



Charter Connection

August 2019

YOUR MONTHLY UPDATE FOR ALL THINGS CHARTER

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Director's Message

It is hard to believe that another school year is already here. We are excited for the new opportunities and cannot wait to see you at Charter Directors meetings this year (schedule can be found at <https://www.utahscsb.org/charter-school-directors-meetings>).

In addition to a new school year, August is also the month that the State Charter School Board hears new charter school proposals and decides whether to invite these prospective groups to continue with the application process. The SCSB will do this at its [August 9th meeting](#). You may find the proposals at <https://www.utahscsb.org/august-2019>.

Recently, SCSB staff has added two new members of staff: 1) Authorizing Specialist Marie Steffensen (you may know her as the former director of Bonneville Academy), and 2) Oversight Research Consultant Greg Connell (who comes to us from Texas). SCSB staff is also saying goodbye to Authorizing Coordinator Rabecca Cisneros who is leaving us on August 12th to do business management and instructional coaching at Itineris. Rabecca is a consummate professional and will be dearly missed.

—Jennifer

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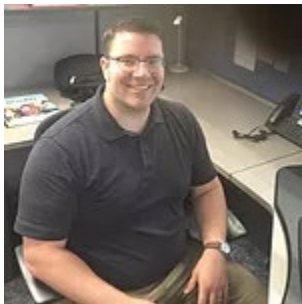
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Meet SCSB Research Consultant Greg Connell:



Greg Connell recently graduated from The Bush School of Government and Public Service at Texas A & M University with an MPA. He loves the outdoors and especially loves to fish. When not on the river, Greg enjoys sports, cooking food, and spending time with his family. He and his wife have two beautiful little girls. Greg dreams of building sailboats and making pizza. He fulfills the research consultant position on the oversight team. Greg can be reached at greg.connell@schools.utah.gov or 801-538-7957.

Dear Dr. Ed,

Help me understand restricted funds! I don't want to get in trouble with the government and I want to do what's right for students!

Sincerely,

Show Me the Restricted Money

Dear Show Me the Restricted Money,

A restricted fund is a reserve of money that can only be used for a specific purpose. Many restricted funds in schools are provided on a reimbursement basis so that there is "proof" that the specific purpose was met prior to receiving the money. However, others are paid in advance. Even so, that money may only be used for the purposes outlined for that money. The USBE SES Section has great resources to help ensure costs are spent appropriately.

Special Education funds are a great example. The money the school receives under the Individuals with Disabilities Education Act (IDEA) Part B may only be used to pay for allowable costs related to providing special education and related services to eligible students with disabilities. These funds must be used only to pay the excess costs of providing special education and related services to these.

Correctly using program accounting, as required, will ensure restricted funds are spent correctly. This process starts by budgeting by program and then, at least monthly, reconciling your programs. Finally, as much as we all dislike paperwork, record keeping is an essential aspect. Time and Effort reports are required to document that federal funds were charged only for time worked on allowable activities, and ensure that restricted programs paid only their proportionate share of costs. Correctly labeling and distributing resources in accordance with submitted plans and approved payments will keep you out of trouble.

Don't forget the state provides support and training to help you provide for students' needs and stay out of trouble with the government. Feel free to call the SCSB staff for support, or any of [USBE's appropriate sections](#) to receive training.

Dr. Ed U. Tation

Themes of the Month

PROGRAM ACCOUNTING [Rule 277-113-6](#) sets forth the minimum fiscal policies that all LEA's must follow. At a minimum, the LEA's fiscal policy must include: a cash handling, expenditure, fundraising, donation and gift, and a financial reporting policy. Your expenditure policy must establish internal controls and procedures so that all transactions are recorded when they occur in the proper program.

Program accounting involves the use of a management system that is capable of demonstrating evidence (e.g., records, documentation) linking, with the use of proper coding (i.e. fund, function, location, program, and object or revenue code as applicable), showing the allowable expenditure to the funding source at the time of transaction.

It is very important that all LEA's are complying with this rule. The ramifications for not complying with program accounting could cause your LEA to lose all program funding, e.g., IDEA, Child Nutrition Program, State Special Education etc. Ensure that your management system has the capabilities to perform program accounting. In our experience, QuickBooks may not be capable, and you don't have the option of waiting until the end of the year to report or reconcile transactions to their proper program. Each year, the LEA's administrator signs an assurance form with the Utah State Board of Education ensuring adherence to R277-113. If your LEA does not have the capabilities to perform program accounting or if you are uncertain, please discuss with your board treasurer and business manager.

Opportunities for Schools

- Charter School Revolving Loan 2nd Rd Applications are due Charter School Revolving Loan Applications are due no later than 5:00 PM on August 9th
<https://www.utahscsb.org/funding>
- Utah Charter Network, with the Utah State Charter School Board & the Utah Department of Heritage & Arts present: Keynote: Timothy Shriver, Special Olympics, Thu, Aug 8, 2019 at 8:30 AM. More info [here](#).
- On October 24-26 the National Science Teachers Association is holding their Regional Conference in Salt Lake City. All science teachers, Elementary and STEM teachers would find this of great value. There is a grant available. [See link for more info](#)
- Comment on the Office of the State Auditor's draft of "[Limitations on the use of restricted funds](#)." Submit your comments to Jeremy Walker at jeremywalker@utah.gov by August 23, 2019
- Rocio Hernandez of KUER is writing a story on how much teachers spend on school supplies. She is hoping to tag along with some as they do their shopping. If you are interested, contact her at rhernandez@kuer.org
- Apply for the Substance Abuse Prevention Grant. Questions? Contact Rhett Larsen, Rhett.larsen@schools.utah.gov
<https://utahgrants.utah.gov/>
The Program ID: 20SAPV Substance Abuse Prev. Deadline: 8/23/2019 5:00 PM



Outstanding in Our Field

- Itinieris received a grant to expand the Young Adult Tech Industry Career Readiness Program, a two-year, technology, design and soft-skills job training program to prepare for employment in the tech industry. Read the press release here: <https://jobs.utah.gov/department/press/2019/071819.html>
- Ethan Kelso of Salt Lake School for the Performing Arts, is a winner of the Jimmy Award (AKA the National High School Musical Theater Award) for his role as Will Bloom in "Big Fish." Way to go, Kelso!
<https://www.youtube.com/watch?v=zofDAK2qFKA>
- Dua and Sanjana of Beehive Science & Technology Academy are on [top 10 in National HOSA Competition!](#)

August 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			<u>USBE Meeting</u>	<u>USBE Committees</u>		
			1	2	3	4
				<u>SCSB Meeting</u>		
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
			<u>USBE Meeting</u>	<u>USBE Committees</u>		
2	3	4	5	6	7	8
<u>Charter Directors</u>			<u>SCSB Meeting</u>			
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29