**" whenever possible.

On the following pages are suggested formats for sample Energy Management Plan and Summary.

Energy Management Plan

Sample School Energy Management Plan Executive Summary

- Goal:** Reduce energy expenses at "One Broward County School" by 10% per year, each year.
- Strategy:** After establishing local teams at each school and selecting a coordinator, we will make our complete staff and student body aware of the variety of methods and procedures available to manage consumption of energy. This can be accomplished without inconvenience or discomfort to our staff or students. Safety and security will not be compromised.
- Outcome:** Unnecessary usage of energy and wasted resources will be identified and corrected. Energy education and increased awareness of all concerned will help us to reach our goal.
- Process:** Develop a plan to positively impact energy awareness and the course we can take to modify energy behavior in order to meet the goal. This will be a dynamic plan and will be reviewed on a regular basis. The plan will be implemented immediately and the results monitored monthly. After evaluation of the results, they will be reported along with recommendations to the Broward County Public Schools Energy Manager.
- Incentives:** Provide incentives for school district personnel to reduce energy consumption at their respective schools. Develop a method of allowing each school to keep a portion of energy savings at the local school or provide other valuable incentives for reaching reduction goals.

Coordinator Team Planning: The general plan was begun at the Energy Tools For Schools Training. We met with our team of coordinators to develop a general energy plan for each school. We will next meet with our individual school team to finalize our plan.

School Implementation Team: Our school team will review the process and general energy plan, establish strategies and responsibilities, finalize the plan and customize it for our particular school facility. We will consider each area of energy use and address those areas offering any opportunity to affect savings. Our team will increase awareness by use of assemblies, announcements, competitions, conservation stickers and other promotional items.

Energy Management Plan

Energy Management Summary: We will develop an "Energy Management Summary" of our plan to present ongoing results, estimated savings and costs, and present it to the Energy Manager. We will make certain our efforts continue toward meeting the goal by daily use of an energy check list.

A sample of the Energy Management Summary and Energy Checklists are in the next section. Each school will have the opportunity to personalize the summary and checklists for their specific school.

Energy Management Plan

Sample School Energy Management Plan Executive Summary

- Goal:** Reduce energy expenses at "One Broward County Public School" by 10% per year, each year.
- Strategy:** We will make our complete staff and student body aware of the variety of methods and procedures available to manage consumption of energy. This can be accomplished without inconvenience or discomfort to our staff or students. Safety and security will not be compromised.
- Outcome:** Unnecessary usage of energy and wasted resources will be identified and corrected. Energy education and increased awareness of all concerned will help us to reach our goal.
- Process:** Develop a plan to positively impact energy awareness and the course we can take to modify energy behavior in order to meet the goal. This will be a dynamic plan and will be reviewed on a regular basis. The plan will be implemented immediately and the results monitored monthly. After evaluation of the results, they will be reported along with recommendations to the Broward County Public School Energy Manager.

Coordinator Team Planning: The general plan was begun at the Energy Tools For Schools Training. We met with our team of coordinators to develop a general energy plan for each school. We will next meet with our individual school team to finalize our plan.

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Energy Tools For Schools

Energy Management Plan

ENERGY MANAGEMENT PLAN FOR SAMPLE SCHOOL

PREPARED BY: Site Energy coordinator

Check area	Strategy	Frequency	Person Responsible	Checked
Building "A"				
Hallway	Unnecessary lights off at 3:00 pm	Daily 3:00 pm	Maintenance	
	Check water fountains for running/leaks	Daily		
	Turn water fountains off for summer	End of school		
Rest rooms	Check for running faucets and toilets	Daily	Coordinator	
	Exhaust fan off when not required	Daily		
Computer Labs	Lights off when not occupied	Hourly	Teacher	
	Computers off at 3:00 pm	Daily		
	Use window covering to block sun	Daily		
	TV off	Daily		
	Overhead projector off	Daily		
	Windows and doors closed	Daily		
	A/C control cover in place	Daily		
	Set back thermostat when not occupied	Daily		
Home Ec. Lab	Lights in wash room off	Hourly	Teacher	
	Refrigerator doors closed securely	Hourly		
	Storage room light off	Hourly		
	Lights off when not occupied	Hourly		
	Computer off	Daily		
	Ranges and ovens off	Daily		
	Overhead projector off	Daily		
	Check water faucets for leaks	Daily		
	Washers and dryers off	Daily		
	VCR and TV off	Daily		
	Windows and doors closed	Daily		
	Set back <i>NC</i> thermostat when not occupied	Daily		
	Set back refrigerators for summer	End of school		
	Ice maker off for summer	End of school		
Water heaters off for summer	End of school			



Energy Tools For Schools

Energy Management Plan

ENERGY MANAGEMENT PLAN FOR SAMPLE SCHOOL

PREPARED BY: Site Energy coordinator

Science labs	Check for leaking faucets	Hourly	Teacher
	Lights off when not occupied	Hourly	"
	Gas burners off when not in use	Hourly	"
	Set back <i>NC</i> when not needed	Daily	"
	Exhaust fan off when not needed	Daily	
	VCR and TV off	Daily	
	Windows and doors closed	Daily	
	Air compressor off	Daily	



Energy Tools For Schools
Energy Management Plan

School Energy Checklist

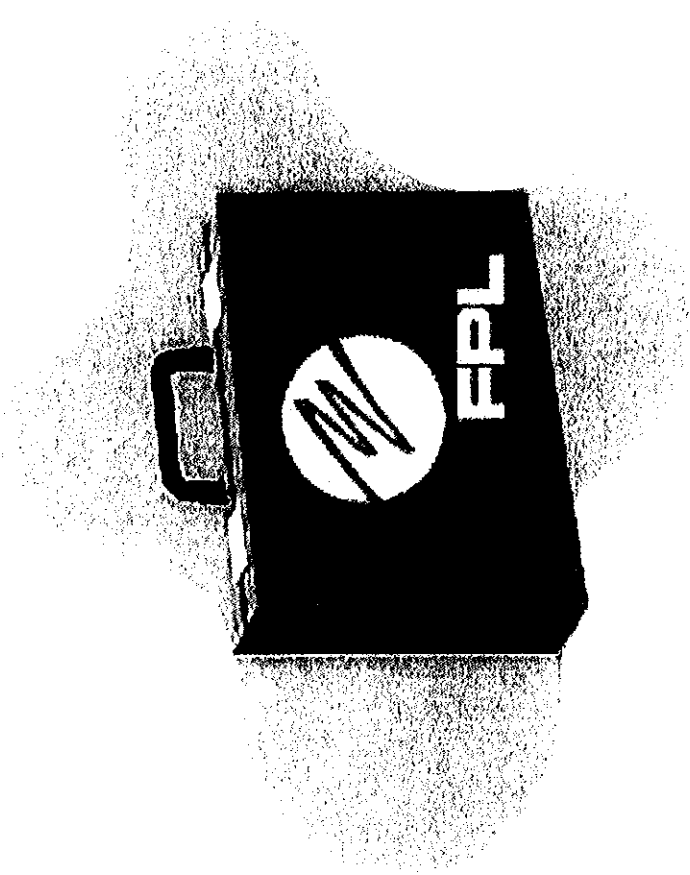
Check Point-Strategy	Frequency	Check Day							Comments
		M	T	W	TH	F	V/H		
Air Conditioning									
Reset thermostat	Daily								
Minimize conditioning	Daily								
Set back thermostats	Daily-Weekends								
Thermostats working	Weekly								
Fan on automatic	Weekly								
Set back vents									
Exhaust fans A/C off in portables									
Check / Replace Portable building Filters block out sun	Monthly								
Lighting									
Lights off in unoccupied areas	Daily								
Reduce lighting level where safe	Daily								
Check outdoor lighting	Daily								
Spot field and gym Off when not used	Daily								
Instruct janitorial which lights off	Weekly								
Appliances and equipment									
Turn off water coolers	Vacations Holidays								
Turn off computers and A/V equipment	Daily								
Turn off demonstration equipment	Daily								
Turn off gas and Electric appliances	Daily								

Energy Management Plan

School Energy Checklist

Water		M	T	W	TH	F	V/H
Water faucets off	Daily						
Check for faucet leaks	Daily						
Check for running drinking faucets	Daily						
Check for plumbing leaks	Daily						
Check for running Toilets & urinals	Weekly						
Check for running showers	Daily						
Gas							
Cooking equipment off Or on standby							
Only sections of Cooking equip. needed	Daily						
Dishwasher off when not in use	Daily						
Excessive use of Kitchen hot water	Daily						
Check for running Hot water faucets	Daily						
Check for running Hot water showers	Daily						

Section • 8
Energy Management Summary



Energy Management Summary

Check Point	Strategy	Frequency	Person Responsible	Estimated Cost	Estimated Savings	Estimated Savings/Mo
Air Conditioning	Reset thermostats to specified range when classroom is occupied	Check each day	B. Freon	0	8% per degree higher	
	Set back thermostats when school day is over	Check each day Weekends	B. Maintenance	0		
	Minimize conditioning in seldom used spaces	Check each day	B. Freon	0		
	Check that thermostats are working and fans are on automatic	Each week	B. Maintenance	0		
	Set back ventilating and exhaust equipment when not needed	Each day	B. Maintenance	0		
	Turn off air conditioning in portable classrooms when possible	Each night, weekends vacations, holidays	Portable building Staff	0	\$7.00 per day per building	
	Clean/replace filters on small air conditioners	Monthly	Portable building staff	\$4.00/month		
	Block out morning or afternoon sun shining through windows	Each day	All staff	0		

Energy Management Summary

Check Point	Strategy	Frequency	Person Responsible	Estimated Cost	Estimated Savings	Estimated Savings/Mo.
Water	Check that all water faucets are turned off	Each day	All staff	0		
	Check for leaks in faucets	Each day	All staff	0		
	Check for running water fountains	Each day	All staff	0		
	Check for plumbing leaks	Weekly	B. Maintenance	0		
Gas	Check for running Toilets, urinals and showers	Each day	B. Maintenance	0		
	Turn cooking equipment off or reduce to standby when not in use	Each day	Kitchen staff	0		
	Use only sections of cooking equipment needed to meet requirements	Each day	Kitchen staff	0		
	Turn off dishwasher when not actually in use	Each day	Kitchen staff	0		
	Watch for excessive use of hot water in kitchens	Each day	Kitchen staff	0		
	Check for running or leaking hot water faucets and showers	Each day	B. Maintenance	0		

Energy Management Summary

Check Point	Strategy	Frequency	Person Responsible	Estimated Cost	Estimated Savings	Estimated Savings/Mo
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