

Potomac Capital Advisors Monthly Report Submittals

	District	School	Status		April 2016	May 2016	June 2016	#Reports Required	#Reports Submitted	Submitting + Timeliness Score	% Compliance Submitting	% Compliance Submitting in Timely Manner
1	Fairhaven	Hastings MS	Approved Project Vote Pending	online	5/10/16	6/8/16	7/11/16	3	3			
				hard copy	5/10/16	6/15/16		2	2	8	100%	100%
2	West Bridgewater	Spring Street ES	Approved Project Vote Pending	online	5/10/16	6/8/16	7/12/16	3	3			
				hard copy	5/10/16	6/15/16		2	2	8	100%	100%
								average % compliance		100%	100%	

Red Text	Late Report
	Report Not Required

Submitting and Timeliness Score

1. Submitting both reports on time = 3 points
2. Submitting online report on time = 2 points
3. Submitting online report but not on time = 1 point
4. Submitting hard copy report on time = 1 point
5. Submitting hard copy report but not on time = 0 points
6. Submitting no reports = 0 points

Review Period Ending June 30, 2016