

FAST FORWARD CHARTER HIGH SCHOOL  
BOARD OF TRUSTEES MEETING AGENDA

June 18, 2020

<b>ITEM</b>	<b>ACTION</b>	<b>WHO</b>
1. Welcome and Roll Call	No	Dr. Rich West
2. Update FY20 Financial Statements	No	Ryan Marchant, CFO
3. Approve FY20 Final Budget	Yes	Ryan Marchant, CFO
4. Approve FY21 Original Budget	Yes	Ryan Marchant, CFO
5. Approve FY21 Fee Schedule	Yes	Ryan Marchant, CFO
6. Approve SY21 NSLP Policy	Yes	Jill Lowe, Principal
7. Approve SY21 Continuing Enrollment Policy	Yes	Jill Lowe, Principal
8. Approve SY21 Data Governance Policy	Yes	Alex Garrett, Vice Principal
9. Review SY21 Daily Schedule Changes	Yes	Jill Lowe, Principal
10. Principal's Report	No	Jill Lowe, Principal

# Fast Forward Budget to Actual Report

July 19 – May 20

FY20

## Revenues

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- Revenues for July 19 – May 20 FY20 were more than our approved budget. Total actual revenues were \$2,484,302 vs budget amount of \$2,420,791 for an excess of \$63,510. This is primarily due to increased student enrollment 260 vs budget of 250
- Included in total revenue, were restricted Sped revenues of \$181,467 of which we have a separate SPED budget that allocated those funds directly to support for SPED students. See attached SPED financials. These are 1205 and IDEA
- CAPSA grant has reimbursed FFCHS \$90,947 for expenses accrued this year.
- Our general financial literacy grant has reimbursed us \$25,000 for expenses related to the grant. Jill, wrote this grant to help with overall general financial literacy with our students.
- For FY20 FFCHS received \$1,048,027 and \$573,556 in Regular school K-12 and charter school local replacement. These are the two largest funding line items in our budget. These funds were increased in December as the state paid us additional funds to catch up for the increased student enrollment.
- CTE funding has totaled \$85,548. We have used these funds to pay for both equipment and salaries for our CTE program. We also use the CTE comp counseling portion of \$20,000 to pay for our counselor.
- School Trust land funds of \$39,291 have all been expended as per our approved plan.
- National School Lunch funding YTD is \$40,636. These funds go to pay for our approved lunch program.

## Expenses

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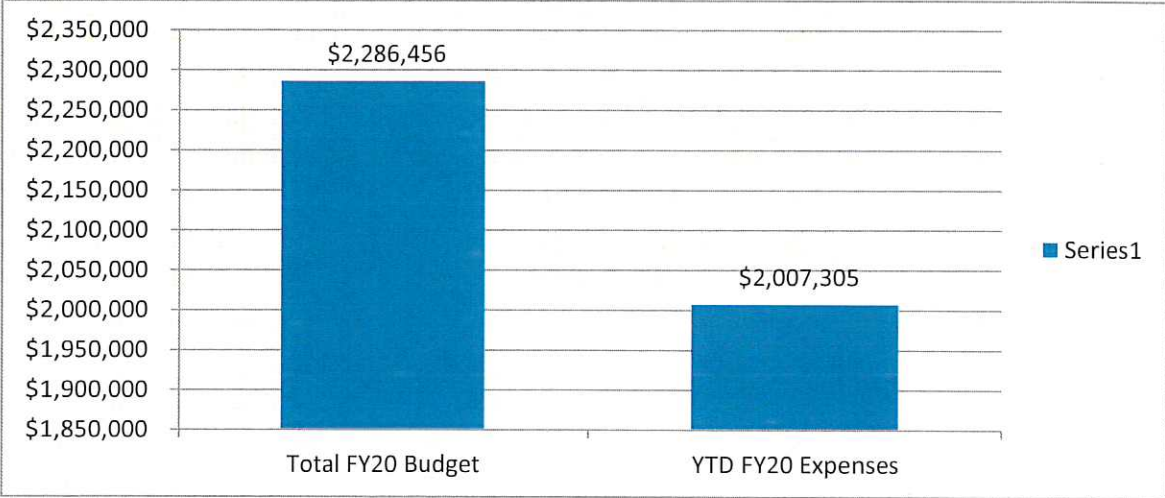
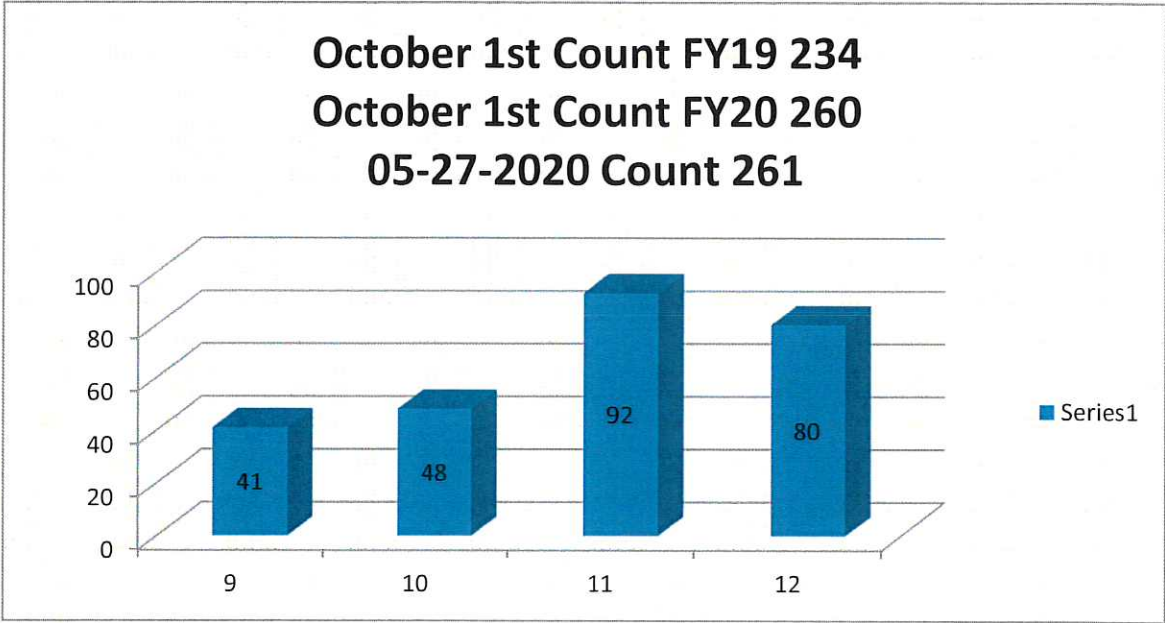
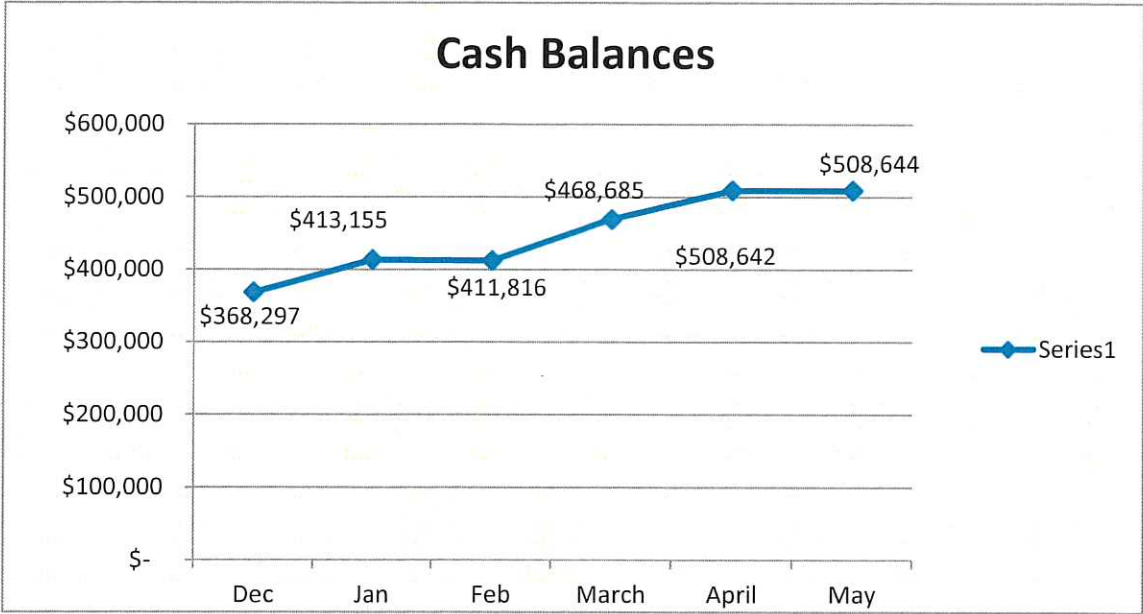
- Total expenses for July 19 – May 20 FY20 were \$2,007,305 vs budgeted expenses of \$1,968,535 consequently, net income was \$476,996 vs budget of \$452,255. Variance of \$24,741.
- FY20 YTD we spent approx. 87% of our approved \$2,286,456 budget and are approx. 90% through the school year.
- 10.100---YTD FY20 salaries for instruction were \$651,994 vs budget of \$639,362.
- 10.200---YTD FY20 employee benefits are \$259,169 vs budget of \$251,567 this increase, as discussed in prior months this was mostly due to health insurance premiums.

- Most all other wages and benefits were in line with our approved budget.
- 21.100 Salaries Counselor. CAPSA counselor included in the expense line item.
- 24.100 Salaries for Principal and Secretary in FY20 were \$112,901 vs budget of \$110,810
- 26.600---Utilities. \$34,242 vs budget of \$33,650. This is in line with our budget and about even with what we spent in FY19.
- 31.300---\$28,396 Logan School District Cater and wages to run our lunch program. In FY19 we paid Logan School district \$37,680 in catered meals.
- 50.840---\$52,434 in FY20 we paid off this amount in building principal.
- Our Current mortgage balance is \$2,161,042. Since 2007 FFCHS Has paid off \$1,038,958 in facility principal.

## Balance Sheet Items

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- Cash at the end of May was \$508,642 cash at the end of April was \$508,664
- 9524--- \$12,854 EHHS ins. payable. This is the liability to EHHS for FFCHS portion of Ryan Marchant. FFCHS is currently paying Ryan Marchant's health insurance and this cost is being offset against the liability to EHHS.
- 2100---\$35,211 Payroll Liabilities. These are paid on a monthly basis as accrued. We pay the State Withholding on a qtrly basis.



**Fast Forward Charter High School**  
**Balance Sheet**  
As of May 31, 2020

	May 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
8110 · Wells Fargo Checking	6.00
8118 · CVB Checking Account	105,841.06
8119 · CVB Sweep Account	402,795.33
Total Checking/Savings	508,642.39
Accounts Receivable	
8130 · Accounts Receivable	
8133 · State	20,831.00
Total 8130 · Accounts Receivable	20,831.00
Total Accounts Receivable	20,831.00
Other Current Assets	
8116 · Petty Cash	225.00
8150 · Prepaid Expenditures	10,000.00
8190 · Other Assets	
Employee Advance	12,389.97
Sales Tax Rec.	2,110.87
US Bank Insurance Escrow	2,000.00
USOE Year end Rec.	80,916.17
Total 8190 · Other Assets	97,417.01
Total Other Current Assets	107,642.01
Total Current Assets	637,115.40
<b>TOTAL ASSETS</b>	<b>637,115.40</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
9510 · Accounts Payable	27,432.24
Total Accounts Payable	27,432.24
Other Current Liabilities	
2100 · Payroll Liabilities	
Federal Unemployment	0.24
Federal Withholding	7,374.00
Garnishment	700.00
HSA - Employee Contribution	737.50
Medicare Company	1,603.61
Medicare Employee	1,603.61
Social Security Company	6,856.74
Social Security Employee	6,856.74
State Unemployment	323.52
State Withholding	9,156.00
Utah Retirement Fund 18.76%	-0.08
Total 2100 · Payroll Liabilities	35,211.88
9542 · EHHS Health Insurance Payable	12,854.70
Total Other Current Liabilities	48,066.58
Total Current Liabilities	75,498.82
Total Liabilities	75,498.82
Equity	
Opening Bal Equity	-240.08
3900 · Retained Earnings	113,917.72
3910 · Prior Ret. Earnings old FFCHS	224,785.85
3920 · Beg. Balance Equity old FFCHS	-253,843.85

**Fast Forward Charter High School**  
**Balance Sheet**  
As of May 31, 2020

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	<u>May 31, 20</u>
Net Income	476,996.94
Total Equity	<u>561,616.58</u>
TOTAL LIABILITIES & EQUITY	<u><u>637,115.40</u></u>

**Fast Forward Charter High School**  
**Profit & Loss Budget vs. Actual**  
**July 2019 through May 2020**

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
<b>Income</b>				
1000 · Revenue from Local Sources				
1300 · Tuition				
1310 · Student Fees	8,020.85	11,244.96	-3,224.11	71.3%
1311 · Year Book	373.25	305.00	68.25	122.4%
1312 · Student Fees Lunch	7,046.22	6,279.98	766.24	112.2%
1300 · Tuition - Other	230.00			
<b>Total 1300 · Tuition</b>	<b>15,670.32</b>	<b>17,829.94</b>	<b>-2,159.62</b>	<b>87.9%</b>
1700 · Student Activities				
1750 · Revenue from Enterprising Act.				
1751 · Dance / Activity Receipts	0.00	0.00	0.00	0.0%
1750 · Revenue from Enterprising Act. - Other	30.00			
<b>Total 1750 · Revenue from Enterprising Act.</b>	<b>30.00</b>	<b>0.00</b>	<b>30.00</b>	<b>100.0%</b>
1700 · Student Activities - Other	105.00	0.00	105.00	100.0%
<b>Total 1700 · Student Activities</b>	<b>135.00</b>	<b>0.00</b>	<b>135.00</b>	<b>100.0%</b>
1900 · Other Rev. from Local Sources				
CAPSA	90,947.61	90,000.00	947.61	101.1%
1920 · Contributions / Donations	166.44	0.00	166.44	100.0%
<b>Total 1900 · Other Rev. from Local Sources</b>	<b>91,114.05</b>	<b>90,000.00</b>	<b>1,114.05</b>	<b>101.2%</b>
1000 · Revenue from Local Sources - Other	0.00	0.00	0.00	0.0%
<b>Total 1000 · Revenue from Local Sources</b>	<b>106,919.37</b>	<b>107,829.94</b>	<b>-910.57</b>	<b>99.2%</b>
1610 · Lunch Sales to Students	0.00	0.00	0.00	0.0%
3000 · Revenue from State Sources				
3005 · Regular Basic Program				
3010 · Regular School Prog. K-12	1,048,027.06	1,037,422.65	10,604.41	101.0%
3020 · Professional Staff	80,660.90	75,002.73	5,658.17	107.5%
<b>Total 3005 · Regular Basic Program</b>	<b>1,128,687.96</b>	<b>1,112,425.38</b>	<b>16,262.58</b>	<b>101.5%</b>
3200 · Restricted Basic Program				
Charter School Admin	36,666.66	36,475.00	191.66	100.5%
Charter School Local Replacemen	573,556.31	570,297.25	3,259.06	100.6%
Concurrent Enrollment	0.00	0.00	0.00	0.0%
Flexible Allocation	3,564.60	1,500.00	2,064.60	237.6%
<b>Total 3200 · Restricted Basic Program</b>	<b>613,787.57</b>	<b>608,272.25</b>	<b>5,515.32</b>	<b>100.9%</b>
3210 · Other Minimum School Programs				
3336 · At Risk - Regular Program	0.00	0.00	0.00	0.0%
<b>Total 3210 · Other Minimum School Programs</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
3700 · Other Rev. from State Sources				
3770 · State Liquor Control Tax	0.00	0.00	0.00	0.0%
<b>Total 3700 · Other Rev. from State Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
3800 · Non-Msp State Revenue				
General Financial Literacy	25,000.00			
State Liquor Tax	9,845.13	9,023.00	822.13	109.1%
3800 · Non-Msp State Revenue - Other	0.00	0.00	0.00	0.0%
<b>Total 3800 · Non-Msp State Revenue</b>	<b>34,845.13</b>	<b>9,023.00</b>	<b>25,822.13</b>	<b>386.2%</b>
<b>Total 3000 · Revenue from State Sources</b>	<b>1,777,320.66</b>	<b>1,729,720.63</b>	<b>47,600.03</b>	<b>102.8%</b>
3100 · RESTRICTED REVENUE				
CTE	85,548.83	80,811.53	4,737.30	105.9%
CTE - Skill Cert.	2,142.61	2,123.00	19.61	100.9%
CTE - Tech Student Org.	972.17	811.66	160.51	119.8%
CTE Comp. Counseling	18,333.33	18,333.33	0.00	100.0%
SPED - Add On	174,246.90	161,508.68	12,738.22	107.9%

**Fast Forward Charter High School**  
**Profit & Loss Budget vs. Actual**  
**July 2019 through May 2020**

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
SPED - Ext. Year	2,550.55	2,070.75	479.80	123.2%
SPED - Impact Aide	4,671.40	3,846.26	825.14	121.5%
SPED - Self Contained	0.00	0.00	0.00	0.0%
<b>Total 3100 · RESTRICTED REVENUE</b>	<b>288,465.79</b>	<b>269,505.21</b>	<b>18,960.58</b>	<b>107.0%</b>
<b>3300 · SPECIAL POPULATIONS</b>				
Accelerated Students	0.00	0.00	0.00	0.0%
At-Risk Students	32,745.41	26,681.40	6,064.01	122.7%
Concurrent Enrollment	3,298.05	5,662.34	-2,364.29	58.2%
<b>Total 3300 · SPECIAL POPULATIONS</b>	<b>36,043.46</b>	<b>32,343.74</b>	<b>3,699.72</b>	<b>111.4%</b>
<b>3400 · RESTRICTED REV. STATE PROGRAMS</b>				
Charter School Admin	0.00	0.00	0.00	0.0%
Charter School Local Replacemen	0.00	0.00	0.00	0.0%
Educator Salary Adjustment	72,947.54	77,438.59	-4,491.05	94.2%
Library Books and Supplies	0.00	0.00	0.00	0.0%
Teacher Materials and Supplies	2,347.00	2,867.94	-520.94	81.8%
TSSP	8,172.27	9,805.90	-1,633.63	83.3%
<b>Total 3400 · RESTRICTED REV. STATE PROGRAMS</b>	<b>83,466.81</b>	<b>90,112.43</b>	<b>-6,645.62</b>	<b>92.6%</b>
<b>3500 · Minimum School Programs</b>				
Library Books and Supplies	412.48	413.49	-1.01	99.8%
School Land Trust Program	39,291.00	39,291.00	0.00	100.0%
TSSP	40,674.81	40,000.00	674.81	101.7%
<b>Total 3500 · Minimum School Programs</b>	<b>80,378.29</b>	<b>79,704.49</b>	<b>673.80</b>	<b>100.8%</b>
<b>4000 · Reveunues from Federal Sources</b>				
<b>4500 · Restricted Fed. Through State</b>				
4524 · Federal IDEA	34,279.56	34,000.00	279.56	100.8%
4532 · Fed Improving Teacher Quality	0.00	0.00	0.00	0.0%
4560 · National School Lunch Program	30,791.27	32,575.21	-1,783.94	94.5%
4571 · School Lunch Programs	0.00	0.00	0.00	0.0%
4572 · Special Assist School Lunch Pro	0.00	0.00	0.00	0.0%
4574 · School Breakfast	0.00	0.00	0.00	0.0%
<b>Total 4500 · Restricted Fed. Through State</b>	<b>65,070.83</b>	<b>66,575.21</b>	<b>-1,504.38</b>	<b>97.7%</b>
<b>4600 · Other Rest. Grants-in-Aid</b>				
4655 · REAP Grant	0.00	0.00	0.00	0.0%
<b>Total 4600 · Other Rest. Grants-in-Aid</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total 4000 · Reveunues from Federal Sources</b>	<b>65,070.83</b>	<b>66,575.21</b>	<b>-1,504.38</b>	<b>97.7%</b>
<b>4800 · Improving Teacher Quality Title</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>4801 · 4801 Federal Title 1</b>	<b>46,637.25</b>	<b>45,000.00</b>	<b>1,637.25</b>	<b>103.6%</b>
<b>Total Income</b>	<b>2,484,302.46</b>	<b>2,420,791.65</b>	<b>63,510.81</b>	<b>102.6%</b>
<b>Gross Profit</b>	<b>2,484,302.46</b>	<b>2,420,791.65</b>	<b>63,510.81</b>	<b>102.6%</b>
<b>Expense</b>				
<b>10 · Instruction</b>				
<b>10.100 · Salaries</b>				
10.101 · Salaries F.T. Teachers	554,199.92	540,789.59	13,410.33	102.5%
10.102 · Salaries P.T. Teachers	18,691.90	25,499.44	-6,807.54	73.3%
10.103 · Wage - Substitute	11,406.25	4,950.00	6,456.25	230.4%
10.104 · A+ Stipend	3,666.00	1,750.00	1,916.00	209.5%
10.106 · Math Para	11,212.50	10,000.00	1,212.50	112.1%
10.107 · Student Intervention Para	0.00	0.00	0.00	0.0%
10.110 · Legislative Increase	34,194.97	31,675.00	2,519.97	108.0%
10.111 · Legislative Bonus	12,366.00	15,865.00	-3,499.00	77.9%
10.112 · Teacher Salary Supplement SB 2	6,256.56	8,833.32	-2,576.76	70.8%
<b>Total 10.100 · Salaries</b>	<b>651,994.10</b>	<b>639,362.35</b>	<b>12,631.75</b>	<b>102.0%</b>
<b>10.200 · Employee Benefits</b>				



**Fast Forward Charter High School**  
**Profit & Loss Budget vs. Actual**  
**July 2019 through May 2020**

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
10.230 · Retirement Contributions	140,483.18	140,228.78	254.40	100.2%
10.240 · Group Insurance - Health Ins	64,049.63	63,455.00	594.63	100.9%
10.280 · Health Benefits	63,437.40	56,000.00	7,437.40	113.3%
10.281 · Dental Insurance	-1,677.80	-949.50	-728.30	176.7%
10.282 · Vision Insurance	-544.20	-211.00	-333.20	257.9%
10.285 · S. S., Medicare & SUTA	-6,579.00	-6,955.61	376.61	94.6%
<b>Total 10.200 · Employee Benefits</b>	<b>259,169.21</b>	<b>251,567.67</b>	<b>7,601.54</b>	<b>103.0%</b>
10.300 · Purchases and Prof. Services				
10.301 · Workmans Comp Ins.	0.00	4,444.00	-4,444.00	0.0%
10.330 · Professional Employee Training	3,783.54	7,871.66	-4,088.12	48.1%
10.337 · Teacher Incentive Fund	0.00	0.00	0.00	0.0%
10.339 · William D Bickmore Scholarship	9,000.00	0.00	9,000.00	100.0%
10.300 · Purchases and Prof. Services - Other	781.00	569.00	212.00	137.3%
<b>Total 10.300 · Purchases and Prof. Services</b>	<b>13,564.54</b>	<b>12,884.66</b>	<b>679.88</b>	<b>105.3%</b>
10.400 · Purchased Prop. Services				
10.443 · Copier Rental	6,197.12	6,159.07	38.05	100.6%
10.444 · Yearbook	2,018.75	2,000.00	18.75	100.9%
10.445 · Graduation Expenses	4,988.11	3,437.73	1,550.38	145.1%
10.400 · Purchased Prop. Services - Other	100.00			
<b>Total 10.400 · Purchased Prop. Services</b>	<b>13,303.98</b>	<b>11,596.80</b>	<b>1,707.18</b>	<b>114.7%</b>
10.600 · Supplies				
10.601 · Supplies Paper, Misc Supplies	70,031.67	54,853.27	15,178.40	127.7%
10.602 · Teachers Supply Reimb.	13,061.45	15,855.50	-2,794.05	82.4%
10.640 · Text Books & Periodicals	1,804.00	3,295.00	-1,491.00	54.7%
10.650 · Supplies - Technology Related	34,956.66	30,033.76	4,922.90	116.4%
10.651 · Lunch Fund	1,570.72	193.00	1,377.72	813.8%
10.653 · Music Equipt	3,907.48	959.79	2,947.69	407.1%
10.600 · Supplies - Other	0.00	0.00	0.00	0.0%
<b>Total 10.600 · Supplies</b>	<b>125,331.98</b>	<b>105,190.32</b>	<b>20,141.66</b>	<b>119.1%</b>
10.700 · Property				
10.733 · Furniture & Fixtures	0.00	0.00	0.00	0.0%
<b>Total 10.700 · Property</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total 10 · Instruction</b>	<b>1,063,363.81</b>	<b>1,020,601.80</b>	<b>42,762.01</b>	<b>104.2%</b>
21 · Support Services Students				
21.100 · Salaries - Counselor, Spec.ed				
21.102 · Resource Officers	13,535.00	13,508.31	26.69	100.2%
21.110 · Legislative Increase	7,350.00	7,700.00	-350.00	95.5%
21.100 · Salaries - Counselor, Spec.ed - Other	151,944.32	157,824.24	-5,879.92	96.3%
<b>Total 21.100 · Salaries - Counselor, Spec.ed</b>	<b>172,829.32</b>	<b>179,032.55</b>	<b>-6,203.23</b>	<b>96.5%</b>
21.200 · Employee Benefits				
21.230 · Retirement Contributions	35,415.66	37,934.98	-2,519.32	93.4%
21.280 · Health Benefits	-564.00	-582.00	18.00	96.9%
21.281 · Dental Insurance	-21.00	-21.00	0.00	100.0%
21.282 · Vision Insurance	-3.60	-3.60	0.00	100.0%
21.285 · S.S.. Medicare & SUTA	-353.00	-343.94	-9.06	102.6%
<b>Total 21.200 · Employee Benefits</b>	<b>34,474.06</b>	<b>36,984.44</b>	<b>-2,510.38</b>	<b>93.2%</b>
21.300 · Purchased Professional Services				
21.301 · Resource Officers	0.00	0.00	0.00	0.0%
21.330 · Professional Employee Training	1,448.18	500.00	948.18	289.6%
21.331 · Sped-Ed Testing	0.00	0.00	0.00	0.0%
21.337 · Student Activities	505.58	3,871.20	-3,365.62	13.1%
21.300 · Purchased Professional Services - Other	0.00	0.00	0.00	0.0%
<b>Total 21.300 · Purchased Professional Services</b>	<b>1,953.76</b>	<b>4,371.20</b>	<b>-2,417.44</b>	<b>44.7%</b>
21.500 · Other Purchased Services				

## Fast Forward Charter High School Profit & Loss Budget vs. Actual July 2019 through May 2020

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
21.540 · Advertising	6,000.00	5,260.00	740.00	114.1%
Total 21.500 · Other Purchased Services	6,000.00	5,260.00	740.00	114.1%
21 · Support Services Students - Other	3,240.00	3,590.00	-350.00	90.3%
Total 21 · Support Services Students	218,497.14	229,238.19	-10,741.05	95.3%
<b>23 · Administration</b>				
23.100 · Salaries Exe. Director/Fin Mgr.	99,950.17	99,766.02	184.15	100.2%
23.200 · Employee Benefits				
23.230 · Retirement Contributions	10,701.83	10,593.30	108.53	101.0%
23.280 · Health Benefits	-4,795.68	-8,246.97	3,451.29	58.2%
23.281 · Dental Insurance	-395.08	-437.16	42.08	90.4%
23.285 · S.S., Medicare & SUTA	0.00	0.00	0.00	0.0%
Total 23.200 · Employee Benefits	5,511.07	1,909.17	3,601.90	288.7%
23.300 · Purchased Professional Services				
23.341 · Accountants	15,900.00	19,000.00	-3,100.00	83.7%
23.343 · Legal Fees	498.00	667.50	-169.50	74.6%
23.345 · Bank Fees	62.50	240.42	-177.92	26.0%
23.346 · NAAS Accreditation Fees	1,200.00	0.00	1,200.00	100.0%
Total 23.300 · Purchased Professional Services	17,660.50	19,907.92	-2,247.42	88.7%
23.800 · Other Objects				
23.810 · Dues & Bank Fees	5.00	0.00	5.00	100.0%
Total 23.800 · Other Objects	5.00	0.00	5.00	100.0%
Total 23 · Administration	123,126.74	121,583.11	1,543.63	101.3%
<b>24 · School Administration</b>				
24.100 · Salaries Principal/Secretary	112,901.10	110,810.18	2,090.92	101.9%
24.200 · Employee Benefits				
24.230 · Retirement Contributions	33,312.39	33,070.11	242.28	100.7%
24.280 · Health Benefits	1,166.53	-1,624.47	2,791.00	-71.8%
24.281 · Dental Insurance	-21.00	-21.00	0.00	100.0%
24.282 · Vision Insurance	-3.60	-3.60	0.00	100.0%
24.285 · S.S., Medicare & SUTA	-159.00	-154.30	-4.70	103.0%
Total 24.200 · Employee Benefits	34,295.32	31,266.74	3,028.58	109.7%
24.300 · Purchased Professional Services				
24.330 · Professional Employee Training	1,715.00	1,500.00	215.00	114.3%
24.300 · Purchased Professional Services - Other	0.00	0.00	0.00	0.0%
Total 24.300 · Purchased Professional Services	1,715.00	1,500.00	215.00	114.3%
24.500 · Other Purchased Services				
24.580 · Travel	0.00	0.00	0.00	0.0%
24.500 · Other Purchased Services - Other	0.00	0.00	0.00	0.0%
Total 24.500 · Other Purchased Services	0.00	0.00	0.00	0.0%
24.600 · Supplies				
24.601 · Postage	371.74	792.65	-420.91	46.9%
24.610 · Office Supplies	3,071.05	3,888.48	-817.43	79.0%
Total 24.600 · Supplies	3,442.79	4,681.13	-1,238.34	73.5%
Total 24 · School Administration	152,354.21	148,258.05	4,096.16	102.8%
<b>25 · Central</b>				
25.100 · Salaries	29,081.33	28,640.26	441.07	101.5%
25.200 · Employee Benefits				
25.230 · Retirement Contributions	4,894.54	4,648.61	245.93	105.3%

**Fast Forward Charter High School**  
**Profit & Loss Budget vs. Actual**  
**July 2019 through May 2020**

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
25.285 · S.S., Medicare & SUTA	0.00	0.00	0.00	0.0%
<b>Total 25.200 · Employee Benefits</b>	<b>4,894.54</b>	<b>4,648.61</b>	<b>245.93</b>	<b>105.3%</b>
25.500 · Other Purchased Services				
25.530 · Telephone Communications	5,795.89	5,793.49	2.40	100.0%
<b>Total 25.500 · Other Purchased Services</b>	<b>5,795.89</b>	<b>5,793.49</b>	<b>2.40</b>	<b>100.0%</b>
25.600 · Supplies				
25.650 · Technology Computer Supplies	2,399.99	2,829.15	-429.16	84.8%
<b>Total 25.600 · Supplies</b>	<b>2,399.99</b>	<b>2,829.15</b>	<b>-429.16</b>	<b>84.8%</b>
<b>Total 25 · Central</b>	<b>42,171.75</b>	<b>41,911.51</b>	<b>260.24</b>	<b>100.6%</b>
<b>26 · Facilities</b>				
26.100 · Salaries				
26.101 · Custodian Wages	30,236.50	26,953.25	3,283.25	112.2%
26.130 · Wages / Salary Overtime	0.00	0.00	0.00	0.0%
<b>Total 26.100 · Salaries</b>	<b>30,236.50</b>	<b>26,953.25</b>	<b>3,283.25</b>	<b>112.2%</b>
26.200 · Employee Benefits				
26.285 · S.S., Medicare & SUTA	0.00	0.00	0.00	0.0%
<b>Total 26.200 · Employee Benefits</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
26.300 · Purchased Professional Services	537.25	575.00	-37.75	93.4%
26.400 · Purchased Property Services				
26.430 · Repairs, Yard Care, Snow Remova	23,216.05	20,469.34	2,746.71	113.4%
26.432 · Fire Alarm Contract	1,361.00	1,164.00	197.00	116.9%
26.433 · HVAC Contract	0.00	0.00	0.00	0.0%
<b>Total 26.400 · Purchased Property Services</b>	<b>24,577.05</b>	<b>21,633.34</b>	<b>2,943.71</b>	<b>113.6%</b>
26.500 · Other Purchased Services				
26.520 · Building Insurance	10,198.82	9,583.89	614.93	106.4%
<b>Total 26.500 · Other Purchased Services</b>	<b>10,198.82</b>	<b>9,583.89</b>	<b>614.93</b>	<b>106.4%</b>
26.600 · Supplies				
26.601 · Custodial Cleaning Supplies	4,747.24	4,472.85	274.39	106.1%
26.621 · Utilities - Natural Gas	6,147.53	4,981.18	1,166.35	123.4%
26.622 · Utilities - Electricity	23,347.60	24,196.70	-849.10	96.5%
<b>Total 26.600 · Supplies</b>	<b>34,242.37</b>	<b>33,650.73</b>	<b>591.64</b>	<b>101.8%</b>
26.700 · Property				
26.723 · Building - Leasehold Improvemen	2,054.46	1,681.62	372.84	122.2%
26.730 · Equipment	-1,158.40	7,000.00	-8,158.40	-16.5%
26.734 · Technology - Related Hardware	13,306.65	10,705.00	2,601.65	124.3%
<b>Total 26.700 · Property</b>	<b>14,202.71</b>	<b>19,386.62</b>	<b>-5,183.91</b>	<b>73.3%</b>
26 · Facilities - Other	0.00	0.00	0.00	0.0%
<b>Total 26 · Facilities</b>	<b>113,994.70</b>	<b>111,782.83</b>	<b>2,211.87</b>	<b>102.0%</b>
<b>27 · Student Transportation</b>				
27.600 · Supplies				
27.626 · Bus Fuel & Maintenance	2,810.77	2,000.00	810.77	140.5%
<b>Total 27.600 · Supplies</b>	<b>2,810.77</b>	<b>2,000.00</b>	<b>810.77</b>	<b>140.5%</b>
<b>Total 27 · Student Transportation</b>	<b>2,810.77</b>	<b>2,000.00</b>	<b>810.77</b>	<b>140.5%</b>
<b>31 · Food Services</b>				
31.100 · Salaries	0.00	0.00	0.00	0.0%
31.191 · Salaries - Food Services	24,977.65	24,500.00	477.65	101.9%
31.300 · Purchased Professional Services				

**Fast Forward Charter High School**  
**Profit & Loss Budget vs. Actual**  
 July 2019 through May 2020

	Jul '19 - Ma...	Budget	\$ Over Bud...	% of Budget
31.301 · Logan School District Cater	28,396.90	36,303.86	-7,906.96	78.2%
<b>Total 31.300 · Purchased Professional Services</b>	<b>28,396.90</b>	<b>36,303.86</b>	<b>-7,906.96</b>	<b>78.2%</b>
31 · Food Services - Other	0.00	0.00	0.00	0.0%
<b>Total 31 · Food Services</b>	<b>53,374.55</b>	<b>60,803.86</b>	<b>-7,429.31</b>	<b>87.8%</b>
<b>50 · Debt Service</b>				
50.830 · Interest on Mortgage	94,164.73	94,164.73	0.00	100.0%
50.840 · Principal Reduction - Mortgage	52,434.36	52,434.36	0.00	100.0%
<b>Total 50 · Debt Service</b>	<b>146,599.09</b>	<b>146,599.09</b>	<b>0.00</b>	<b>100.0%</b>
<b>53.800 · Financing Activities</b>				
53.830 · Interest Expense	0.00	0.00	0.00	0.0%
<b>Total 53.800 · Financing Activities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>65 · Payroll Expenses</b>				
65.100 · Federal Unemployment Expense	0.00	0.00	0.00	0.0%
65.200 · State Unemployment Expense	1,557.83	1,312.86	244.97	118.7%
65.300 · Medicare Company	16,955.53	16,694.06	261.47	101.6%
65.400 · Social Security Company	72,499.40	67,750.43	4,748.97	107.0%
65 · Payroll Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total 65 · Payroll Expenses</b>	<b>91,012.76</b>	<b>85,757.35</b>	<b>5,255.41</b>	<b>106.1%</b>
<b>Total Expense</b>	<b>2,007,305.52</b>	<b>1,968,535.79</b>	<b>38,769.73</b>	<b>102.0%</b>
<b>Net Income</b>	<b>476,996.94</b>	<b>452,255.86</b>	<b>24,741.08</b>	<b>105.5%</b>

1205 SP20

**Fast Forward Charter High School**  
**Profit & Loss**  
 July 2019 through May 2020

	Jul '19 - M...
<b>Income</b>	
3100 · RESTRICTED REVENUE	
SPED - Add On	174,246.90
<b>Total 3100 · RESTRICTED REVENUE</b>	<b>174,246.90</b>
<b>Total Income</b>	<b>174,246.90</b>
<b>Gross Profit</b>	<b>174,246.90</b>
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	84,483.32
10.103 · Wage - Substitute	25.00
10.111 · Legislative Bonus	3,266.00
10.112 · Teacher Salary Supplement SB 2	2,391.21
<b>Total 10.100 · Salaries</b>	<b>90,165.53</b>
10.200 · Employee Benefits	
10.230 · Retirement Contributions	18,011.09
10.240 · Group Insurance - Health Ins	-266.40
10.281 · Dental Insurance	-492.80
10.282 · Vision Insurance	-113.60
<b>Total 10.200 · Employee Benefits</b>	<b>17,138.29</b>
10.600 · Supplies	
10.602 · Teachers Supply Reimb.	479.32
<b>Total 10.600 · Supplies</b>	<b>479.32</b>
<b>Total 10 · Instruction</b>	<b>107,783.14</b>
21 · Support Services Students	
21.100 · Salaries - Counselor, Spec.ed	12,643.75
21.200 · Employee Benefits	
21.230 · Retirement Contributions	1,077.61
<b>Total 21.200 · Employee Benefits</b>	<b>1,077.61</b>
<b>Total 21 · Support Services Students</b>	<b>13,721.36</b>
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	235.97
65.200 · State Unemployment Expense	156.12
65.300 · Medicare Company	1,449.09
65.400 · Social Security Company	6,196.05
<b>Total 65 · Payroll Expenses</b>	<b>8,037.23</b>
<b>Total Expense</b>	<b>129,541.73</b>
<b>Net Income</b>	<b>44,705.17</b>

**Fast Forward Charter High School**  
**Profit & Loss**  
 July 2019 through May 2020

*AT RISK*  
~~RESTRICTIONS~~

	<u>Jul '19 - ...</u>
<b>Income</b>	
3300 · SPECIAL POPULATIONS	
At-Risk Students	32,745.41
<b>Total 3300 · SPECIAL POPULATIONS</b>	<u>32,745.41</u>
<b>Total Income</b>	<u>32,745.41</u>
<b>Gross Profit</b>	32,745.41
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	280.00
<b>Total 10.100 · Salaries</b>	<u>280.00</u>
10.200 · Employee Benefits	
10.240 · Group Insurance - Health Ins	1,925.00
10.280 · Health Benefits	0.00
<b>Total 10.200 · Employee Benefits</b>	<u>1,925.00</u>
<b>Total 10 · Instruction</b>	<u>2,205.00</u>
21 · Support Services Students	
21.100 · Salaries - Counselor, Spec.ed	37,000.00
21.200 · Employee Benefits	
21.230 · Retirement Contributions	7,574.07
<b>Total 21.200 · Employee Benefits</b>	<u>7,574.07</u>
<b>Total 21 · Support Services Students</b>	<u>44,574.07</u>
26 · Facilities	
26.100 · Salaries	
26.101 · Custodian Wages	552.50
<b>Total 26.100 · Salaries</b>	<u>552.50</u>
<b>Total 26 · Facilities</b>	<u>552.50</u>
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	42.00
65.200 · State Unemployment Expense	54.12
65.300 · Medicare Company	576.48
65.400 · Social Security Company	2,464.97
<b>Total 65 · Payroll Expenses</b>	<u>3,137.57</u>
<b>Total Expense</b>	<u>50,469.14</u>
<b>Net Income</b>	<u><u>-17,723.73</u></u>

## Profit &amp; Loss

July 2019 through May 2020

TRUST LANDS

06/17/20  
Accrual Basis

	<u>Jul '19 - ...</u>
<b>Income</b>	
3500 · Minimum School Programs	
School Land Trust Program	39,291.00
<b>Total 3500 · Minimum School Programs</b>	<u>39,291.00</u>
<b>Total Income</b>	<u>39,291.00</u>
<b>Gross Profit</b>	39,291.00
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	29,572.50
10.103 · Wage - Substitute	25.00
10.111 · Legislative Bonus	3,500.00
<b>Total 10.100 · Salaries</b>	<u>33,097.50</u>
10.200 · Employee Benefits	
10.230 · Retirement Contributions	6,626.08
10.240 · Group Insurance - Health Ins	-610.00
10.280 · Health Benefits	0.00
<b>Total 10.200 · Employee Benefits</b>	<u>6,016.08</u>
<b>Total 10 · Instruction</b>	39,113.58
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	42.00
65.200 · State Unemployment Expense	44.51
65.300 · Medicare Company	403.40
65.400 · Social Security Company	1,724.89
<b>Total 65 · Payroll Expenses</b>	<u>2,214.80</u>
<b>Total Expense</b>	<u>41,328.38</u>
<b>Net Income</b>	<u><u>-2,037.38</u></u>

## Fast Forward Charter High School

## Profit &amp; Loss

July 2019 through May 2020

06/17/20

Accrual Basis

IDEA SPED

	<u>Jul '19 - May ...</u>
<b>Income</b>	
4000 · Reveunues from Federal Sources	
4500 · Restricted Fed. Through State	
4524 · Federal IDEA	34,279.56
Total 4500 · Restricted Fed. Through State	34,279.56
Total 4000 · Reveunues from Federal Sources	34,279.56
<b>Total Income</b>	34,279.56
<b>Gross Profit</b>	34,279.56
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	200.00
Total 10.100 · Salaries	200.00
10.200 · Employee Benefits	
10.240 · Group Insurance - Health Ins	-552.60
10.282 · Vision Insurance	-64.90
Total 10.200 · Employee Benefits	-617.50
Total 10 · Instruction	-417.50
21 · Support Services Students	
21.100 · Salaries - Counselor, Spec.ed	
21.110 · Legislative Increase	3,850.00
21.100 · Salaries - Counselor, Spec.ed - Other	52,308.87
Total 21.100 · Salaries - Counselor, Spec.ed	56,158.87
21.200 · Employee Benefits	
21.230 · Retirement Contributions	13,351.46
Total 21.200 · Employee Benefits	13,351.46
Total 21 · Support Services Students	69,510.33
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	42.00
65.200 · State Unemployment Expense	49.38
65.300 · Medicare Company	808.25
65.400 · Social Security Company	3,455.97
Total 65 · Payroll Expenses	4,355.60
<b>Total Expense</b>	73,448.43
<b>Net Income</b>	<u><u>-39,168.87</u></u>



Fast Forward Charter High School  
**Profit & Loss**  
July 2019 through May 2020

Title 1

	<u>Jul '19 - May...</u>
<b>Income</b>	
4801 · 4801 Federal Title 1	46,637.25
<b>Total Income</b>	<u>46,637.25</u>
<b>Gross Profit</b>	46,637.25
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	34,074.72
10.110 · Legislative Increase	3,220.00
10.112 · Teacher Salary Supplement SB 2	3,865.35
<b>Total 10.100 · Salaries</b>	<u>41,160.07</u>
10.200 · Employee Benefits	
10.230 · Retirement Contributions	8,240.23
10.240 · Group Insurance - Health Ins	2,475.00
10.280 · Health Benefits	0.00
<b>Total 10.200 · Employee Benefits</b>	<u>10,715.23</u>
<b>Total 10 · Instruction</b>	<u>51,875.30</u>
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	42.00
65.200 · State Unemployment Expense	46.06
65.300 · Medicare Company	632.71
65.400 · Social Security Company	2,705.37
<b>Total 65 · Payroll Expenses</b>	<u>3,426.14</u>
<b>Total Expense</b>	<u>55,301.44</u>
<b>Net Income</b>	<u><u>-8,664.19</u></u>

## Fast Forward Charter High School

## Profit &amp; Loss

July 2019 through May 2020

06/17/20

Accrual Basis

CTE -

	<u>Jul '19 - ...</u>
<b>Income</b>	
1000 · Revenue from Local Sources	
1700 · Student Activities	
1750 · Revenue from Enterprising Act.	30.00
<b>Total 1700 · Student Activities</b>	<u>30.00</u>
<b>Total 1000 · Revenue from Local Sources</b>	30.00
3100 · RESTRICTED REVENUE	
CTE	85,548.83
<b>Total 3100 · RESTRICTED REVENUE</b>	<u>85,548.83</u>
<b>Total Income</b>	<u>85,578.83</u>
<b>Gross Profit</b>	85,578.83
<b>Expense</b>	
10 · Instruction	
10.100 · Salaries	
10.101 · Salaries F.T. Teachers	30,206.69
10.104 · A+ Stipend	666.00
10.110 · Legislative Increase	2,450.00
<b>Total 10.100 · Salaries</b>	<u>33,322.69</u>
10.200 · Employee Benefits	
10.230 · Retirement Contributions	7,894.15
10.240 · Group Insurance - Health Ins	-4,099.60
10.280 · Health Benefits	0.00
<b>Total 10.200 · Employee Benefits</b>	<u>3,794.55</u>
10.400 · Purchased Prop. Services	
10.444 · Yearbook	2,018.75
<b>Total 10.400 · Purchased Prop. Services</b>	<u>2,018.75</u>
10.600 · Supplies	
10.601 · Supplies Paper, Misc Supplies	6,938.33
10.602 · Teachers Supply Reimb.	658.61
10.650 · Supplies - Technology Related	32,253.44
10.653 · Music Equipt	3,759.99
<b>Total 10.600 · Supplies</b>	<u>43,610.37</u>
<b>Total 10 · Instruction</b>	<u>82,746.36</u>
26 · Facilities	
26.700 · Property	
26.734 · Technology - Related Hardware	12,056.65
<b>Total 26.700 · Property</b>	<u>12,056.65</u>
<b>Total 26 · Facilities</b>	12,056.65
65 · Payroll Expenses	
65.100 · Federal Unemployment Expense	73.06
65.200 · State Unemployment Expense	40.40
65.300 · Medicare Company	420.84
65.400 · Social Security Company	1,799.42
<b>Total 65 · Payroll Expenses</b>	<u>2,333.72</u>
<b>Total Expense</b>	<u>97,136.73</u>
<b>Net Income</b>	<u><u>-11,557.90</u></u>

**Utah State Board of Education**  
**Allotment Memo**  
for Fiscal Year/Period 2020/10

66,772

Type: 01CHARTER  
Recipient: 980 FAST FORWARD CHARTER HIGH SCHOOL

Major Program	Program	District Pgm/Rev	Current_Budget	Current Month	Year-to-Date	Grant to Date	Remaining Balance
84010 SAS-Title I Grants to LEA	19T1FT 19T1FT Title IA Flow-Through FFY2019	78014800	47,056.28	0.00	47,056.28	47,056.28	0.00
	20T1FT 20T1FT Title IA Flow-Through FFY2020	78014800	46,636.61	0.00	0.00	0.00	46,636.61
<b>84010 SAS-Title I Grants to LEA - Summary</b>			<b>93,692.89</b>	<b>0.00</b>	<b>47,056.28</b>	<b>47,056.28</b>	<b>46,636.61</b>
84027 SPED-IDEA Disabilities Educ Act	19FTFL 19FTFL IDEA Flow-Through Formula FFY2019	75244524	34,537.34	0.00	0.00	34,537.34	0.00
<b>84027 SPED-IDEA Disabilities Educ Act - Summary</b>			<b>34,537.34</b>	<b>0.00</b>	<b>0.00</b>	<b>34,537.34</b>	<b>0.00</b>
84367 T&L-Improving Teacher Quality-State	182FT 182FT Formula Flow Through FFY2018	78604800	6,399.85	0.00	0.00	6,399.85	0.00
	192FT 192FT Title IIA Formula Flow Through FFY2019	78604800	6,202.24	0.00	0.00	0.00	6,202.24
	202FT 202FT Title IIA Formula Flow Through FFY2020	78604800	6,539.50	0.00	0.00	0.00	6,539.50
<b>84367 T&amp;L-Improving Teacher Quality-State - Summary</b>			<b>19,141.59</b>	<b>0.00</b>	<b>0.00</b>	<b>6,399.85</b>	<b>12,741.74</b>
BLOCK CNP-Block-10.553; 555; 556; 558; 559	19NSLF 19NSLF National School Lunch Free & Reduced FY19	80704560	0.00	0.00	4,146.17	23,627.17	-23,627.17
	19NSLP 19NSLP National School Lunch Paid FFY19	80704560	0.00	0.00	713.18	4,158.05	-4,158.05
	19SBP 19SBP School Breakfast Program FFY2019	80704560	0.00	0.00	1,356.24	7,987.06	-7,987.06
	20NSLF 20NSLF National School Lunch Free & Reduced FY20	80704560	0.00	1,952.07	14,037.65	14,037.65	-14,037.65
	20NSLP 20NSLP National School Lunch Paid FFY20	80704560	0.00	318.16	2,482.14	2,482.14	-2,482.14
	20SBP 20SBP School Breakfast Program FFY2020	80704560	0.00	766.12	5,465.89	5,465.89	-5,465.89
<b>BLOCK CNP-Block-10.553; 555; 556; 558; 559 - Summary</b>			<b>0.00</b>	<b>3,046.35</b>	<b>28,201.27</b>	<b>57,757.96</b>	<b>-57,757.96</b>
CNP CNP - Child Nutrition Programs State Funding	18LQTX State Liquor Tax SFY2018	80703800	9,243.78	0.00	0.00	10,229.78	-986.00
	19LQTX 19LQTX State Liquor Tax SFY2019	80703800	0.00	0.00	1,218.00	9,613.33	-9,613.33
	20LQTX 20LQTX State Liquor Tax SFY2020	80703800	0.00	1,164.00	4,858.60	4,858.60	-4,858.60
<b>CNP CNP - Child Nutrition Programs State Funding - Summary</b>			<b>9,243.78</b>	<b>1,164.00</b>	<b>6,076.60</b>	<b>24,701.71</b>	<b>-15,457.93</b>
CTE CTE-Career & Technical Education	18PKH 18PKH General Financial Literacy SFY2018	56603800	25,000.00	0.00	25,000.00	25,000.00	0.00
	20PLK 20PLK CTE Student Organizations SFY2020	60003800	500.00	0.00	500.00	500.00	0.00
<b>CTE CTE-Career &amp; Technical Education - Summary</b>			<b>25,500.00</b>	<b>0.00</b>	<b>25,500.00</b>	<b>25,500.00</b>	<b>0.00</b>
MSPB MSPB-Minimum School Programs Basic	20PPB 20PPB Grades 1-12 SFY2020	VAR/3010	1,145,263.07	95,040.01	955,183.06	955,183.06	190,080.01
	20PPBO 20PPBO Pub Ed Online Offset SFY2020	VAR/3010	-2,165.00	0.00	-2,165.00	-2,165.00	0.00
	20PPD 20PPD Professional Staff SFY2020	VAR/3020	87,993.71	7,332.81	73,328.10	73,328.10	14,665.61
	20PPF 20PPF Special Education - Add-on SFY2020	1205/3100	190,087.53	15,840.63	158,406.28	158,406.28	31,681.25
	20PPI 20PPI Special Education - Extended Year SFY2020	1220/3100	2,259.00	188.25	1,882.50	1,882.50	376.50
	20PPK 20PPK CTE ADM SFY2020	VAR/3100	93,326.00	8,076.41	77,771.67	77,771.67	15,554.33
	20PPKB 20PPKB CTE Comprehensive Counseling & Guide SFY2020	5903/3100	20,000.00	1,666.67	16,666.67	16,666.67	3,333.33
	20PPKE 20PPKE CTE Technical Student Orgs SFY2020	6000/3100	615.00	42.83	429.33	429.33	185.67
	20PPKF 20PPKF CTE Skill Certification Competency SFY2020	6000/3100	2,337.00	194.39	1,948.23	1,948.23	388.77
	20PPN 20PPN Special Education - Impact Aid SFY2020	1225/3100	5,086.08	424.67	4,246.73	4,246.73	849.35
	20PPP 20PPP SPED Extended Yr Special Educators	1278/3100	479.80	0.00	479.80	479.80	0.00
<b>MSPB MSPB-Minimum School Programs Basic - Summary</b>			<b>1,545,192.19</b>	<b>128,806.67</b>	<b>1,288,177.37</b>	<b>1,288,177.37</b>	<b>257,014.82</b>
MSPRB MSPRB-Minimum School Programs Related to Basic	20PQI 20PQI Concurrent Enrollment SFY2020	5333/3300	3,298.05	0.00	3,298.05	3,298.05	0.00
	20PQM 20PQM School Land Trust Program SFY2020	5420/3500	39,291.00	0.00	39,291.00	39,291.00	0.00
	20PQN 20PQN Charter School Local Replacement SFY2020	5619/3200	625,697.80	52,141.48	521,414.83	521,414.83	104,282.97
	20PQO 20PQO Charter School Administration SFY2020	5625/3200	40,000.00	3,333.33	33,333.33	33,333.33	6,666.67
	20PQR 20PQR Educator Salary Adjustments SFY2020	5876/3400	79,238.91	6,291.37	66,656.18	66,656.18	12,582.73
	20PQT 20PQT Library Books & Electronic Resources SFY2020	5810/3500	449.85	37.37	375.10	375.10	74.75
	20PQY 20PQY Flexible Allocation-WPU Distribution SFY2020	5310/3200	3,892.49	324.84	3,243.74	3,243.74	648.75
	20PUA 20PUA Teacher Supplies & Materials SFY2020	5868/3400	2,347.00	0.00	2,347.00	2,347.00	0.00
	20PUJ 20PUJ Enhancement for At-Risk Students SFY2020	5336/3300	35,722.26	2,976.85	29,768.55	29,768.55	5,953.71
	20PUU 20PUU Teacher and Student Success Program	5678/3500	44,372.52	3,697.71	36,977.10	36,977.10	7,395.42
<b>MSPRB MSPRB-Minimum School Programs Related to Basic - Summary</b>			<b>874,309.88</b>	<b>68,802.95</b>	<b>736,704.88</b>	<b>736,704.88</b>	<b>137,605.00</b>
<b>980 FAST FORWARD CHARTER HIGH SCHOOL - Summary</b>			<b>2,601,617.67</b>	<b>201,819.97</b>	<b>2,131,716.40</b>	<b>2,220,835.39</b>	<b>380,782.28</b>

21,722

7444

**Fast Forward Charter High School  
Final FY20 Budget  
6/18/2020**

**Jul '19 - Jun 20**

**Income**

1000 · Revenue from Local Sources	
1300 · Tuition	
1310 · Student Fees	9,511.85
1311 · Year Book	693.25
1312 · Student Fees Lunch	7,073.22
1300 · Tuition - Other	230.00
Total 1300 · Tuition	17,508.32
1700 · Student Activities	
1750 · Revenue from Enterprising Act.	30.00
1700 · Student Activities - Other	105.00
Total 1700 · Student Activities	135.00
1900 · Other Rev. from Local Sources	
CAPSA	90,947.61
1920 · Contributions / Donations	166.44
Total 1900 · Other Rev. from Local Sources	91,114.05
Total 1000 · Revenue from Local Sources	108,757.37
3000 · Revenue from State Sources	
3005 · Regular Basic Program	
3010 · Regular School Prog. K-12	1,048,027.06
3020 · Professional Staff	80,660.90
Total 3005 · Regular Basic Program	1,128,687.96
3200 · Restricted Basic Program	
Charter School Admin	36,666.66
Charter School Local Replacemen	573,556.31
Flexible Allocation	3,564.60
Total 3200 · Restricted Basic Program	613,787.57
3800 · Non-Msp State Revenue	
General Financial Literacy	25,000.00
State Liqupr Tax	9,845.13
Total 3800 · Non-Msp State Revenue	34,845.13
Total 3000 · Revenue from State Sources	1,777,320.66
3100 · RESTRICTED REVENUE	
CTE	85,548.83
CTE - Skill Cert.	2,142.61
CTE - Tech Student Org.	972.17
CTE Comp. Counseling	18,333.33
SPED - Add On	174,246.90
SPED - Ext. Year	2,550.55
SPED - Impact Aide	4,671.40
Total 3100 · RESTRICTED REVENUE	288,465.79

3300 · SPECIAL POPULATIONS		
At-Risk Students		32,745.41
Concurrent Enrollment		3,298.05
Total 3300 · SPECIAL POPULATIONS		<u>36,043.46</u>
3400 · RESTRICTED REV. STATE PROGRAMS		
Educator Salary Adjustment		72,947.54
Teacher Materials and Supplies		2,347.00
TSSP		8,172.27
Total 3400 · RESTRICTED REV. STATE PROGRAMS		<u>83,466.81</u>
3500 · Minimum School Programs		
Library Books and Supplies		412.48
School Land Trust Program		39,291.00
TSSP		40,674.81
Total 3500 · Minimum School Programs		<u>80,378.29</u>
4000 · Reveunues from Federal Sources		
4500 · Restricted Fed. Through State		
4524 · Federal IDEA		34,279.56
4560 · National School Lunch Program		30,791.27
Total 4500 · Restricted Fed. Through State		<u>65,070.83</u>
Total 4000 · Reveunues from Federal Sources		65,070.83
4801 · 4801 Federal Title 1		46,637.25

<b>June Allotment</b>	<b>201,000.00</b>
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Total Income		2,687,140.46
		<u>2,687,140.46</u>

Expense

10 · Instruction		
10.100 · Salaries		
10.101 · Salaries F.T. Teachers		554,199.92
10.102 · Salaries P.T. Teachers		18,691.90
10.103 · Wage - Substitute		11,406.25
10.104 · A+ Stipend		3,666.00
10.106 · Math Para		11,212.50
10.110 · Legislative Increase		34,194.97
10.111 · Legislative Bonus		12,366.00
10.112 · Teacher Salary Supplement SB 2		6,256.56
Total 10.100 · Salaries		<u>651,994.10</u>
10.200 · Employee Benefits		
10.230 · Retirement Contributions		140,483.18
10.240 · Group Insurance - Health Ins		65,378.33
10.280 · Health Benefits		63,560.77
10.281 · Dental Insurance		-1,677.80
10.282 · Vision Insurance		-544.20
10.285 · S. S., Medicare & SUTA		-6,579.00
Total 10.200 · Employee Benefits		<u>260,621.28</u>
10.300 · Purchases and Prof. Services		
10.330 · Professional Employee Training		3,783.54

10.339 · William D Bickmore Scholarship	9,000.00
10.300 · Purchases and Prof. Services - Other	1,302.85
<b>Total 10.300 · Purchases and Prof. Services</b>	<b>14,086.39</b>
10.400 · Purchased Prop. Services	
10.443 · Copier Rental	6,958.53
10.444 · Yearbook	2,018.75
10.445 · Graduation Expenses	5,213.42
10.400 · Purchased Prop. Services - Other	100.00
<b>Total 10.400 · Purchased Prop. Services</b>	<b>14,290.70</b>
10.600 · Supplies	
10.601 · Supplies Paper, Misc Supplies	72,367.50
10.602 · Teachers Supply Reimb.	13,222.67
10.640 · Text Books & Periodicals	1,804.00
10.650 · Supplies - Technology Related	36,255.28
10.651 · Lunch Fund	2,074.26
10.653 · Music Equipt	3,907.48
10.600 · Supplies - Other	1,513.06
<b>Total 10.600 · Supplies</b>	<b>131,144.25</b>
<b>Total 10 · Instruction</b>	<b>1,072,136.72</b>
<b>21 · Support Services Students</b>	
21.100 · Salaries - Counselor, Spec.ed	
21.102 · Resource Officers	13,535.00
21.110 · Legislative Increase	7,350.00
21.100 · Salaries - Counselor, Spec.ed - Other	151,944.32
<b>Total 21.100 · Salaries - Counselor, Spec.ed</b>	<b>172,829.32</b>
21.200 · Employee Benefits	
21.230 · Retirement Contributions	35,415.66
21.280 · Health Benefits	-564.00
21.281 · Dental Insurance	-21.00
21.282 · Vision Insurance	-3.60
21.285 · S.S.. Medicare & SUTA	-353.00
<b>Total 21.200 · Employee Benefits</b>	<b>34,474.06</b>
21.300 · Purchased Professional Services	
21.301 · Resource Officers	300.00
21.330 · Professional Employee Training	1,926.18
21.331 · Sped-Ed Testing	772.50
21.337 · Student Activities	505.58
<b>Total 21.300 · Purchased Professional Services</b>	<b>3,504.26</b>
21.500 · Other Purchased Services	
21.540 · Advertising	7,000.00
<b>Total 21.500 · Other Purchased Services</b>	<b>7,000.00</b>
<b>21 · Support Services Students - Other</b>	<b>3,330.00</b>
<b>Total 21 · Support Services Students</b>	<b>221,137.64</b>
<b>23 · Administration</b>	
23.100 · Salaries Exe. Director/Fin Mgr.	99,950.17
23.200 · Employee Benefits	

23.230 · Retirement Contributions	10,701.83
23.280 · Health Benefits	-4,795.68
23.281 · Dental Insurance	-395.08
<b>Total 23.200 · Employee Benefits</b>	<b>5,511.07</b>
23.300 · Purchased Professional Services	
23.341 · Accountants	15,900.00
23.343 · Legal Fees	498.00
23.345 · Bank Fees	62.50
23.346 · NAAS Accreditation Fees	1,200.00
<b>Total 23.300 · Purchased Professional Services</b>	<b>17,660.50</b>
23.800 · Other Objects	
23.810 · Dues & Bank Fees	5.00
<b>Total 23.800 · Other Objects</b>	<b>5.00</b>
<b>Total 23 · Administration</b>	<b>123,126.74</b>
24 · School Administration	
24.100 · Salaries Principal/Secretary	112,901.10
24.200 · Employee Benefits	
24.230 · Retirement Contributions	33,312.39
24.280 · Health Benefits	1,166.53
24.281 · Dental Insurance	-21.00
24.282 · Vision Insurance	-3.60
24.285 · S.S., Medicare & SUTA	-159.00
<b>Total 24.200 · Employee Benefits</b>	<b>34,295.32</b>
24.300 · Purchased Professional Services	
24.330 · Professional Employee Training	1,715.00
<b>Total 24.300 · Purchased Professional Services</b>	<b>1,715.00</b>
24.600 · Supplies	
24.601 · Postage	405.67
24.610 · Office Supplies	3,071.05
<b>Total 24.600 · Supplies</b>	<b>3,476.72</b>
<b>Total 24 · School Administration</b>	<b>152,388.14</b>
25 · Central	
25.100 · Salaries	29,081.33
25.200 · Employee Benefits	
25.230 · Retirement Contributions	4,894.54
<b>Total 25.200 · Employee Benefits</b>	<b>4,894.54</b>
25.500 · Other Purchased Services	
25.530 · Telephone Communications	6,217.33
25.500 · Other Purchased Services - Other	166.18
<b>Total 25.500 · Other Purchased Services</b>	<b>6,383.51</b>
25.600 · Supplies	
25.650 · Technology Computer Supplies	2,399.99
<b>Total 25.600 · Supplies</b>	<b>2,399.99</b>
<b>Total 25 · Central</b>	<b>42,759.37</b>
26 · Facilities	
26.100 · Salaries	

26.101 · Custodian Wages	30,236.50
<b>Total 26.100 · Salaries</b>	<b>30,236.50</b>
26.300 · Purchased Professional Services	537.25
26.400 · Purchased Property Services	
26.430 · Repairs, Yard Care, Snow Remova	25,077.05
26.432 · Fire Alarm Contract	1,466.00
<b>Total 26.400 · Purchased Property Services</b>	<b>26,543.05</b>
26.500 · Other Purchased Services	
26.520 · Building Insurance	10,198.82
<b>Total 26.500 · Other Purchased Services</b>	<b>10,198.82</b>
26.600 · Supplies	
26.601 · Custodial Cleaning Supplies	4,747.24
26.621 · Utilities - Natural Gas	6,331.70
26.622 · Utilities - Electricity	24,426.75
<b>Total 26.600 · Supplies</b>	<b>35,505.69</b>
26.700 · Property	
26.723 · Building - Leasehold Improvemen	2,054.46
26.730 · Equipment	-1,158.40
26.734 · Technology - Related Hardware	16,609.65
<b>Total 26.700 · Property</b>	<b>17,505.71</b>
<b>Total 26 · Facilities</b>	<b>120,527.02</b>
<b>27 · Student Transportation</b>	
27.600 · Supplies	
27.626 · Bus Fuel & Maintenance	2,820.77
<b>Total 27.600 · Supplies</b>	<b>2,820.77</b>
<b>Total 27 · Student Transportation</b>	<b>2,820.77</b>
<b>31 · Food Services</b>	
31.191 · Salaries - Food Services	24,977.65
31.300 · Purchased Professional Services	
31.301 · Logan School District Cater	29,000.50
<b>Total 31.300 · Purchased Professional Services</b>	<b>29,000.50</b>
<b>Total 31 · Food Services</b>	<b>53,978.15</b>
<b>50 · Debt Service</b>	
50.830 · Interest on Mortgage	102,725.16
50.840 · Principal Reduction - Mortgage	57,201.12
<b>Total 50 · Debt Service</b>	<b>159,926.28</b>
<b>65 · Payroll Expenses</b>	
65.100 · Federal Unemployment Expense	0.00
65.200 · State Unemployment Expense	1,557.83
65.300 · Medicare Company	16,955.53
65.400 · Social Security Company	72,499.40
<b>Total 65 · Payroll Expenses</b>	<b>91,012.76</b>
<b>Total Expense</b>	<b>2,039,813.59</b>
	<b>446,326.87</b>
<b>June Operating Expenses</b>	<b>\$ 30,000</b>
<b>June Payroll</b>	<b>\$ 150,000</b>



Jule and August Payroll Accrual	\$	200,000
Depreciation	\$	150,000
<b>Total Expense FY20</b>	<b>\$</b>	<b>2,569,814</b>



# FAST FORWARD

## CHARTER HIGH SCHOOL

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### School Lunch Policy for Unpaid Meal Balance

#### Child Nutrition Program Financial Rights and Responsibilities

##### A1. Legal Authority and Requirement

SP 46-2016 Unpaid Meal Balance for the Child Nutrition Program

##### A2. Alternative Meal Options for Unpaid Meal Balance

7 CPR 210.10

#### B. Purpose

1. This Policy is required by the state of Utah and has been adopted by Fast Forward Charter High School. The policy outlines how the district will notify parents regarding; meal prices, deficient account balances, and procedures for providing alternative meals for delinquent account balances.

#### C. Definitions

1. *Collection Efforts*: The means that Fast Forward Charter High School uses to collect delinquent account balances include but are not limited to, contact the participant's household by generating and mailing a letter, by phone and by email.
2. *Delinquent Account*: Participant's accounts become delinquent when they do not have adequate funds in their account for a meal charge.
3. *Alternative Meal*: an alternative meal is offered to participants that have deficient funds of -\$10.00 or more. Alternative meals are compliant with the USDA, NSB and the NSLP and will be available for all participants so that there are no discrepancies between student's accounts.
4. *Free Meals*: A meal served to students whose parents/guardian have qualified, based on federal standards requiring income review and documentation.  
*Parent*: A student's parent, legal guardian, or another person acting on behalf of the student for the school or educational purposes.
5. *Reduced Meals*: A meal served to students whose parents/guardian have qualified, based on federal standards requiring income review and documentation, for reduced-price but not free meals.
6. *Paid Meals*: A meal served to students whose parents/guardian have not qualified for reduced-priced or free meals.



# FAST FORWARD

## CHARTER HIGH SCHOOL

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### D. Policy

1. Fast Forward Charter High School abides by the federal and state laws and guidelines for the Child Nutrition Program.
2. Fast Forward Charter High School will provide participating household members with information on qualification requirements for free and reduced priced meals, meal pricing, payment options and delinquent meal account procedures and alternative meal procedures annually.
3. The district informs participating household members that may not be eligible for free or reduced meals with an alternative option for paying for meals.

### E. Procedures

1. Fast Forward Charter High School provides participating households with information about the Child Nutrition Program annually. Information provided includes meal pricing, payment options, delinquent meal accounts and qualifying requirements for free/reduced priced meals. Information is provided during student registration to all students and their households and throughout the school year for new or returning students.
2. The Logan City School District Board of Education sets student meal prices annually. Participating households not eligible for free/reduced-price meals pay the amount determined by the Logan City School District Board of Education.
3. Available free/reduced price application forms.
4. Fast Forward shall provide applications in a hard copy in English and Spanish and provide a link for the USDA to access the free/reduced application in multiple other languages. The school will provide access to the free/reduced application online through the school's website.
5. Fast Forward will provide paper applications for participating households throughout the school year for individuals who do not have access to online forms.
6. *Meal Cost:* The cost of meals is determined by Logan City School District Board of Education and the Utah State Board of Education.
  - a. Full Price: \$3.05
  - b. Reduced Price: \$0.40
7. *Payment Options:* Fast Forward provides participating households with various payment options.



# FAST FORWARD

## CHARTER HIGH SCHOOL

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- a. Participating households have the option to make a payment online, and at the school. Individuals that choose to pay at the school can purchase a money order or pay with cash or check.
  - b. The school will apply payments to the purchase of the current day's meal first and the payment of past due accounts second.
8. *Delinquent accounts:* Fast Forward will identify and contact participating households of student accounts that have insufficient funds to pay for meals. The school will notify the parent or guardian of the student with insufficient or delinquent funds through a mailing system, email or by phone.
- a. *Financial Responsibilities:* Participating household will be notified of their students insufficient or delinquent funds for student meals. After notification is sent it is the parent or guardian's responsibility to fund student meal accounts.
  - b. Students have the right to bring a sack lunch to school or if a student has a negative balance of -\$10.00 an alternative meal may be provided.

F. Alternative Options: Approved on a case by case basis by school administration.

1. *Civic Funding Sources:* In the case that a student's meal balance remains deficient and the participating household has been notified at Five or more times, special provisions can be added to allow students to resolve an unpaid meal balance.
  - a. School staff will meet with administration and obtain district and school approval for working with the student that has deficient funds.
  - b. After approval has been granted by school administration the school's staff will gain permissions from the parent/guardian of the student to include the student in the school's Civic Learning program.
  - c. *Civic Learning Program:* The Civic Learning Program is designed to help students obtain a food handler permit, teach them how to assist in the kitchen, teach students about work ethic and to educate them about their civic responsibility to give back to their school and community.
2. *Civic Funding:* In the case that a participating household is not eligible for free/reduced priced meals and the student has deficient funds in their meal account, a donation or transfer can be made on the student's behalf.
  - a. If a student's is in need of crediting their meal account, at any time a civic contribution can be made on the student's behalf.



# FAST FORWARD

## CHARTER HIGH SCHOOL

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- b. The civic contribution can be made in the form of an online payment, money order, cash or check paid to the front office.
- c. *Transfers of Civic Contributions:* The parent or guardian of another student of whom is not deficient in a meal account and that attends Fast Forward can choose to transfer certain funds to another student's meal account. The parent or guardian that requests the transfer in the form of a civic contribution must be the individual paying on the account.
- d. The parent/guardian of a student may choose to transfer any credited amount of their students account. If the household's status at the first of the year is at full payment and the household makes a payment in the student's meal account, but then reapplies and qualifies for free meals. The parent/guardian of student that qualified for free meals can make a civic contribution to another students' meal account.

Adopted (Updated): November 21, 2019 (February 6, 2020)

Changes:

November 21, 2019

Replaced all instances of alternate to alternative.

Added a Section F, as Alternative Options with a description of when they will be considered and approved.

Replaced all instances of charitable to civic.

Relabeled E.8 & 9 as F.1 & 2.

Removed Section E.10 entirely.

February 7, 2020

Added Logan City School District in front of all instance of Board of Education in E.2.

June 17, 2020

Meal cost was added to the document as directed by USBE as section E.6. The description of cost per full and reduced meal is reflective of USBE and LCSD Board of Education.

With this addition Payment Options becomes E.7 and Delinquent Accounts become E.8.



# FAST FORWARD

## CHARTER HIGH SCHOOL

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### **Continuing Enrollment Policy**

1. The School shall use all the following continuing enrollment measures to track student attendance. All measures shall be documented by the teacher through attendance in the Student Information System (SIS):
  - a. Live instruction of face-to-face interactions as scheduled shall be recorded and verified by the teacher in the SIS daily;
  - b. Required participation in enrolled courses in the Canvas shall be synced in the SIS by the teacher; and
  - c. Parents will be required to report any excused absences.
2. The School shall document each student's continued enrollment status in compliance with the continuing enrollment measures at least once every ten consecutive school days.
3. The School shall appropriately adjust and update student membership records in the student information system for students that did not meet the continuing enrollment measures.
4. Active Online Attendance participation shall be defined as:
  - a. Student attendance in an online course is defined as active participation in the course. Students should log in or participate multiple times each week. Teachers will verify the weekly attendance by syncing Canvas participation to the SIS. Participation for attendance purposes can include any of the following activities in a week:
    - i. Submitting assignments,
    - ii. Participating in an online or face-to-face discussion,
    - iii. Joining a live interactive meeting,
    - iv. Attending a course session on site,
    - v. Participating in small group instruction live or online, or
    - vi. Communicating with the instructor by email, feedback, live online, face-to-face, or phone.
  - b. Students or parents aware of necessary absences must inform the teacher with as much advance notice as possible in order to make appropriate arrangements.
  - c. If students are struggling to complete assignments or participate in a course, they should contact their teacher immediately so intervention plans can be formulated; and
  - d. Any student who has not actively participated in an online class for longer than 10 days will be contacted by the school to resolve the non-attendance. To be counted as actively participating the student must be participating in the online courses as describe above.

# Fast Forward Charter High School Data Governance Plan

## 1. Governing Principles

Fast Forward Charter High School (referred to as the LEA throughout) takes its responsibility toward student data seriously. This governance plan incorporates the following Generally Accepted Information Principles (GAIP):

- **Risk:** There is risk associated with data and content. The risk must be formally recognized, either as a liability or through incurring costs to manage and reduce the inherent risk.
- **Due Diligence:** If a risk is known, it must be reported. If a risk is possible, it must be confirmed.
- **Audit:** The accuracy of data and content is subject to periodic audit by an independent body.
- **Accountability:** An organization must identify parties which are ultimately responsible for data and content assets.
- **Liability:** The risks in information means there is a financial liability inherent in all data or content that is based on regulatory and ethical misuse or mismanagement.

## 2. Data Maintenance and Protection Policy

The LEA recognizes that there is risk and liability in maintaining student data and other education-related data and will incorporate reasonable data industry best practices to mitigate this risk.

### 2.1 Process

In accordance with [R277-487](#), the LEA shall do the following:

- Designate an individual as an Information Security Officer
- Adopt the [CIS Controls](#) or comparable
- Report to the USBE by October 1 each year regarding the status of the adoption of the CIS controls or comparable and future plans for improvement.

## 3. Roles and Responsibilities Policy

The LEA acknowledges the need to identify parties who are ultimately responsible and accountable for data and content assets. These individuals and their responsibilities are as follows:

### 3.1 Data Manager roles and responsibilities

- authorize and manage the sharing, outside of the student data manager's education entity, of personally identifiable student data for the education entity as described in this section
- provide for necessary technical assistance, training, and support
- act as the primary local point of contact for the state student data officer
- ensure that the following notices are available to parents:
  - annual FERPA notice (see [34 CFR 99.7](#)),
  - directory information policy (see [34 CFR 99.37](#)),
  - survey policy and notice (see [20 USC 1232h](#) and [53E-9-203](#)),
  - data collection notice (see [53E-9-305](#))

### 3.2 Information Security Officer

- Oversee adoption of the CIS controls
- Provide for necessary technical assistance, training, and support as it relates to IT security

Adopted: February 6, 2020

Revised:

## 4. Training and Support Policy

The LEA recognizes that training and supporting educators and staff regarding federal and state data privacy laws is a necessary control to ensure legal compliance.

### 4.1 Procedure

1. The data manager will ensure that educators who have access to student records will receive an annual training on confidentiality of student data to all employees with access to student data. The content of this training will be based on the Data Sharing Policy.
  - a. Educators participate in the data privacy training as part of their re-licensure as well as training at the beginning of every school year during the first professional development.
2. By October 1 each year, the data manager will report to USBE the completion status of the annual confidentiality training and provide a copy of the training materials used.
3. The data manager shall keep a list of all employees who are authorized to access student education records after having completed a training that meets the requirements of [53E-9-204](#).

## 5. Audit Policy

In accordance with the risk management priorities of the LEA, the LEA will conduct an audit of:

- The effectiveness of the controls used to follow this data governance plan; and
- Third-party contractors, as permitted by the contract described in [53E-9-309\(2\)](#).

## 6. Data Sharing Policy

There is a risk of redisclosure whenever student data are shared. The LEA shall follow appropriate controls to mitigate the risk of redisclosure and to ensure compliance with federal and state law.

### 6.1 Procedure

1. The data manager shall approve all data sharing or designate other individuals who have been trained on compliance requirements with FERPA.
2. For external research, the data manager shall ensure that the study follows the requirements of FERPA's study exception described in [34 CFR 99.31\(a\)\(6\)](#).
3. After sharing from student records, the data manager shall ensure that an entry is made in the LEA Metadata Dictionary to record that the exchange happened.
4. After sharing from student records, the data manager shall make a note in the student record of the exchange in accordance with [34 CFR 99.32](#).

## 7. Expungement Request Policy

The LEA recognizes the risk associated with data following a student year after year that could be used to mistreat the student. The LEA shall review all requests for records expungement from parents and make a determination based on the following procedure.

### 7.1 Procedure

The following records may not be expunged: grades, transcripts, a record of the student's enrollment, assessment information.

The procedure for expungement shall match the record amendment procedure found in [34 CFR 99, Subpart C](#) of FERPA.

Adopted: February 6, 2020

Revised:



1. If a parent believes that a record is misleading, inaccurate, or in violation of the student's privacy, they may request that the record be expunged.
2. The LEA shall decide whether to expunge the data within a reasonable time after the request.
3. If the LEA decides not to expunge the record, they will inform the parent of their decision as well as the right to an appeal hearing.
4. The LEA shall hold the hearing within a reasonable time after receiving the request for a hearing.
5. The LEA shall provide the parent notice of the date, time, and place in advance of the hearing.
6. The hearing shall be conducted by any individual that does not have a direct interest in the outcome of the hearing.
7. The LEA shall give the parent a full and fair opportunity to present relevant evidence. At the parents' expense and choice, they may be represented by an individual of their choice, including an attorney.
8. The LEA shall make its decision in writing within a reasonable time following the hearing.
9. The decision must be based exclusively on evidence presented at the hearing and include a summary of the evidence and reasons for the decision.
10. If the decision is to expunge the record, the LEA will seal it or make it otherwise unavailable to other staff and educators.

## 8. Data Breach Response Policy

The LEA shall follow industry best practices to protect information and data. In the event of a data breach or inadvertent disclosure of personally identifiable information, the LEA staff shall follow industry best practices for responding to the breach.

### 8.1 Procedures

1. The principal will work with the information security officer to designate individuals to be members of the cyber incident response team (CIRT)
2. At the beginning of an investigation, the information security officer will begin tracking the incident and log all information and evidence related to the investigation.
3. The information security officer will call the CIRT into action once there is reasonable evidence that an incident or breach has occurred.
4. The information security officer will coordinate with other IT staff to determine the root cause of the breach and close the breach.
5. The CIRT will coordinate with legal counsel to determine if the incident meets the legal definition of a significant breach as defined in [R277-487](#) and determine which entities and individuals need to be notified.
6. If law enforcement is notified and begins an investigation, the CIRT will consult with them before notifying parents or the public so as to not interfere with the law enforcement investigation.

## 9. Publication Policy

The LEA recognizes the importance of transparency and will post this policy on the LEA website.

Adopted: February 6, 2020

Revised:

## 10. Access to Technology

- **Technology:** Each student at Fast Forward Charter High School (FFCHS) will receive a Chromebook to use at school and at home throughout the school year. The Chromebook will be kept up to date and activity will be monitored through the use of Google Admin Console and GoGuardian to ensure that each student has equal access to the software needed to complete his/her learning on school campus or remotely as well as protection and safety from inappropriate internet use.
- **Internet Access:** Students who do not have access to internet at their homes will have the option of using the FFCHS's internet with teacher/paraprofessional supervision and assistance. To ensure equitability for all, in cases where coming to FFCHS is not possible a mobile hotspot.
- **Online Coursework:** During the school year and during periods of remote learning, students will access their courses online via Canvas. Teacher's will utilize the online learning platform to host all the assignments, projects, quizzes, etc. so a student who is not able to attend class in-person can do so remotely. Faculty will be trained on how to use Canvas most effectively and students will be trained on how to accomplish their tasks and assignments in Canvas.

Adopted: February 6, 2020

Revised:

## 2021 School Year Schedule Proposal

Below is the proposed daily schedule for the 2021 school year. Due to the concerns about COVID-19 and the social distancing guidelines, the Utah State Board of Education has provided guidelines for the reopening of schools in the fall. Fast Forward Charter High School has created a schedule that will help mitigate risk and increase safety for faculty and students as well as meet the needs of the students and families the school serves.

### Schedule

Time (M-R)	60 min	
8:00-9:00	AM 1	AM
9:02-10:02	AM 2	
10:02-10:12	Literacy	
10:14-11:14	AM 3	
11:14-11:34	Lunch A	
11:34-11:54	Lunch B	
11:54-12:54	PM 1	
12:56-1:56	PM 2	
1:56-2:06	Literacy	
2:08-3:08	PM 3	

Flex Friday: Online with access to small group help on campus.

### Blended Learning & Staggered Schedule

USBE Return to 2021 School Year Document (Draft): <https://usbe.civicclerk.com/Web/GenFile.aspx?ad=3879>

CDC COVID-19 Recommendations/Guidance: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Monday-Thursday: Students will be on campus for their classes during their assigned AM or PM schedule. To engage in social distancing within the classroom, classes require no more than 12 students in the class based on the square footage of classrooms at Fast Forward. Students will participate both in the classroom and online. Students will have course work that must be completed at home prior to attending the next class.

Friday: Students only participate online. Teachers will have work for students to complete with the due date being the Sunday before returning to school on Monday. Students can complete the assignments based on their own schedule.

Teachers will receive one prep hour during each term.

All students will receive a Chromebook to facilitate the blended learning.

### Social Distancing & Sanitization

Students will be staggered with 6ft between students sitting in the class. Student movement within the classroom will be limited and/or encouraged to minimize contact between students.

Hallways will be one way.

Students will assist the teachers in wiping down their desks and surrounding desks at the end of the class period.

Hand sanitizer stations will be installed at all the entrance of the classrooms. Students will be encouraged to use the hand sanitizer as they enter and exit the classrooms.

Daily temperature checks maybe conducted if deemed necessary or suggested by the BRHD or USBE.

Masks will be used in following the guidance of CDC and USBE.

### Parent Survey Results

We sent a survey home (June 16, 2020) to parents to ask for some feedback based on the proposed changes for the 2021 daily schedule changes. The parents were given the schedule on the front of this paper with the description of the Monday through Thursday schedule.

1. Which schedule would you prefer your student to attend?
  - a. AM: 60%
  - b. PM: 40%
2. What grade is your student or students?
  - a. Freshmen – 9%
  - b. Sophomore – 27%
  - c. Junior – 35%
  - d. Senior – 35%
3. How will your student(s) get to school?
  - a. Student Drive – 36%
  - b. CVTD Bus – 16%
  - c. Parent Drop Off – 40%
  - d. Other – 8%
    - i. Either bus, bike or drop off.
    - ii. Bike
    - iii. Walk
4. What concerns do you have about this new schedule?
  - a. Keeping kids attentive and on top of the portion at home.
  - b. The amount of “homework”.
  - c. How will BTECH and Concurrent Enrollment work?
  - d. Do I have the option of participating in online only?
  - e. What will my student do after they are done with school?
  - f. Will the shortened class time be enough for my student to understand the material?
  - g. Thanks for all you guys are doing!