

September 30, 2019

Commissioner Ricker
Minnesota Department of Education
1500 Highway 36 West
Roseville, MN 55113
Via email

Dear Commissioner Ricker,

Below is the University of St. Thomas' statement of financial expenditures related to authorizing duties for fiscal year 2019, pursuant to *Minnesota Statute*, 124E.05, subd. 8.

The University of St. Thomas (St. Thomas) is a private higher education institution whose mission is "to educate students to be morally responsible leaders who think critically, act wisely, and work skillfully to advance the common good." St. Thomas has found that acting as a charter school authorizer is a valuable way in which to work toward achieving its mission and honor its commitment to quality education. Our programmatic mission is "to advance the common good by using quality authorizing practices to oversee and promote the health of a portfolio of charter schools that demonstrably assist students in reaching their full academic and human potential." We also operate in accordance with our core values which include respecting the whole student, educational equity, valuing multiple educational models, empowered autonomy, excellence-first authorizing, and being reflective practitioners. More information on our mission, core values, and current strategic goals can be found on our [website](#). The current St. Thomas portfolio includes thirteen charter schools. We added one school, Cornerstone Montessori Elementary School, to our portfolio as of July 1, 2019 (SY2020).

The following statement is based on unaudited financial information, as St. Thomas' fiscal year 2019 audit is not yet complete. It is important to note that the expenditures shown do not include the substantial value of the resources, space, and faculty time donated by St. Thomas. These in-kind contributions on the part of the institution and its members greatly benefit the authorizing program and allow us to add value to our community. St. Thomas spent \$247,457.70 on authorizing-related activities during the 2018-2019 school year (July 1, 2018 to June 30, 2019). St. Thomas received \$254,695.51 in revenue via fees from charter schools for authorizing-related activities during the same period.

Please do not hesitate to contact me with any additional questions at mmcgraw@stthomas.edu or 651-962-4372.

Sincerely,



Molly McGraw Healy
Director of Charter School Authorizing
University of St. Thomas

CC: Jennifer Nelson, Minnesota Department of Education

University of St. Thomas Authorizer Income and Expense Report Detail

FY 2019 Income and Expense Report Detail

FY 2019 Income and Expense Report Detail		
Income		Notes
Charter school fees		
<i>Academia Cesar Chavez</i>	\$25,248.00	
<i>Community of Peace Academy</i>	\$25,248.00	
<i>Face to Face Academy</i>	\$9,316.51	
<i>Global Academy</i>	\$25,248.00	
<i>Hiawatha Academies</i>	\$25,248.00	
<i>Hope Community Academy</i>	\$25,248.00	
<i>Metro Deaf School</i>	\$6,312.00	
<i>Spero Academy</i>	\$11,835.00	
<i>PIM Arts High School</i>	\$25,248.00	
<i>St. Paul Conservatory for Performing Artists</i>	\$25,248.00	
<i>Twin Cities Academy</i>	\$25,248.00	
<i>Twin Cities German Immersion School</i>	\$25,248.00	
Other income sources		
<i>Organizational support (internal)</i>	\$0	<i>The University of St. Thomas provides substantial in-kind support. See note below.</i>
<i>Contributions/Donations (external)</i>	\$0	
<i>Grants (external)</i>	\$0	<i>The program has access to up to \$12,500 of funding (\$2,500 per year for each of five CSP Grant years) via MDE's Federal Charter Schools Program Grant. No grant funds were expended during FY2019.</i>
Total Income =	\$254,695.51	
Expenses		Notes
Personnel Salaries	\$218,575.18	<i>Includes both salary and benefit costs, and the cost of consultants to assist with language interpretation and school evaluation.</i>
Personnel subtotal	\$218,575.18	
Administrative/office expenses		
<i>Professional fees (staff development/conferences/workshops/training/dues/subscriptions)</i>	\$2832.03	<i>NACSA, MACSA and MACS Memberships, NACSA Conference, regional conferences, etc. Costs in this area were lower than in years past as two individuals were on leave during the NACSA conference, our major travel expense for the year.</i>
<i>Transportation and Travel</i>	\$1648.99	
<i>Office space use/lease</i>	\$18,006	<i>The university has moved to a new system of budgeting/accounting where units pay a share</i>

		<i>of their responsibility for shared services/overhead such as payroll, facilities, maintenance, etc.</i>
<i>Office supplies and equipment</i>	\$5,340.17	<i>Costs in this area have increased from years past due to an increase in the number of staff requiring laptops, software, phone lines, etc.</i>
<i>Other</i>	\$1055.33	<i>School leader gatherings, food, parking, etc.</i>
Administrative/office expenses subtotal	\$28,882.52	
Total Expenditures =	\$247,457.70	
Net Income/(Deficit)	\$7,237.81	

It is important to note that although UST shows a net income, this is only possible due to the substantial in-kind support provided in the form of faculty expertise, and more, the actual costs of which would far exceed current income. For example, the conservatively estimated value of the over 250 hours of time donated to the program by faculty with expertise in general and special education, finance, accounting, leadership, and governance during FY2019 would easily cost in excess of \$47,500 if valued at current market rates.