

**NOTICE OF SPECIAL MEETING OF THE
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD**

NOTICE is hereby given of a special meeting of the Mississippi Charter School Authorizer Board to be held on Wednesday, June 28th, 2017 beginning at 11:00 a.m. at the Mississippi Charter School Authorizer Board offices located at 239 N. Lamar Street, Suite 207, Jackson, MS 39201 for the purpose of end of year fiscal closeout activities and budge revision. Participation at this meeting may be by teleconference at locations different from the above location pursuant to Miss. Code Ann. §25-41-5(2013) with participation being available to the public at the location set forth above.

This the 23rd day of June, 2017.

BY: Marian Schutte
Executive Director

DRAFT AGENDA
MISSISSIPPI CHARTER SCHOOL AUTHORIZER BOARD
June 28th, 2017

- I. Call to order
- II. Adoption of the Agenda
- III. FY17 Budget Revision
- IV. FY18 Robert E. Lee Building Office Space Lease
- V. Approval of Invoices
- VI. Public Comment
- VII. Adjourn

Mississippi Charter School Authorizer Board
FY17 Budget - \$412,625 - \$236,547 with FY16 Admin and FY17 State Admin and FY17 Local Admin

Category	Approved 6/6/16 Estimated Line Item	Approved 9/12/16 Estimated Line Item	Approved 12/5/16 Estimated Line Item	Approved 3/6/17 Estimated Line Item	Approved 4/2/17 Estimated Line Item	Approved 5/5/17 Estimated Line Item	Proposed 6/28/17 Estimated Line Item	Projected Total Expenses Through 6/30/17
Personnel								
Salaries	\$ 190,000.00	\$ 190,000.00	\$ 190,000.00	\$ 190,000.00	\$ 190,000.00	\$ 190,000.00	\$ 190,000.00	\$ 102,500.00
Fringe	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 57,000.00	\$ 30,750.00
Workers Comp, etc.	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 404.00
Sub-Total	\$ 248,500.00	\$ 248,500.00	\$ 248,500.00	\$ 248,500.00	\$ 248,500.00	\$ 248,500.00	\$ 248,500.00	\$ 133,654.00
Travel								
In-State	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 4,500.00
Out-of-State	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 4,000.00
Sub-Total	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ 8,500.00
Contractual								
Intern Stipend	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Employee Training	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 1,810.00
Postage	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
Advertising/Promotional Expense	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -
Membership Dues	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
Software	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 868.50
Wireless	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 914.54
Professional Services - IT	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,259.25
Prof. Services - NACSA	\$ 49,800.00	\$ 49,800.00	\$ 49,800.00	\$ 49,800.00	\$ 32,213.68	\$ 32,213.68	\$ 32,213.68	\$ 32,213.68
Prof. Services - Cornerstone	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 8,300.00
Prof. Services - Epicenter	\$ -	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,700.00	\$ 5,000.00
Prof. Services - PR	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
Prof. Services - Conference Room	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -
Prof. Services - Professional Development	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
Prof. Services - CSP Consultant Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,750.00	\$ 3,750.00	\$ 3,562.50
Other Fees (Court Reporter, etc)	\$ 15,224.00	\$ 6,524.00	\$ 2,141.00	\$ 40,774.00	\$ 11,211.32	\$ 7,961.32	\$ 9,211.32	\$ 1,883.15
Sub-Total	\$ 95,524.00	\$ 95,524.00	\$ 91,141.00	\$ 129,774.00	\$ 114,625.00	\$ 114,625.00	\$ 105,875.00	\$ 68,061.62
Commodities								
Office Supplies	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Food for Business	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 203.46
Office Furnishings	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -
Other Supplies	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,250.00	\$ 2,200.00
Sub-Total	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 9,750.00	\$ 8,903.46
Equipment								
Office Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 4,875.00
Computer Equipment	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 24,000.00	\$ 22,561.98
Office Machines	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -
Sub-Total	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 16,000.00	\$ 16,000.00	\$ 29,000.00	\$ 27,436.98
TOTAL	\$ 383,524.00	\$ 383,524.00	\$ 379,141.00	\$ 417,774.00	\$ 412,625.00	\$ 412,625.00	\$ 412,625.00	\$ 246,556.06

FY17 Guaranteed and Estimated Revenue

	Guaranteed Dollars	Estimated Dollars
Appropriation	\$250,000.00	
Appropriation Reduction	-\$4,383.00	
Appropriation Reduction	-\$3,921.00	
Appropriation Reduction	-\$3,918.00	
Appropriation Reduction	-\$1,231.00	
Final Appropriation Amount	\$236,547.00	
FY 16 Admin Fee	\$56,078.00	
State Admin Fee		
2515-Reimagine Prep	\$32,428.26	
2525-Midtown PCS	\$24,159.93	
2535-Smilow Prep	\$20,857.23	
Total State	\$77,445.42	
Local Admin Estimate		
2515-Reimagine Prep	\$19,173.42	
2525-Midtown Public Charter School	\$13,399.95	
2535-Smilow Prep	\$9,981.61	
Total Local	\$42,554.98	
Total Guaranteed Revenue	\$412,625.40	
Total Estimated Revenue	\$0.00	
Total Guaranteed and Estimated	\$412,625.40	

		Approved 5/5/17	Proposed 6/28/17	Notes
		Estimated Line Item	Estimated Line Item	
Personnel	Salaries	\$ 190,000.00	\$ 190,000.00	No changes made to Personnel
	Fringe	\$ 57,000.00	\$ 57,000.00	
	Workers Comp, etc.	\$ 1,500.00	\$ 1,500.00	
Sub-Total		\$ 248,500.00	\$ 248,500.00	
Travel	In-State	\$ 12,000.00	\$ 12,000.00	No changes made to Travel
	FICA Match on Taxable Travel	\$ -	\$ -	
	Non-Taxable Moving Expenses	\$ -	\$ -	
	Out-of-State	\$ 7,500.00	\$ 7,500.00	
Sub-Total		\$ 19,500.00	\$ 19,500.00	
Contractual	Intern Stipend	\$ 6,000.00	\$ 6,000.00	
	Employee Training	\$ 3,500.00	\$ 3,500.00	
	Postage	\$ 250.00	\$ 250.00	
	Advertising/Promotional Expense	\$ 7,500.00	\$ 7,500.00	
	Membership Dues	\$ 1,250.00	\$ 1,250.00	
	Software	\$ 3,000.00	\$ 3,000.00	
	Wireless	\$ 3,000.00	\$ 3,000.00	
	Professional Services - IT	\$ 3,000.00	\$ 8,000.00	Increased by \$5,000 to account for Internet and Conference Room Installation
	Professional Services - NACSA	\$ 32,213.68	\$ 32,213.68	
	Prof. Services - Cornerstone	\$ 12,500.00	\$ 12,500.00	
	Prof. Services - Epicenter	\$ 5,700.00	\$ 5,700.00	
	Prof. Services - PR	\$ 10,000.00	\$ -	Removed and a portion was added to Computer Equipment to account for Conference Room technology
	Prof. Services - Conference Room	\$ 5,000.00	\$ -	Removed and added to Professional Services - IT for Conference Room installation
	Prof. Services - PD	\$ 10,000.00	\$ 10,000.00	
	Prof. Services - CSP Consultant	\$ 3,750.00	\$ 3,750.00	
	Other Fees (Court Reporter, etc)	\$ 7,961.32	\$ 9,211.32	Remaining portion of Professional Services - PR was added here as a placeholder
Sub-Total		\$ 114,625.00	\$ 105,875.00	
Commodities	Office Supplies	\$ 6,500.00	\$ 6,500.00	
	Food for Business	\$ 1,000.00	\$ 1,000.00	
	Office Furnishings	\$ 5,000.00	\$ -	Moved to Equipment - Office Furnishings due to price of Items
	Other Supplies	\$ 1,500.00	\$ 2,250.00	Increased by \$750 to account for Conference Room commodities
Sub-Total		\$ 14,000.00	\$ 9,750.00	
Equipment	Office Furnishings	\$ -	\$ 5,000.00	Funds moved here from Commodities - Office Furnishings due to price of items
	Computer Equipment	\$ 4,000.00	\$ 24,000.00	Funds moved here from Equipment-Office Machines and Professional Services-PR to account for Conference Room technology
	Office Machines	\$ 12,000.00	\$ -	Moved to Equipment - Computer Equipment for appropriate Conference room technology items
Sub-Total		\$ 16,000.00	\$ 29,000.00	
TOTAL		\$ 412,625.00	\$ 412,625.00	

PROPOSAL

Copy of Board Room Option 4

Mississippi Charter School Organizer Board

Revision: 0

Modified: 6/26/2017



Presented By:

Academic Technologies Inc.

209B Industrial Dr.
Ridgeland, MS 39157 US
601-427-3587
www.academictechinc.com



* Price Includes Accessories

Copy of Board Room Option 4

Project No : ACADE-0712

Rev. 0

6/26/2017

EPL 3760



- 1 **CHIEF ESD-2-L** \$106.67
2U Economy Rack Drawer with Lock



- 1 **CHIEF NAPDH11** \$90.67
Surge Arrestor-1U (without light)



- 2 **CHIEF UTS-1** \$66.54
1u Utility Shelf



- 1 **Crestron AM-101** \$1,000.00
AirMedia presentation gateway



- 1 **Crestron HD-MD-400-C-E** \$812.50
HD Scaling Presentation Switcher & Extender 400 3x1+1 (3 inputs at transmitter + 1 input at receiver) auto-switching, auto-detecting multi-format digital/analog inputs; Crestron QuickSwitch HD® technology



- 1 **Crestron RMC3** \$625.00
3-Series Room Media Controller



- 1 **NEC E905-AVT** \$8,058.06
90" LED backlit commercial-grade display with integrated digital tuner

* Price Includes Accessories

Non-EPL



- 1 **Academic Technologies Inc. 32ft 10M USB 2.0 A Male to A Female Active Extension / Repeater Cable** \$25.00
 32ft 10M USB 2.0 A Male to A Female Active Extension / Repeater Cable (Kinect & PS3 Move Compatible Extension)



- 1 **Audio Visual Furniture CR2000EX** \$1,600.00
 2 Bay credenza, 24" deep Width: 42" Depth: 24" Height: 30" 2 x 12U racks, 2 x fan, Available in 12 different finishes



- 1 **Belkin BE106000-06-CM** \$14.99
 Belkin 6-Outlet Commercial Surge Protector (6 Feet) right angle plug



- 1 **Biamp TESIRA FORTE-TI** \$2,338.70
 TesiraFORT DSP fixed server with 12 analog input, 8 output, 8 channel configurable USB audio, sona acoustic echo cancellation (AEC) technology and standard telephone interface



- 1 **CHIEF XTM1U** \$272.84
 X-Large fusion micro-adjustable tilt wall mount



- 100 **Crestron DM-CBL-8G-NP-SP500** \$46.80
 Digitalmedia 8g Cable, Non-plenum, 500 FT Spool



- 7 **HOSA HMIC-005** \$78.05
 5' XLR Microphone Cable

* Price Includes Accessories



2 **KRAMER ELECTRONICS C-HM/HM/ETH-10** \$39.60
 C-HM/HM/ETH series standard HDMI cable, ethernet, male to male connector, 10'



2 **KRAMER ELECTRONICS C-HM/HM/ETH-3** \$21.06
 C-HM/HM/ETH series standard HDMI cable, ethernet, male to male connector, 3'



1 **Lab Gruppen LUCIA 240/2** \$434.12
 With LUCIA, Lab.gruppen brings significantly better audio performance and more flexibility to everyday AV applications, with real benefits for both the end-user and the audio contractor. LUCIA is a first for Lab.gruppen in providing an alternative solution to amplification and processing. This 'dece



1 **Logitech C930e** \$129.00
 1080p High Definition webcam



1 **Samsung HW-E350** \$240.00
 AudioBar with built-in woofer, 120 Watt



7 **Shure MX690** \$3,491.25
 Microflex Wireless Boundary Microphone



7 **Shure SLX4L** \$2,447.55
 Wireless Receiver With Logic Output

* Price Includes Accessories



2 Shure UA844-SWB \$942.30
 Wideband UHF Four-Way Active Antenna Splitter and Power Distribution System for SLX and ULX wireless



2 Tannoy VLS 15 \$1,562.50
 15" Passive Column Array Loudspeaker - 6 Ohm

100 West Penn Wire-cdt 226 \$28.24
 2 cond 14 (19x27) bare cmr

Non-EPL Total \$13,712.00

Board Room Total \$24,471.44

Project Subtotal: \$24,471.44

* Price Includes Accessories

PROJECT SUMMARY

Equipment:	\$24,471.44
Misc. Parts Adjustment:	\$734.10
EPL 3760 LABOR @\$85/hr:	\$5,509.25

Grand Total: \$30,714.79

Client:

Date

Contractor: Academic Technologies Inc.

Date

**STATE OF MISSISSIPPI
DEPARTMENT OF FINANCE AND ADMINISTRATION
OFFICE OF CAPITOL FACILITIES**

**LEASE AGREEMENT
Capitol Complex**

THIS LEASE AGREEMENT made and entered into this the 1st day of **July 2017** by and between the Office of Capitol Facilities whose address is 501 N. West Street, Suite 2001-A, Jackson Mississippi (hereinafter referred to as "Lessor") and **Mississippi Charter School Authorizer Board** whose address is **Robert E. Lee Building, 239 North Lamar Street, Jackson, MS 39201** (hereinafter referred to as "Lessee"). The terms "Lessor" and "Lessee" shall include, whenever the context admits or requires, singular or plural, the heirs, legal representatives, successors and assigns of the respective parties.

WITNESSETH

FOR AND IN CONSIDERATION of the rental, covenants and conditions hereinafter stipulated to be paid and performed by Lessee, Lessor does hereby demise and let unto Lessee and Lessee does hereby accept and let from Lessor, the following described property situated in the City of **Jackson**, County of **Hinds**, State of Mississippi, described as follows, to wit:

3,516 square feet of office space located on the 2nd floor at \$.00/sq ft
750 square feet of common space located on the 2nd floor at \$.00/sq ft
For a **total of 4,266 square feet** located within the Robert E. Lee Building.

SECTION 1. The primary term of this lease shall be for 12 months, commencing on **July 1, 2017** and ending at 12:00 midnight on **June 30, 2018**.

SECTION 2. The Lessee agrees to pay to the Lessor, in the manner prescribed by Section 29-5-6, Mississippi Code Ann. (1972), rent in the sum of: **Zero Dollars and 00/100 (\$0.00** per square foot office space/**\$0.00** per square foot common space) for the demised premises, according to the following terms and conditions:

\$0.00 divided into 12 monthly installments (**\$0.00**) to be paid by the 10th of every month. In the event that the sums are not received on or before the 15th of the month, a penalty of 10% (**\$0.00**) will be assessed on the late/unpaid amount totaling \$0.00. Note a requisition may be issued to draw on the amount due from any fund appropriated for the use of the agency which has failed to pay rental as agreed. Warrants are to be made payable to State Treasurer Fund #3131, Vendor #V9913031310.

SECTION 3. Lessee will, at all times, attempt to act in a prudent manner to conserve the amount of utilities consumed. Lessor shall furnish and pay for, as and when due, all utilities consumed or used incidentally to the demised premises, such as electricity, gas, water, sewer and all other public utilities of every nature, kind and description used in said premises unless otherwise agreed to in a later section of this Lease.

SECTION 4. Lessee will, at all times, take good and ordinary care and precaution for the preservation of the demised premises. Lessor shall furnish janitorial, security and maintenance services.

SECTION 5. Lessee shall not, without the previous written consent of the Lessor, assign this Lease or sublet the whole or any part of the demised premises or permit the demised premises or any part thereof to be used or occupied by others, which consent by Lessor shall not be unreasonably withheld. In the event Lessor consents to any such assignment of subletting, Lessee

shall remain and continue primarily liable for the performance of the covenants and obligations on his part to be performed under this Lease during the primary or any extended term hereof.

SECTION 6. Lessee will be charged for actual square footage used including closets, access hallways and main corridors used for lobbies, reception areas or any means to personally accommodate the Lessee.

SECTION 7. Prior to alteration of the demised premises in any way, including, but not by way of limitation, changing door locks, painting or wallpapering, carpeting or re-carpeting, modifying electrical, plumbing, natural gas, or other utility systems, installing or removing walls or partitions, or otherwise affecting the condition or uses of the demised premises, Lessee shall notify Lessor in writing of the proposed alteration and request permission therefore.

SECTION 8. Wall coverings, floor coverings, window coverings, and all other fixtures, equipment, and/or appointments and hardware installed by Lessor or Lessee during the term of this Lease shall, upon the expiration hereof, become the property of the Lessor, and shall not be removed from the demised premises without the prior written consent of Lessor.

SECTION 9. Lessee shall not install or use any equipment likely to impose substantial demand upon the electrical, plumbing, natural gas, or other utility systems in the demised premises including, but not by way of limitation, heaters and air conditioners and the like without the prior written consent of the Lessor.

SECTION 10. Lessee will provide Lessor written notice thirty (30) days in advance of intent to vacate demised premises prior to the ending date of Section 1 of this lease agreement. Written notice shall state date Lessee expects to vacate premises and provide a forwarding address.

IN WITNESS WHEREOF, this Lease Agreement has been duly executed in duplicate originals on the date herein above set forth.

OFFICE OF CAPITOL FACILITIES
LESSOR

BY: _____
DIRECTOR, CAPITOL FACILITIES

DATE: _____

LESSEE

BY: _____

TITLE

DATE: _____

**Charter School Authorizer Board
Items Presented for Payment
June 28, 2017**

Travel

Executive Director Travel to Together Leader Workshop

TBD

Contractual

Together Leader Workshop Registration

\$ 575.00

Cornerstone Consulting Invoices - April and May

\$ 1,423.75

Commodities

TOTAL

\$ 1,998.75