

CHARTER SCHOOLS
BUDGET PLANNING WORKSHEETS—2020-2021
For use only by charter schools who purchase Finance, Payroll and HR services from Jeffco
(Revised 2-27-2020)

The following school district revenue sources are expected for Charter Schools:

- **Per Pupil Revenue 2020/21-- \$8,494.95** current estimate from CDE.
- **Special Education State funds—**
 - **Tier A \$1,250.00**
 - **Tier B \$1,873 and Tier B SB12-246 \$962** per identified student (approximate).
- **Mill Levy Override & Performance Promise funds—**
 - **95% for all FTE =\$1,678.17**
 - **5% for only FRL FTE = \$612.81**
- **State Facilities Assistance (Capital Construction)--\$256.30 per prior year FTE.** Revised figure not available at this time.

Attached you will find tables that indicate the services that are **available for purchase** by Charter Schools. If a Charter School decides to opt out of those services identified with asterisks, the Charter must provide written guarantees, and evidence, that certain minimum requirements have been met.

Administrative services 5% of PPR = \$424.75 per FTE which includes Central Administrative Overhead and Contract Sec. 7.2.2 Mandatory Purchased Services. Items include payroll, purchasing, communication services, purchasing services, accounting, accounts payable (but not accounts receivable), cash management, communications and tax anticipation note interest expense, compensation and records, benefits enrollment and processing and related costs for integration with the state, student data services, district wide mandated assessments, access to legal consultation (other than consultation on employment issues) as described in contract and the ability for charter school staff to participate in school district staff development activities and programs on the same basis as staff employed by the school district as described in contract such as email, Schoology, access to secure websites through @jeffcoschools.us or terminal servers and departmental consultation.

Certain other costs of federally mandated programs are **considered mandatory by the district**, as a cost borne by the PPR for each student in Jefferson County, and will be deducted from the PPR provided for each student. These costs include:

\$525.00 per student for District-Wide Special Education Programs and oversight related to special education. Funds for site level special education programs, as well as state special education funds will be distributed to schools to address local building issues related to special education programs and the following services under the special education programs: Gifted & Talented, Severe and Profound, Dropout prevention (Student Engagement), Student Services – emergency crisis response, Expulsion & Discipline.

\$130.00 per student for District-Wide ESL (English as a Second Language) instruction. These services will be available to any school that has identified ESL students, including charter schools.

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The following services have been deemed **unavailable for purchase** by Charter Schools.

Small Engine Repair	Facilities Management
Rout Transportation	Telecommunications
Post-secondary Options	Energy Management
Early Retirement	Custodial Services

CALCULATION OF REVENUE AND DISTRICT SERVICE EXPENSES
FISCAL 2017, 2018, 2019 AND PRELIMINARY FISCAL 2020
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School _____
 Date _____

Board of Director Signature _____
 Principal/Director Signature _____

	Fiscal Billed 2017 (Actual)	Fiscal Billed 2018 (Actual)	Fiscal Billed 2019 (Actual)	Billed 2020 (Estimated)*
Per Pupil Revenue (PPR)	7,243.55	7,473.15	7,932.13	8,494.95
Fiscal Emergency Contingency Reserve	0	0	0	0
Per Pupil Operating Revenue	7,243.55	7,473.15	7,932.13	8,494.95
Administrative Services 5% PPR	362.18	373.66	396.61	424.75
Mandatory Dedications----				
District Special Education	400	450	475	525
English as a Second Language	110	130	130	130
Student Health Services	80	85	85	85

*All figures are finalized from CDE at June 30.

Purchased Services Worksheet (Used for funding, billing and school budgets)

Projected FTE's _____ Cost Per Pupil _____ Total Cost _____

- 1.
- 2.
- 3.
- 4.
- 5.

Return to Tom McMillen no later than April 1, 2020.

District Services Available for Purchase 2020-2021

(Revised 2-27-2020)

Administrator _____ School _____ Date _____

Department	Cost	Service	Accept	Deny	Contact	Number
Homebound Students	\$34.00 per hour	-Teacher visits to home of homebound student			Julie Wilken	2-7251
*Student Health— Includes vision and hearing screenings--see note below	\$85.00 per student	-Consultation for health needs and action plans -Letters to parent i.e. immunizations, disease -Delegation of authority to dispense medications			Julie Wilken	2-7251
*Insurance Reserve— see note below	\$110.53 per student	School Entity Liability including: general liability, Auto Liability, School Board Legal Liability and Employment Practices Liability -Property, boiler, machinery - Commercial Crime -Litigation defense			Joel Hirschboeck	2-2439
Employee Assistance	\$100.00 Annual Flat Rate	-Assistance with personal issues of employees with school approval			Kathleen Remington	2-0377
*Background Screening	Fingerprinting \$50.00 per employee (\$39.50 billed to employee \$10.50 admin fee billed to school) BISI Checks Actual cost \$9.00-39.50	-Schools will use the district for both fingerprinting and volunteer checks -Employee charged for fingerprinting -Schools charged for BISI checks -Electronic fingerprints with very quick results			David Bell	2-6850

District Services Available for Purchase 2020-2021

(Revised 2-27-2020)

Purchased Services As Needed.

Department	Cost	Service	Contact	Number
Instructional Services	300.00 half day 450.00 full day	Training and instruction for charter school staff	Matt Flores	2-0990
Property Management	Cost will be agreed upon prior to start of project.	Provide a Project Manager for school funded construction or repair projects.	Tim Reed	2-2376
Warren Tech Option School	25% PPR per ½ day per student per semester 50% PPR per full day per student per semester		Lisa Anderson	2-6641

*Finger Print/Background Checks—Should Charters decide to do their own fingerprint and background checks, the district will require assurances regarding meeting the requirements of state law. BISI checks will be available to the schools that use the district’s Finger Print/Background Checks process and not as a stand-alone service. Note: TRAILS checks are not conducted by Jeffco.

*Student Health—Should Charters decide not to access this service, the following assurances must be in place; documentation of appropriate state mandated immunizations for each student, and documentation of compliance with state laws and district policies regarding medications and health action plans. The district is currently reviewing the health services model for schools (including district managed, option and charter schools) regarding before/after school care and PreK. More information will be provided as it becomes available.

*Insurance Reserve-- Comprehensive general liability—bodily injury, property damage, professional Property, boiler, machinery-Crime-Litigation defense. Special note for 2020-21: Due to the large hail storm, projections are that the cost of insurance will increase this year. The TBD figure is a guess as to where Risk Management thinks the actual costs will land. Please note that if the costs come in lower than \$TBD/FTE, your costs will be reduced. If costs come in higher than \$TBD, you will not be charged any additional costs. Additional information will be provided as it becomes available.