



PROPOSED OPERATING BUDGET

FISCAL 2020

JULY 1, 2019 – JUNE 30, 2020



Fiscal 2020 – July 1, 2019 – June 30, 2020

Summary Income Statement

Line		Fiscal 2019	Proposed 2020
		<u>Forecast</u>	<u>Budget</u>
	<u>Revenues</u>		
1	Tuition	\$ 2,538,729	\$ 3,046,475
2	CSP Grant	150,000	-
3	Title I/II/SPED & REAP Grants	88,211	148,419
4	Other Grants/Gifts	8,329	10,000
5	Extended Care Program	25,463	-
6	Transportation Reimbursement	250,435	214,718
7	Student Nutrition Payments	25,428	33,718
8	Nutrition Funding Reimbursement	37,928	50,487
	Total Revenues	\$ 3,124,524	\$ 3,503,817
	<u>Expenses</u>		
9	Salaries / Fringe	\$ 1,442,937	\$ 1,814,505
10	Contracted Professional	130,820	41,000
11	EL Education	68,200	68,200
12	OSV LTE	66,500	69,825
13	Instructional Materials	65,510	77,243
14	Building Lease	323,952	323,952
15	Utilities	66,716	73,500
16	Student Transportation	314,371	338,439
17	OSV Management Contract	228,807	274,183
18	School Nutrition Program	78,869	80,937
19	Furniture and Fixtures	32,522	27,999
20	Technology Equipment	25,588	15,012
21	Insurance	22,043	24,806
22	Audit/Legal/Payroll	26,790	31,539
23	Other Student Activities	36,323	12,100
24	Contingency Funds	-	50,000
25	Other Building Costs	53,344	70,197
26	All Others	33,712	34,528
	Total Expenses	\$ 3,017,005	\$ 3,427,966
	Surplus/(Deficit)	\$ 107,518	\$ 75,851

Budget Narrative

Revenues

1. Tuition

Payments are budgeted at \$ 3,046,475 which represents the same per student rate received in the current year (\$12,693.65 x 240 students). DESE has published tuition rates (see Attachment 1) however they have also indicated that there is risk in the Above Foundation Spend Rate so the guidance is that schools should be conservative in their planning. Final rates will not be available until Q3 so our recommendation is to budget flat as a conservative measure.

2. CSP Grant

The CSP grant was a three year grant totaling \$675,000 covering FY2017-FY2019 for OSA. All funds available have been expended and therefore there is no funding in FY2020.

3. Title I/II/SPED/REAP Grants

Districts will not be notified of entitlement grant allocations until mid to late July. For this reason the budget assumes the same per pupil rate received in FY2019 of \$512.45 (\$102,489/200 students). Total grant payments are planned at \$ 123,419 for Title I/II/SPED. This year OSA qualified for a new grant; the Office of Elementary and Secondary Education (OESE): Small, Rural School Achievement Program (REAP). We have been approved for the grant and are estimating \$ 25,000.

4. Other Gifts and Grants

In FY2019 OSA is forecasting to receive \$8,329 in individual gifts; the budget for FY2020 has been set at \$10,000.

5. Extended Care Program

In FY2019 this program was contracted through Old Sturbridge Village; all payments received from families were paid to OSV. OSV provided all programming, staff, accounting and collections for this program. In FY2020 it is assumed that OSV will be offering an extended care program directly to students from both OSA as well as other area towns, so there are no revenues or expenditures for this program included in the budget.

6. Transportation Reimbursement

OSA is eligible to receive reimbursement for costs incurred to transport students under Charter School Technical Advisory 16-1: Transportation Section II B as we meet the following requirements:

1. OSA is designated a regional charter school by the Board of Elementary and Secondary Education; and
2. OSA's approved enrollment policy requires the school to provide transportation for all students who live in the schools designated region, more than 1½ miles from the school, and live outside of the district in which the school is located.

Historically this reimbursement has been approximately 70% of incurred costs; for budget purposes we have assumed only 65%. These amounts are not typically paid out until the following school year (e.g. FY2020 will be paid in FY2021).

OSA has been notified that we will be receiving the transportation reimbursement at the end of June for last year (FY2018) in the sum of \$ 166,000.

Please see Attachment 2 for further details on estimates.

7. Student Nutrition Payments

8. Nutrition Funding Reimbursements

For FY2020 our budget assumes that OSA will stay with the traditional "pay" meal program. Under this program OSA will receive payments from students who are not eligible for free meals and OSA will continue to receive reimbursements from the NLSP (federal and state funded).

Consistent with the current year breakfast will be provided by Old Sturbridge Village and lunch will be provided by Revolution Foods. The net cost of this program for FY2020 is budgeted at \$6,703. Detailed assumptions for this program are shown in Attachment 3.

Expenses

9. Salaries/Fringe

Labor costs are the single largest cost for OSA representing 52% of total spending. The proposed staffing model is shown in Attachment 4. In FY2019 there were 25 full time staff and 2 part time; in FY2020 there will be 30 full time staff and 2 part time. Current staff, with only one exception, are returning to OSA. The new positions are; two classroom teachers (grade 5), one instructional aide and a speech therapist. The nurse position will also move from part time to full time due to the number of students. The part time positions are for Art and Music. The decision has also been made to replace the current custodian position with a more senior head custodian due to the needs of the school.

Salaries for full time teaching and instructional staff is per the Compensation Step Matrix (Attachment 5) This matrix was established at the school's opening and will be in place through Year 3 (FY2020) at which time it will be evaluated based on cost of living and competitive salary structures across both charter schools and traditional public schools.

Fringe costs are based on estimated payroll taxes and OSA's contribution to health plans. OSA pays approximately 55% of the cost of the health plans. We believe we will keep Blue Cross as the health provider for the upcoming year; first pass renewal rates have been received at about 15%; we hope to negotiate those a bit before finalizing.

10. Contracted Professional

This line reflects the cost of contracted services such as physical therapy and psychological testing. In FY2019, this line also included the costs for contracted for speech therapy; in FY2020 OSA will hire 1 additional staff person for these services rather than contract. Also physical therapy services will be provided by Dr. Melissa Hogan, Vice Principal.

11. EL Education

Cost is planned to be flat from current year; contract to be executed upon budget approval. Cost assumes 39 in service days where EL staff will be on site at OSA to provide professional development to the staff. The cost also includes a number of participant slots at EL conferences throughout the year.

12. OSV LTE

The Learning Through Experience (LTE) program is the program developed in partnership with OSV staff that provides a unique learning opportunity for OSA students. The program was a key element of the school's charter application. For the school year currently ending; OSV charged a total of \$ 66,500 for the program (approximately \$9.50 per student)

OSV has proposed to charge OSA total of \$69,825 for the upcoming school year based on the assumptions of 200 students at \$9.98 per student reflecting a 5% cost increase. The OSV program for FY2020 will be offered for grades 2-5. LTE programming for grades k-1 will be provided by OSA staff.

This program is extremely popular with OSA students and continues to be a highlight of their week. The student's time at LTE's does count as learning time similar to other enrichment type programs such as art, music, and Spanish.

OSA teaching staff uses this time to meet as a team and this serves to fulfill professional development requirements. Other charter schools opt to send students home early as often as once per week in order to provide the staff with this time. OSA would rather offer the LTE program and provide more learning experiences rather than sending the students home.

13. Instructional Materials

Primarily costs associated teaching materials for all grades. More significant expenses associated with new grade 5 curriculum, adding science to grade 4 and 5 curriculums and technology equipment.

14. Building Lease

Rent per executed lease; will stay flat to this year due to the fact that the building square footage has not changed.

15. Utilities

Estimated costs based on actuals for FY2019.

16. Student Transportation

OSA will once again provide transportation to all students. The contract with McCarthy Transportation will be renewed upon budget approval. The cost assumes 4 buses with only a 3% increase this year based on a quote from McCarthy. The demographics of the additional 40 students do not require us to add an additional bus. We have also assumed we will continue provide van service for two students as required by their IEP.

17. OSV Management Contract

Cost is 9% of tuition payment as agreed in the executed contract.

18. School Nutrition Program

This is the estimated cost of the meals and support labor for the meal program as detailed in Attachment 3. The budget assumes that breakfast will be provided by OSV's culinary division and lunch will continue to be provided by Revolution Foods. Contracts will be signed upon budget approval. The FY2020 budget for this program is a net cost of \$6,703.

19. Furniture and Fixtures

Cost to outfit new grade 5 classrooms. See Attachment 6 for details.

20. Technology Equipment

Cost for Chromebooks replacements, laptops for new staff and grade 5 overhead projectors, document cameras, speakers and carts for the classrooms.

21. Insurance

Cost for insurance program; renewal quotes provided by Fred C. Church, this will increase this year by 12%. Please see Attachment 7.

22. Audit/Legal/Payroll

Budget based on actuals incurred and/or quotes for upcoming year.

23. Other Student Activities

Budget reflects cost of civic/community activities as well as OSV PAC budgeted needs for FY2020.

24. Contingency Fund

The FY2020 budget has \$ 50,000 allocated for currently unknown/unbudgeted expenses.

25. Other Building Costs

Copier leases will increase this year due to the addition of a second copier to meet the increased needs of the school. Janitorial supplies and additional cleaning services to supplement daily custodial support for the school are also included in this line of the budget.

26. All Other

All other costs; travels, board costs, postage, miscellaneous supplies.



Attachments

Massachusetts Department of Elementary and Secondary Education Office of District and School Finance

Projected FY20 FTE, Rates, and Tuition by Charter School and Sending District (PROJ)(b)

Cha Lea	Chalocsend	Charter School	Campus Lea	Campus Location	Send Lea	Sending District	FTE	Found Rate	Above Found Spend Rate	Fac Aid Rate	Total Rate
3515	3515287043	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	43	BRIMFIELD	3.00	9,125	4,493	938	14,556
3515	3515287045	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	45	BROOKFIELD	4.00	9,125	3,033	938	13,096
3515	3515287135	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	135	HOLLAND	6.00	10,070	5,479	938	16,487
3515	3515287191	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	191	MONSON	28.00	10,015	3,825	938	14,778
3515	3515287215	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	215	NORTH BROOKFIELD	7.00	10,758	2,092	938	13,788
3515	3515287227	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	227	PALMER	11.00	11,576	3,350	938	15,864
3515	3515287277	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	277	SOUTHBRIDGE	94.00	11,354	86	938	12,378
3515	3515287287	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	287	STURBRIDGE	13.00	9,466	3,740	938	14,144
3515	3515287306	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	306	WALES	7.00	9,125	2,787	938	12,850
3515	3515287316	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	316	WEBSTER	11.00	11,198	1,559	938	13,695
3515	3515287658	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	658	DUDLEY CHARLTON	6.00	9,757	1,355	938	12,050
3515	3515287767	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	767	SPENCER EAST BROOKFIELD	48.00	10,069	2,225	938	13,232
3515	3515287778	OLD STURBRIDGE ACADEMY	287	STURBRIDGE	778	QUABOAG	2.00	11,914	1,695	938	14,547
9999						Amount of Students	240				13,351

Sending District	Actual Listed on DESE		Low End Estimate		High End Estimate	
	Total Tuition per town	town	Total Tuition per town	town	Total Tuition per town	town
BRIMFIELD	43,666.95	38,830.26	38,830.26	44,758.33		
BROOKFIELD	52,382.60	50,071.01	50,071.01	60,001.00		
HOLLAND	98,919.90	81,461.42	81,461.42	102,993.52		
* MONSON	413,774.20	312,851.31	312,851.31	405,292.95		
NORTH BROOKFIELD	96,513.55	87,476.07	87,476.07	98,940.22		
PALMER	174,500.15	140,677.71	140,677.71	166,143.91		
SOUTHBRIDGE	1,163,499.10	1,186,257.40	1,186,257.40	1,289,239.98		
STURBRIDGE	183,867.45	158,198.59	158,198.59	182,245.51		
WALES	89,947.55	81,549.27	81,549.27	107,284.30		
WEBSTER	150,641.15	137,088.33	137,088.33	150,355.66		
DUDLEY CHARLTON	72,297.90	65,728.53	65,728.53	71,547.36		
* SPENCER EAST BROOKFIELD	635,119.20	552,410.89	552,410.89	639,914.42		
QUABOAG	29,093.30	26,992.29	26,992.29	28,923.13		
	\$ 3,204,223	\$ 2,919,593	\$ 2,919,593	\$ 3,347,640		

* Means there is great risk in Above Fund Spend Rate

Old Sturbridge Academy Transportation Reimbursement

	SY 2017-2018	SY 2018-2019	SY 2019-2020
Schedule:			
McCarthy Bus	\$ 200,000.00	\$ 297,300.00	\$ 306,219.00
Sturbridge Reimbursement	\$ (1,955.00)	\$ (1,955.00)	\$ (1,955.00)
Sub Total McCarthy Transportation	\$ 198,045.00	\$ 295,345.00	\$ 304,264.00
AA Transportation Van	\$ 18,483.00	\$ 34,189.00	\$ 34,189.00
Amount received from IDEA 240 Grant	\$ (3,024.00)	\$ (8,118.00)	\$ (8,118.00)
Sub Total for AA Transportation	\$ 15,459.00	\$ 26,071.00	\$ 26,071.00
Total Transportation Cost for Year	\$ 213,504	\$ 321,416	\$ 330,335
Receivable Booked	\$ 50,000	\$ 134,000	\$ 214,718
% of Reimbursement Booked	23%	42%	65%
Actual Received	\$ 166,000		
% of Reimbursement for Transportation	78%		

Meal Program Budget FY2020

	Eligible	FY2020 Budget		Lunch	
		Breakfast			
Student Demographics					
Free	77	19	24.1%	36	47.0%
Reduced	25	9	34.5%	15	60.6%
Paid	138	22	15.8%	44	31.6%
Total	240	49	20.4%	95	39.6%
Free	32.0%	37.8%		38.0%	
Reduced	10.5%	17.7%		16.1%	
Paid	57.5%	44.5%		45.9%	

NOTE: above participation based on FY2019 actuals

Meals purchased: 190 days
w/10% yld

	3,872	7,547	
	1,815	3,192	
	<u>4,563</u>	<u>9,110</u>	
Total	10,250	19,849	
Cost per meal	\$ 1.61	\$ 3.24	
Total cost Line 18	\$ 16,545	\$ 64,392	\$ 80,937
Reimbursement Rates			
Free	\$ 1.79	\$ 3.43	
Reduced	\$ 1.49	\$ 3.03	
Paid	\$ 0.31	\$ 0.43	
Student Fee			
Free	\$ -	\$ -	
Reduced	\$ 0.30	\$ 0.40	
Paid	\$ 1.50	\$ 2.75	
Reimbursement Funds			
Free	\$ 6,911	\$ 25,886	
Reduced	\$ 2,705	\$ 9,672	
Paid	\$ 1,396	\$ 3,917	
Total Reimbursed Line 8	\$ 11,012	\$ 39,475	\$ 50,487
Student Fees Paid			
Free	\$ -	\$ -	
Reduced	\$ 545	\$ 1,277	
Paid	\$ 6,844	\$ 25,053	
Total Student Fees Line 7	\$ 7,389	\$ 26,329	\$ 33,718

Attachment 4

Old Sturbridge Academy Staffing

Proposed School Year 2019-2020

Position	As of April 19	2018-2019		FY2020		
	Name	Act		Name	Plan	FY2020
Principal	DeTora	1.00	\$ 101,000	DeTora	1.00	\$ 101,000
Vice Principal	Hogan	1.00	\$ 100,000	Hogan	1.00	\$ 100,000
Admin Asst.	Brunell	1.00	\$ 49,440	Brunell	1.00	\$ 50,923
Kindergarten	Herman	1.00	\$ 58,000	Herman	1.00	\$ 60,000
	Pike	1.00	\$ 44,000	Pike	1.00	\$ 45,000
1st Grade	Duca	1.00	\$ 48,000	Duca	1.00	\$ 54,000
	Szumita	1.00	\$ 49,000	Szumita	1.00	\$ 50,000
2nd Grade	Moran	1.00	\$ 60,000	Moran	1.00	\$ 62,000
	Berger	1.00	\$ 52,000	Berger	1.00	\$ 54,000
3rd Grade	Cunningham	1.00	\$ 52,000	Childs	1.00	\$ 49,000
	McGuire	1.00	\$ 45,000	B. Ryan	1.00	\$ 46,000
4th Grade	Filkins	1.00	\$ 49,000	Cunningham	1.00	\$ 54,000
	Lee-Davis	1.00	\$ 70,000	Lee-Davis	1.00	\$ 72,000
5th Grade	open position	-	\$ -	McGuire	1.00	\$ 46,000
	open position	-	\$ -	E. Ayers	1.00	\$ 46,000
Associate Teacher K	Childs	1.00	\$ 40,080	Position replaced with instructional aide		
Instructional Aide	Ayers	1.00	\$ 35,000	E. Ortiz	1.00	\$ 28,000
Instructional Aide	Schwartz	1.00	\$ 28,000	Schwartz	1.00	\$ 28,840
Instructional Aide	open position	-	\$ -	M. Burns	1.00	\$ 28,000
Instructional Aide	open position	-	\$ -	A. Caçace	1.00	\$ 28,000
AT /Wellness	Romeri	1.00	\$ 49,000	Romeri	1.00	\$ 50,000
SPED Teacher	Andino	1.00	\$ 54,000	Andino	1.00	\$ 56,000
SPED Teacher	Thompson	1.00	\$ 52,000	Thompson	1.00	\$ 54,000
Adjust. Counselor	Napolitano	1.00	\$ 48,000	Napolitano	1.00	\$ 49,000
Speech		-	\$ -	open position	1.00	\$ 40,000
OT	Servant	1.00	\$ 50,000	Servant	1.00	\$ 51,500
ESL/Spanish Teacher	Provenzano	1.00	\$ 53,040	Provenzano	1.00	\$ 55,040
Behaviorial Aid	Peters	1.00	\$ 27,000	Peters	1.00	\$ 27,810
Art Instructor		0.40	\$ 15,375	Prouty	0.60	\$ 21,275
Music Instructor	open position	-	\$ -	open position	0.60	\$ 21,275
Cafeteria	Lifson	1.00	\$ 16,650	Lifson	1.00	\$ 20,369
School Nurse	Karen Proulx	0.50	\$ 32,640	open position	1.00	\$ 51,680
Head Custodian		-	\$ -	open position	1.00	\$ 41,600
Custodian	Mero Sean	1.00	\$ 32,136	Position replaced with Head Custodian		
Total School Staff		27	\$ 1,310,361	Total School Staff	32	\$ 1,542,312



Attachment 5

**OSA Teacher Compensation Matrix/Steps
Effective through June 2020**

Step	BA	MA
0	\$ 44,000	\$ 48,000
1	\$ 45,000	\$ 49,000
2	\$ 46,000	\$ 50,000
3	\$ 48,000	\$ 52,000
4	\$ 50,000	\$ 54,000
5	\$ 52,000	\$ 56,000
6	\$ 54,000	\$ 58,000
7	\$ 56,000	\$ 60,000
8	\$ 58,000	\$ 62,000
9	\$ 60,000	\$ 64,000
10	\$ 62,000	\$ 66,000
11	\$ 64,000	\$ 68,000
12	\$ 66,000	\$ 70,000
13+	\$ 68,000	\$ 72,000

NOTES:

- Amounts shown are based on an 12 month salary agreement beginning August 1
 - The amounts are divided equally over 26 pay periods
- Steps approximate years of relevant teaching experience
- Stipends are paid for additional licensures if position requires

Attachment 6

Furniture and Equipment for SY2019-2020

Item	Qty	BUDGET	
		Total Cost	
Chromebooks	21	\$	5,880
Teacher Laptops (Intel i5, 8GB of ram, 250GB solid state drive)	7	\$	6,069
Projector	2	\$	1,219
Cart for Projector	2	\$	740
Aversion Doc Camera	2	\$	730
Belkin 10ft Cord	2	\$	14
Speakers	3	\$	360
Contingency			
Equipment - account 5263		\$	15,012
Student Tables for 2nd Grade (Desks will go to 5th Grade)	10	\$	2,133
Teacher Desk	3	\$	887
Teacher Chair for Desk	9	\$	788
Childcraft Stacker Paper Sorter - 20 Slots	6	\$	1,550
4 draw file cabinet	7	\$	1,951
		\$	-
Childcraft 4 shelves - Bookshelves	6	\$	1,960
Childcraft 2 shelves - Bookshelves	6	\$	1,690
Magnetic Dry-Erase Board	2	\$	275
Standing Rectangular Table instead of U-shape desk	4	\$	1,242
Storage Cabinets for all rooms	12	\$	3,510
Wood Cubbies	8	\$	3,556
2 Rugs for 5th grade + carpet padding	2	\$	1,000
Stand Up Desk	2	\$	684
Seat Sacks	53	\$	474
Art Cart	1	\$	313
Drying Carts	4	\$	986
Contingency		\$	5,000
Furniture account 5730		\$	27,999



Fred C. Church's
Charter School Insurance Excellence Group
Property & Casualty Insurance Program Summary Effective 7/1/19 to 7/1/20
Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Coverage for School Assets					
Property including Boiler & Machinery Equipment Breakdown Agreed Amount, Replacement Cost, No Co-insurance	Hanover Insurance Group A.M. Best Rating A (Excellent) Policy No. ZHND310621 7/1/19 to 7/1/20	\$2,154	Business Property Limit \$257,500 <i>See Statement of Values for Details</i>	\$1,000	Provides replacement cost coverage for your contents by most causes of physical damage including sub-limits for boiler & machinery equipment breakdown.
Business Interruption - Loss of Tuition & Extra Expense		\$364	\$250,000	72 Hours	Coverage for loss of tuition, payroll and extra expenses to continue school operations following a property damage loss.
Natural Catastrophe Coverage for Flood Zones B, X, C Earthquake None Purchased		\$0	NA	\$25,000 Flood \$25,000 Earthquake	Provides replacement cost coverage for property damage and business interruption as a result of flood in Zones B, X, C; earth movement.
Educational Institutions Gold Broadening Endorsement		Included in Property	Over 50 coverage enhancements with limits from \$5000 to \$500,000	Same as property	See Gold Property and Educational Institutions Property Broadening Endorsement Forms



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Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Computer Hardware & Software		\$674	\$108,204	\$500	Replacement cost coverage for computers, hardware and software damaged as a result of a covered peril.
Miscellaneous School Property Floater - Optional Coverage <i>None Purchased</i>		None Purchased	\$50,000 Each	\$500	Replacement cost coverage for School Band & Athletic Uniforms; Athletic Equipment; Musical Instruments; Cameras, Projection Equipment; Film when damaged as a result of a covered peril.
Cyber Liability - Privacy Breach & Information Security		Included in Property	\$50,000 Liability Annual Policy Limit \$50,000	\$5,000	\$50,000 Info Security & Privacy Liability; \$50,000 Cyber Media Liability Note: Cost of Privacy Breach Response services do not count towards Annual Policy Limit
Crime Loss Discovery		Included in Gold Property Broadening Endorsement	\$100,000 Employee Theft including ERISA Computer & Funds Transfer Fraud \$15,000; Forgery or Alterations \$30,000; Monies & Securities \$25,000	Same as property	Coverage for Employee Theft, Funds Transfer, Computer & Credit Card Fraud; Monies & Securities, ERISA Bond. Coverage is triggered by the date the loss is discovered regardless of when it actually occurred.



Fred C. Church's
Charter School Insurance Excellence Group
Property & Casualty Insurance Program Summary Effective 7/1/19 to 7/1/20
Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Crime Loss Discovery DECLINED TO PURCHASE 2019-2020	Hanover Insurance Group A.M. Best Rating A (Excellent)	NA	Provides full policy limit for Computer & Funds Transfer Fraud - False Pretense Coverage, Forgery or Alterations, Monies & Securities. Investigative Expenses \$250,000	\$1,000	Coverage for Employee Theft, Funds Transfer, Computer & Credit Card Fraud; Monies & Securities, ERISA Bond. Coverage is triggered by the date the loss is discovered regardless of when it actually occurred.
Coverage for School & Foundation Operational, Board and Educator's Legal Liabilities					
Coverage Territory: Hanover - Worldwide for Occurrences with Suits Brought Back to U.S.					
General Liability including Premises, Operations, Products, Advertising, Fire Damage Legal Liability and Employee Benefits Liability	Hanover Insurance Group A.M. Best Rating A (Excellent) Policy No. ZHND310621 7/1/19 to 7/1/20	\$4,273	\$1,000,000 Each Occurrence \$3,000,000 Annual Aggregate Fire Damage Legal Liability \$500,000 Medical Payments \$15,000 Umbrella Provides Additional Limit	None except for Employee Benefits Liability Claims \$1,000	Coverage for legal defense costs and settlements, judgments or awards from lawsuits alleging bodily injury or property damage to others. Named Insureds include the School, the Foundation, Board Members, Employees, Volunteers, Student Groups, Parent Groups, Student Teachers
Professional Services Liability		Included in General Liability	Included in General Liability Umbrella Provides Additional Limit	None	Extends Liability and Legal Defense coverage to School Nurses, Psychologists, Therapists, Social Workers, Guidance Counselors, Athletic Trainers. Speech, hearing, occupational or physical therapy services, treatment, advice or instruction. Student Internship Liability included for students participating in programs to satisfy curriculum requirements.



Fred C. Church's
Charter School Insurance Excellence Group
Property & Casualty Insurance Program Summary Effective 7/1/19 to 7/1/20
Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Sexual Misconduct, Abuse & Molestation including Legal Defense		Included in General Liability	\$1,000,000 Each Occurrence \$2,000,000 Annual Aggregate <i>Umbrella Provides Additional Limit</i> Innocent Party Defense Limit \$300,000	None	Coverage for legal defense costs and settlements, judgments or awards from lawsuits alleging sexual misconduct, abuse or molestation. Alleged perpetrator(s) is defended up to adjudication. Named Insureds include the School, the Foundation, Board Members, Employees, Volunteers, Student Teachers
Automobile Hired & Non-owned Liability		Included in General Liability	\$1,000,000 Bodily Injury & Property Damage Combined Single Limit of Liability <i>Umbrella Provides Additional Limit</i>	None	Coverage for bodily injury & property damage liability to others. Employees and Volunteers driving their vehicles on school business are covered as Named Insureds. <i>Coverage sits excess of any personal auto insurance or rental auto insurance.</i>
School Board of Trustees & Educators Legal Liability Claims Made Policy with Occurrence Retroactive Date of 7/1/2017 <i>Includes Outside Board Directors Coverage for Employees & Board Members who serve on Outside Boards as part of their School Duties</i>	Indian Harbor Insurance Company (XL Catlin Group) AM Best Rating A (Excellent) <i>Policy No. ELL0950223</i> <i>7/1/19 to 7/1/20</i>	\$7,405	\$3,000,000 Per Claim & Annual Aggregate Duty to Defend Basis; Defense Expenses inside the limit	\$2,500 Note: Deductible remains at \$2,500 even if opt for \$10,000 Deductible on Employment Practices Liability	Coverage for legal defense costs and settlements, judgments or awards from lawsuits alleging financial damages to others. Provides coverage in 2 specific areas: <i>Directors & Officers Liability</i> (e.g. wrongful act by trustee or officer which financially harms competitor, creditor, student, alumni or government agency); <i>Educators Professional Liability</i> (e.g. failure to educate, failure to accommodate disability) Named Insureds include the School, the Foundation, Employees, Volunteers, Board Members & their Spouses or Domestic Partners, Student Teachers.



Fred C. Church's
Charter School Insurance Excellence Group
Property & Casualty Insurance Program Summary Effective 7/1/19 to 7/1/20
Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Employment Practices Liability Claims Made Policy with Occurrence Retroactive Date of 7/1/2017		Included in ELL	\$1,000,000 Per Claim & Annual Aggregate Workplace Violence-with a School Violent Acts sublimit \$25,000/\$50,000 Aggregate; Defense Expense outside the limit.	\$2,500 Optional \$10,000 Deductible Premium Savings \$1132	Coverage for legal defense costs and settlements, judgments or awards from lawsuits alleging financial damages as a result of Employment Practices Liability (e.g. wrongful termination, sexual harassment or discrimination); Third Party coverage is included. Named Insureds include the School, the Foundation, Employees, Volunteers, Board Members, Student Teachers
Key Employee Replacement Expense for Executive Director; Chief Financial Officer; Chief Academic Officer		Included in General Liability	\$50,000 per Loss \$100,000 Annual Aggregate	None	Provides Key Employee Replacement Expenses due to sudden and accidental death or permanent disability of Scheduled Employees. Expenses include temporary personnel, education & training, employment agency fees, advertising, costs of interviewing and investigating replacements
Umbrella Excess Liability	Hanover Insurance Group A.M. Best Rating A (Excellent) Policy No. UHND310782 7/1/19 to 7/1/20	\$1,075	\$1,000,000 Each Occurrence \$1,000,000 Annual Aggregate Higher Limits Available at \$1000 per Million	Underlying Coverage Excludes Educators Legal Liability and Employment Practices Liability	Umbrella coverage provides additional limit coverage following form over General, Professional Services, Sexual Misconduct, Automobile and Employers Liability



Fred C. Church's
Charter School Insurance Excellence Group
Property & Casualty Insurance Program Summary Effective 7/1/19 to 7/1/20
Old Sturbridge Academy Charter Public School; Old Sturbridge Village

Policy	Insurer	Annual Premium	Limit	Deductible	Coverage
Workers Compensation & Employer's Liability Based on Payrolls 8868 = \$1,167,814 9101 = \$48,786 Exp. Mod. NA	Atlantic Charter Insurance Company A.M. Best Rating A (Excellent) Policy No. WCI00128203 7/1/19 to 7/1/20	\$8,861	Massachusetts Statutory Benefits and Employer's Liability Limits at \$1,000,000	None	Coverage for the legal obligation of an employer to pay damages because of bodily injury by accident or disease, including resulting death, sustained by an employee arising out of or in the course of employment.
International Travel Liability	AIG Insurance Company A.M. Best Rating A+ (Superior)	No International Travel 2019-2020	\$1,000,000 Each Occurrence for General Liability, Auto Liability, Employers Liability	\$1,000 for Property Only	Provides coverage for the School, Students and Employees while on trips or business traveling internationally. Coverage is for occurrences and suits brought against the School outside the U.S. and Canada. Coverage's include General Liability, Auto Liability, Workers Compensation, Property, Travel Accident & Sickness, Repatriation
Total Program Premiums and Risk Transfer Rate					
		2019	2018		
Total Program Premium		\$24,806	\$21,044	15.2%	
Total Annual Payroll		\$1,216,600	\$1,150,000	5.5%	
Risk Transfer Rate Premium to Payroll		2.04%	1.83%	10.3%	
Premium & Payment Plan Summary					
Hanover Total Premium	\$8,540	Payment Plan Options: Full Pay, Two, Four and Ten Payment Plans. EFT, Scheduled payments and e-bill. Currently 10 Pay Plan			
Atlantic Charter Total Premium	\$8,861	Payment Plan: 25% Down + State Assessment, then 8 Monthly Interest Free Installments, directly billed to the school by Atlantic Charter			
Indian Harbor Insurance Company	\$7,405	Payment Plan: One payment, agency billed to school by Fred C. Church. (Invoice will includes 4% MA Tax \$296.20 and Policy Fee \$195)			
AIG	No International	Payment Plan: One payment, agency billed to the school by Fred C. Church			
Insurance Program Total Premium	\$24,806				
As of 6/5/19					

This document is a symbol of coverage only; the policies contain additions, exclusions and/or limitations that are not shown here. Please refer to the policies or contact Fred C. Church Insurance for complete coverage details.

Attachment 8

Old Sturbridge Academy Charter Public School

2019-2020 School Calendar Draft Not Yet Approved

August 2019						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	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						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	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					

October 2019						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	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		

November 2019						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	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

December 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	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				

January 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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	

February 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	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

March 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	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				

April 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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		

May 2020						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	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						

June 2020						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	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				

July 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
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	

- No School
- Early Release Day
- First and Last Day
- End of the First Six Weeks of School

- Professional Development (no school for students)
- Trimester End
- Student-Led Conferences (students dismissed early)

- Aug 15-16 New Staff Orientation
- August 19-23 Summer Institute for all Staff
- August 26 First Day of School for Students
- June 23 Last Day of School for Students*

*If no additional snow days
