

**Kaukauna Area School District  
2020-2021  
Charter School Authorizer Annual Report**

## Authorizer Annual Report Checklist

When completing the Charter School Authorizer Annual Report, verify that:

- All sections of the report are present, and all schedules are completed and attached.
- For school district authorizers, the schedule of authorizer operating costs has been included as a supplement to the school district's annual audited financial statements submitted to DPI.
- The report has been completed at the authorizer level, rather than completed for an individual school.
- Authorizer operating costs have been identified in Section VI. This section should not be left blank.
- The operating costs reported in Section VI reflect **only** the costs the authorizing entity incurred while fulfilling the duties under Wis. Stat. s. 118.40 (3m)(a) to (e) which include:
  - Soliciting and evaluating charter school applications,
  - Considering the principles and standards for quality authorizing established by the National Association of Charter School Authorizers,
  - Giving preference in the awarding of contracts for the operation of charter schools that serve children at risk,
  - Approving high-quality charter schools that meet identified educational needs and promote a diversity of educational choices, and
  - Monitoring the performance and compliance with Wis. Stat. s. 118.40 of each charter school with which it contracts.

The operating costs in this section should **not** reflect the operating costs for the authorized charter school(s).

- The total amounts reported in Section VI and Section VII are not the same. As noted above, Section VI should only include operating costs the authorizing entity incurred while fulfilling the duties under Wis. Stat. 118.40 (3m)(a) to (e); while Section VII should include the costs of services the authorizing entity provided to the charter schools with which it contracts. **The expenditures in Section VI and Section VII should not match.**
- Costs reported in Section VII are only the costs of services provided to the charter school(s). Examples of the types of costs that should be reported in this section include but are not limited to: costs for business office services, costs for food services, curriculum services, professional development services, etc. **The expenditures in Section VI and Section VII should not match.**

**For further instructions and requirements related to completing each section of this report see the charter school authorizer annual report technical assistance document at <http://dpi.wi.gov/sms/charter-schools/information-authorizers>.**

**SECTION I: AUTHORIZER INFORMATION**

<b>Authorizing Entity:</b>	Kaukauna Area School District
<b>Authorizer Address:</b>	1701 County CE Kaukauna, WI 54130
<b>Authorizer Contact Person:</b>	Robert Schafer
<b>Contact Person Title:</b>	Financial Officer
<b>Contact Person Phone:</b>	920-759-6104
<b>Contact Person Email:</b>	<a href="mailto:schaferr@kaukaunasd.org">schaferr@kaukaunasd.org</a>

**SECTION II: CHARTER SCHOOL INFORMATION**

*(Add additional lines or attach additional sheets, if necessary.)*

<b>Charter Schools Currently Under Contract in 2021-2022:</b>			
<b>School Name:</b>	<b>Charter School's Governing Board Legal Entity Name:</b>	<b>Contract Term Dates (7/1/20xx – 6/30/20xx):</b>	<b>Grades Served:</b>
Park Community Charter School	07/01/2018	06/30/2023	4K-4
New Directions Learning Community	07/01/2018	06/30/2023	4K-4

<b>Charter Schools with Non-renewed or Revoked Contract during 2020-2021:</b>			
<b>School Name:</b>	<b>Charter School's Governing Board Legal Entity Name:</b>	<b>Contract Term Dates (7/1/20xx – 6/30/20xx)*:</b>	<b>Reason for Non-renewal or Revocation:</b>

<b>Charter Schools that Closed During or at the Conclusion of 2020-2021:</b>			
<b>School Name:</b>	<b>Date of School Closure:</b>	<b>Contract Term Dates (7/1/20xx – 6/30/20xx):</b>	<b>Reason for Closure:</b>

Charter Schools Currently Approved, But That Have Not Yet Begun to Operate:			
School Name:	Charter School's Governing Board Legal Entity Name:	Contract Term Dates (7/1/20xx – 6/30/20xx):	Anticipated First Academic Year of Instruction (e.g. 22-23):

**SECTION III: ACADEMIC PERFORMANCE OF CHARTER SCHOOLS**

The Kaukauna Area School District holds the same expectations for its two charter schools as it does for any other building within the District. Academic performance for each charter school exceeds the norm for District schools.

**SECTION IV: FINANCIAL PERFORMANCE OF CHARTER SCHOOLS**

The Kaukauna Area School District has the expectation that each of its charter schools operate under its internal financial controls. All salaries/benefits, purchased services, supplies and materials, and other general operating costs are completed through the District Office. Each Charter School has a separate sustainability account that allows fund balance to be created and utilized as each school and its governance council sees fit. Both Park Community Charter School and New Directions Learning Community utilize Skyward, the District's accounting software.

The District continues to fund both charter schools for various items (technology, curriculum, and building maintenance) through the use of a percentage formula based on student count. Funds are segregated through WUFAR accounting system codes.

**SECTION V: OTHER CONTRACT TERMS AND EXPECTATIONS (OPTIONAL)**

In this section, provide a summary and discussion of any additional contract terms or expectations that the authorizer deems relevant to its report on the overall performance of the charter schools it authorizes.

**SECTION VI: AUTHORIZER OPERATING COSTS**

*(Complete and attach audited Schedule of Charter School Authorizer Operating Costs.)*

Examples of the types of costs that should be reported in the schedule of authorizer operating costs include, but are not limited to:

- costs incurred by the authorizer to oversee and monitor its charter schools (i.e. salary and fringe for individuals who assume these duties);
- costs incurred for soliciting, receiving, and reviewing applications for new charter schools (i.e. salary and fringe for individuals who assume these duties which may include administrative staff, business office staff, legal staff, etc.);
- costs incurred for completing and analyzing charter school data for the purpose of making renewal and revocation decisions; and
- any additional costs associated with duties under Wis. Stats. s. 118.40(3m)(a) to (e)

*(please reference Technical Assistance document for the language of 118.30(3m)(a)-(e) ).*

Costs that should not be included in the schedule of authorizer operating costs include salary and fringe for the teachers at the charter school, costs of charter school transportation, curriculum services, food service, etc. **Only costs associated with the authorizer fulfilling its duties should be reported in this schedule.**

**SECTION VII: SERVICES PROVIDED TO CHARTER SCHOOLS**

*(Complete and attach Schedule of Charter School Authorizer Services and Costs.)*

Examples of the types of costs that should be reported in the schedule of services and costs include, but are not limited to:

- costs for business office services;
- costs for food services;
- curriculum services; or
- professional development services.

Costs and types of services may vary depending upon the contractual relationship between the authorizer and the charter school. Please note that contracted services provided to a charter and authorizer costs are not the same. **The expenditures in Section VI and Section VII should not match.**

**Kaukauna Area School District**

**Section VI**

**SCHEDULE OF CHARTER SCHOOL AUTHORIZER OPERATING COSTS**

**FISCAL YEAR ENDING JUNE 30, 2021**

<b>OPERATING ACTIVITY</b>	<b>WUFAR OBJECT CODE</b>	<b>COST</b>
EMPLOYEE SALARIES	100	42,797.20
EMPLOYEE BENEFITS	200	13,810.72
PURCHASED SERVICES	300	0
NON-CAPITAL OBJECTS	400	0
CAPITAL OBJECTS	500	0
INSURANCE & JUDGEMENTS	700	0
OTHER (REPLACE OTHER WITH AN ACTIVITY NAME)	900	0
OTHER (REPLACE OTHER WITH AN ACTIVITY NAME)	900	0
<b>TOTAL</b>		<b>56,607.92</b>

(INSERT AUTHORIZING ENTITY NAME)

SECTION VII

SCHEDULE OF CHARTER SCHOOL AUTHORIZER SERVICES AND COSTS

FISCAL YEAR ENDING (INSERT DATE)

SERVICES PROVIDED	FUNCTION CODE	COST
REGULAR CURRICULUM	120000	0
SPECIAL EDUCATION	223000	38,959.70
HEALTH SERVICES	214000	29,603.67
PSYCHOLOGICAL SERVICES	215000	12,600.00
CURRICULUM DEVELOPMENT	221200	20,308.21
INSTRUCTIONAL STAFF TRAINING	221300	13,751.74
GENERAL ADMINISTRATION	230000	91,772.46
BUILDING ADMINISTRATION	240000	8,853.39
BUSINESS SERVICES	252000	12,206.50
GENERAL OPERATIONS	253000	46,444.65
PUPIL TRANSPORTATION	256000	249,600.00
TECHNOLOGY	295000	57,669.57
OTHER SERVICES (REPLACE OTHER WITH A SERVICE)		
<b>TOTAL</b>		<b>581,769.89</b>