

# New Mexico Public Education Commission



## 2022 Charter School Renewal Application Part C: Financial Statement

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Approved by the Public Education Commission: March 18, 2022

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## Instructions

Please read the entire Charter School Renewal Application Kit before preparing documents. In an effort to help applicants understand the requirements of the Renewal Application, the CSD will hold a minimum of two technical assistance workshops. Applicants will be notified of the dates, times, and locations of the workshops.

Enter applicant responses in boxes below. Answer all questions unless the question indicates that applicants should answer only under certain conditions (e.g., rating on a Performance Framework indicator requires explanation, etc.). Narrative responses should be verifiable through documents submitted or observable evidence at the renewal site visit.

## School Information

**Name of School:**

**Current Charter Term:**

## Financial Statement Narrative

The school must provide a financial statement that discloses the costs of administration, instruction, and other spending categories for the charter school. The financial statement must be understandable to the general public and must allow comparison of costs to other schools or comparable organizations. The school must use the templates included within Part C of the renewal kit for the financial report. For schools that were identified in the lowest 25% of all schools in the NM System of Support and Accountability for SY2018-19 or SY2021-22, the report should specifically address how the school has prioritized resources toward proven programs and methods linked to improved student achievement.

Enter applicant response in box below:

**School response:**

## Operational Expenditures Tables

For each fiscal year of the school’s current charter contract (Year 1 to Year 4 for a 5-year contract), complete the table specific to the school’s operational actual expenses and actual operational funding. Schools with contract terms shorter than five years may delete extra tables.

Year 1: FY ___ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.		
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.		
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.		
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.		
2400	School Administration	Office of the Principal		
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.		
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.		
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+		
Grand Total Operational/General Funds 11000				100%
Total Operational Funding Revenue 11000				N/A

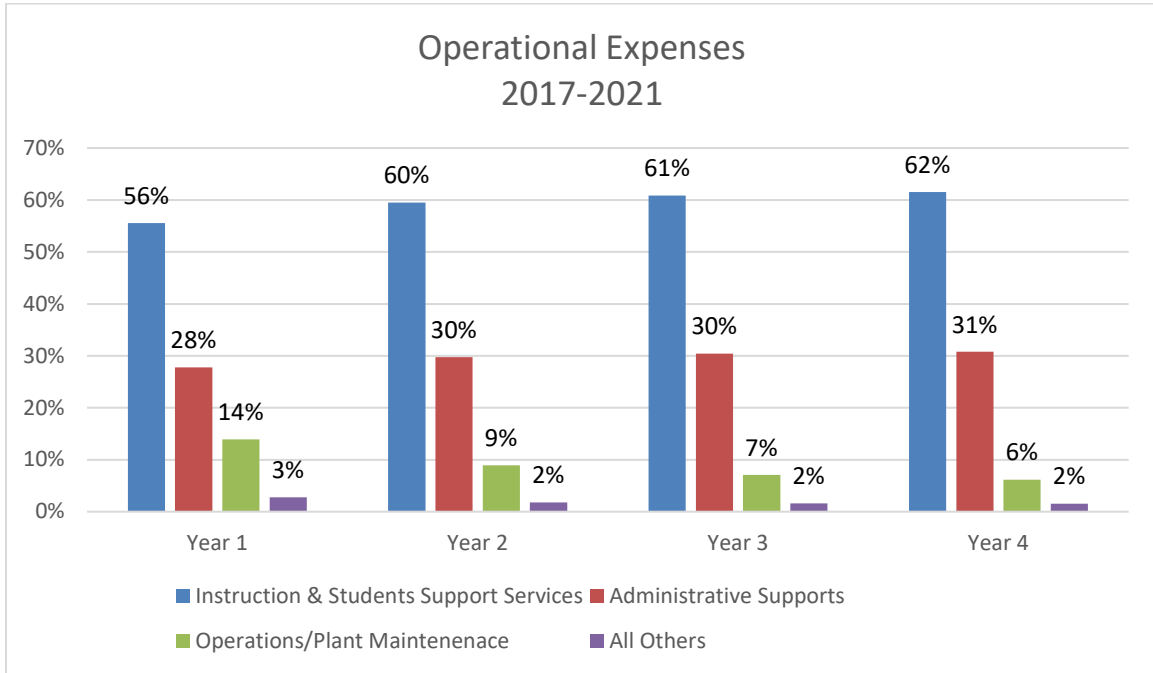
Year 2: FY ____ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.		
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.		
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.		
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.		
2400	School Administration	Office of the Principal		
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.		
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.		
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+		
Grand Total Operational/General Funds 11000				100%
Total Operational Funding Revenue 11000				N/A

Year 3: FY ____ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.		
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.		
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.		
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.		
2400	School Administration	Office of the Principal		
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.		
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.		
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+		
Grand Total Operational/General Funds 11000				100%
Total Operational Funding Revenue 11000				N/A

Year 4: FY ____ Operational Funds/General Funds – 11000				
Function	Function Name	Example of Expenditures by Fund	Amount (in whole dollars)	Percentage (%)
1000	Direct Instruction	Teachers, EAs, Instructional Coaches, etc.		
2100	Student Support	Attendance, Social Workers, Counseling, Ancillary Services, etc.		
2200	Instructional Support	Library/Media Services, Instructional-Related Technology, Academic Student Assessment, etc.		
2300	Central Administration	Governance Council, Executive Administration/School Head Administrator, Community Relations, etc.		
2400	School Administration	Office of the Principal		
2500	Central Services	Business Manager, Human Resources, Printing, Technology Services, etc.		
2600	Maintenance and Operations	Maintenance and Operations of Buildings, Upkeep of Grounds and Vehicles, Security, Safety, etc.		
2700-5999	All Other Function Codes	PED Grant Initiatives, PreK, state grants, Next Gen, CTE, digital technology, extended learning and K5+		
Grand Total Operational/General Funds 11000				100%
Total Operational Funding Revenue 11000				N/A

## Operational Expenditures Chart

Complete the Operational Expenses chart below. To edit the data, right click on the chart and an Excel table will appear (see screenshot below). Edit the data in the table, and the data in the chart will update automatically.



Menu that appears when right click on chart:

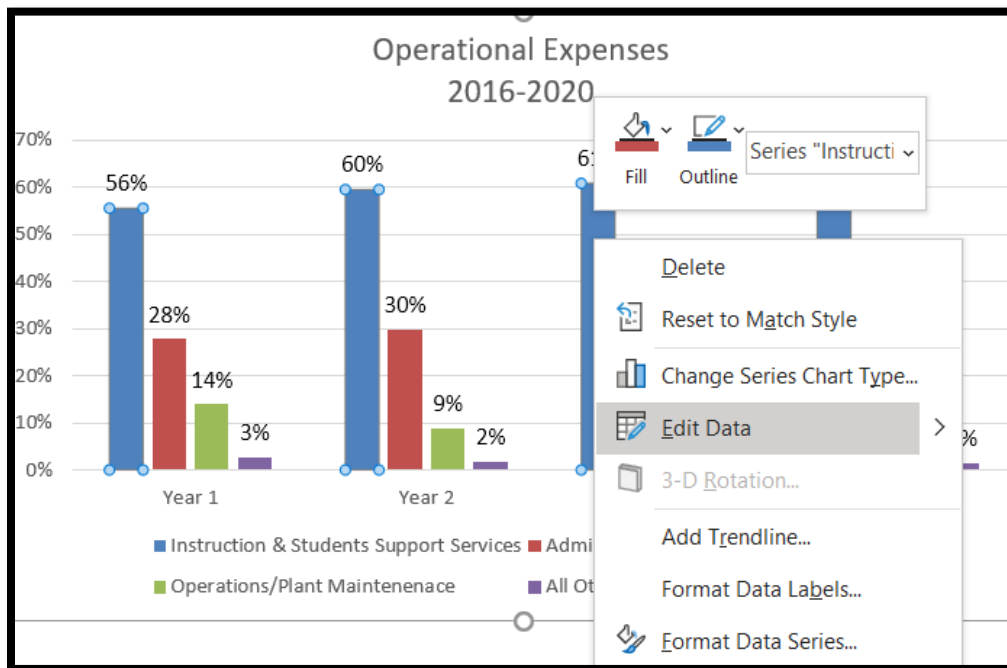
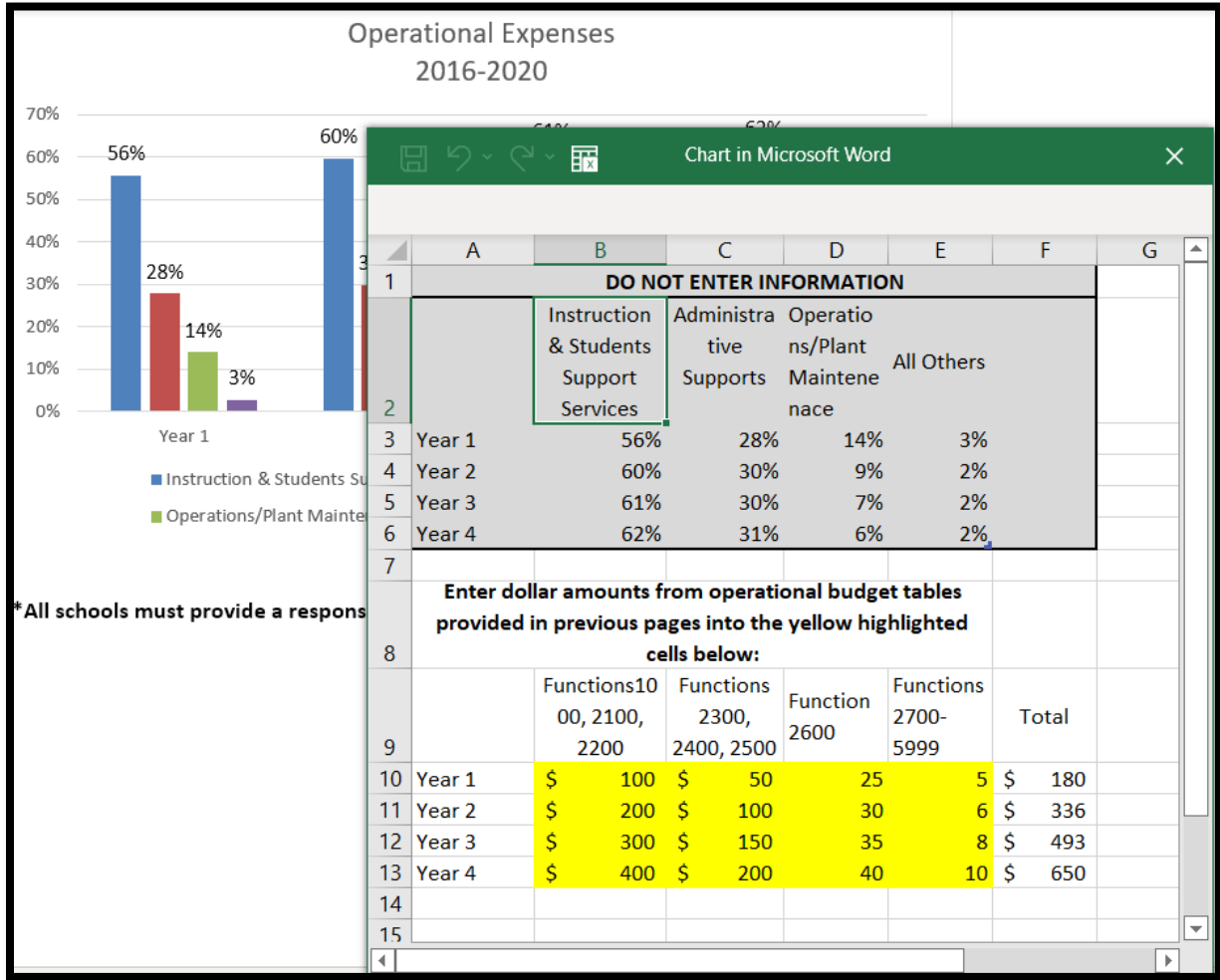


Table that appears when “Edit Data” is selected:



If the entire chart does not appear, drag to enlarge the window. Enter data in yellow-highlighted cells. Technical assistance will be provided as needed by CSD during Renewal Application training.