

## **Agenda Information Sheet for the Board Meeting (April 20,2010)**

**Date:** April 14, 2010

**Topic:** Discussion/Action Item: 2008-2009 Palisades Charter High School Federal/Tax  
Tax Returns

**Presenter:** Greg Wood

**Recommendation:** Review Federal Form 990/State Form 199. Authorize the Executive Director to sign the 2008-2009 Annual tax returns on behalf of Palisades Charter High School, subject to any modifications identified.

**Costs:** N/A

**Background:** New IRS tax law has gone into effect that requires Non-profit organizations, such as Palisades Charter High School to present and discuss the annual tax return with its Board of Directors annually before the due date of May 15 every year (for the prior tax year).

**Prior discussions and/or action:**

**Alternatives:** None

**Pros & Cons:**

**Relevance to PCHS' mission:**

**Stakeholder input:**

**Additional Information:**

**Number of accompanying materials:** 2008-2009 Palisades Charter High School (Federal Form 990 and State Form 199) draft tax returns, as prepared by our independent audit firm of Vicenti, Lloyd & Stutzman are enclosed. This information has been prepared in conjunction with the annual audited financials as previously filed and in discussion with management.

**PALISADES CHARTER HIGH SCHOOL  
Chief Business Officer's Report  
Board of Trustees Meeting  
April 20, 2010**

**Financial Update**

**2008-2009**

The PCHS IRS Form 990 Tax return for the 2008-2009 School Year has been finalized with our Auditors. New IRS regulations will require your review of this document prior to filing it by May 15, 2010. This item has been agendaized for action by the Board.

**2009-2010**

PCHS has filed the P-2 Attendance report for the year in April 2010. The reported ADA of 2,692.74 will be used by the State of California for the full year funding of ADA for the 2009-2010 School Year. This ADA represents a 13.14 increase over the original Budgeted ADA of 2679.60. Congratulations to the Attendance Office & all staff on supporting this level of ADA on campus.

The Second Interim Financial Report was filed with the CDE by the March 15, 2010 deadline. This report contains updated financial information and full year projections (as of the end of January 2010). Our financial position has improved by approximately \$400,000 (Current Year's Deficit reduced from \$1.1 million to \$700 thousand) from the First Interim Report due to higher funding being received than budgeted for State's Economic Impact Aid (EIA) funding and lower projected salaries. This Report was previously reviewed and discussed by the Budget & Finance Committee on March 22, 2010 as a basis for formulating 2010-2011 Budget Strategies. A copy of the Interim Report is enclosed

The Cafeteria Operations continue to be monitored and the meetings with Cafeteria staff have been held to discuss both current and long term revenue and expense issues.

The second loan of \$750,000 being negotiated with 3 banking institutions, as discussed at the last Special Board meeting, is in process.

Pool Fund Donations Accounting will be attached separately.

The Budget & Finance Committee will be holding a special meeting this week to discuss 2010-2011's Budget Shortfall in terms of Revenue Enhancement and Expense reduction. The Board's input from the previous special board meeting held and administrative on 2010-2011's Budget strategies will be considered.