#### Muskegon Montessori Academy for Environmental Change Balance Sheet November 30, 2017 (Unaudited)

# **General Fund**

Assets Cash - Chemical Bank Cash - PEX Card Prepaid Payroll & Benefits	200,200.66 2,621.34 33,000.00
Total Assets	235,822.00
Liabilities Accounts Payable State Aid Note Payable Due To Lunch Fund Due To Agency Fund Deferred Revenue	18,246.94 122,961.76 17,384.05 2,070.66 23,908.94
Total Liabilities	184,572.35
Fund Equity Fund Balance-Unreserved Change in Fund Equity	191,725.01 (140,475.36)
Total Fund Equity	51,249.65
Total Liabilities & Fund Equity	235,822.00

General Fund	This Month	Y-T-D	Budget	Difference	Percent
Revenues					
100 Total Local Sources	4,661.62	14,715.45	43,125.00	(28,409.55)	34.12%
300 Total State Sources	112,204.57	210,498.91	1,110,704.00	(900,205.09)	18.95%
400 Total Federal Sources	-	-	73,362.00	(73,362.00)	0.00%
500 Total Incoming Transfers and Other Transactions		-	1,600.00	(1,600.00)	0.00%
Total Revenues and Other Financing Sources	116,866.19	225,214.36	1,228,791.00	(1,003,576.64)	18.33%
Expenditures					
110 Total Basic Programs	34,318.14	92,472.05	352,000.00	259,527.95	26.27%
120 Total Added Needs	14,939.56	38,123.11	173,462.00	135,338.89	21.98%
210 Total Support Services - Pupil	-	8,044.25	41,000.00	32,955.75	19.62%
220 Total Support Services - Instructional Staff	173.88	5,869.23	20,000.00	14,130.77	29.35%
230 Total Support Services - General Administration	12,983.10	64,575.84	168,888.00	104,312.16	38.24%
240 Total Support Services - School Administration	11,522.48	57,789.17	151,500.00	93,710.83	38.14%
250 Total Support Services - Business	273.02	4,148.38	8,500.00	4,351.62	48.80%
260 Total Operation and Maintenance of Plant	4,323.77	34,811.55	122,500.00	87,688.45	28.42%
280 Total Support Services - Central	1,830.50	16,392.89	45,450.00	29,057.11	36.07%
350 Total Community Services	1,221.40	2,411.00	9,500.00	7,089.00	25.38%
600 Total Fund Modifications	8,210.45	41,052.25	98,525.00	57,472.75	41.67%
Total Expenditures	89,796.30	365,689.72	1,191,325.00	825,635.28	30.70%
Change in Fund Equity	27,069.89	(140,475.36)	37,466.00	(177,941.36)	

General Fund	This Month	Y-T-D	Budget	Difference	Percent
100 Local Sources					
151 Interest	17.47	88.48	125.00	(36.52)	70.78%
181 Child Care Fees	1,250.25	3,681.25	10,000.00	(6,318.75)	36.81%
181 Preschool Fees	3,374.00	10,321.24	30,000.00	(19,678.76)	34.40%
199 Miscellaneous Other	19.90	624.48	3,000.00	(2,375.52)	20.82%
300 Total Local Sources	4,661.62	14,715.45	43,125.00	(28,409.55)	34.12%
300 State Sources					
311 Foundation Allowance	103,417.45	192,864.64	1,005,723.00	(812,858.36)	19.18%
312 Early Literacy Targeted Instruction	553.58	1,107.16	-	1,107.16	100.00%
312 Headlee Obligation for Data Collection	343.07	640.77	3,375.00	(2,734.23)	18.99%
312 31A At-Risk	7,125.75	14,356.90	78,000.00	(63,643.10)	18.41%
312 Special Ed	764.72	1,529.44	23,606.00	(22,076.56)	6.48%
300 Total State Sources	112,204.57	210,498.91	1,110,704.00	(900,205.09)	18.95%
400 Federal Sources					
414 Title I	-	-	42,759.00	(42,759.00)	0.00%
414 Title II A	-	-	8,231.00	(8,231.00)	0.00%
414 IDEA	-	-	21,144.00	(21,144.00)	0.00%
417 IDEA Preschool	-	-	1,228.00	(1,228.00)	0.00%
400 Total Federal Sources	-	-	73,362.00	(73,362.00)	0.00%
500 Incoming Transfers and Other Transactions					
511 ACT 18 Special Ed	-	-	1,600.00	(1,600.00)	0.00%
500 Total Incoming Transfers and Other Transactions	-	-	1,600.00	(1,600.00)	0.00%
Total Revenues and Other Financing Sources	116,866.19	225,214.36	1,228,791.00	(1,003,576.64)	18.33%

General Fund	This Month	Y-T-D	Budget	Difference	Percent
Instruction 110 Basic Programs					
111 Elementary 111 Teacher Salaries	16 005 50	19 512 00	205 000 00	156 107 01	23.66%
111 Substitute Salaries	16,995.50 1,763.00	48,512.99 3,296.76	205,000.00 15,000.00	156,487.01 11,703.24	23.00%
111 Teacher and Substitute Benefits	4,822.55	13,494.37	55,000.00	41,505.63	21.98%
111 Copier and Equipment Lease	4,822.55	2,072.88	7,000.00	4,927.12	29.61%
111 Teaching Supplies	30.28	6,893.83	15,000.00	8,106.17	45.96%
111 Early Literacy Targeted Instruction	6,090.00	6,090.00	15,000.00	(6,090.00)	100.00%
111 Field Trips	391.60	742.39	2,500.00	1,757.61	29.70%
111 Miscellaneous Expenditures	-	-	500.00	500.00	0.00%
111 Total Elementary	30,563.60	81,103.22	300,000.00	218,896.78	27.03%
			,		
118 Preschool					
118 Preschool Teacher Salaries	2,857.90	8,573.70	37,500.00	28,926.30	22.86%
118 Preschool Teacher Benefits	896.64	2,601.52	13,500.00	10,898.48	19.27%
118 Preschool Supplies		193.61	1,000.00	806.39	19.36%
119 Total Preschool	3,754.54	11,368.83	52,000.00	40,631.17	21.86%
110 Total Basic Programs	34,318.14	92,472.05	352,000.00	259,527.95	26.27%
120 Added Needs 122 Special Education					
122 Special Education Teacher Salaries			21,000.00	21,000.00	0.00%
122 Special Education Teacher Benefits	-	-	3,000.00	3,000.00	0.00%
122 Special Education Teacher Salaries - IDEA	3,100.42	- 9,301.26	19,339.00	10,037.74	48.10%
122 Special Education Teacher Benefits - IDEA	3,100.42	1,070.55	1,805.00	734.45	59.31%
122 Special Ed Teaching Supplies - IDEA	-	-	1,228.00	1,228.00	0.00%
122 Total Special Education	3,457.27	10,371.81	46,372.00	36,000.19	22.37%
	0,401.21	10,071.01	-0,012.00	00,000.10	22.0170

General Fund	This Month	Y-T-D	Budget	Difference	Percent
125 Compensatory Education			-		
125 Instructional Aide Salaries - GF	-	-	1,600.00	1,600.00	0.00%
125 Instructional Aide Benefits - GF	-	-	500.00	500.00	0.00%
125 Instructional Aide Salaries - Title I	2,147.75	4,042.75	29,000.00	24,957.25	13.94%
125 Instructional Aide Benefits - Title I	259.78	487.95	17,990.00	17,502.05	2.71%
125 Instructional Aides Salaries - 31A	5,145.64	17,086.98	62,000.00	44,913.02	27.56%
125 Instructional Aides Benefits - 31A	1,000.46	3,204.96	16,000.00	12,795.04	20.03%
125 Teaching Supplies - 31A	2,928.66	2,928.66	-	(2,928.66)	100.00%
125 Total Compensatory Education	11,482.29	27,751.30	127,090.00	99,338.70	21.84%
120 Total Added Needs	14,939.56	38,123.11	173,462.00	135,338.89	21.98%
Total Instruction	49,257.70	130,595.16	525,462.00	394,866.84	24.85%
Supporting Services					
210 Support Services - Pupil					
213 OT Services	-	994.50	9,000.00	8,005.50	11.05%
214 Psychological Services	-	1,446.00	6,000.00	4,554.00	24.10%
215 Speech Pathology Services	-	5,123.75	22,000.00	16,876.25	23.29%
216 Social Work Services	-	480.00	-	(480.00)	100.00%
216 Social Work Salaries	-	-	3,500.00	3,500.00	0.00%
216 Social Work Benefits		-	500.00	500.00	0.00%
210 Total Support Services - Pupil	-	8,044.25	41,000.00	32,955.75	19.62%
220 Support Services - Instructional Staff					
221 Instructional Staff Prof. Dev.	173.88	4,894.74	15,000.00	10,105.26	32.63%
221 Instructional Staff Prof. Dev Title IIA	-	-	4,000.00	4,000.00	0.00%
226 Special Education Supervision		974.49	1,000.00	25.51	97.45%
220 Total Support Services - Instructional Staff	173.88	5,869.23	20,000.00	14,130.77	29.35%

General Fund	This Month	Y-T-D	Budget	Difference	Percent
230 Support Services - General Administration					
231 Legal Services	-	-	5,000.00	5,000.00	0.00%
231 Audit Services	-	8,980.00	9,500.00	520.00	94.53%
231 Board Dues, Memberships, Policy Updates	-	407.00	2,500.00	2,093.00	16.28%
232 MIChoice Management Services Fee	9,880.58	49,402.90	118,567.00	69,164.10	41.67%
232 FSU Oversight Services Fee	3,102.52	5,785.94	33,321.00	27,535.06	17.36%
230 Total Support Services - General Administration	12,983.10	64,575.84	168,888.00	104,312.16	38.24%
240 Support Services - School Administration					
241 Headmaster Salary	6,153.84	30,769.20	80,000.00	49,230.80	38.46%
241 Administrative Salary	2,622.40	13,648.35	38,000.00	24,351.65	35.92%
241 Administrative Benefits	1,954.47	9,716.65	25,000.00	15,283.35	38.87%
241 Office Supplies	286.77	1,256.47	4,000.00	2,743.53	31.41%
241 Administrative memberships and fees	505.00	2,398.50	4,500.00	2,101.50	53.30%
240 Total Support Services - School Administration	11,522.48	57,789.17	151,500.00	93,710.83	38.14%
250 Support Services - Business					
252 SDS Financial Software	-	-	2,000.00	2,000.00	0.00%
259 Bank Charges	8.57	69.86	500.00	430.14	13.97%
259 State Aid Note Fees	-	3,125.00	1,500.00	(1,625.00)	208.33%
259 State Aid Note Interest	264.45	953.52	4,500.00	3,546.48	21.19%
250 Total Support Services - Business	273.02	4,148.38	8,500.00	4,351.62	48.80%

General Fur	nd	This Month	Y-T-D	Budget	Difference	Percent
260 Opera	tion and Maintenance of Plant					
261	Janitorial Salaries	335.50	335.50	13,000.00	12,664.50	2.58%
261	Janitorial Benefits	25.66	25.66	2,000.00	1,974.34	1.28%
261	Janitorial Services	1,279.09	6,678.93	17,000.00	10,321.07	39.29%
261	Lawn Care Services	370.00	920.00	3,000.00	2,080.00	30.67%
261	Snow Removal	-	-	5,000.00	5,000.00	0.00%
261	Telephone and Internet	-	2,988.10	15,000.00	12,011.90	19.92%
261	Water and Sewage	247.02	579.96	1,500.00	920.04	38.66%
261	Waste and Trash Disposal	405.27	1,303.24	3,500.00	2,196.76	37.24%
261	Property and Liability Insurance	-	13,095.00	14,000.00	905.00	93.54%
261	Building Repairs and Maintenance	318.14	4,321.81	20,000.00	15,678.19	21.61%
261	Gas	681.41	996.97	13,500.00	12,503.03	7.38%
261	Electricity	661.68	2,221.03	9,500.00	7,278.97	23.38%
261	Janitorial Supplies	-	1,345.35	5,500.00	4,154.65	24.46%
260 Total (	Operation and Maintenance of Plant	4,323.77	34,811.55	122,500.00	87,688.45	28.42%
280 Suppo	ort Services - Central					
282	Marketing	-	6,112.41	20,000.00	13,887.59	30.56%
283	Non instructional staff professional development	-	3,770.66	8,000.00	4,229.34	47.13%
283	Personnel recruitment	-	199.32	1,000.00	800.68	19.93%
283	Staff and Board fingerprinting	60.00	420.00	2,000.00	1,580.00	21.00%
284	Erate Consulting Services	-	640.00	700.00	60.00	91.43%
284	Technology - PowerSchool	-	-	1,250.00	1,250.00	0.00%
284	Technology Support	1,770.50	5,250.50	12,500.00	7,249.50	42.00%
280 Total S	Support Services - Central	1,830.50	16,392.89	45,450.00	29,057.11	36.07%
Total Suppo	orting Services	31,106.75	191,631.31	557,838.00	366,206.69	34.35%

General Fund	This Month	Y-T-D	Budget	Difference	Percent
350 Community Services					
351 Child Care Salaries	1,110.72	2,186.03	8,000.00	5,813.97	27.33%
351 Child Care Benefits	110.68	224.97	1,000.00	775.03	22.50%
351 Child Care Supplies	-	-	500.00	500.00	0.00%
350 Total Community Services	1,221.40	2,411.00	9,500.00	7,089.00	25.38%
600 Fund Modifications					
631 Transfer to Debt Service Fund	8,210.45	41,052.25	98,525.00	57,472.75	41.67%
600 Total Fund Modifications	8,210.45	41,052.25	98,525.00	57,472.75	41.67%
Total Expenditures	89,796.30	365,689.72	1,191,325.00	825,635.28	30.70%
Change in Fund Equity	27,069.89	(140,475.36)	37,466.00	(177,941.36)	

# Muskegon Montessori Academy for Environmental Change Check Register Report November 1, 2017 - November 30, 2017

Check Date Check	< Vendor Name	Description	Amount
11/9/2017 2388	AK Group	Technology Support-Tech support Aug 2017	740.00
11/9/2017 2388	AK Group	Technology Support-Barracuda Web Filter	948.00
11/9/2017 2388	AK Group	Technology Support Services	657.50
11/9/2017 2389	Cintas	Floor Mats	262.40
11/9/2017 2390	Detroit Institute for Children	Speech Pathology Services	3,840.00
11/9/2017 2390	Detroit Institute for Children	Social Work Services	480.00
11/9/2017 2390	Detroit Institute for Children	Psychological Services	1,446.00
11/9/2017 2390	Detroit Institute for Children	OT Services	760.50
11/9/2017 2391	Kohley Superior Water	Teaching Supplies-Fish water, Delivery, Depos	27.00
11/9/2017 2392	Maner Costerisan	Audit Services - June 30, 2017 final billing	1,880.00
11/9/2017 2393	MAPSA	MAPSA Dues Renewal 2018	387.00
11/9/2017 2394	MIChoice LLC	Management Fee adjustment for 2016-17	4,131.01
11/9/2017 2394	MIChoice LLC	Payroll for October 20, 2017 (actual)	12,245.59
11/9/2017 2394	MIChoice LLC	Employee Benefits for October 2017 (actual)	1,337.50
11/9/2017 2394	MIChoice LLC	Management Fee for November 2017	9,880.58
11/9/2017 2394	MIChoice LLC	Payroll for December 1, 2017 (estimate)	10,000.00
11/9/2017 2394	MIChoice LLC	Payroll for December 15, 2017 (estimate)	10,000.00
11/9/2017 2394	MIChoice LLC	Payroll for December 29, 2017 (estimate)	10,000.00
11/9/2017 2394	MIChoice LLC	Employee Benefits for December 2017 (estimate)	3,000.00
11/9/2017 2395	Miner Supply Co., Inc	Janitor Supplies-soap,paper towel,trash bags	255.88
11/9/2017 2396	Nicole Hutson	Professional Develop-Mileage 10/4/17	50.76
11/9/2017 2397	PlessLane Design, Inc.	Lawn Care Services	130.00
11/9/2017 2398	Post Family Farm	SA Field Trips 10/16/17	202.50
11/9/2017 2399	Rose Pest Solutions	Pest Control	57.00
11/9/2017 2400	Staples Advantage	Teaching Supplies-Ge pencil sharpener	37.67
11/9/2017 2400	Staples Advantage	Office Supplies-folders,padlocks,batteries,pe	53.76
11/9/2017 2400	Staples Advantage	Office Supplies-paper, emergency readiness	472.76
11/9/2017 2401	Three Oaks Public School Academy	Field Trip Transportation to Grand Valley State Un	350.79
11/9/2017 2402	Tracey Jensen	Teaching Supplies- Classroom Budget -Material	4.00
11/9/2017 2402	Tracey Jensen	Title I - Homeless Student's Notebooks	3.96
11/9/2017 2402	Tracey Jensen	Professional Dev - Mileage 10/6/17	31.32
11/9/2017 2403	Xerox Financial Services	Copier Lease	360.74
11/21/2017 2404	Andrea Gafford	Preschool Fees -Refunded Due to Unenrolling	143.10
11/21/2017 2405	City of Norton Shores	Water and Sewage	247.02
11/21/2017 2406	DTE Energy	Natural Gas	681.41
11/21/2017 2407	Edwards Janitorial Services L.L.C.	Janitor Services	1,279.09
11/21/2017 2408	Grosse Ile Township Schools	Staff Fingerprinting L. Montambo	60.00
11/21/2017 2409	Heinemann	Teaching Supplies - 31a	2,928.66
11/21/2017 2409	Heinemann	Supplies - Early Lit	6,090.00
11/21/2017 2410	Lowes	Building Maint-Paint, brush, putty, caulk, lo	129.94

# Muskegon Montessori Academy for Environmental Change Check Register Report November 1, 2017 - November 30, 2017

Check Date Che	ck Vendor Name	Description	Amount
11/21/2017 2411	Mental Health Foundation of West Michigan	SA Fundraisers - Be Nice Shirts	176.30
11/21/2017 2412	2 MIChoice LLC	Payroll for November 3, 2017 (actual)	13,302.42
11/21/2017 2412	2 MIChoice LLC	Personnel Recruitment - Ai (Olivia)	19.32
11/21/2017 2412	2 MIChoice LLC	Staff Fingerprinting - Morphotrust	300.00
11/21/2017 2412	2 MIChoice LLC	Lunch bar code scanner	113.78
11/21/2017 2412	2 MIChoice LLC	Marketing - Facebook Ads	684.16
11/21/2017 2412	2 MIChoice LLC	Marketing - Social Media	123.75
11/21/2017 2412	2 MIChoice LLC	SPED Supervision - S. VanderBaan	923.99
11/21/2017 2412	2 MIChoice LLC	Technology Support - Icon Ed Tech - Naomi	90.00
11/21/2017 2412	2 MIChoice LLC	Teaching Supplies-General Elem - Google Licenses	432.00
11/21/2017 2412	2 MIChoice LLC	Marketing - Sticker Giant	44.80
11/21/2017 2412	2 MIChoice LLC	Board dues, fees, memberships - Non Profit Update	20.00
11/21/2017 2412	2 MIChoice LLC	Personnel Recruitment - Sub Permits	180.00
11/21/2017 2412	2 MIChoice LLC	Marketing - Social Media	56.25
11/21/2017 2412	2 MIChoice LLC	SPED Supervision - S. VanderBaan	50.50
11/21/2017 2412	2 MIChoice LLC	Professional Development - Summers Leaders Retreat	2,513.90
11/21/2017 2412	2 MIChoice LLC	Professional Development - Power School Training	60.00
11/21/2017 2412	2 MIChoice LLC	Professional Development - Office Staff Training	60.00
11/21/2017 2412	2 MIChoice LLC	Professional Development - Literacy Coach Training	2,500.00
11/21/2017 2412	2 MIChoice LLC	PD - Choice Univ Support Staff	200.00
11/21/2017 2412	2 MIChoice LLC	PD - Choice Univ Instr Staff	1,300.00
11/21/2017 2412	2 MIChoice LLC	Principal	4,126.54
11/21/2017 2412	2 MIChoice LLC	Interest	470.81
11/21/2017 2413	Muskegon Lakeshore Chamber of Commerce	Annual Chamber Membership	505.00
11/21/2017 2414	Muskegon Public Schools Dining	Food - October 2017	7,974.59
11/21/2017 2415	Rebecca Jonas	Professional Develop Mileage 10/30/17	173.88
11/21/2017 2416	Republic Services	Waste & Trash	405.27
11/21/2017 2417	Sidney Faucette	Interest	450.00
11/21/2017 2418	Staples Advantage	Teaching Supplies-Ge pencil sharpener	3.28
11/21/2017 2418	Staples Advantage	Office Supplies-folders, padlocks, batteries, pe	4.68
11/21/2017 2419	Sylvan Learning Center	Field Trips	875.00
11/21/2017 2420	Three Oaks Public School Academy	Field Trip Transportation to West Michigan Academy	391.60
11/21/2017 2421	Trevor Glover or Earvean Diggs	Preschool Fees-Refunded due to unenrolling	156.78
11/21/2017 2422	•••	SA Fundraisers - Hall Rental	100.00
11/21/2017 2423	WC Hockey, LLC	SA Field Trips-Lumberjacks	896.00
			\$125,278.04

#### Muskegon Montessori Academy for Environmental Change Balance Sheet November 30, 2017 (Unaudited)

## Lunch Fund

Assets Cash-PNC Due From General Fund	- 17,384.05
Total Assets	17,384.05
Liabilities Accounts Payable Due To General Fund	- 
Total Liabilities	-
<b>Fund Equity</b> Fund Balance-Unreserved Change in Fund Equity	16,851.06 532.99
Total Fund Equity	17,384.05
Total Liabilities & Fund Equity	17,384.05

Lunch Fund	This Month	Y-T-D	Budget	Difference	Percent
100 Local Sources 161 Food Sales	022.25	2 802 05	7 500 00	(4,606,05)	27 270/
100 Total Local Sources	<u>932.25</u> 932.25	2,803.05 2,803.05	7,500.00 7,500.00	(4,696.95) (4,696.95)	<u>37.37%</u> 37.37%
300 State Sources					
312 State Lunch Receipts	103.26	206.52	1,000.00	(793.48)	20.65%
300 Total State Sources	103.26	206.52	1,000.00	(793.48)	20.65%
400 Federal Sources					
414 Free/Reduced Lunch	7,470.85	13,166.65	68,000.00	(54,833.35)	19.36%
400 Total Federal Sources	7,470.85	13,166.65	68,000.00	(54,833.35)	19.36%
600 Fund Modifications					
611 Transfer from general fund		-		-	#DIV/0!
600 Total Other Financing Sources	-	-	-	-	0.00%
Total Revenues and Other Financing Sources	8,506.36	16,176.22	76,500.00	(60,323.78)	21.15%
Expenditures					
290 Supporting Services - Supplies and Materials					
297 Food and supplies	-	14,407.38	75,500.00	61,092.62	19.08%
297 Miscellaneous	462.05	1,235.85	1,000.00	(235.85)	123.59%
Total Expenditures	462.05	15,643.23	76,500.00	60,856.77	0.00%
Change in Fund Equity	8,044.31	532.99	-	532.99	

Debt Service Fund	This Month	Y-T-D	Budget	Difference	Percent
600 Fund Modifications					
611 Transfer From General Fund	8,210.45	41,052.25	98,525.00	(57,472.75)	41.67%
600 Total Fund Modifications	8,210.45	41,052.25	98,525.00	(57,472.75)	41.67%
Total Revenues	8,210.45	41,052.25	98,525.00	(57,472.75)	41.67%
Expenditures					
510 Debt Service - Long Term					
511 Principal	6,472.57	32,099.97	78,440.00	46,340.03	40.92%
511 Interest	1,737.88	8,952.28	20,085.00	11,132.72	44.57%
Total Expenditures	8,210.45	41,052.25	98,525.00	57,472.75	41.67%
Change in Fund Equity	<u> </u>	-	-		