

## APPENDIX A: 2014-15 CHARTER SCHOOL ANNUAL REPORT

PART 1: SCHOOL INFORMATION AND EXECUTIVE SUMMARY	
Name of Charter School:	Year School Opened:
Explorations Charter School	1997
Street Address:	City/Zip Code:
71 Spencer Street	Winsted, CT 06098
School Director:	School Director Contact Information:
Jill Johnson	<a href="mailto:jill@explorationscs.com">jill@explorationscs.com</a> /860-738-9070
Grades Authorized to Serve in 2014-15:	Charter Term:
9-12	2015-2018
<p>1. <b>Executive Summary:</b> Provide a cover letter or executive summary highlighting school progress, performance, accomplishments, and major changes during the 2014-15 school year. Include a brief narrative on the school’s unique model and student population.</p>	
<p>September 28, 2015</p> <p>Dianna Wentzell, Commissioner Connecticut Department of Education</p> <p>Dear Commissioner Wentzell:</p> <p>The 2014-2015 school year was one an exciting year for Explorations. August brought the appointment of a new Executive Director/Principal, Jill E. Johnson along with Assistant Principal, Joseph White. The first order of business under the new administration was to work on the charter renewal. In 2010 the school was granted a five year renewal, and with that renewal term nearing the end, this became the number one priority. The State Department of Education released a new renewal format this year, and as such we were a pilot site for the process. We found the process to be very thorough and it led us to discover many things and begin to put steps in place even before the end of the review. We are proud to say that through this process of self-discovery, we were awarded a three-year renewal with some conditions related to putting plans in place related to chronic absenteeism and discipline.</p> <p>The 2014-2015 school year also saw the implementation of strict regulations related to full background checks on board members and mandated board policies. Explorations is compliant with all of the regulations that were put in place.</p> <p>We are very proud to say that we graduated our sixteenth senior class this past June and we have made positive strides in several areas. For the third year in a row our outreach to local school districts and communities has resulted in full enrollment for the beginning of the school year.</p> <p>Our School Governance Council has been actively working on ideas for fundraising, community outreach and public relations. The work done by the Governance Council was the foundation of a School Turnaround Grant that was submitted in the Spring of 2015 and awarded over the summer. This grant will be addressing items including: parent/community relations, school engagement, attendance, curriculum and professional development.</p> <p>Each year we realize that the funding from the state does not cover the increasing costs associated with operating the school. One way of securing additional funding is to increase the number of students, however with part of our mission being to offer small class sizes and more of an individualized instruction, this causes us</p>	

concern. For the 2014-2015 school year we have increased our numbers, however going forward we feel we are at full capacity for our program, staff and building. We are so fortunate to have incredibly supportive partners such as the Community Foundation of Northwest Connecticut and Northwest Community Bank to help with capital purchases that are not part of our annual budget. In addition, grants from the state for School Security, Technology and Turnaround programs help us to offer innovative programs to our students, updated technology to our staff and students, and the most current professional development to our teachers.

Being the only charter school in Litchfield County, we face the challenge of isolation from some of the conveniences available to our sister charter schools in larger urban settings. A major challenge we face is transportation to our students. A few years ago we encountered declining enrollment due to students not having transportation. While many of the districts that we draw students from provide transportation to students, our largest sending district does not. We now provide transportation to these students at a cost to the school of over \$40,000. We made this decision to assist the families in Litchfield, Thomaston, Goshen and Torrington who needed the convenience of transportation in order to allow their child attend this “school of choice”.

Despite the challenges we face, we focus on the positive. For the third year our students have made a strong showing at the Connecticut Student Film Festival in the History Short Documentary category. At our June 23<sup>rd</sup> graduation exercises we were honored to have alumni Kerry Longobucco as our guest speaker. She spoke about how her time at Explorations taught her to persevere and how students should take advantage of opportunities that are out there for them. Kerry is a news reporter for CBS Affiliate WBNG in Binghamton, NY.

Explorations offers opportunities to students from over fifteen towns in two counties. We continue to blend our strong academic curricula with our adventure education courses, our job-site program and our personal enrichment opportunities. In addition we are fortunate to continue our partnership program with Northwest Connecticut Community College, allowing our students to take advantage of college level courses while still in high school. We look forward to continuing to work with you to make our small charter high school a viable option to all families.

Respectfully,

*Jill E. Johnson*

Jill E. Johnson – Executive Director/Principal

*Ginni Block*

Ginni Block – Governing Council Chairperson

## PART 2: SCHOOL PERFORMANCE

2. **School Goals:** State the school’s mission statement. Provide the school’s mission-specific, measurable goals. Analyze school progress toward these goals, providing data as appropriate. Add/Remove rows, as necessary.

**Mission Statement:**

It is the mission of Explorations to create a public school that will cultivate positive attitudes towards life-long learning in an experiential, non-traditional educational setting.

Explorations will provide an environment that models inter-dependencies as a foundation of society.

The program will emphasize activities which foster the acceptance of responsibility; development of positive decision making and problem solving skills; and encourage students to develop a healthier attitude towards their school, community work, family and most important, towards themselves.

Family and community involvement at Explorations Charter School demonstrates how each of us takes ownership in contributing to a better future for each other.

**Goal Statement:**

Students will be monitored at data team meetings using benchmark assessment, curriculum data, and parent involvement.

**Measurable Objective A.1:** Students will show a 15% improvement on quarterly benchmark assessments.

**Measurement Tool:** STAR 360 Assessments

**Benchmark:** 75% of the students will show improvement on benchmark assessments.

**Measurable Objective A.2:** A data team will be formed from existing staff to meet twice quarterly.

**Measurement Tool:** Data reports will be generated and shared with administrators.

**Benchmark:** A minimum of 12 meetings with reports will be generated by data teams.

**Measurable Objective A.3:** Teachers will contact the parents of their advisory students twice a month.

**Measurement Tool:** Teacher recorded information documenting contact.

**Benchmark:** 100% of the teachers will make contact twice monthly.

**Evidence of Progress toward Goal:**

The initial round of STAR 360 testing was completed during the first two weeks of classes. During the 2014-2015 school year teachers received professional development on utilizing results from these assessments to inform instruction. Teachers will develop targeted lessons to address areas of weakness for their students. At the mid-year point and again at the end of the year students will be reassessed and growth will be tracked, both individually and as a group.

The final report on all testing that was administered in the beginning of the year has just been completed and data teams will begin to meet during October, 2015.

During the 2014-15 school year 90% of the staff made contact with parents at least twice per month. A new procedure has been put into place to facilitate the administration receiving notification of these contacts with the ultimate goal of 100% being achieved by the end of the 2015-2016 school year.

Explorations students will strive to develop self-assuredness and a positive attitude toward becoming lifelong learners.

**Measurable Objective A.1:** Students will be involved in activities and courses that help to develop confidence and skills in getting answers to their questions.

**Measurement Tool:** Observations by staff members that document changes in student mannerisms and behaviors as well as anecdotal correspondences with parents about what they are now seeing in their child that differs from previous experiences in other schools.

**Benchmark:** All students will demonstrate their confidence about themselves and their learning by advocating for themselves and participating in all school activities.

**Measurable Objective A.2:** Students will participate in Adventure Education programs to develop self-assuredness.

**Measurement Tool:** Students will be evaluated on participation and cooperation in ten outdoor programs.

**Benchmark:** 85% of the students will attain passing grades above 80% in Adventure Education.

**Measurable Objective A.3:** Students will be in compliance with the school 80%/95% policy.

**Measurement Tool:** Reports cards and attendance records.

**Benchmark:** All students will be passing at least 80% of their courses and will present 95% of the time.

Out of the entire student body, only ten students were in violation of the 80%/95% at the end of the year. 91.4% of the students passed Adventure Education and 100% of the students passed our Personal Enrichment Activities Class.

Explorations students will develop a healthy attitude toward their school, community, work, family, and most importantly to themselves.

**Measurable Objective B.1:** Students, and parents, will participate in fund raising activities to help raise funds for grade level classes, to add funds to our scholarship account, and to ease the burden for some students on meeting costs of extracurricular activities.

**Measurement Tool:** Class participation in fund raising is recorded by our bookkeeper.

**Benchmark:** 75% of students (with their parents) will help us help students in need of financial assistance to further their education and to raise money for school activities.

**Measurable Objective B.2:** Students will participate in Adventure Education programs to develop self-assuredness.

**Measurement Tool:** Students will be evaluated on participation and cooperation in job site locations.

**Benchmark:** 85% of the students will attain passing grades above 80% in Job Site.

To date 75% of the seniors have been actively involved in fundraising for senior activities. The freshman class has begun to fundraise and 50% of the class participated in the initial fundraiser. There are upcoming fundraisers scheduled for both of these classes and details will be provided at our mid-year review.

Our Governance Council is working on a variety of fundraising activities that will involve community members, students, and their families.

Due to scheduling modification, students now have additional Adventure Education Classes. In addition, we have hired a Wilderness Instructor to work alongside our Adventure Education staff to bring added dimension and unique experiences to our students. We will be excited to report on the progress made with our mid-year report.

We are a pilot site for a state Experiential Learning Program and have used this to enhance our already successful jobsite program. Our business partners have been trained to use the grading rubric and thus far the feedback from our business partners and students has been very positive.

**3. Student Achievement:** Provide data summarizing school performance and academic achievement. Using the blank space provided, include data evidencing student growth and progress toward closing achievement gaps, including an analysis of normed benchmark assessment data.

Performance Metric:	*2011-12:	*2012-13:	*2013-14:	2014-15:
Average daily attendance rate: See June 2015 PSIS Report for data	92.5	88.0	91.1	90.0
Chronic absenteeism rate: See June 2015 PSIS Report for data	20.3	39.5	29.1	28.4
Number of in-school suspensions:	35	19	10	11
Number of out-of-school suspensions:	4	11	28	8
Number of expulsions:	0	0	0	0
Percent of students with 1+ suspension/expulsion:	14.9	23.3	27.7	13.9
Cohort graduation rate (if applicable):	57.1	65.6	66.7	N/A
Holding power rate (if applicable):	57.1	75.0	88.9	N/A
Overall School Performance Index (SPI):				N/A
Overall host District Performance Index (DPI):				N/A

\*Source: CSDE analysis based on district submitted and certified data.

4. **Best Practice:** In 250 words or less, summarize an emerging best practice at your school in the areas of academics, instruction, or school climate (e.g. extended instructional time, supports for English learners, positive behavior management, college access). Describe the concrete strategy and its impact on student learning and/or the school climate referencing quantitative data. Provide evidence of collaboration with local school districts in this area, as appropriate.

In 2013-2014 we piloted the use of data binders with a small group students and limited data. During the 2014-15 school-year we began full implementation of the data binders and added information which included test results in Mathematics and English/Language Arts. During this year we have plans to add results of physical fitness testing as well as career interest inventories. By the midpoint of the school year 100% of the students will have reviewed the information in their binders with their advisors and/or data manager, and will complete personal goal setting, which will be tracked throughout the school year.

### PART 3: STEWARDSHIP, GOVERNANCE, AND MANAGEMENT

5. **Financial Documents:** (1) As required by C.G.S. § 10-66cc(b)(2), submit FY 2014 certified audit statements, including the statement of activities (showing all revenues from public and private sources, expenditures, and net operating gain/loss), balance sheet, and statement of cash flows. (2) Provide the FY 2015 budget comparing submitted budget versus actual figures, with summary explanations of all major variances. (3) Provide a FY 2016 board-approved budget, summarizing all assumptions and major variances from FY 2015.

6. **Financial Condition:** Provide the following financial data for FY 2015.

Total margin (net income / total revenue):	<b>.0264</b>
Debt to asset ratio (total liabilities / total assets):	<b>.0425</b>
Debt service coverage ratio (net income + depreciation + interest expense) / (principal + interest payments):	<b>23.062</b>
Current asset ratio (current assets / current liabilities):	<b>1.3153</b>
Days of unrestricted cash ((total expenditures - depreciation) / 365):	<b>3,649.00</b>
Cash flow (change in cash balance):	<b>26,784.00</b>

7. **Governing Board:** Consistent with C.G.S. § 10-66bb(d)(3)(A), provide the following information for all governing board members.

Name:	Occupation:	Board Role/Term:	Mailing/Email:	Background Check:
Ginni Block	Occupational Therapist	Chairperson	ginnib754@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Mary Brevigleiri	HR Manager	Secretary	mbrevigleiri@perrytechnology.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (In-Progress)
Robert Peterson	Telecommunications	Treasurer	RPeterson9306@charter.net	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Susan O'Rourke	Accountant	Bookkeeper	suecpa@snet.net	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Jerome Rathbun	Retired	Member	Jerjan430@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Dana Scarpa	Marketing	Member	danascarpa@gmail.com	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Katie Sullivan	Teacher	Member	sullivank@litchfieldschools.org	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

8. <b>Renewal Terms and Corrective Items:</b> Provide an update on terms and conditions established in the charter school's most recent renewal; summarize actions taken and progress data to substantiate efforts to address such terms and conditions of renewal. Please note the chart below is pre-populated to include terms and conditions identified in the school's last renewal resolution.		
Standard/Indicator:	Term or Condition:	Progress Update:
1.1 Student Achievement	Plan to clarify the use and review of data-driven student achievement goals and assessment.	<p>Last year, Explorations Charter School administration applied for and was awarded a Focus School Grant to aid and improve student achievement. As a result of the grant, we have taken the following steps:</p> <ul style="list-style-type: none"> <li>• We now have a part-time data coordinator on staff to collect and analyze results from all benchmark testing. The coordinator is also responsible for creating and maintaining data binders and disseminating information with school staff.</li> <li>• Teachers will use from data binders and their classrooms (pre/post tests, anecdotal data, IEP Goals) to create year long SLOs.</li> <li>• Explorations will continue to offer remedial Math and Writing Labs that will enhance deficient skills using academic data.</li> <li>• The Special Education teachers will utilize a data driven, SRA reading program. Special Education Teachers will use iPads and the Kindle app to offer students more variety in offering reading choices targeted to their reading level.</li> </ul>
1.3 School Culture and Climate	Plan to target chronic absenteeism reduction. Plan due to CSDE on September 30, 2015.	<p>Explorations administration and staff have taken the following steps in order to reduce chronic absenteeism:</p> <ul style="list-style-type: none"> <li>• The school has hired a full-time social worker to address the social-emotional needs of our students. We have seen a rise in school avoidance and anxiety and have brought a social worker on to address those issues.</li> <li>• Explorations administration has established a truancy committee consisting of the assistant principal, school nurse, and school social worker. The committee meets weekly to discuss chronic absentee students and any strategies we can use to get these students to school.</li> <li>• The truancy committee has created a process for all truant students, including documenting absences, informing parents, holding meetings, developing interventions, and conducting home visits.</li> </ul>
1.3 School Culture and Climate	Plan to target suspension rate reduction. Plan due to CSDE on September 30, 2015.	<ul style="list-style-type: none"> <li>• Hiring of social worker to address social-emotional needs.</li> <li>• Creation of Behavior contracts for students / parents to sign to outline expectations.</li> <li>• Weekly review of discipline referrals and contact with parents as needed.</li> </ul>

2.2 Financial Management	Update policies and procedures for routine accounting functions and financial controls.	<ul style="list-style-type: none"> <li>• Policies and procedures have been updated in response to the recommendations made during the renewal process.</li> </ul>
2.3 Governance and Management	Update board policies for background checks, nepotism and posting public meetings on the school's Web site requirements.	<ul style="list-style-type: none"> <li>• Policies and procedures have been updated in response to the recommendations made during the renewal process.</li> <li>• Meeting minutes and agendas are posted on website with plans to add a link to our policy manual by the end of the year.</li> </ul>

9. **Best Practice:** In 250 words or less, summarize an emerging best practice at your school in the areas of stewardship, governance, and management (e.g., financial management, technology, school operations). Describe the concrete strategy and its impact on the school referencing quantitative data. Provide evidence of collaboration with local school districts in this area, as appropriate.

During the renewal process there were areas related to financial reporting that needed clarification and/or revision. While we are proud to report that we have addressed all of the issues that were brought forth, we have gone one step further and have revised the look of our budget and the reports provided to the board at our monthly meetings. At the board meetings, members will receive separate reports from each grant, as well as the usual report for the budget as a whole. The board is very pleased with the new format as this was an area during meetings that raised the most questions from the board.



## PART 4: STUDENT POPULATION

**10. Enrollment and Demographic Data:** Provide 2014-15 student demographic and enrollment information.

Grades Served:	9-12	Student Enrollment:	88
% Free/Reduced-Price Lunch:	31%	% Black:	2%
% Special Education:	34%	% Hispanic:	5%
% Limited English Proficiency:	0%	% Caucasian:	88%

### 2014-15 Enrollment by Grade Level:

PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
0	0	0	0	0	0	0	0	0	0	11	26	20	31	<b>88</b>

**11. Enrollment Efforts:** Summarize the school's efforts to attract, enroll, and retain a diverse and representative student population, including minority students, low-income students, English learners, and students with disabilities.

***Students with a history of low academic performance***

Explorations Charter Schools' application asks for basic information as well as a student writing sample. After students are enrolled, we discuss their transcripts and test them to provide academic staff with an idea of what supports the student may need. We strive, through this process, to treat all students equally and the school ends up serving students of all abilities. We do not believe we need to change our admission or recruiting practices with this population, as our unique setting is often appealing to students who have struggled in larger public schools.

***Students who receive free or reduced priced lunches pursuant to federal laws and regulations***

In September 2014, 36% of our population qualified for free or reduced lunch. We are classified as a Title 1 school and we are seeing a steady rise in this number. In September 2015, this number had grown to 46%. We believe that providing transportation, through our own budget, for Torrington students and working closely with Region 7, Region 1, and Canton to provide transportation has made our school more accessible to this population.

***Students with a history of behavioral and social difficulties***

Explorations Charter School does not receive disciplinary reports on students before acceptance and we have little knowledge of our students' prior behavioral or social difficulties. However, we know anecdotally that we deal with a number of students with behavioral or social/emotional difficulty. We do our best to provide supports for these students, as the school did not employ a full-time social worker until the 2015-16 school year; we still do not employ a guidance counselor, or psychologist. We worked closely with a part-time counselor during the 2014-15 school year who meets weekly with Special Education students as well as other students in crisis.

***Students identified as requiring special education***

In September 2014, 34% of students had an IEP; this number has grown to 39.5% in September 2015 combined with 16.5% of students having a 504. Our population is significantly higher than local and state averages, and we find students are attracted to our small class size and more one-on-one attention. While this presents a challenge, we are happy to work with these students.

12. **Waitlist Data:** Provide waitlist totals below, illustrating demand and community support for the school.

2011-12 Waitlist:	2012-13 Waitlist:	2013-14 Waitlist:	2014-15 Waitlist:
0	0	0	0

13. **Best Practice:** In 250 words or less, summarize an emerging best practice at your school in the areas of student populations (e.g., family and community engagement, recruitment processes, retention strategies). Describe the concrete strategy and its impact on the school referencing quantitative data. Provide evidence of collaboration with local school districts in this area, as appropriate.

In order to improve family/community engagement we have created a schedule for opportunities for the families of our students to engage with each other and with the staff of Explorations. We began the year with a cookout/picnic that included parents being introduced to some of the activities that their students will be participating in during the school year (kayaking, hiking, teamwork, etc...) We are pleased to say that this activity was attended by family members of over 45% of our population. In addition, we had community members and business partners in attendance. Our next event will be this winter where we will have a fundraising pasta dinner which will include a "cook-off" where families will bring their signature dish to enter in a taste challenge. This December we will be partnering with NECSN (Northeast Charter School Network) and other charter schools on a community service event. Details are still being worked out, however the ultimate goal will be to supply food to local food pantries and soup kitchens to help those in need. Our final event will be a family day at Six Flags. The theme of this event will be awareness around bullying and self-advocacy. Our goal for each of these events is to increase the percentage of families involved with the ultimate goal of 70% of our families participating.

## APPENDIX B: STATEMENT OF ASSURANCES

It is imperative that charter schools – as with all other public schools – adopt and uphold the highest ethical and legal standards while delivering excellent academic opportunities for students and their families.

As the authorized representative of Explorations Charter School, to the best of my knowledge, I affirm that:

1. All board members and staff have satisfactorily completed background checks, including a state and national criminal records check and a record check of the Department of Children and Families Child Abuse and Neglect Registry.
2. If applicable, all charter school management organization (CMO) staff members have satisfactorily completed background checks, as described in (1).
3. All contractors, if the nature of the contractor's work entails close proximity to students in the judgment of the Governing Board, have satisfactorily completed background checks, as described in (1).
4. Records of any and all background checks are on file at Explorations Charter School and available for random audit by the Connecticut State Department of Education (CSDE).
5. Explorations Charter School has adopted written anti-nepotism and conflict of interest policies, and that no member or employee of the Governing Board has a personal or financial interest in any asset, real or personal, of the charter school.
6. No board member of Explorations Charter School serves on the board of another charter school or CMO.
7. All public funds received by Explorations Charter School have been, or are being, expended prudently and in a manner required by law.
8. All Governing Board meetings are open and accessible to the public, and that Explorations Charter School has posted, and continues to post, on any Internet website that the Governing Board operates, the schedule, agenda, and minutes of each Governing Board meeting, including any meeting of a subcommittee of the Governing Board.
9. Explorations Charter School does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws.

By signing this Statement of Assurances on behalf of the Governing Board of Explorations Charter School, I acknowledge that I understand the terms contained herein and affirm the validity of each statement to the best of my knowledge. I further understand that Explorations Charter School may be subject to random audit by the CSDE to verify these statements.

Signature:

Ginni Block

Name of Board Chairperson:

Ginni Block

Date:

9/30/15

## APPENDIX C: 2016-17 PRELIMINARY ENROLLMENT REQUEST

**Directions:** On an annual basis, charter schools must submit an enrollment request for the following school year. Consistent with C.G.S. § 10-66bb(c), the State Board of Education considers enrollment requests in the context of each school’s charter and record of student achievement.

C.G.S. § 10-66bb(c)(2) places an enrollment cap on the number of students that a state charter school may enroll. However, charter schools with a demonstrated record of achievement may seek a waiver. If the submitted 2016-17 enrollment request requires an enrollment waiver, please specify that below.

1. Complete the table below providing the school’s enrollment and growth history. Submit an enrollment request and growth projections for the upcoming school year.															
School Year:	Actual Enrollment:														
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2012-13											13	16	18	26	73
2013-14											15	21	25	22	83
2014-15											11	26	20	31	88
2015-16											24	22	22	24	92
School Year:	2016-17 Enrollment Request:														
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2016-17											20	24	24	24	92
2. Based on the request entered above, is the school seeking a waiver to the enrollment cap described in C.G.S. § 10-66bb(c)(2)?													<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
3. Provide a rationale for the enrollment request, including a synopsis of all relevant assumptions.															
N/A															
4. Summarize the school’s plans to successfully expand and accommodate the needs of the students served (e.g., programming, staffing, facilities, and class size).															
N/A															

## APPENDIX D: CHARTER SCHOOL PERFORMANCE FRAMEWORK

The Connecticut State Department of Education’s (CSDE) charter school performance framework promotes clear and transparent expectations for all charter schools. The four performance standards are central to measuring schools’ efficacy and viability, and align to state law and national best practices among charter school authorizers, as accumulated by the National Association of Charter School Authorizers. Within each standard area, the framework identifies a series of indicators used to evaluate charter schools. The framework drives the CSDE’s charter school accountability systems and processes, including initial approval decisions, annual monitoring, and renewal determinations.

Performance Standards:	
<b>1.</b>	<b>School Performance:</b> Is the school a successful model resulting in strong student outcomes and a positive school climate?
<b>2.</b>	<b>Stewardship, Governance, and Management:</b> Is the school financially and organizationally healthy and viable?
<b>3.</b>	<b>Student Population:</b> Is the school promoting equity by effectively attracting, enrolling, and retaining students, particularly among targeted populations?
<b>4.</b>	<b>Legal Compliance:</b> Is the school acting in compliance with applicable laws and regulations?

Performance Standards:	Performance Indicators:
1. School Performance	1.1. Student Achievement, Growth, and Gap Closure 1.2. Mission-Specific Goals 1.3. School Culture and Climate 1.4. Instruction 1.5. Academic Program 1.6. Supports for Special Populations
2. Stewardship, Governance, and Management	2.1. Fiscal Viability 2.2. Financial Management 2.3. Governance and Management 2.4. Organizational Capacity 2.5. Accountability Measures 2.6. School Facility
3. Student Population	3.1. Recruitment and Enrollment Process 3.2. Waitlist and Enrollment Data 3.3. Demographic Representation 3.4. Transfer/Retention Rates 3.5. Parental and Community Support
4. Legal Compliance	4.1. Signed Statement of Assurances 4.2. Open Public Meetings

2014-2015

Explorations Charter School

Annual Report

Attachments

Attachment A:  
FY2014 Certified Audit  
Statement

EXPLORATIONS, INC.  
AUDITED FINANCIAL STATEMENTS  
June 30, 2014

KING, KING & ASSOCIATES  
CERTIFIED PUBLIC ACCOUNTANTS

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**EXPLORATIONS, INC.**  
Audited Financial Statements  
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# King, King & Associates

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
Explorations, Inc.

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Explorations, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Explorations, Inc. as of June 30, 2014, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Other Matters***

*Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses on page 9 is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedule of expenditures of state financial assistance is presented for purposes of additional analysis as required by the State Single Audit Act and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 25, 2014, on our consideration of Explorations, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Explorations, Inc.'s internal control over financial reporting and compliance.

*King, King & Associates*

King, King & Associates, CPAs  
Winsted, CT  
November 25, 2014

**EXPLORATIONS, INC.**  
Statement of Financial Position  
June 30, 2014

**ASSETS**

Current Assets	
Cash	\$ 82,535
Due from Class Accounts	1,637
Prepaid Expenses	2,198
Prepaid Insurance	<u>5,083</u>
Total Current Assets	<u>91,453</u>
Property and Equipment	
Land	31,290
Buildings and Improvements	1,753,771
Vehicles	79,564
Equipment and Furniture	163,955
Less: Accumulated Depreciation	<u>(448,555)</u>
Total Property and Equipment, net	<u>1,580,025</u>
Other Assets	
Student Activity Funds	<u>15,652</u>
Total Other Assets	<u>15,652</u>
<b>Total Assets</b>	<b><u>\$ 1,687,130</u></b>

**LIABILITIES AND NET ASSETS**

Current Liabilities	
Accounts Payable and Accrued Expenses	\$ 21,810
Line of Credit	<u>50,000</u>
Total Current Liabilities	<u>71,810</u>
Student Activity Funds	<u>15,652</u>
<b>Total Liabilities</b>	<b><u>87,462</u></b>
Net Assets	
Unrestricted	1,556,727
Unrestricted: Designated	510
Temporarily Restricted	<u>42,431</u>
<b>Total Net Assets</b>	<b><u>1,599,668</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>\$ 1,687,130</u></b>

The accompanying notes are an integral part of the financial statements.

**EXPLORATIONS, INC.**  
Statement of Activities  
For the Year Ended June 30, 2014

**UNRESTRICTED NET ASSETS**

**Revenues and Other Support**

State Per Pupil Allocation	\$ 871,500
Town Pupil Services	256,932
Foundation Grants	22,000
Federal & State Education Grants	29,959
Summer School Tuition	2,570
Free Lunch Program	1,447
Interest Income	1
Rental Income	1,960
Student-Related Activity Income	11,987
Team Mentor	500
Net Assets Released from Restrictions	<u>5,581</u>
<b>Total Revenues and Other Support</b>	<b><u>1,204,437</u></b>

**Expenses**

Education	1,133,391
Management and General	130,103
Fundraising	-
<b>Total Expenses</b>	<b><u>1,263,494</u></b>

**Decrease in Unrestricted Net Assets (59,057)**

**TEMPORARILY RESTRICTED NET ASSETS**

Interest Income	8
Federal & State Education Grants	30,179
Contributions	1,937
Net Assets Released from Restrictions	<u>(5,581)</u>

**Increase in Temporarily Restricted Net Assets 26,543**

<b>Change in Net Assets</b>	<b>(32,514)</b>
Net Assets - Beginning of Year	<u>1,632,182</u>
<b>Net Assets - End of Year</b>	<b><u>\$ 1,599,668</u></b>

The accompanying notes are an integral part of the financial statements.

**EXPLORATIONS, INC.**  
Statement of Cash Flows  
For the Year Ended June 30, 2014

**OPERATING ACTIVITIES**

Change in Net Assets	\$ (32,514)
Adjustments to reconcile change in net assets to net cash provided by operating activities	
Depreciation	68,320
<b>(Increase) / Decrease In:</b>	
Prepaid Expenses	(1,078)
Prepaid Insurance	(3,163)
Due from Class Accounts	3,593
Accounts Receivable	17,361
Student Activity Funds	(3,149)
<b>(Decrease) / Increase In:</b>	
Accounts Payable & Accrued Expenses	1,279
Student Activity Funds	3,149
<b>Net Cash Provided by Operating Activities</b>	<b><u>53,798</u></b>

**INVESTING ACTIVITIES**

Purchase of Fixed Assets	<u>(37,014)</u>
<b>Net Cash Used for Investing Activities</b>	<b><u>(37,014)</u></b>

**FINANCING ACTIVITIES**

Line of Credit	<u>10,000</u>
<b>Net Cash Provided by Financing Activities</b>	<b><u>10,000</u></b>

**Increase in Cash and Cash Equivalents**      **26,784**

Cash, Beginning of Year      55,751

**Cash, End of Year**      **\$ 82,535**

**Supplemental Information**

Income Taxes Paid	\$ -
Interest Paid	\$ 1,623

The accompanying notes are an integral part of the financial statements.

**EXPLORATIONS, INC.**  
Notes to the Financial Statements

**Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization**

Explorations, Inc. is a public charter school cultivating positive attitudes toward life-long learning in an experiential, non-traditional educational setting. Explorations, Inc. provides an environment that models interdependence as the foundation of society. The program emphasizes activities which foster the acceptance of responsibility; development of positive decision making and problem solving skills, and encourages students to develop a healthier attitude towards their school, community, work, family and most importantly, towards themselves. Explorations, Inc. is a not-for-profit organization exempt from income tax under Section 501(c)(3) of the U.S. Internal Revenue Code and has been classified as other than a private foundation. The school is funded primarily through state grants and town tuition payments.

**Basis of Accounting**

The financial statements of Explorations, Inc. have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities. Revenue is recognized when earned and expenditures when incurred.

**Contributions**

All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Explorations, Inc. reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restriction. Support that is restricted by the donor is reported as an increase in unrestricted assets if the restriction expires in the same reporting period in which the support is recognized.

**Cash and Cash Equivalents**

For purposes of the Statement of Cash Flows, Explorations, Inc. considers all unrestricted highly liquid investments with an initial maturity of three months or less to be cash equivalents.

**Income Tax Status**

Explorations, Inc. is organized as a Connecticut non-stock corporation and is exempt from federal income taxes under section 501(c)(3) of the Internal Revenue Code. In addition, Explorations, Inc. qualifies for the charitable contribution deduction under Section 170(b)(1)(A) and has been classified as an organization that is not a private foundation under Section 509(a)(2). With few exceptions, Explorations, Inc. is no longer subject to U.S. income tax examinations by tax authorities for years before 2011.

**Accounts Receivable**

Accounts receivable are stated at the amount management expects to collect from outstanding balances. The Executive Director or the Governing Council Chair or Treasurer will decide when an accounts receivable balance should be written off. Uncollectible amounts are generally immaterial, and no allowance has been established.

**Expense Allocation**

The costs of providing various programs and other activities have been summarized on a functional basis in the Statement of Activities and in the Schedule of Functional Expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

**EXPLORATIONS, INC.**  
Notes to the Financial Statements

**Property and Equipment**

Purchases of Property and Equipment over \$1,000 are capitalized and are carried at cost. Depreciation is computed using the straight-line method over the estimated useful life of the asset as follows:

Buildings and Improvements	10-40 Years
Vehicles	5 Years
Equipment and Furniture	5-10 Years

**Donated Property and Equipment**

Donations of property and equipment are recorded as support at their estimated fair value at the date of donation. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, Explorations, Inc. reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. Explorations, Inc. reclassifies temporarily restricted net assets to unrestricted net assets at that time.

**Donated Services**

The majority of voluntary services donated by individuals have not been reflected in the financial statements. These services provided do not meet the criteria for recognition; however, special voluntary services that meet the criteria for recognition are reported as donated services and expensed in the same year.

**Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from those estimates.

**Review for Subsequent Events**

In connection with the preparation of the financial statements of Explorations, Inc. as of and for the year ended June 30, 2014, events and transactions subsequent to June 30, 2014 through November 25, 2014, the date the financial statements were available to be issued, have been evaluated by Explorations, Inc.'s management for possible adjustment and/or disclosure.

**Note 2 – DETAIL NOTES ON ASSETS, LIABILITIES, AND NET ASSETS**

**Cash**

At June 30, 2014, the carrying amounts of Explorations, Inc.'s deposits were \$98,187 and the bank balance was \$101,346, all of which was insured by the FDIC.

Cash held in Student Activity Fund Accounts are held for student use.

**Line of Credit**

Explorations, Inc. has an open line of credit of \$100,000 with a local bank. There was an outstanding balance of \$50,000 at June 30, 2014. The interest rate on the Line of Credit is 5%.

**Restricted and Designated Net Assets**

Temporarily Restricted Net Assets consist of scholarship and grant accounts. Designated Net Assets consist of cash designated for future improvements.



**EXPLORATIONS, INC.**  
Notes to the Financial Statements

**Note 3 – CONCENTRATION OF SUPPORT**

Explorations, Inc. received per-pupil allocation funds from the State of Connecticut that represented approximately 70.8% of its annual income.

**Note 4 – LEASES AND AGREEMENTS**

Explorations, Inc. entered into an operating lease for a copier requiring monthly payments of \$345 plus \$22 in insurance for a total lease payment of \$367 through December 2016.

Future minimum payments required under the lease are as follows:

2014-2015	\$ 4,406
2015-2016	4,406
2016-2017	2,203

Total lease expense for the year ended June 30, 2014 was \$4,907.

**EXPLORATIONS, INC.**  
Schedule of Functional Expenses  
For the Year Ended June 30, 2014

<b>EXPENSES:</b>	<u>Education</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total</u>
Salaries and Wages	\$ 688,086	\$ 76,454	\$ -	\$ 764,540
Payroll Taxes	33,716	3,746	-	37,462
Employee Benefits	73,689	8,188	-	81,877
Total Salaries & Related Expenses	<u>795,491</u>	<u>88,388</u>	<u>-</u>	<u>883,879</u>
Adventure Education	5,213	-	-	5,213
Advertising	1,744	-	-	1,744
Bookkeeping Fees	8,985	8,985	-	17,970
Books	514	-	-	514
Copier	4,416	491	-	4,907
Depreciation	61,488	6,832	-	68,320
Dues and Subscriptions	609	68	-	677
Grant Expense	30,853	3,428	-	34,281
Insurance	28,462	3,163	-	31,625
Interest	1,461	162	-	1,623
Miscellaneous	49	50	-	99
Plowing and Sanding	4,125	458	-	4,583
Postage	710	79	-	789
Professional Fees	6,990	6,990	-	13,980
Pupil Services	41,957	-	-	41,957
Repairs and Maintenance	16,076	1,786	-	17,862
Student Lunch	5,250	-	-	5,250
Student Related Activities	42,557	-	-	42,557
Substitute Teachers	7,768	-	-	7,768
Supplies	10,086	759	-	10,845
Technology	3,599	400	-	3,999
Telephone	4,185	465	-	4,650
Transportation	13,365	1,485	-	14,850
Utilities	37,438	4,160	-	41,598
Website Design and Maintenance	-	1,954	-	1,954
Total Other Expenses	<u>337,900</u>	<u>41,715</u>	<u>-</u>	<u>379,615</u>
<b>Total Expenses</b>	<u><b>\$ 1,133,391</b></u>	<u><b>\$ 130,103</b></u>	<u><b>\$ -</b></u>	<u><b>\$ 1,263,494</b></u>

See auditor's report.

# King, King & Associates

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**Report on Internal Control over Financial Reporting and  
on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

Independent Auditor's Report

To the Board of Directors of  
Explorations, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States the financial statements of Explorations, Inc., which comprise the statement of financial position as of June 30, 2014 and the related statements of activities, and cash flows for the year ended, and the related notes to the financial statements, and have issued our report thereon dated November 25, 2014.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Explorations, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Explorations, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of Explorations, Inc.'s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did

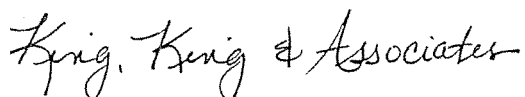
not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Explorations, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of Explorations, Inc.'s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Explorations, Inc.'s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



King, King & Associates, CPAs  
Winsted, CT  
November 25, 2014

**EXPLORATIONS, INC.**  
 Schedule of Expenditures of State Financial Assistance  
 For the Year Ended June 30, 2014

<u>State Grantor Pass-Through</u> <u>Grantor Program Title</u>	<u>State Grant Program</u> <u>CORE-CT Number</u>	<u>Expenditures</u>
<b>Department of Education</b>		
High Quality Schools Start Up	12052-SDE64370-43538	\$ 3,437
<b>Department of Education</b>		
<b>Passed Through - Town of Winchester</b>		
Charter Schools	11000-SDE64000-17041-84179	<u>871,500</u>
Total State Financial Assistance		<u>\$ 874,937</u>

See notes to schedule.

## **EXPLORATIONS, INC.**

### **Notes to Schedule of Expenditures of State Financial Assistance For the Year Ended June 30, 2014**

The accompanying schedule of expenditures of state financial assistance includes state grant activity of Explorations, Inc. under programs of the State of Connecticut for the fiscal year ended June 30, 2014. Various departments and agencies of the State of Connecticut have provided financial assistance through grants and other authorizations in accordance with the General Statutes of the State of Connecticut. These financial assistance programs fund several programs including educational programs, and building projects and improvements.

#### **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Explorations, Inc. conform to accounting principles generally accepted in the United States of America as applicable to not-for-profit organizations.

The information in the Schedule of Expenditures of State Financial Assistance is presented based upon regulations established by the State of Connecticut, Office of Policy and Management.

##### **Basis of Accounting**

The financial statements contained in Explorations, Inc.'s annual audit report are prepared on the accrual basis of accounting. The following is a summary of such basis:

- Revenues are recognized when earned.
- Expenditures are recorded when incurred.

The expenditures reported on the Schedule of Expenditures of State Financial Assistance are reported on the accrual basis of accounting. In accordance with Section 4-236-22 of the Regulations to the State Single Audit, certain grants are not dependent on expenditure activity, and accordingly, are considered to be expended in the fiscal year of receipt. These grant program receipts are reflected in the expenditures column of the Schedule of Expenditures of State Financial Assistance.

# King, King & Associates

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**Report on Compliance for Each Major State Program;  
Report on Internal Control over Compliance; and Report on the Schedule of  
Expenditures of State Financial Assistance Required by the State Single Audit Act**

Independent Auditor's Report

To the Board of Directors of  
Explorations, Inc.

**Report on Compliance for Each Major State Program**

We have audited Explorations, Inc.'s compliance with the types of compliance requirements described in the Office of Policy and Management's *Compliance Supplement* that could have a direct and material effect on each of Explorations, Inc.'s major state programs for the year ended June 30, 2014. Explorations, Inc.'s major state programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to its state programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for each of Explorations, Inc.'s major state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Single Audit Act (C.G.S. Sections 4-230 to 4-236). Those standards and the State Single Audit Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major state program occurred. An audit includes examining, on a test basis, evidence about Explorations, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major state program. However, our audit does not provide a legal determination of Explorations, Inc.'s compliance.

### ***Opinion on Each Major State Program***

In our opinion, Explorations, Inc., complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major state programs for the year ended June 30, 2014.

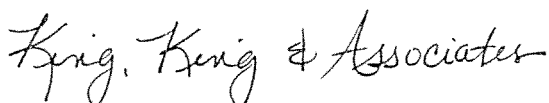
### **Report on Internal Control over Compliance**

Management of Explorations, Inc., is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Explorations, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major state program and to test and report on internal control over compliance in accordance with the State Single Audit Act, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Explorations, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a state program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a state program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the State Single Audit Act. Accordingly, this report is not suitable for any other purpose.



King, King & Associates, CPAs  
Winsted, CT  
November 25, 2014



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## **EXPLORATIONS, INC.** Schedule of Findings and Questioned Costs For the Year Ended June 30, 2014

### **I. SUMMARY OF AUDITOR'S RESULTS**

#### *Financial Statements*

We audited the financial statements of Explorations, Inc. as of and for the year ended June 30, 2014 and issued our unmodified report thereon dated November 25, 2014.

Internal control over financial reporting:

- Material weakness(es) identified?                    \_\_\_Yes    XNo
- Significant deficiency(ies) identified?            \_\_\_Yes    XNone Reported
- Noncompliance material to financial statements  
noted?    \_\_\_Yes    XNo

#### *State Financial Assistance*

Internal control over major programs:

- Material weakness(es) identified?                    \_\_\_Yes    XNo
- Significant deficiency(ies) identified?            \_\_\_Yes    XNone Reported

We have issued an unqualified opinion relating to compliance for major State programs.

Any audit findings disclosed that are required to be reported in accordance with Section 4-236-24 of the Regulations to the State Single Audit Act?                    \_\_\_Yes    XNo

- The following schedule reflects the major program included in the audit:

<b>State Grantor and Program</b>	<b>State Core - CT Number</b>	<b><u>Expenditures</u></b>
<b>Department of Education</b>		
Charter Schools	11000-SDE64000-17041-84179	\$871,500
<ul style="list-style-type: none"> <li>Dollar threshold used to distinguish between type A and type B programs</li> </ul>		<u>\$100,000</u>

## II. FINANCIAL STATEMENT FINDINGS

- We issued reports, dated November 25, 2014 on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards*.
- Our report on compliance indicated no reportable instances of noncompliance.
- Our report on internal control over financial reporting indicated no significant deficiencies.

## III. STATE FINANCIAL ASSISTANCE FINDINGS AND QUESTIONED COSTS

- No findings or questioned costs are reported relating to State Financial Assistance Programs.

Attachment B:  
FY 2015 Budget  
Budget vs. Actual Comparison

## Explorations, Inc. Profit & Loss Budget vs. Actual July 2014 through June 2015

	Jul '14 - Ju...	Budget	\$ Over Bu...	% of Budget
Ordinary Income/Expense				
Income				
9500 . Grant Income				
9500-14 . Assessment Grant-State of CT	2,900.00			
9500-05 . NW Community Foundation Grant	1,861.00			
9500-11 . Focus Income	6,923.70			
9500-17 . Security Grant	0.00	0.00	0.00	0.0%
9500-16 . Science Grant	0.00	0.00	0.00	0.0%
9500-15 . Turnaround Grant	0.00	0.00	0.00	0.0%
9500-09 . Reap Grant Income	14,900.00	0.00	14,900.00	100.0%
9500-10 . Consolidated Grant	14,141.00	0.00	14,141.00	100.0%
9500-13 . High Quality Schls	26,742.31			
Total 9500 . Grant Income.	67,468.01	0.00	67,468.01	100.0%
4010 . Contributions				
4019 . Student Account Contribution	2,133.69			
4013 . Private Contributions	75.00			
Total 4010 . Contributions	2,208.69			
4030 . Pupil Services	327,566.64	250,000.00	77,566.64	131.0%
4050 . State Per Pupil Allocation	946,000.00	946,000.00	0.00	100.0%
4300 . Vending	356.00			
4510 . Student Related				
4516 . Student Transportation	9,002.50	0.00	9,002.50	100.0%
4519 . Lunch	1,402.50			
4511 . Field Trip	465.00			
4512 . Fundraiser Income	210.62			
4510 . Student Related - Other	177.00			
Total 4510 . Student Related	11,257.62	0.00	11,257.62	100.0%
4650 . Summer School Tuition	3,450.00			
4800 . Rental Income	1,560.00	2,000.00	-440.00	78.0%
4900 . Interest & Dividend Inc	8.27	10.00	-1.73	82.7%
Total Income	1,359,875.23	1,198,010.00	161,865.23	113.5%
Expense				
8895 . Security Grant Expenditures	0.00	0.00	0.00	0.0%
8101 . Budget Adjustment	0.00	16,776.00	-16,776.00	0.0%
8106 . Depreciation Expense	75,077.00			
8107 . Interest Expense	1,325.00	0.00	1,325.00	100.0%
8750 . Technology				
8757 . Technology Equipment	0.00	0.00	0.00	0.0%
8756 . Laptops	0.00	0.00	0.00	0.0%
8755 . Chromebooks	0.00	0.00	0.00	0.0%

## Explorations, Inc. Profit & Loss Budget vs. Actual July 2014 through June 2015

	Jul '14 - Ju...	Budget	\$ Over Bu...	% of Budget
8754 · Odysseyware Licenses	0.00	0.00	0.00	0.0%
8753 · Programs/Software	8,680.43	5,000.00	3,680.43	173.6%
8752 · Repair	0.00	0.00	0.00	0.0%
8751 · Materials	180.00	500.00	-320.00	36.0%
<b>Total 8750 · Technology</b>	<b>8,860.43</b>	<b>5,500.00</b>	<b>3,360.43</b>	<b>161.1%</b>
8109 · Payroll - Used to clear down pr	0.00			
8110 · Administrative Salaries & Wages	41,616.00			
8111 · Nurse/Administrative Asst.	29,131.20			
8112 · Admin Aide/Paraprofessional	0.00			
8110 · Administrative Salaries & Wages - Other	0.00	70,747.00	-70,747.00	0.0%
<b>Total 8110 · Administrative Salaries &amp; Wages</b>	<b>70,747.20</b>	<b>70,747.00</b>	<b>0.20</b>	<b>100.0%</b>
8120 · Certified Staff				
8131 · Vice Principal - English	50,166.80			
8121 · Executive Director/Principal	76,083.48	83,000.00	-6,916.52	91.7%
8130 · Vice Principal - History	6,916.68			
8122 · Teachers Salaries - History	104,825.76	46,298.00	58,527.76	226.4%
8123 · Teachers Salaries - Math	54,972.26	96,749.00	-41,776.74	56.8%
8124 · Teachers Salaries - Science	77,326.08	77,326.00	0.08	100.0%
8125 · Teachers Salaries - Spanish	50,766.42	48,960.00	1,806.42	103.7%
8126 · Teachers Salaries - English	91,316.97	126,124.00	-34,807.03	72.4%
8128 · Teachers Salaries-Social Sc/Art	73,800.00	73,800.00	0.00	100.0%
8129 · Teachers Salaries - Special Ed	118,617.62	111,435.00	7,182.62	106.4%
8120 · Certified Staff - Other	0.00	0.00	0.00	0.0%
<b>Total 8120 · Certified Staff</b>	<b>704,792.07</b>	<b>663,692.00</b>	<b>41,100.07</b>	<b>106.2%</b>
8150 · Custodian				
8200 · Employee Benefits	31,442.00	30,000.00	1,442.00	104.8%
8201 · Health				
8209 · Medicare Ins	419.60			
8204 · AFLAC	-18.52			
8203 · 125 INS	-30,302.75			
8201 · Health - Other	98,449.80	75,000.00	23,449.80	131.3%
<b>Total 8201 · Health</b>	<b>68,548.13</b>	<b>75,000.00</b>	<b>-6,451.87</b>	<b>91.4%</b>
8205 · SS & MC Employer Portion	25,649.55	25,000.00	649.55	102.6%
8206 · State Unemployment Tax	17,821.03	10,455.00	7,366.03	170.5%
<b>Total 8200 · Employee Benefits</b>	<b>112,018.71</b>	<b>110,455.00</b>	<b>1,563.71</b>	<b>101.4%</b>
8300 · Purchased Prof & Tech Serv				
8320 · Contract Professional Serv	0.00	0.00	0.00	0.0%
8330.5 · Community/Parent Events	0.00	0.00	0.00	0.0%
8330.5 · Speakers	0.00	0.00	0.00	0.0%
8330.4 · Curriculum Stipend	0.00	0.00	0.00	0.0%

## Explorations, Inc.

### Profit & Loss Budget vs. Actual

July 2014 through June 2015

	Jul '14 - Ju...	Budget	\$ Over Bu...	% of Budget
8330.3 · Data Coordinator	0.00	0.00	0.00	0.0%
8330.2 · Curriculum Consultant	0.00	0.00	0.00	0.0%
8330.1 · Computer Technical Work	0.00	0.00	0.00	0.0%
8323.1 · Attorney Fees	2,797.50	0.00	2,797.50	100.0%
8321 · Audit	7,790.00	7,800.00	-10.00	99.9%
8322 · Inservice (Prof. Ed Serv)	917.00			
8324 · Pupil Services	53,105.05	61,000.00	-7,894.95	87.1%
8325 · Substitute Teacher - Intern	14,280.00	13,000.00	1,280.00	109.8%
8326 · Other Professional Services	1,180.00			
8327 · Payroll Service & Admin Fees	3,074.68	2,740.00	334.68	112.2%
8329 · Accounting & Bookkeeping	18,000.00	18,000.00	0.00	100.0%
<b>Total 8320 · Contract Professional Serv</b>	<b>101,144.23</b>	<b>102,540.00</b>	<b>-1,395.77</b>	<b>98.6%</b>
8330 · 8330 Prof Technical Serv/Adv Ed				
8331 · Fridays	4,119.72	0.00	4,119.72	100.0%
8330 · 8330 Prof Technical Serv/Adv Ed - Other	0.00	2,800.00	-2,800.00	0.0%
<b>Total 8330 · 8330 Prof Technical Serv/Adv Ed</b>	<b>4,119.72</b>	<b>2,800.00</b>	<b>1,319.72</b>	<b>147.1%</b>
8340 · Student Activities				
8345 · Student Transportation	36,702.00	25,000.00	11,702.00	146.8%
8341 · Fundraiser	210.89			
8342 · Yearbook	0.00	300.00	-300.00	0.0%
8343 · Field Trip	1,550.75	5,000.00	-3,449.25	31.0%
8340 · Student Activities - Other	1,044.31			
<b>Total 8340 · Student Activities</b>	<b>39,507.95</b>	<b>30,300.00</b>	<b>9,207.95</b>	<b>130.4%</b>
8400 · Rent/Purch Prop Service				
<b>Total 8300 · Purchased Prof &amp; Tech Serv</b>	<b>144,771.90</b>	<b>135,640.00</b>	<b>9,131.90</b>	<b>106.7%</b>
8410 · Copy Machine Lease	4,457.43	5,500.00	-1,042.57	81.0%
8411 · Copier - Over Use Charge	2,327.47	0.00	2,327.47	100.0%
8450 · Repairs & Maintenance				
8456 · Building Renovations	0.00	0.00	0.00	0.0%
8452 · Elevator Maintenance	4,217.88	4,700.00	-482.12	89.7%
8454 · Snow Removal & Landscaping	7,188.05	4,200.00	2,988.05	171.1%
8450 · Repairs & Maintenance - Other	14,582.43	15,000.00	-417.57	97.2%
<b>Total 8450 · Repairs &amp; Maintenance</b>	<b>25,988.36</b>	<b>23,900.00</b>	<b>2,088.36</b>	<b>108.7%</b>
8470 · Utilities				
8471 · Heat & Hot Water Expense	10,961.02	12,500.00	-1,538.98	87.7%
8473 · Electricity	21,718.62	21,000.00	718.62	103.4%
8474 · Sewer Usage & Water	3,898.04	4,500.00	-601.96	86.6%
8475 · Refuse Expense	3,764.67	3,500.00	264.67	107.6%
<b>Total 8470 · Utilities</b>	<b>40,342.35</b>	<b>41,500.00</b>	<b>-1,157.65</b>	<b>97.2%</b>

## Explorations, Inc. Profit & Loss Budget vs. Actual July 2014 through June 2015

	Jul '14 - Ju...	Budget	\$ Over Bu...	% of Budget
Total 8400 · Rent/Purch Prop.Service	73,115.61	70,900.00	2,215.61	103.1%
8500 · Other Purchased Services				
8510 · Transportation Exp				
1814 · New Vehicle Purchase	0.00	14,000.00	-14,000.00	0.0%
1813 · Registrations/Emissions	19.00	600.00	-581.00	3.2%
1812 · Repair & Maintenance	8,375.38	5,500.00	2,875.38	152.3%
1811 · Gas	4,939.68	7,000.00	-2,060.32	70.6%
8510 · Transportation Exp - Other	20.00			
Total 8510 · Transportation Exp	13,354.06	27,100.00	-13,745.94	49.3%
8530 · Telephone/Communications	4,183.98	4,500.00	-316.02	93.0%
8540 · Website Design & Maintenance	1,000.00	2,000.00	-1,000.00	50.0%
8590 · Other Purchased Services				
8591 · Advertising	908.00	2,000.00	-1,092.00	45.4%
8592 · Insurance	34,792.00	36,000.00	-1,208.00	96.6%
8593 · Medical Supplies	372.40	250.00	122.40	149.0%
Total 8590 · Other Purchased Services	36,072.40	38,250.00	-2,177.60	94.3%
8500 · Other Purchased Services - Other	70.00			
Total 8500 · Other Purchased Services	54,680.44	71,850.00	-17,169.56	76.1%
8600 · Supplies				
8611.1 · Science Instructional Supplies	0.00	0.00	0.00	0.0%
8661 · Water Cooler	1,451.64	0.00	1,451.64	100.0%
8606 · Postage	862.17	700.00	162.17	123.2%
8505 · Professional Development	2,936.66	1,000.00	1,936.66	293.7%
8611 · Instructional Supplies	3,244.08	5,000.00	-1,755.92	64.9%
8612 · Administrative Supplies	1,184.38	1,500.00	-315.62	79.0%
8641 · Textbooks	3,697.25	1,000.00	2,697.25	369.7%
8642 · Library Books	164.66	500.00	-335.34	32.9%
8660 · Dues & Subscriptions	646.67	750.00	-103.33	86.2%
8690 · Office Supplies & Other				
8691 · Finance Charges	69.12	1,000.00	-930.88	6.9%
8690 · Office Supplies & Other - Other	6,009.07	5,500.00	509.07	109.3%
Total 8690 · Office Supplies & Other	6,078.19	6,500.00	-421.81	93.5%
Total 8600 · Supplies	20,265.70	16,950.00	3,315.70	119.6%
8700 · Property - Related Exp				
8701 · Property Taxes	343.71			
Total 8700 · Property - Related Exp	343.71			
8890 · Other Objects				
8891 · Miscellaneous	0.00	500.00	-500.00	0.0%

**Explorations, Inc.**  
**Profit & Loss Budget vs. Actual**  
 July 2014 through June 2015

	Jul '14 - Ju...	Budget	\$ Over Bu...	% of Budget
8893 · Lunch & School Store	5,743.00	5,000.00	743.00	114.9%
Total 8890 · Other Objects	5,743.00	5,500.00	243.00	104.4%
8940-00 · Scholarship Fund Disbursement	1,500.00			
Total Expense	1,304,682.77	1,198,010.00	106,672.77	108.9%
Net Ordinary Income	55,192.46	0.00	55,192.46	100.0%
Other Income/Expense				
Other Income				
9600 · Gain/ (Loss) on Disposal	-921.00			
Total Other Income	-921.00			
Other Expense				
9500-00 · Grant Expenses	43,981.81			
Total Other Expense	43,981.81			
Net Other Income	-44,902.81			
Net Income	10,289.65	0.00	10,289.65	100.0%



Attachment C:  
FY 2016 Approved Budget

**Explorations, Inc.  
Budget  
June 2015 through June 2016**

**EXPLANATION OF MAJOR VARIANCES**

	2014-2015 BUDGET	2015-2016 BUDGET	
Ordinary Income/Expense			
Income			
4030 - Pupil Services	250,000.00	416,000.00	To bring budgeted amount in line with recent actual receipts.
4050 - State Per Pupil Allocat	946,000.00	990,000.00	Increase to 90 students
4516 - Student Transportation		9,000.00	Previously unreported and adjusted in the expense line
9060 - Grant Income			
REAP		22,000.00	All grants now reported as income for budgetary purposes
Consolidated		14,000.00	
Turnaround Grant		190,000.00	
Security Grant		64,827.57	
REAP Carryover		7,473.00	
Science Grant		3,449.00	
4800 - Rental Income	2,000.00	0.00	No longer renting the building to outside organizations
4900 - Interest & Dividend Inc	10.00	10.00	
Total Income	1,198,010.00	1,716,759.57	
Expense			
8107 - Interest Expense		1,500.00	
8750 - Technology			
8753 - Programs/Software	5,000.00	10,000.00	Items to be covered through grant income
Odysseyware Licenses		5,500.00	
Chromebooks		6,000.00	
Laptops		5,000.00	
Technology Equipment		22,000.00	
8751 - Materials	500.00	500.00	
Total 8750 - Technology	5,500.00	49,000.00	
8110 - Administrative Salaries & Wages	70,747.00	72,631.00	
Total 8110 Administrative Salaries & Wages			
8120 - Certified Staff			
Total 8120 - Certified Staff	663,692.00	848,371.00	Addition of 1.5 FTE Staffing Positions
8150 - Custodian	30,000.00	40,800.00	Position became full time
8200 - Employee Benefits			
8201 - Health	75,000.00	80,000.00	
8205 - SS & MC Employer Portion	25,000.00	29,000.00	
8206 - State Unemployment Tax	10,455.00	17,670.00	
Total 8200 - Employee Benefits	110,455.00	126,670.00	
8300 - Purchased Prof & Tech Serv			
8320 - Contract Professional Serv			
8321 - Audit	7,800.00	7,800.00	
Attorney Fees		7,500.00	Items previously not budgeted
Computer Technical Work		5,000.00	Items to be covered through grant income
Curriculum Consultant		25,000.00	
Data Coordinator		12,000.00	
Curriculum Stipend		6,000.00	
Speakers		10,000.00	
Community / Parent Events		15,000.00	
8324 - Pupil Services	61,000.00	61,000.00	
8325 - Substitute Teacher - Intern	13,000.00	25,000.00	Coverage for teacher PD and teacher work on curriculum and curriculum maps with Consultant
8327 - Payroll Service & Admin Fees	2,740.00	3,500.00	
8329 - Accounting & Bookkeeping	18,000.00	21,000.00	



Explorations, Inc.  
Budget  
June 2015 through June 2016

EXPLANATION OF MAJOR VARIANCES

	BUDGET	BUDGET	
Total 8320 - Contract Professional Serv	102,540.00	198,800.00	
8330 - 8330 Prof Technical Serv/Adv Ed	2,800.00	2,800.00	
8331 - Friday Activities		23,000.00	Item covered by grant income
8340 - Student Activities			
8345 - Student Transportation	25,000.00	35,820.00	See line item 4516 above
8342 - Yearbook	300.00	300.00	
8343 - Field Trip	5,000.00	5,000.00	
Total 8340 - Student Activities	30,300.00	41,120.00	
Total 8300 - Purchased Prof & Tech Serv	135,640.00	265,720.00	
8400 - Rent/Purch Prop Service			
8410 - Copy Machine Lease	5,500.00	5,500.00	
8411 - Overuse Fee		2,300.00	overage on copies, previously covered in over-expenditure of line item 8410
8450 - Repairs & Maintenance			
8452 - Elevator Maintenance	4,700.00	4,700.00	
8454 - Snow Removal & Landscaping	4,200.00	4,200.00	
Building Renovations / Security		25,000.00	Partially covered by Security grant / partially covered through school budget
8450 - Repairs & Maintenance - Other	15,000.00	20,000.00	
Total 8450 - Repairs & Maintenance	23,900.00	53,900.00	
8470 - Utilities			
8471 - Heat & Hot Water Expense	12,500.00	12,500.00	
8473 - Electricity	21,000.00	21,000.00	
8474 - Sewer Usage & Water	4,500.00	4,500.00	
8475 - Refuse Expense	3,500.00	3,500.00	
Total 8470 - Utilities	41,500.00	41,500.00	
Total 8400 - Rent/Purch Prop Service	70,900.00	103,200.00	
8500 - Other Purchased Services			
8510 - Transportation Exp			
1814 - New Vehicle Purchase	14,000.00	600.00	
1813 - Registrations/Emissions	600.00	600.00	
1812 - Repair & Maintenance	5,500.00	10,000.00	
1811 - Gas	7,000.00	7,000.00	
Total 8510 - Transportation Exp	27,100.00	17,600.00	
8530 - Telephone/Communications	4,500.00	4,500.00	
8540 - Website Design & Maintenance	2,000.00	500.00	
8590 - Other Purchased Services			
8591 - Advertising	2,000.00	2,000.00	
8592 - Insurance	36,000.00	40,000.00	
8593 - Medical Supplies	250.00	250.00	
Total 8590 - Other Purchased Services	38,250.00	42,250.00	
Total 8600 - Other Purchased Services	71,850.00	64,850.00	
8600 - Supplies			
8606 - Postage	700.00	700.00	
8606 - Professional Development	1,000.00	6,000.00	Covered by grant income
8611 - Instructional Supplies	5,000.00	3,449.00	
Science Instructional Supplies		13,013.00	Covered by grant income
8612 - Administrative Supplies	1,500.00	1,500.00	
8641 - Textbooks	1,000.00	3,000.00	
8642 - Library Books	500.00	1,000.00	
8660 - Dues & Subscriptions	750.00	1,000.00	
8651 - Water Cooler	1,452.00	1,452.00	

Explorations, Inc.  
Budget  
June 2015 through June 2016

EXPLANATION OF MAJOR VARIANCES

	BUDGET	BUDGET
8690 - Office Supplies & Other	1,000.00	1,000.00
8691 - Finance Charges	5,500.00	5,500.00
Total 8690 - Office Supplies & Other	6,500.00	6,500.00
Total 8600 - Supplies	16,950.00	37,614.00
8890 - Other Objects		
8891 - Miscellaneous	500.00	500.00
8893 Lunch & School Store	10,000.00	10,000.00
Total 8890 - Other Objects	10,500.00	10,500.00
Security Grant Expenditures	5,000.00	94,542.18
	5,500.00	94,542.18
Total Expense	1,181,234.00	1,715,398.18
Net Income	16,776.00	1,361.39