

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**FINANCE COMMITTEE**  
**REGULAR MEETING**

**Join Zoom Meeting**

<https://zoom.us/j/98347919501?pwd=ZXRYRHUybG5WMVRCbUg5bzZ2cVlwdz09>

**Meeting ID:** 983 4791 9501

**Passcode:** PUvR9p

**Tuesday, November 10th 2020 - 4:15 pm**

*Vision: To be a model for successful education of the whole child.*

*Mission: To nurture and deepen each child's academic and creative capacities using methods  
inspired by Waldorf education in a public school setting.*

*LCAP Goal Summary: Build the parent community, support success for all students, and prepare students for high school*

**Notice:** Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

All times noted on the agenda are approximate and listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

**AGENDA**

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**OPEN SESSION - 4:15 PM**

**1. OPENING 15 Minutes**

- 1.1. Call Meeting to Order
- 1.2. Roll Call of Committee Members and Establish Quorum
- 1.3. Invocation - School Verse Read

*"This is our school, May peace dwell here, May the rooms be full of contentment. May love abide here, Love of one another, Love of our school, Love of life itself. Let us remember that as many hands build a house, So many hearts make a school."*

- 1.4. Audience to Address the Committee

*This is the opportunity for members of the community to address the committee concerning items not on the agenda. Persons addressing the Committee will be allowed a maximum of three (3) minutes for their presentation. Persons may not yield their time to another speaker (Gov. Code § 54954.3)*

- 1.5. Agenda Modifications
- 1.6. Approve Minutes from October 13th, 2020.

**2. FINANCIAL REPORTS - 15 minutes**

- 2.1. Charter Impact Monthly Report  
  - 2.1.1. Attendance and Enrollment
  - 2.1.2. Cash Flow
  - 2.1.3. Balance Sheet Detail
  - 2.1.4. Warrants/Aged Payable
  - 2.1.5. Point of Sale Transactions/Check Register
  - 2.1.6. Actual to Budget Summary (*part of the Financial Forecast in the Charter Impact Report*)
- 2.2. COVID-19 Related Finances Report

J. Weber

**3. BUSINESS - 25 minutes**

- 3.1. Medical Insurance Premium Summaries
- 3.2. Executive Director's Report

Leanne and Dayna  
S. Domenighini

**4. NEXT MEETING - December 8th, 2020**

**ADJOURNMENT**

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**FINANCE COMMITTEE**  
**REGULAR MEETING**

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**MINUTES**

**Tuesday, October 13th 2020 - 4:15 pm**

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**AGENDA**

**OPEN SESSION - 4:15 PM**

**1. OPENING - 15 Minutes**

**1.1. Call Meeting to Order**

- Chelsea Parker called the meeting to order at 4:24PM

**1.2. Roll Call of Committee Members and Establish Quorum**

- Present: Chelsea Parker, Franki Boisseree, Chairun Combs, Maggie Buckley, Nick Meier, and Susan Domenighini
- Absent: None

**1.3. Invocation - School Verse Read**

*"This is our school, May peace dwell here, May the rooms be full of contentment. May love abide here, Love of one another, Love of our school, Love of life itself. Let us remember that as many hands build a house, So many hearts make a school."*

- Nick Meier read the school verse.

**1.4. Audience to Address the Committee**

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*Persons addressing the Committee will be allowed a maximum of three (3) minutes for their presentation. Persons may not yield their time to another speaker (Gov. Code § 54954.3)*

- No audience members addressed the committee.

**1.5. Agenda Modifications**

- No agenda modifications were made.

**1.6. Approve Minutes from September 8, 2020**

- Franki Boisseree made a motion to approve the minutes from September 8th, 2020. Chairun Combs seconded the motion.
- There was no further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenihini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

## 2. FINANCIAL REPORTS - 15 minutes

### 2.1. Charter Impact Monthly Report Weber

J.

#### 2.1.1. Attendance and Enrollment

#### 2.1.2. Cash Flow

#### 2.1.3. Balance Sheet Detail

#### 2.1.4. Warrants/Aged Payable

#### 2.1.5. Point of Sale Transactions/Check Register

#### 2.1.6. Actual to Budget Summary (*part of the Financial Forecast in the Charter Impact Report*)

- Jim Weber from Charter Impact presented the Blue Oak Monthly Report by powerpoint presentation; explaining in detail the changes in revenue, cash flow, and expenses. The main changes from this month stemmed from the Learning Loss Mitigation plan, however, these expenditures were already in the budget. Jim reported that early expenses were low, which is favorable, and Blue Oak seems to be on track so far in the school year. Compliance items and deadlines were also reviewed.
- Chairun Combs made a motion to accept the September financial reports as presented. Susan Domenighini seconded the motion.
- There was no further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Susan Domenihini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

## 3. BUSINESS - 25 minutes

S. Domenighini

### 3.1. Spending Plan for COVID-19

- Blue Oak continues to track COVID-related expenditures and detailed reports for COVID funding are still being developed. A report will be sent out to committee members when it is available.
- Susan Domenighini presented a document that was received from Steve Monohan in the IT Department at BCOE. This document outlined annual bid recommendations obtained by BCOE for Blue Oak. The items on this list can be paid for using CARES funds and will improve Blue Oak's current technology needs such as upgrading the internet connectivity and providing off-site storage for our digital records. The main reason behind upgrading our current technology systems is to ensure that Blue Oak information and servers are protected in the event of a natural disaster or other emergency.
- Franki Boisseree voiced concerns about the possibility of changing school locations after the purchase of these items. Some of these items will be able to physically change locations while others may not.
- Jim Weber recommended that, because we have the Learning Loss Mitigation Funds plan in place, Blue Oak should make a one-time payment for these items up front as opposed to spreading out the payments over a period of time.
- Susan Domenighini reminded the committee that there is no action needed for this document at this time because the purchase of these technology enhancements was already approved in the 2018-2019 school year.
- Chelsea Parker then opened discussion among committee members, asking if the Finance Committee should begin to research ways to improve financial support for Blue Oak staff and faculty during the current pandemic period; referring specifically to modifying sick time and/or sick pay.
- Nick Meier feels that teachers would be more willing and/or interested in coming back to campus if they felt secure knowing they would not face financial ruin if they were to get sick during the school year. He would appreciate it if the Charter Council put a new policy in place stating non-sick, COVID-related leave will be separate from regular sick time.
- Maggie Buckley and Susan Domenighini announced that they would meet with the Charter Impact Payroll Director to obtain more information regarding current policies and procedures surrounding COVID-related sick time and non-sick leave that supports staff and faculty but still meets state regulations.
- Chairun Combs wanted to know what policies and procedures are in place for the students if a teacher were to get sick when the school returns to in-person instruction. This information, which involves contract tracing and COVID testing, is being added to the Re-Entry Plan.
- Franki Boisseree made a motion to continue research on this topic.
- Susan Domenighini amended the motion to continue researching current practices surrounding sick time for school faculty and to find out whether or not employees will need to use up their sick time before they qualify for state relief.
- Franki Boisseree made a motion to accept the amendment. Nick Meier seconded the amendment.
- There was no further discussion.

Name	Yes	No	Abstain	Absent
Susan Domenihini	X			

Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

- Vote passes.

### 3.2. **Memorandum of Understanding with BCOE**

- Susan Domenighini shared that BCOE offered Blue Oak a MOU that includes a budget of about \$10,000 from BCOE to utilize for counseling purposes. This contract has not been sent in writing yet; it will hopefully be sent over in the next two weeks.
- There was a general consensus from committee members that a vote should not be taken until the written contract can be reviewed. A special meeting can be called if the document needs to be approved before the next regular meeting
- No further action was taken on this agenda item.

### 3.3. **Executive Director's Report**

#### ➤ Grants

- Susan Domenighini reported the submission of an anti-racism and equity grant to the California Department of Education (CDE) without the approval of the Finance Committee due to a short 5-day turnaround period. She felt the grant was inline with the work the Blue Oak Social Justice and Equity Task Force has begun. If Blue Oak is awarded the grant, Susan will be sure to obtain approval from the Finance Committee before accepting the offer to review any agreements that may be required.
- Regarding the workforce grant that was approved at the last meeting, Susan Domenighini explained that it may be unrealistic to meet the deadline coming up this Friday.

#### ➤ Annual Fundraising Campaign

- As discussed in the last committee meeting, the online donations page is now live on the Blue Oak website. Parents were informed about the page via a recent Acorn post on ParentSquare.
- Maggie Buckley, Susan Domenihini, and Rachel Ceja compose the current Blue Oak fundraising committee. Maggie Buckley recently attended a webinar that demonstrated ways to better address the general public in order to secure donations. Information taught during this webinar included how long donation request letters should be, what type of language to use, and how to send specific and clear messages. Eventually, these types of marketing techniques can be used down the line to help market Blue Oak and increase attendance.
- Chelsea Parker suggested that Blue Oak pursue the North Valley Community Foundation (NVCF) Giving Week that takes place in early December. The Giving Week comes at no cost to Blue Oak, includes fundraising tips and training, and provides exposure to NVCF donors. Susan Domenighini expressed interest in this idea.
- Chelsea Parker made a motion to pursue the Giving Week put on by NVCF. Susan seconded the motion.

➤ Vote.

Name	Yes	No	Abstain	Absent
Susan Domenihini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

**4. NEXT MEETING - November 10th, 2020**

**ADJOURNMENT**

➤ Chelsea Parker adjourned the meeting at 5:38PM.

Minutes Taken By: Alexandra Archer

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

# Blue Oak Charter School

Monthly Financial Presentation – October 2020



# October Highlights

## Highlights

- Forecast surplus **+\$118K**, recommended to reserve surplus for future shortfalls.
- Revenue forecast near budget, **(\$2K)**.
- Expenses forecast below budget **\$22K**.
- Cash ended month **\$579K**, utilizing PPP loan to cover payroll during funding delay.
- State payment deferrals and ongoing economic uncertainty influence 2020/21 planning.

## Compliance and Reporting

- Reporting uses of Learning Loss funding begins in September and October.
- Quarterly grant reporting will be submitted in October.
- 1<sup>st</sup> interim report and LCFF Budget Overview will be presented at Dec meeting.

## Enrollment and Revenues

- 2020/21 funding is based on 2019/20 P-2 ADA (293.37), no ADA will be reported for 2020/21.
- 2020/21 CALPADS data will update rolling UPP for 2020/21, current forecast 58% (3 yr).

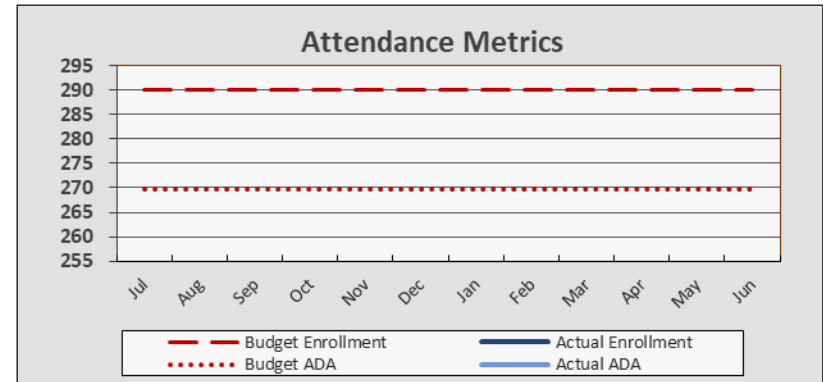
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<b>Enrollment &amp; Per Pupil Data</b>			
	<b><u>Actual</u></b>	<b><u>Forecast</u></b>	<b><u>Budget</u></b>
Average Enrollment	n/a	290	290
ADA	n/a	293	293
Attendance Rate	n/a	101.2%	101.2%
Unduplicated %		58.0%	58.0%
Revenue per ADA		\$12,563	\$12,570
Expenses per ADA		\$12,162	\$12,237

## Attendance Metrics



2020/21 funding is based on 2019/20 P-2 ADA (293.37), no ADA will be reported for 2020/21.

# Revenue

- **October Updates**
  - **Learning Loss Mitigation and ESSER Funds:**
    - **\$153K** use by Dec 2020 - \$92K reported as of Oct
    - **\$23K** use by June 2021
    - **\$80K** recommended hold surplus until 2021/22 to maintain/expand current services.

## Revenue

State Aid-Rev Limit  
Federal Revenue  
Other State Revenue  
Other Local Revenue

### Total Revenue

<i>Year-to-Date</i>		
Actual	Budget	Fav/(Unf)
\$ 607,954	\$ 575,075	\$ 32,879
37,287	210,501	(173,214)
-	22,823	(22,823)
60,299	59,732	567
<b>\$ 705,540</b>	<b>\$ 868,130</b>	<b>\$ (162,590)</b>

<i>Annual/Full Year</i>		
Forecast	Budget	Fav/(Unf)
\$ 2,678,690	\$ 2,678,690	\$ -
368,503	372,705	(4,202)
414,765	414,765	-
223,643	221,543	2,100
<b>\$ 3,685,601</b>	<b>\$ 3,687,703</b>	<b>\$ (2,102)</b>



# Expenses

- **October Updates**
  - **Expenses update** – Expense forecast includes increased LLMF expenses for equipment and staffing.

## Expenses

	<i>Year-to-Date</i>		
	Actual	Budget	Fav/(Unf)
Certificated Salaries	\$ 492,064	\$ 548,143	\$ 56,080
Classified Salaries	93,229	106,449	13,220
Benefits	153,024	171,736	18,712
Books and Supplies	124,339	107,100	(17,239)
Subagreement Services	25,481	35,351	9,870
Operations	41,977	44,492	2,515
Facilities	200,544	203,801	3,257
Professional Services	64,177	45,972	(18,205)
Depreciation	7,221	6,475	(746)
Interest	1,631	-	(1,631)
<b>Total Expenses</b>	<b>\$ 1,203,687</b>	<b>\$ 1,269,519</b>	<b>\$ 65,832</b>

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
	\$ 1,392,621	\$ 1,428,037	\$ 35,415
	385,846	399,225	13,379
	490,982	499,280	8,299
	206,449	198,500	(7,949)
	127,641	129,620	1,979
	134,637	134,421	(216)
	610,270	611,404	1,134
	200,146	169,988	(30,158)
	19,426	19,426	0
	-	-	-
	<b>\$ 3,568,019</b>	<b>\$ 3,589,901</b>	<b>\$ 21,882</b>

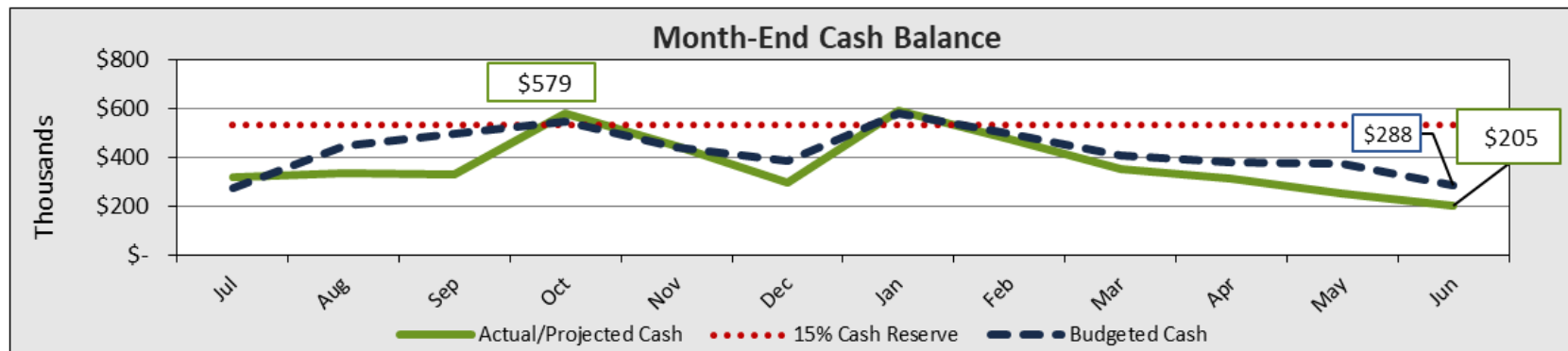
# Surplus / (Deficit) & Fund Balance

- Current forecast surplus **+\$118K**.
- Recommend holding **\$80K** surplus (LLMF and ESSER) eligible for use during 2021/22.
- Fund balance forecast **\$649K**, 18%, 66 days expenses.
- Deferred funding reduces fund balance available as cash reserves.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ (498,147)	\$ (401,389)	\$ (96,758)	\$ 117,582	\$ 97,802	\$ 19,780
Beginning Fund Balance	531,327	531,327		531,327	531,327	
<b>Ending Fund Balance</b>	<u><b>\$ 33,181</b></u>	<u><b>\$ 129,938</b></u>		<u><b>\$ 648,909</b></u>	<u><b>\$ 629,129</b></u>	
<i>As a % of Annual Expenses</i>	0.9%	3.6%		18.2%	17.5%	

# Cash Balance

- Current cash is \$579K, including \$530K PPP loan and excluding \$283K outstanding AR.
- PPP loan ensures school meets payroll and rent and is potentially forgivable after twenty-four-week period.
- State payment deferrals and ongoing economic uncertainty influence 2020/21 planning.
- **Due to slow collections, short term borrowing may be recommended before June 2021.**
- Management and Charter Impact are monitoring activities to ensure adequate cash availability.



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA TEAM	Nov-01	<b>Kindergarten Immunization Assessment</b> - To review and submit required vaccine doses and report on permanent medical exemptions.	BOCS	No	No	<a href="https://www.shotsforschool.org/reporting/kindergarten/#">https://www.shotsforschool.org/reporting/kindergarten/#</a>
FINANCE	Nov-02	<b>Mental Health Plans due to SELPA</b> - Schools requesting Level 2 and Level 3 mental health funding must file their annual plan with their SELPA by this date. Specific due dates may vary by SELPA.	BOCS	No	Yes	<a href="https://www.cde.ca.gov/fg/aa/se/sep1appnform04.asp">https://www.cde.ca.gov/fg/aa/se/sep1appnform04.asp</a>
DATA TEAM	Nov-15	<b>Complete Nutrition Verification process (requirement of School Nutrition Program)</b> - Verification is the annual, mandatory process that confirms the eligibility of a sample of completed household meal eligibility applications in the National School Lunch and School Breakfast Programs. Each LEA must select and verify a sample of applications approved for free and reduced-price meal benefits. The required sample size of applications to be verified is based on the number of approved applications on file on October 1.	BOCS	No	Yes	<a href="https://www.cde.ca.gov/ls/nu/sn/verificationreport.asp">https://www.cde.ca.gov/ls/nu/sn/verificationreport.asp</a>
FINANCE	Nov-15	<b>Review and/or Update Non-Profit IRS Form 990 Policies</b> - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The IRS Form 990 includes a Governance, Management and Disclosure section. Charter Schools are required to disclose the following policies: Conflict of Interest Policy, Whistleblower Policy, Document Retention and Destruction Policy, Expense Reimbursement Policy, Gift Receiving Policy, and Compensation Approval Policy. A Form 990 must be filed by the 15th day of the 5th month after the close of the NPO's fiscal year. <b>Most schools extend this deadline to the following May 15th.</b>	BOCS	Yes	No	<a href="http://www.publiccounsel.org/useful_materials?id=0025">http://www.publiccounsel.org/useful_materials?id=0025</a>
FINANCE	Set by Authorizer (by Dec 15)	<b>1st Interim Financial Report</b> - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report for the period ending October 31 is due by the date set by the charter authorizer (no later than December 15th).	Charter Impact	Yes	Yes	<a href="https://www.cde.ca.gov/fg/fi/ir/interimstatus.asp">https://www.cde.ca.gov/fg/fi/ir/interimstatus.asp</a>
FINANCE	Set by Authorizer (by Dec 15)	<b>LCFF Budget Overview for Parents</b> - Senate Bill (SB) 98 added ECSection 43509, which changed the adoption date for the Budget Overview for Parents for the 2020–21 school year. For 2020–21, local governing boards or governing bodies are required to adopt and submit the Budget Overview for Parents on or before December 15, 2020, in conjunction with the LEA's first interim budget report.	Charter Impact	Yes	No	<a href="https://www.cde.ca.gov/re/lc/">https://www.cde.ca.gov/re/lc/</a>
FINANCE	Dec-18	<b>Annual Audit Review and Board Approval</b> - Charter Schools are required to submit an independent audit report to the CDE, the State Controller's Office (SCO), the local County Superintendent of Schools, and, if applicable, the chartering entity, by December 15 of each year. <b>Note that the audit report due date was automatically extended to March 31, 2021, due to COVID-19.</b>	BOCS with Charter Impact support	Yes	No	<a href="https://www.cde.ca.gov/fg/au/ag/submitaudittrpt.asp">https://www.cde.ca.gov/fg/au/ag/submitaudittrpt.asp</a>
DATA	Dec-18	<b>CALPADS - Fall 1 Certification deadline</b> - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 1 data within CALPADS, which can impact a number of things, including LCFF funding, reclassified fluent-English proficient (RFEP) counts/rates, and A–G graduate counts.	BOCS	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>

# Appendices

**As of October 31, 2020**

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Statement of Cash Flows
- Detailed Month and YTD Budget vs. Actual
- Accounts Payable Aging
- Check Register



# *Blue Oak Charter*

**Financial Package**

**October 31, 2020**

*Presented by:*



# Blue Oak Charter School

## Monthly Cash Flow/Forecast FY20-21

Revised 11/06/2020

ADA = 293.37



	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Year-End Accruals	Annual Forecast	Revised Budget	Favorable / (Unfav.)
<b>Revenues</b>																
<b>State Aid - Revenue Limit</b>															ADA = 293.37	
8011 LCFF State Aid	-	69,481	69,481	125,066	125,066	125,066	125,066	125,066	58,839	22,534	22,534	22,534	499,507	1,390,241	1,699,234	(308,992)
8012 Education Protection Account	-	-	-	138,207	-	-	138,207	-	-	138,206	-	-	138,207	552,827	243,834	308,992
8019 State Aid - Prior Year	-	-	-	11,477	-	-	-	-	(2,295)	(2,295)	(2,295)	(2,295)	(2,295)	-	-	-
8096 In Lieu of Property Taxes	-	44,825	89,650	59,767	59,767	59,767	59,767	59,767	100,771	50,385	50,385	50,385	50,385	735,622	735,622	-
	-	114,306	159,131	334,517	184,833	184,833	323,040	184,833	157,315	208,830	70,624	70,624	685,804	2,678,690	2,678,690	-
<b>Federal Revenue</b>																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	19,938	-	-	4,984	14,953	39,875	39,875	-
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	-	37,588	-	-	18,794	-	-	18,794	75,175	77,683	(2,508)
8291 Title II, Part A - Teacher Quality	-	-	-	-	-	-	4,878	-	-	2,439	-	-	2,439	9,755	11,449	(1,694)
8296 Other Federal Revenue	-	-	-	37,287	-	115,877	45,267	-	-	22,634	-	15,994	6,640	243,698	243,698	-
	-	-	-	37,287	-	115,877	87,732	-	19,938	43,866	-	20,978	42,825	368,503	372,705	(4,202)
<b>Other State Revenue</b>																
8545 School Facilities (SB740)	-	-	-	-	-	-	156,308	-	-	-	78,154	-	78,154	312,615	312,615	-
8550 Mandated Cost	-	-	-	-	-	4,946	-	-	-	-	-	-	-	4,946	4,946	-
8560 State Lottery	-	-	-	-	-	-	14,595	-	-	14,595	-	-	29,190	58,381	58,381	-
8599 Other State Revenue	-	-	-	-	-	-	-	-	-	-	8,000	22,823	8,000	38,823	38,823	-
	-	-	-	-	-	4,946	170,903	-	-	14,595	86,154	22,823	115,344	414,765	414,765	-
<b>Other Local Revenue</b>																
8689 Other Fees and Contracts	-	1,500	-	600	-	-	-	-	-	-	-	-	-	2,100	-	2,100
8699 School Fundraising	20	6,580	2,207	660	5,219	5,219	5,219	5,219	5,219	5,219	5,219	-	-	46,000	46,000	-
8792 Transfers of Apportionments	7,818	15,791	15,799	9,324	15,799	15,799	15,799	7,465	2,859	2,859	2,859	-	63,372	175,543	175,543	-
	7,838	23,871	18,006	10,584	21,018	21,018	21,018	12,684	8,078	8,078	8,078	-	63,372	223,643	221,543	2,100
<b>Total Revenue</b>	<b>7,838</b>	<b>138,177</b>	<b>177,137</b>	<b>382,388</b>	<b>205,851</b>	<b>326,674</b>	<b>602,692</b>	<b>197,517</b>	<b>185,330</b>	<b>275,369</b>	<b>164,856</b>	<b>114,426</b>	<b>907,346</b>	<b>3,685,601</b>	<b>3,687,703</b>	<b>(2,102)</b>
<b>Expenses</b>																
<b>Certificated Salaries</b>																
1100 Teachers' Salaries	91,139	106,143	108,402	110,925	115,710	115,710	115,710	115,710	115,710	115,710	25,166	-	-	1,136,035	1,164,716	28,681
1170 Teachers' Substitute Hours	-	-	-	-	3,471	3,471	3,471	3,471	3,471	3,471	3,471	1,736	-	26,035	34,941	8,907
1175 Teachers' Extra Duty/Stipends	699	736	1,506	1,140	1,287	1,287	1,287	1,287	1,287	1,287	-	-	-	11,800	11,800	-
1200 Pupil Support Salaries	-	583	7,574	6,457	4,070	4,070	4,070	4,070	4,070	4,070	4,070	2,035	-	45,139	40,700	(4,438)
1300 Administrators' Salaries	14,086	14,294	14,190	14,190	14,607	14,607	14,607	14,607	14,607	14,607	14,607	14,607	-	173,612	175,879	2,267
	105,924	121,755	131,672	132,712	139,145	139,145	139,145	139,145	139,145	139,145	47,313	18,377	-	1,392,621	1,428,037	35,415
<b>Classified Salaries</b>																
2100 Instructional Salaries	229	221	14,186	10,356	12,591	12,591	12,591	12,591	12,591	12,591	12,591	6,295	-	119,421	125,907	6,485
2400 Clerical and Office Staff Salaries	6,264	11,854	8,861	12,544	12,669	12,669	12,669	12,669	12,669	12,669	12,669	12,669	-	140,873	147,445	6,571
2900 Other Classified Salaries	2,518	1,516	13,576	11,105	12,105	12,105	12,105	12,105	12,105	12,105	12,105	12,105	-	125,552	125,873	322
	9,011	13,591	36,623	34,004	37,364	37,364	37,364	37,364	37,364	37,364	37,364	31,069	-	385,846	399,225	13,379
<b>Benefits</b>																
3101 STRS	16,034	18,530	19,824	19,554	22,907	22,907	22,907	22,907	22,907	22,907	7,789	3,025	-	222,199	230,628	8,429
3202 PERS	4,155	3,393	9,480	9,214	7,998	7,998	7,998	7,998	7,998	7,998	7,998	6,651	-	88,880	82,640	(6,240)
3301 OASDI	848	735	2,872	2,721	2,396	2,396	2,396	2,396	2,396	2,396	2,396	1,992	-	25,937	24,752	(1,185)
3311 Medicare	1,544	1,831	2,377	2,312	2,617	2,617	2,617	2,617	2,617	2,617	1,256	733	-	25,756	26,495	740
3401 Health and Welfare	12,044	3,695	10,107	7,425	9,525	9,525	9,525	9,525	9,525	9,525	9,525	9,525	-	109,471	114,300	4,829
3501 State Unemployment	53	63	82	80	110	110	550	440	220	110	110	110	-	2,037	2,193	156
3601 Workers' Compensation	953	953	953	953	1,805	1,805	1,805	1,805	1,805	1,805	866	506	-	16,014	18,273	2,259
3901 Other Benefits	51	64	67	56	56	56	56	56	56	56	56	56	-	688	-	(688)
	35,683	29,263	45,762	42,315	47,414	47,414	47,854	47,744	47,524	47,414	29,995	22,598	-	490,982	499,280	8,299
<b>Books and Supplies</b>																
4100 Textbooks and Core Materials	-	3,490	4,674	12,540	-	-	-	-	-	-	-	-	-	20,704	16,000	(4,704)
4200 Books and Reference Materials	-	4,198	1,002	(4,707)	188	188	188	188	188	188	188	188	-	2,000	6,000	4,000
4302 School Supplies	-	14,883	2,535	2,679	1,988	1,988	1,988	1,988	1,988	1,988	1,988	1,988	-	36,000	46,000	10,000
4305 Software	129	129	9,954	(768)	756	756	756	756	756	756	756	756	-	15,495	-	(15,495)
4310 Office Expense	-	3,768	4,507	2,805	1,115	1,115	1,115	1,115	1,115	1,115	1,115	1,115	-	20,000	10,000	(10,000)
4312 School Fundraising Expense	-	-	-	-	313	313	313	313	313	313	313	313	-	2,500	2,500	-
4400 Noncapitalized Equipment	-	-	17,770	44,752	23,614	23,614	-	-	-	-	-	-	-	109,750	118,000	8,250
	129	26,468	40,442	57,301	27,974	27,974	4,360	4,360	4,360	4,360	4,360	4,360	-	206,449	198,500	(7,949)

# Blue Oak Charter School

## Monthly Cash Flow/Forecast FY20-21

Revised 11/06/2020

ADA = 293.37



	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Year-End Accruals	Annual Forecast	Revised Budget	Favorable / (Unfav.)
<b>Subagreement Services</b>																
5101 Nursing	-	-	3,958	1,979	1,979	1,979	1,979	1,979	1,979	1,979	1,979	1,979	-	21,766	-	(21,766)
5102 Special Education	-	150	4,530	14,437	10,657	10,657	10,657	10,657	10,657	10,657	10,657	10,657	-	104,375	128,120	23,745
5105 Security	-	-	428	-	134	134	134	134	134	134	134	134	-	1,500	1,500	-
	-	150	8,915	16,416	12,770	12,770	12,770	12,770	12,770	12,770	12,770	12,770	-	127,641	129,620	1,979
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	-	-	-	-	375	375	375	375	375	375	375	375	-	3,000	3,000	-
5300 Dues & Memberships	-	-	50	885	8	8	8	8	8	8	8	8	-	1,000	1,000	-
5400 Insurance	2,175	922	5,541	3,643	3,268	3,268	3,268	3,268	3,268	3,268	3,268	3,268	-	38,421	38,421	-
5501 Utilities	5,081	5,387	8,318	4,775	5,805	5,805	5,805	5,805	5,805	5,805	5,805	5,805	-	70,000	70,000	-
5502 Janitorial Services	-	-	1,846	-	1,144	1,144	1,144	1,144	1,144	1,144	1,144	1,144	-	11,000	11,000	-
5900 Communications	652	742	563	240	975	975	975	975	975	975	975	975	-	10,000	10,000	-
5901 Postage and Shipping	-	533	433	192	7	7	7	7	7	7	7	7	-	1,216	1,000	(216)
	7,908	7,584	16,750	9,734	11,583	11,583	11,583	11,583	11,583	11,583	11,583	11,583	-	134,637	134,421	(216)
<b>Facilities, Repairs and Other Leases</b>																
5601 Rent	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	-	586,404	586,404	-
5603 Equipment Leases	1,395	1,524	962	786	1,450	1,450	1,450	1,450	1,450	1,450	1,450	1,450	-	16,266	17,400	1,134
5610 Repairs and Maintenance	-	120	50	240	899	899	899	899	899	899	899	899	-	7,600	7,600	-
	50,262	50,511	49,879	49,893	51,216	51,216	51,216	51,216	51,216	51,216	51,216	51,216	-	610,270	611,404	1,134
<b>Professional/Consulting Services</b>																
5801 IT	-	-	427	7,037	2,817	2,817	2,817	2,817	2,817	2,817	2,817	2,817	-	30,000	12,200	(17,800)
5802 Audit & Taxes	-	-	2,730	6,405	2,865	-	-	-	-	-	-	-	-	12,000	3,500	(8,500)
5803 Legal	-	-	416	296	848	848	848	848	848	848	848	848	-	7,500	7,500	-
5804 Professional Development	-	5,487	678	945	36	36	36	36	36	36	36	36	-	7,400	5,000	(2,400)
5805 General Consulting	-	375	5,087	1,696	1,836	1,836	1,836	1,836	1,836	1,836	1,836	1,836	-	21,847	20,347	(1,500)
5806 Special Activities/Field Trips	-	-	-	-	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	-	10,000	10,000	-
5809 Other taxes and fees	1	449	1,221	987	43	43	43	43	43	43	43	43	-	3,000	3,000	-
5810 Payroll Service Fee	150	555	578	718	362	362	362	362	362	362	362	362	-	4,900	4,900	-
5811 Management Fee	5,579	5,862	5,862	5,862	6,318	6,318	6,318	6,318	6,318	6,318	6,318	6,318	-	73,712	73,754	42
5812 District Oversight Fee	-	695	695	2,633	1,848	1,848	3,230	1,848	1,573	2,088	706	706	8,915	26,787	26,787	-
5815 Public Relations/Recruitment	-	750	-	-	281	281	281	281	281	281	281	281	-	3,000	3,000	-
	5,730	14,173	17,694	26,579	18,506	15,641	17,023	15,641	15,366	15,881	14,499	14,499	8,915	200,146	169,988	(30,158)
<b>Depreciation</b>																
6900 Depreciation Expense	1,619	1,619	1,619	2,365	873	1,619	1,619	1,619	1,619	1,619	1,619	1,619	-	19,426	19,426	0
	1,619	1,619	1,619	2,365	873	1,619	1,619	1,619	1,619	1,619	1,619	1,619	-	19,426	19,426	0
<b>Interest</b>																
7438 Interest Expense	451	451	437	292	-	-	-	-	-	-	-	(1,631)	-	-	-	-
	451	451	437	292	-	-	-	-	-	-	-	(1,631)	-	-	-	-
<b>Total Expenses</b>																
	216,717	265,565	349,794	371,611	346,844	344,725	322,933	321,441	320,946	321,351	210,719	166,459	8,915	3,568,019	3,589,901	21,882
<b>Monthly Surplus (Deficit)</b>																
	(208,879)	(127,388)	(172,656)	10,777	(140,993)	(18,051)	279,760	(123,924)	(135,616)	(45,981)	(45,863)	(52,034)	898,431	117,582	97,802	19,780
<b>Cash Flow Adjustments</b>																
Monthly Surplus (Deficit)	(208,879)	(127,388)	(172,656)	10,777	(140,993)	(18,051)	279,760	(123,924)	(135,616)	(45,981)	(45,863)	(52,034)	898,431	117,582		
Cash flows from operating activities																
Depreciation/Amortization	1,619	1,619	1,619	2,365	873	1,619	1,619	1,619	1,619	1,619	1,619	1,619	-	19,426		
Public Funding Receivables	9,140	88,186	152,479	94,809	-	248,968	-	-	-	-	-	34,316	(907,346)	(279,447)		
Grants and Contributions Rec.	9,909	12,248	3,957	-	-	-	-	-	-	-	-	-	-	26,115		
Prepaid Expenses	3,279	7,801	(38,576)	1,779	3,987	3,580	3,580	3,580	3,580	3,580	3,580	3,580	-	3,329		
Accounts Payable	(21,726)	-	-	-	-	-	-	-	-	-	-	-	8,915	(12,811)		
Accrued Expenses	16,998	31,219	40,953	(21,936)	-	(274,335)	-	-	-	-	-	30,569	-	(176,532)		
Summer Holdback	-	5,492	5,204	5,774	5,204	5,204	5,204	5,204	5,204	5,204	(23,845)	(23,845)	-	-		
Deferred Revenues	-	-	-	154,694	-	(115,877)	-	-	-	-	-	(38,817)	-	-		
Cash flows from financing activities																
Proceeds(Payments) on Debt	451	451	437	292	-	-	-	-	-	-	-	(1,631)	-	-		
Total Change in Cash	(189,209)	19,628	(6,583)	248,553	(130,929)	(148,893)	290,162	(113,522)	(125,213)	(35,579)	(64,510)	(46,244)				
Cash, Beginning of Month	506,855	317,646	337,274	330,691	579,244	448,315	299,422	589,584	476,062	350,849	315,270	250,760				
Cash, End of Month	317,646	337,274	330,691	579,244	448,315	299,422	589,584	476,062	350,849	315,270	250,760	204,516				

## Blue Oak Charter

### Statement of Financial Position

October 31, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ 579,244	\$ 506,855	\$ 72,389	14%
Accounts Receivable	11,651	37,766	(26,115)	-69%
Public Funding Receivables	283,284	627,898	(344,615)	-55%
Prepaid Expenses	96,037	70,320	25,717	37%
<b>Total Current Assets</b>	<b>970,215</b>	<b>1,242,838</b>	<b>(272,623)</b>	<b>-22%</b>
<b>Long-Term Assets</b>				
Property & Equipment, Net	33,996	40,472	(6,475)	-16%
Deposits	28,000	28,000	-	0%
<b>Total Long Term Assets</b>	<b>61,996</b>	<b>68,472</b>	<b>(6,475)</b>	<b>-9%</b>
<b>Total Assets</b>	<b>\$ 1,032,212</b>	<b>\$ 1,311,310</b>	<b>\$ (279,098)</b>	<b>-21%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ -	\$ 21,726	\$ (21,726)	-100%
Accrued Liabilities	311,024	227,320	83,704	37%
Deferred Revenue	154,694	-	154,694	0%
Notes Payable, Current Portion	235,711	235,711	-	0%
<b>Total Current Liabilities</b>	<b>701,429</b>	<b>484,757</b>	<b>216,671</b>	<b>45%</b>
<b>Long-Term Liabilities</b>				
Notes Payable, Net of Current Portion	296,856	295,225	1,631	1%
<b>Total Long-Term Liabilities</b>	<b>296,856</b>	<b>295,225</b>	<b>1,631</b>	<b>1%</b>
<b>Total Liabilities</b>	<b>998,285</b>	<b>779,983</b>	<b>218,303</b>	<b>28%</b>
<b>Total Net Assets</b>	<b>33,927</b>	<b>531,327</b>	<b>(497,401)</b>	<b>-94%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 1,032,212</b>	<b>\$ 1,311,310</b>	<b>\$ (279,098)</b>	<b>-21%</b>

## Blue Oak Charter

### Statement of Cash Flows

For the period ended October 31, 2020

	Month Ended 10/31/20	YTD Ended 10/31/20
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ 11,523	\$ (497,401)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,619	6,475
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	94,809	344,615
Grants, Contributions & Pledges Receivable	-	26,115
Prepaid Expenses	1,779	(25,717)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	-	(21,726)
Accrued Expenses	(16,162)	83,704
Deferred Revenue	154,694	154,694
<b>Total Cash Flows from Operating Activities</b>	<b>248,262</b>	<b>70,758</b>
 <b>Cash Flows from Financing Activities</b>		
Proceeds from (payments on) Long-Term Debt	292	1,631
<b>Total Cash Flows from Financing Activities</b>	<b>292</b>	<b>1,631</b>
 Change in Cash & Cash Equivalents	248,553	72,389
Cash & Cash Equivalents, Beginning of Period	330,691	506,855
 <b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 579,244</b>	<b>\$ 579,244</b>

# Blue Oak Charter

## Statement of Activities

For the period ended October 31, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
State Aid - Revenue Limit							
LCFF State Aid	\$ 125,066	\$ 152,931	\$ (27,865)	\$ 264,028	\$ 322,855	\$ (58,827)	\$ 1,699,234
Education Protection Account	138,207	60,959	77,248	138,207	60,959	77,248	243,834
State Aid - Prior Year	11,477	-	11,477	11,477	-	11,477	-
In Lieu of Property Taxes	59,767	58,850	917	194,242	191,262	2,980	735,622
Total State Aid - Revenue Limit	334,517	272,739	61,778	607,954	575,075	32,879	2,678,690
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	39,875
Title I, Part A - Basic Low Income	-	19,421	(19,421)	-	19,421	(19,421)	77,683
Title II, Part A - Teacher Quality	-	2,862	(2,862)	-	2,862	(2,862)	11,449
Other Federal Revenue	37,287	18,494	18,794	37,287	188,218	(150,931)	243,698
Total Federal Revenue	37,287	40,777	(3,490)	37,287	210,501	(173,214)	372,705
Other State Revenue							
School Facilities (SB740)	-	-	-	-	-	-	312,615
Mandated Cost	-	-	-	-	-	-	4,946
State Lottery	-	-	-	-	-	-	58,381
Other State Revenue	-	-	-	-	22,823	(22,823)	38,823
Total Other State Revenue	-	-	-	-	22,823	(22,823)	414,765
Other Local Revenue							
Other Fees and Contracts	600	-	600	2,100	-	2,100	-
School Fundraising	660	5,980	(5,320)	9,467	10,580	(1,113)	46,000
Transfers of Apportionments	9,324	15,799	(6,475)	48,732	49,152	(420)	175,543
Total Other Local Revenue	10,584	21,779	(11,195)	60,299	59,732	567	221,543
<b>Total Revenues</b>	<b>382,388</b>	<b>335,295</b>	<b>47,093</b>	<b>705,540</b>	<b>868,130</b>	<b>(162,590)</b>	<b>3,687,703</b>
<b>Expenses</b>							
Certificated Salaries							
Teachers' Salaries	110,925	116,472	5,546	416,609	465,886	49,277	1,164,716
Teachers' Substitute Hours	-	3,494	3,494	-	8,735	8,735	34,941
Teachers' Extra Duty/Stipends	1,140	1,180	40	4,081	4,720	639	11,800
Pupil Support Salaries	6,457	4,070	(2,387)	14,614	10,175	(4,438)	40,700
Administrators' Salaries	14,190	14,657	467	56,760	58,626	1,867	175,879
Total Certificated Salaries	132,712	139,872	7,160	492,064	548,143	56,080	1,428,037
Classified Salaries							
Instructional Salaries	10,356	12,591	2,235	24,991	31,477	6,486	125,907
Clerical and Office Staff Salaries	12,544	12,669	125	39,523	46,095	6,571	147,445
Other Classified Salaries	11,105	12,124	1,019	28,714	28,878	163	125,873
Total Classified Salaries	34,004	37,384	3,379	93,229	106,449	13,220	399,225
Benefits							
State Teachers' Retirement System, certificated	19,554	22,589	3,035	73,942	88,525	14,583	230,628
Public Employees' Retirement System, classified	9,214	7,738	(1,475)	26,242	22,035	(4,207)	82,640
OASDI/Medicare/Alternative, certificated	2,721	2,318	(403)	7,176	6,600	(577)	24,752
Medicare/Alternative, certificated	2,312	2,570	258	8,064	9,492	1,428	26,495
Health and Welfare Benefits, certificated	7,425	9,525	2,100	33,271	38,100	4,829	114,300
State Unemployment Insurance, certificated	80	110	30	278	439	161	2,193
Workers' Compensation Insurance, certificated	953	1,773	819	3,813	6,546	2,733	18,273
Other Benefits, certificated positions	56	-	(56)	238	-	(238)	-
Total Benefits	42,315	46,623	4,308	153,024	171,736	18,712	499,280
Books & Supplies							
Textbooks and Core Materials	12,540	4,000	(8,540)	20,704	12,000	(8,704)	16,000
Books and Reference Materials	(4,707)	1,200	5,907	493	4,800	4,307	6,000
School Supplies	2,679	3,833	1,155	20,097	15,333	(4,763)	46,000
Software	(768)	-	768	9,443	-	(9,443)	-
Office Expense	2,805	833	(1,972)	11,080	3,333	(7,747)	10,000
School Fundraising Expense	-	208	208	-	833	833	2,500
Noncapitalized Equipment	44,752	23,600	(21,152)	62,522	70,800	8,278	118,000
Total Books & Supplies	57,301	33,675	(23,626)	124,339	107,100	(17,239)	198,500

# Blue Oak Charter

## Statement of Activities

For the period ended October 31, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Subagreement Services							
Nursing	1,979	-	(1,979)	5,936	-	(5,936)	-
Special Education	14,437	11,647	(2,790)	19,118	34,942	15,824	128,120
Security	-	136	136	428	409	(18)	1,500
Total Subagreement Services	16,416	11,784	(4,632)	25,481	35,351	9,870	129,620
Operations & Housekeeping							
Auto and Travel	-	273	273	-	818	818	3,000
Dues & Memberships	885	83	(802)	935	333	(602)	1,000
Insurance	3,643	3,202	(441)	12,281	12,807	526	38,421
Utilities	4,775	5,833	1,059	23,561	23,333	(228)	70,000
Janitorial Services	-	917	917	1,846	3,667	1,821	11,000
Communications	240	833	593	2,197	3,333	1,137	10,000
Postage and Shipping	192	100	(92)	1,158	200	(958)	1,000
Total Operations & Housekeeping	9,734	11,241	1,507	41,977	44,492	2,515	134,421
Facilities, Repairs & Other Leases							
Rent	48,867	48,867	-	195,468	195,468	-	586,404
Equipment Leases	786	1,450	664	4,666	5,800	1,134	17,400
Repairs and Maintenance	240	633	393	410	2,533	2,123	7,600
Total Facilities, Repairs & Other Leases	49,893	50,950	1,058	200,544	203,801	3,257	611,404
Professional/Consulting Services							
IT	7,037	1,017	(6,021)	7,465	4,067	(3,398)	12,200
Audit & Taxes	6,405	1,167	(5,238)	9,135	1,167	(7,968)	3,500
Legal	296	625	329	712	2,500	1,788	7,500
Professional Development	945	500	(445)	7,110	1,000	(6,110)	5,000
General Consulting	1,696	2,035	339	7,157	4,069	(3,088)	20,347
Special Activities/Field Trips	-	-	-	-	-	-	10,000
Other Taxes and Fees	987	300	(687)	2,658	600	(2,058)	3,000
Payroll Service Fee	718	408	(309)	2,001	1,633	(368)	4,900
Management Fee	5,862	6,146	284	23,165	24,585	1,420	73,754
District Oversight Fee	2,633	2,727	94	4,023	5,751	1,728	26,787
Public Relations/Recruitment	-	300	300	750	600	(150)	3,000
Total Professional/Consulting Services	26,579	15,225	(11,354)	64,177	45,971	(18,205)	169,988
Depreciation							
Depreciation Expense	1,619	1,619	-	6,475	6,475	-	19,426
Total Depreciation	1,619	1,619	-	6,475	6,475	-	19,426
Interest							
Interest Expense	292	-	(292)	1,631	-	(1,631)	-
Total Interest	292	-	(292)	1,631	-	(1,631)	-
<b>Total Expenses</b>	<b>370,865</b>	<b>348,373</b>	<b>(22,492)</b>	<b>1,202,941</b>	<b>1,269,519</b>	<b>66,578</b>	<b>3,589,901</b>
<b>Change in Net Assets</b>	<b>11,523</b>	<b>(13,078)</b>	<b>24,601</b>	<b>(497,401)</b>	<b>(401,389)</b>	<b>(96,012)</b>	<b>97,802</b>
Net Assets, Beginning of Period	22,404			531,327			
<b>Net Assets, End of Period</b>	<b>\$ 33,927</b>			<b>\$ 33,927</b>			

### Accounts Payable Aging

**October 31, 2020**

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
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\$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ -

**Total Outstanding Invoices**    \$ -    \$ -    \$ -    \$ -    \$ -    \$ -



## Blue Oak Charter

### Check Register

For the period ended October 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
10316	Synco/Amazon	10/9/2020	\$ 1,679.33
10317	Blue Shield of California	10/9/2020	383.14
10318	The Door Company	10/9/2020	240.00
10319	Evergreen Janitorial Supply Inc	10/9/2020	77.33
10320	STREAM Charter School	10/9/2020	431.25
10321	Charter Impact	10/16/2020	5,862.00
10322	Cheryl Grant	10/16/2020	300.00
10323	CliftonLarsonAllen LLP	10/16/2020	6,486.38
10324	Comcast	10/16/2020	4,610.81
10325	Curriculum Associates, LLC	10/16/2020	7,340.00
10326	Department of Justice	10/16/2020	111.00
10327	Full Circle Speech Therapy	10/16/2020	9,600.00
10328	Granite Data Solutions	10/16/2020	44,751.54
10329	Law Offices of Young, Minney & Corr, LLP	10/16/2020	296.40
10330	Lotus Educational Services, Inc.	10/16/2020	1,874.70
10331	Mercurius Art Makes Sense	10/16/2020	343.16
10332	Office Depot Inc	10/16/2020	225.16
10333	Philadelphia Insurance Companies	10/16/2020	1,871.68
10334	Tahoe Pure Water Co	10/16/2020	15.00
10335	Charter Impact	10/23/2020	717.73
10336	Kelley Chandler	10/23/2020	38.00
10337	Leen Brothers Enterprises	10/23/2020	48,866.97
10338	Advanced Document Concepts for Business	10/29/2020	153.99
10339	Alexandra Archer	10/29/2020	38.00
10340	Anthem Blue Cross	10/29/2020	14,596.77
10341	California Water Service	10/29/2020	708.24
10342	Chico Country Day School	10/29/2020	1,978.76
10343	Comcast	10/29/2020	2,426.64
10344	Comcast	10/29/2020	38.74
10345	Department of Justice	10/29/2020	79.00
10346	E3 HCI Audiometrics	10/29/2020	149.49
10347	Evergreen Janitorial Supply Inc	10/29/2020	849.26
10348	Maggie Buckley	10/29/2020	10.68
10349	Office Depot Inc	10/29/2020	109.31
10350	PG&E	10/29/2020	4,066.39
10351	Seesaw Learning, Inc.	10/29/2020	1,650.00
10352	STREAM Charter School	10/29/2020	2,531.25
10353	Synco/Amazon	10/29/2020	2,040.20
10354	TIAA Commercial Finance, Inc.	10/29/2020	616.69
ACH	Sprint	10/6/2020	21.31
ACH	Postal Plus	10/8/2020	36.40
ACH	Edpuzzle	10/13/2020	11.50
ACH	Lifeways	10/13/2020	90.00
ACH	Benefit Resource, Inc	10/13/2020	137.50
ACH	Employment Development Dept	10/13/2020	189.25
ACH	Employment Development Dept	10/13/2020	284.22
ACH	Humana Insurance Co	10/13/2020	1,893.58

## Blue Oak Charter

### Check Register

For the period ended October 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
ACH	Internal Revenue Services	10/13/2020	3,639.85
ACH	CalPERS	10/14/2020	34.63
ACH	CalPERS	10/14/2020	2,655.93
ACH	CalPERS	10/14/2020	8,600.12
ACH	Benefit Resource, Inc	10/15/2020	98.50
ACH	The Bookstore	10/16/2020	493.14
ACH	CSDC	10/19/2020	885.00
ACH	The Breakthrough Coach	10/21/2020	695.00
ACH	Employment Development Dept	10/27/2020	1,379.38
ACH	Employment Development Dept	10/27/2020	3,394.70
ACH	Internal Revenue Services	10/27/2020	18,578.85
ACH	Staples	10/28/2020	138.35
ACH	Lifeways	10/28/2020	160.00
ACH	Benefit Resource, Inc	10/28/2020	1,373.33
ACH	Stamp.com	10/29/2020	17.99
ACH	Employment Development Dept	10/30/2020	193.09
Total Disbursements Issued in October			<u>\$ 213,166.61</u>

# Business Checking – XXXXX0889

## Search transactions

Activity: Date range; Start date: Oct 01, 2020; End date: Oct 31, 2020; Type: Debits

## Transactions

🕒 Pending ● Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Oct 30, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	193.09		
● Oct 28, 2020	ACH Payment BENEFIT RESOURCE BRI XFER MEDICAL FSA	1,373.33		
● Oct 28, 2020	POS Purchase IN *LIFEWAYS NORTH AM 303- 8027082 OK #3136 PROFESSIONAL DEVELOPMENT	160.00		
● Oct 28, 2020	POS Purchase STAPLES DIRECT 800-3333330 MA #3136 OFFICE SUPPLIES	138.35		
● Oct 27, 2020	ACH Payment IRS USATAXPYMT (PAYROLL)	18,578.85		
● Oct 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	3,394.70		
● Oct 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,379.38		
● Oct 26, 2020	<u>Check 10337</u>	48,866.97		
● Oct 26, 2020	<u>Check 10333</u>	1,871.68		
● Oct 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	69,614.71		
● Oct 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	13,116.68		
● Oct 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	9,931.89		
● Oct 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	3,878.85		
● Oct 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	1,837.65		
● Oct 23, 2020	<u>Check 10324</u>	4,610.81		

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Oct 23, 2020	<u>Check 10329</u>	296.40		
● Oct 23, 2020	<u>Check 10334</u>	15.00		
● Oct 22, 2020	<u>Check 10328</u>	44,751.54		
● Oct 22, 2020	<u>Check 10332</u>	225.16		
● Oct 22, 2020	<u>Check 10326</u>	111.00		
● Oct 21, 2020	<u>Check 10327</u>	9,600.00		
● Oct 21, 2020	POS Purchase THE BREAKTHROUGH COAC 904-2803052 FL #3136 <i>PROFESSIONAL DEVELOPMENT</i>	695.00		
● Oct 20, 2020	<u>Check 10325</u>	7,340.00		
● Oct 20, 2020	<u>Check 10323</u>	6,486.38		
● Oct 20, 2020	<u>Check 10330</u>	1,874.70		
● Oct 20, 2020	<u>Check 10331</u>	343.16		
● Oct 19, 2020	<u>Check 10316</u>	1,679.33		
● Oct 19, 2020	<u>Check 10320</u>	431.25		
● Oct 19, 2020	POS Purchase CHARTER SCHOOLS DEVEL 916-2786069 CA #3136	885.00		
● Oct 16, 2020	<u>Check 10302</u>	2,500.00		
● Oct 16, 2020	<u>Check 10300</u>	1,845.88		
● Oct 16, 2020	POS Purchase SQ *THE BOOKSTORE GOSQ.COM CA #3136 <i>PROFESSIONAL DEVELOPMENT MATERIALS</i>	493.14		
● Oct 15, 2020	ACH Payment BENEFIT RESOURCE BRI XFER	98.50		
● Oct 14, 2020	<u>Check 10318</u>	240.00		
● Oct 14, 2020	<u>Check 10283</u>	100.72		
● Oct 14, 2020	<u>Check 10319</u>	77.33		
● Oct 14, 2020	ACH Payment CALPERS 3100	8,600.12		
● Oct 14, 2020	ACH Payment CALPERS 3100	2,655.93		

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Oct 14, 2020	ACH Payment CALPERS 3100	34.63		
● Oct 13, 2020	<u>Check 10317</u>	383.14		
● Oct 13, 2020	<u>Check 10286</u>	30.03		
● Oct 13, 2020	ACH Payment IRS USATAXPYMT(PAYROLL)	3,639.85		
● Oct 13, 2020	ACH Payment HUMANA, INC. INS PYMT(INSURANCE)	1,893.58		
● Oct 13, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	284.22		
● Oct 13, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	189.25		
● Oct 13, 2020	ACH Payment BENEFIT RESOURCE BRI XFER MEDICAL FSA	137.50		
● Oct 13, 2020	POS Purchase LIFEWAYS HTTPSLIFEWAYS CA #3136 PROFESSIONAL DEVELOPMENT	90.00		
● Oct 09, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	12,752.20		
● Oct 09, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	1,937.39		
● Oct 08, 2020	<u>Check 10310</u>	416.00		
● Oct 08, 2020	POS Purchase POSTAL PLUS 530-8911626 CA #3136 POSTAGE	36.40		
● Oct 06, 2020	<u>Check 10295</u>	3,840.00		
● Oct 06, 2020	ACH Payment SPRINT8006396111 ACHBILLPAY BGTIB0U7YTCRC8D0 EMERGENCY SCHOOL CELL PHONE	21.31		
● Oct 05, 2020	<u>Check 10293</u>	5,862.00		
● Oct 05, 2020	<u>Check 10315</u>	665.19		
● Oct 02, 2020	<u>Check 10290</u>	14,385.27		
● Oct 02, 2020	ACH Payment PAYPAL INST XFER INSTANT TRANSFER	10.58		
● Oct 01, 2020	<u>Check 10308</u>	17,770.24		
● Oct 01, 2020	<u>Check 10313</u>	7,176.72		

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Oct 01, 2020	<u>Check 10311</u>	690.30		
● Oct 01, 2020	<u>Check 10309</u>	207.42		

**2 days PD for distance learning- 1% of annual teacher contracts (\$1,014,900)**

**91,566.74**

Blue Oak Charter School Insurance Renewal Comparison (Illustrative)

Network Benefits	Anthem 2020 Prudent Buyer	Anthem 2020 Prudent Buyer
	Current (6 Employees)	Current (11 Employees)
	Silver PPO 50/2000/40%	Bronze PPO 60/6350/40%
Calendar Year Deductible		
Individual	\$2,000	\$6,350
Family	\$4,000	\$12,700
Calendar Year Out-of-Pocket Max	(Includes Deductible)	(Includes Deductible)
Individual	\$7,900	\$8,150
Family	\$15,800	\$16,300
Primary Office Visit Copay	\$50	\$60 - Limit 3/year
Specialist Office Visit Copay	\$85	\$80 - Limit 3/year
Urgent Care Office Visit Copay	\$85	40% After Deductible
Livehealth Online	\$0-1st 3 Visits then \$5	\$0-1st 3 Visits then \$5
Coinsurance	40% After Deductible	40% After Deductible
Diagnostic Lab	\$50	40% After Deductible
Diagnostic X-Ray	\$85	40% After Deductible
Preventive Services	No Charge	No Charge
Outpatient Surgery		
Surgery Center	40% After Deductible	40% After Deductible
Hospital	40% After Deductible	40% After Deductible
Inpatient Hospitalization	40% After Deductible	40% After Deductible
Emergency Room Visit Copay	\$350 + 40% After Deductible	\$350 + 40% After Deductible
Prescription Drugs	Retail      Mail Order	Retail      Mail Order
Tier 1: Level 1/Level 2	\$20      \$50	\$20      \$50
Tier 2: Level 1/Level 2	\$55      \$165	\$60      \$180
Tier 3: Level 1/Level 2	\$95      \$285	\$100      \$300
Tier 4: Level 1/Level 2	30% up to \$250      N/A	30% up to \$500      N/A
Drug Deductible EE/FAM	\$150 / \$300	\$625/\$1,250
Monthly Premium	\$2,927.86	\$11,710.09
TOTAL MEDICAL	\$14,637.95	
TOTAL DENTAL	\$1,755.07	
TOTAL VISION	\$320.80	
TOTAL LIFE	\$65.00	
TOTAL FSA	\$975.00	
TOTAL PACKAGE COST	\$17,753.82	
TOTAL PACKAGE COST TO SCHOOL	\$10,703.65	



Blue Oak Charter School Insurance Renewal Comparison (Illustrative)

Network Benefits	Anthem 2021 Prudent Buyer	Anthem 2021 Prudent Buyer
	Renewal (6 Employees)	Renewal (11 Employees)
	Silver PPO 50/2200/40%	Bronze PPO 60/6350/40%
Calendar Year Deductible		
Individual	\$2,200	\$6,350
Family	\$4,400	\$12,700
Calendar Year Out-of-Pocket Max	(Includes Deductible)	(Includes Deductible)
Individual	\$8,150	\$8,150
Family	\$16,300	\$16,300
Primary Office Visit Copay	\$50	\$60 After Deductible
Specialist Office Visit Copay	\$85	\$80 After Deductible
Urgent Care Office Visit Copay	\$85	40% After Deductible
Livehealth Online	\$0-1st 3 Visits then \$5	\$0-1st 12 Visits then \$5
Coinsurance	40% After Deductible	40% After Deductible
Diagnostic Lab	\$20/\$0/40% After Deductible	\$0/40% After Deductible
Diagnostic X-Ray	\$20/40% After Deductible	40% After Deductible
Preventive Services	No Charge	No Charge
Outpatient Surgery		
Surgery Center	40% After Deductible	40% After Deductible
Hospital	\$200 + 40% After Deductible	\$200 + 40% After Deductible
Inpatient Hospitalization	40% After Deductible	40% After Deductible
Emergency Room Visit Copay	\$350 + 40% After Deductible	\$250 + 40% After Deductible
Prescription Drugs	Retail      Mail Order	Retail      Mail Order
Tier 1: Level 1/Level 2	\$20/\$25      \$50/NA	\$20/\$25      \$50/NA
Tier 2: Level 1/Level 2	\$60/\$100      \$180/NA	\$65/\$100      \$195/NA
Tier 3: Level 1/Level 2	\$100/\$140      \$300/NA	\$105/\$140      \$315/NA
Tier 4: Level 1/Level 2	30% up to \$250/40% up to \$250      30% up to \$500/40% up to \$500	
Drug Deductible EE/FAM	\$250/\$500      \$625/\$1,250	
Monthly Premium	\$2,569.28	\$12,139.31
TOTAL MEDICAL	\$15,086.93	
TOTAL DENTAL	\$1,755.07	
TOTAL VISION	\$320.80	
TOTAL LIFE	\$65.00	
TOTAL FSA	\$975.00	
TOTAL PACKAGE COST	\$18,202.80	
TOTAL PACKAGE COST TO SCHOOL	\$10,773.65	

Blue Oak Charter School Insurance Renewal Comparison (Illustrative)

Network Benefits	Anthem 2021 Prudent Buyer	
	Renewal Option (6 Employees)	
	Silver PPO 55/2500/45%	Bronze PPO 40/5600/40%
Calendar Year Deductible		
Individual	\$2,500	\$5,600
Family	\$5,000	\$11,200
Calendar Year Out-of-Pocket Max	(Includes Deductible)	(Includes Deductible)
Individual	\$8,150	\$8,400
Family	\$16,300	\$16,800
Primary Office Visit Copay	\$55	\$40 After Deductible
Specialist Office Visit Copay	\$85	\$80 After Deductible
Urgent Care Office Visit Copay	\$85	40% After Deductible
Livehealth Online	\$0-1st 3 Visits then \$5	\$0-1st 12 Visits then \$5
Coinsurance	45% After Deductible	40% After Deductible
Diagnostic Lab	\$20/\$0/45% After Deductible	\$0/40% After Deductible
Diagnostic X-Ray	\$20/45% After Deductible	40% After Deductible
Preventive Services	No Charge	No Charge
Outpatient Surgery		
Surgery Center	45% After Deductible	40% After Deductible
Hospital	\$200 + 45% After Deductible	\$200 + 40% After Deductible
Inpatient Hospitalization	45% After Deductible	40% After Deductible
Emergency Room Visit Copay	\$100 + 45% After Deductible	\$250 + 40% After Deductible
Prescription Drugs	Retail Mail Order	Retail Mail Order
Tier 1: Level 1/Level 2	\$20/\$25 \$50/NA	\$20/\$25 \$50/NA
Tier 2: Level 1/Level 2	\$65/\$100 \$195/NA	\$70/\$115 \$210/NA
Tier 3: Level 1/Level 2	\$110/\$140 \$330/NA	\$110/\$150 \$330/NA
Tier 4: Level 1/Level 2	30% up to \$250/40% up to \$250	30% up to \$500/40% up to \$500
Drug Deductible EE/FAM	None	Subject to Medical Deductible
Monthly Premium	\$2,554.14	\$11,634.87
TOTAL MEDICAL	\$14,565.11	
TOTAL DENTAL	\$1,755.07	
TOTAL VISION	\$320.80	
TOTAL LIFE	\$65.00	
TOTAL FSA	\$975.00	
TOTAL PACKAGE COST	\$17,680.98	
TOTAL PACKAGE COST TO SCHOOL	\$10,654.18	

**Anthem Bronze PPO 60/6350/40% (5SSR)**

		<b>EE Buy In (15%)</b>
<b>0-14</b>	\$262.53	\$39.38
<b>15</b>	\$285.86	\$42.88
<b>16</b>	\$294.78	\$44.22
<b>17</b>	\$303.71	\$45.56
<b>18</b>	\$313.31	\$47.00
<b>19</b>	\$322.92	\$48.44
<b>20</b>	\$332.87	\$49.93
<b>21</b>	\$343.17	\$51.48
<b>22</b>	\$343.17	\$51.48
<b>23</b>	\$343.17	\$51.48
<b>24</b>	\$343.17	\$51.48
<b>25</b>	\$344.54	\$51.68
<b>26</b>	\$351.41	\$52.71
<b>27</b>	\$359.64	\$53.95
<b>28</b>	\$373.03	\$55.95
<b>29</b>	\$384.01	\$57.60
<b>30</b>	\$389.50	\$58.43
<b>31</b>	\$397.73	\$59.66
<b>32</b>	\$405.97	\$60.90
<b>33</b>	\$411.12	\$61.67
<b>34</b>	\$416.61	\$62.49
<b>35</b>	\$419.35	\$62.90
<b>36</b>	\$422.10	\$63.32
<b>37</b>	\$424.84	\$63.73
<b>38</b>	\$427.59	\$64.14
<b>39</b>	\$433.08	\$64.96
<b>40</b>	\$438.57	\$65.79
<b>41</b>	\$446.81	\$67.02
<b>42</b>	\$454.70	\$68.21
<b>43</b>	\$465.68	\$69.85
<b>44</b>	\$479.41	\$71.91
<b>45</b>	\$495.54	\$74.33
<b>46</b>	\$514.76	\$77.21
<b>47</b>	\$536.37	\$80.46
<b>48</b>	\$561.08	\$84.16
<b>49</b>	\$585.45	\$87.82
<b>50</b>	\$612.90	\$91.94
<b>51</b>	\$640.01	\$96.00
<b>52</b>	\$669.87	\$100.48
<b>53</b>	\$700.07	\$105.01
<b>54</b>	\$732.67	\$109.90
<b>55</b>	\$765.27	\$114.79
<b>56</b>	\$800.62	\$120.09
<b>57</b>	\$836.31	\$125.45
<b>58</b>	\$874.40	\$131.16
<b>59</b>	\$893.27	\$133.99
<b>60</b>	\$931.36	\$139.70
<b>61</b>	\$964.31	\$144.65
<b>62</b>	\$985.93	\$147.89
<b>63</b>	\$1,013.04	\$151.96
<b>64</b>	\$1,029.51	\$154.43
<b>65+</b>	\$1,029.51	\$154.43

**Anthem Silver PPO 50/2200/40% (5SYL)**

		<b>Difference Amount</b>	<b>EE Cost For Silver</b>
<b>0-14</b>	\$282.64	\$20.11	\$59.49
<b>15</b>	\$307.77	\$21.91	\$64.79
<b>16</b>	\$317.37	\$22.59	\$66.81
<b>17</b>	\$326.98	\$23.27	\$68.83
<b>18</b>	\$337.33	\$24.02	\$71.02
<b>19</b>	\$347.67	\$24.75	\$73.19
<b>20</b>	\$358.39	\$25.52	\$75.45
<b>21</b>	\$369.47	\$26.30	\$77.78
<b>22</b>	\$369.47	\$26.30	\$77.78
<b>23</b>	\$369.47	\$26.30	\$77.78
<b>24</b>	\$369.47	\$26.30	\$77.78
<b>25</b>	\$370.95	\$26.41	\$78.09
<b>26</b>	\$378.34	\$26.93	\$79.64
<b>27</b>	\$387.20	\$27.56	\$81.51
<b>28</b>	\$401.61	\$28.58	\$84.53
<b>29</b>	\$413.44	\$29.43	\$87.03
<b>30</b>	\$419.35	\$29.85	\$88.28
<b>31</b>	\$428.22	\$30.49	\$90.15
<b>32</b>	\$437.08	\$31.11	\$92.01
<b>33</b>	\$442.63	\$31.51	\$93.18
<b>34</b>	\$448.54	\$31.93	\$94.42
<b>35</b>	\$451.49	\$32.14	\$95.04
<b>36</b>	\$454.45	\$32.35	\$95.67
<b>37</b>	\$457.40	\$32.56	\$96.29
<b>38</b>	\$460.36	\$32.77	\$96.91
<b>39</b>	\$466.27	\$33.19	\$98.15
<b>40</b>	\$472.18	\$33.61	\$99.40
<b>41</b>	\$481.05	\$34.24	\$101.26
<b>42</b>	\$489.55	\$34.85	\$103.06
<b>43</b>	\$501.37	\$35.69	\$105.54
<b>44</b>	\$516.15	\$36.74	\$108.65
<b>45</b>	\$533.51	\$37.97	\$112.30
<b>46</b>	\$554.21	\$39.45	\$116.66
<b>47</b>	\$577.48	\$41.11	\$121.57
<b>48</b>	\$604.08	\$43.00	\$127.16
<b>49</b>	\$630.32	\$44.87	\$132.69
<b>50</b>	\$659.87	\$46.97	\$138.91
<b>51</b>	\$689.06	\$49.05	\$145.05
<b>52</b>	\$721.21	\$51.34	\$151.82
<b>53</b>	\$753.72	\$53.65	\$158.66
<b>54</b>	\$788.82	\$56.15	\$166.05
<b>55</b>	\$823.92	\$58.65	\$173.44
<b>56</b>	\$861.97	\$61.35	\$181.44
<b>57</b>	\$900.40	\$64.09	\$189.54
<b>58</b>	\$941.41	\$67.01	\$198.17
<b>59</b>	\$961.73	\$68.46	\$202.45
<b>60</b>	\$1,002.74	\$71.38	\$211.08
<b>61</b>	\$1,038.21	\$73.90	\$218.55
<b>62</b>	\$1,061.49	\$75.56	\$223.45
<b>63</b>	\$1,090.68	\$77.64	\$229.60
<b>64</b>	\$1,108.41	\$78.90	\$233.33
<b>65+</b>	\$1,108.41	\$78.90	\$233.33

**Anthem Bronze PPO 40/5600/40% (5SWH)**

		<b>EE Buy In (15%)</b>
<b>0-14</b>	\$251.62	\$37.74
<b>15</b>	\$273.98	\$41.10
<b>16</b>	\$282.53	\$42.38
<b>17</b>	\$291.09	\$43.66
<b>18</b>	\$300.29	\$45.04
<b>19</b>	\$309.50	\$46.43
<b>20</b>	\$319.04	\$47.86
<b>21</b>	\$328.91	\$49.34
<b>22</b>	\$328.91	\$49.34
<b>23</b>	\$328.91	\$49.34
<b>24</b>	\$328.91	\$49.34
<b>25</b>	\$330.23	\$49.53
<b>26</b>	\$336.80	\$50.52
<b>27</b>	\$344.70	\$51.71
<b>28</b>	\$357.53	\$53.63
<b>29</b>	\$368.05	\$55.21
<b>30</b>	\$373.31	\$56.00
<b>31</b>	\$381.21	\$57.18
<b>32</b>	\$389.10	\$58.37
<b>33</b>	\$394.03	\$59.10
<b>34</b>	\$399.30	\$59.90
<b>35</b>	\$401.93	\$60.29
<b>36</b>	\$404.56	\$60.68
<b>37</b>	\$407.19	\$61.08
<b>38</b>	\$409.82	\$61.47
<b>39</b>	\$415.08	\$62.26
<b>40</b>	\$420.35	\$63.05
<b>41</b>	\$428.24	\$64.24
<b>42</b>	\$435.81	\$65.37
<b>43</b>	\$446.33	\$66.95
<b>44</b>	\$459.49	\$68.92
<b>45</b>	\$474.95	\$71.24
<b>46</b>	\$493.37	\$74.01
<b>47</b>	\$514.09	\$77.11
<b>48</b>	\$537.77	\$80.67
<b>49</b>	\$561.12	\$84.17
<b>50</b>	\$587.43	\$88.11
<b>51</b>	\$613.42	\$92.01
<b>52</b>	\$642.03	\$96.30
<b>53</b>	\$670.98	\$100.65
<b>54</b>	\$702.22	\$105.33
<b>55</b>	\$733.47	\$110.02
<b>56</b>	\$767.35	\$115.10
<b>57</b>	\$801.55	\$120.23
<b>58</b>	\$838.06	\$125.71
<b>59</b>	\$856.15	\$128.42
<b>60</b>	\$892.66	\$133.90
<b>61</b>	\$924.24	\$138.64
<b>62</b>	\$944.96	\$141.74
<b>63</b>	\$970.94	\$145.64
<b>64</b>	\$986.73	\$148.01
<b>65+</b>	\$986.73	\$148.01

**Anthem Silver PPO 55/2500/45% (5SRI)**

		<b>Difference Amount</b>	<b>EE Cost For Silver</b>
<b>0-14</b>	\$280.98	\$29.36	\$67.10
<b>15</b>	\$305.95	\$31.97	\$73.07
<b>16</b>	\$315.50	\$32.97	\$75.35
<b>17</b>	\$325.05	\$33.96	\$77.62
<b>18</b>	\$335.34	\$35.05	\$80.09
<b>19</b>	\$345.62	\$36.12	\$82.55
<b>20</b>	\$356.27	\$37.23	\$85.09
<b>21</b>	\$367.29	\$38.38	\$87.72
<b>22</b>	\$367.29	\$38.38	\$87.72
<b>23</b>	\$367.29	\$38.38	\$87.72
<b>24</b>	\$367.29	\$38.38	\$87.72
<b>25</b>	\$368.76	\$38.53	\$88.06
<b>26</b>	\$376.10	\$39.30	\$89.82
<b>27</b>	\$384.92	\$40.22	\$91.93
<b>28</b>	\$399.24	\$41.71	\$95.34
<b>29</b>	\$411.00	\$42.95	\$98.16
<b>30</b>	\$416.87	\$43.56	\$99.56
<b>31</b>	\$425.69	\$44.48	\$101.66
<b>32</b>	\$434.50	\$45.40	\$103.77
<b>33</b>	\$440.01	\$45.98	\$105.08
<b>34</b>	\$445.89	\$46.59	\$106.49
<b>35</b>	\$448.83	\$46.90	\$107.19
<b>36</b>	\$451.77	\$47.21	\$107.89
<b>37</b>	\$454.71	\$47.52	\$108.60
<b>38</b>	\$457.64	\$47.82	\$109.29
<b>39</b>	\$463.52	\$48.44	\$110.70
<b>40</b>	\$469.40	\$49.05	\$112.10
<b>41</b>	\$478.21	\$49.97	\$114.21
<b>42</b>	\$486.66	\$50.85	\$116.22
<b>43</b>	\$498.41	\$52.08	\$119.03
<b>44</b>	\$513.10	\$53.61	\$122.53
<b>45</b>	\$530.37	\$55.42	\$126.66
<b>46</b>	\$550.94	\$57.57	\$131.58
<b>47</b>	\$574.07	\$59.98	\$137.09
<b>48</b>	\$600.52	\$62.75	\$143.42
<b>49</b>	\$626.60	\$65.48	\$149.65
<b>50</b>	\$655.98	\$68.55	\$156.66
<b>51</b>	\$685.00	\$71.58	\$163.59
<b>52</b>	\$716.95	\$74.92	\$171.22
<b>53</b>	\$749.27	\$78.29	\$178.94
<b>54</b>	\$784.16	\$81.94	\$187.27
<b>55</b>	\$819.06	\$85.59	\$195.61
<b>56</b>	\$856.89	\$89.54	\$204.64
<b>57</b>	\$895.09	\$93.54	\$213.77
<b>58</b>	\$935.85	\$97.79	\$223.50
<b>59</b>	\$956.06	\$99.91	\$228.33
<b>60</b>	\$996.83	\$104.17	\$238.07
<b>61</b>	\$1,032.08	\$107.84	\$246.48
<b>62</b>	\$1,055.22	\$110.26	\$252.00
<b>63</b>	\$1,084.24	\$113.30	\$258.94
<b>64</b>	\$1,101.87	\$115.14	\$263.15
<b>65+</b>	\$1,101.87	\$115.14	\$263.15



## Executive Director's Report

Susan Domenighini

Finance Committee

November 10, 2020

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### **COVID Funding**

We continue to track expenditures specific for COVID-19.

### **Grants**

The California Department of Education (CDE) offered a quick turnaround grant for \$20,000 towards professional development concerning anti-racism and equity. The application was completed based on the work of the Social Justice and Equity Taskforce. We were not successful. There were over 300 applicants and fewer than 10 recipients.

### **Annual Fundraising Campaign**

Maggie Buckley and I worked on the North Valley Community Foundation Week of Giving. It was a helpful experience to build our writing skills, but schools can not directly apply for this funding. Related 501c3's such as parent organizations can, but we do not have a separate 501c3 set up for the Parent Council.

### **Employee Assistance Program**

With current concerns for mental health and other needed support for staff we asked our insurance broker, Healthy Solutions, to look for an Employee Assistance Program that will cover all staff. They shared quotes on two providers and have chosen Magellin for their more thorough services. See attached documentation.

### **Marketing/Enrollment**

I met with three marketing support companies for charter schools: Premier, Schola, Kreativewebworks.

Premier primarily does generic training and planning through webinars and meetings

Schola will help start a social media based plan to establish leads for the school.

Kreativewebworks provides a blueprint process and charges a monthly fee to continue support. From the Kreativewebworks and Schola proposals I estimate at least a \$15,000 increase in our marketing budget.

These are potential numbers

Grade level	Current Enrollment Projections	Goal K classes @ 22 Grades classes @ 28	Additional Enrollment K classes @ 22 Grades classes @ 28	Goal K classes @ 22 Grades classes @ 26	Additional Enrollment K classes @ 22 Grades classes @ 26
Kindergarten	9	66	57	66	57
First	25	56	31	26	27
Second	27	28	1	26	0
Third	28	28	0	26	0
Fourth	35	56	21	52	17
Fifth	34	56	22	52	18
Sixth	30	28	0	26	0
Seventh	50	56	6	52	2
Eighth	21	28	7	26	5
Total	259	402	145	352	126

### **Additional Considerations**

Full Day Kindergarten Offering

Preschool

### **Facility**

Following the direction of the charter council, I met with Carrie Welch from Coldwell Banker concerning our search for a new site. She has begun to look for options including new sites available within commuting distance and in areas that would be compatible with Waldorf education.

# *Employee Assistance Program*

Proposal  
November 9, 2020

**BLUE OAK CHARTER SCHOOL**

Magellan Healthcare, Inc. | [magallagher@magellanhealth.com](mailto:magallagher@magellanhealth.com)

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*The information submitted by Magellan in response to this proposal is confidential, proprietary, and not publicly available, and any such use thereof shall be solely for the purpose of evaluating and considering the purchase of Magellan's proposed services. By receipt of such information, each recipient agrees that such information will be kept confidential and used solely for this purpose unless otherwise allowed in writing by Magellan.*

November 9, 2020





## A fresh approach for today's workforce

### *Changing EAP to meet the needs of today and tomorrow*

In this rapidly changing world with continually escalating costs, we understand that employers are looking for creative ways to offer benefits and help their staff on a variety of different levels. If you are among those employers, look no further. ***Now is the best time to be with Magellan.*** We are actively delivering a fresh approach to Employee Assistance Programs (EAPs).

Join us, and together we will build a new model that meets the needs of your organization and your staff for now and the future. We recognize the strong market need for an organization that thinks about mental health, emotional wellbeing and quality of life. One that has deep clinical roots and uses adaptive technology to connect and fit with today's staff and their household members. We recognize the need for you to reduce your staff's stress and help them live healthier, more vibrant lives. You need them to be the strongest contributors they can be. This is where Magellan can help.

Leveraging key tenets of your staff's engagement and psychosocial needs, Magellan brings you a comprehensive and thoughtful ecosystem of resources, tools and services designed to help your staff and their household members grow to meet daily challenges and get assistance for more difficult situations. We combine industry-leading experience and clinical excellence with an unyielding commitment to innovation and technology to provide an EAP that will grow with your organization.

### *The Magellan difference*

#### *Experience*

With nearly **50 years of experience in EAP**, we serve national and global clients with diversified workforces in a variety of industries including retail, manufacturing, professional service organizations and financial services. We have built lasting—in some cases decades long—client relationships by focusing on exceptional customer service and delivering value at every stage in our journey together.

#### *Clinical excellence*

We are passionate about helping employees successfully navigate through the ups and downs of their lives. **Over 50% of our staff have clinical designations (MD, RN, APRN, LCSW and PharmD).** When your staff accesses the EAP by phone or video conference, our clinicians use a holistic approach to ensure all of their needs are met. Our nationwide network is 22,000 providers and growing. Our goal is to provide assistance to your staff and their household members when and where they need it.

#### *Commitment to innovation*

We continuously adapt our services by implementing new technology, new programs and new thinking. Recent innovations include counseling and coaching delivered through text message and video, clinically-proven mobile apps for specific conditions and a brand-new member platform called Magellan Ascend. **We use agile thinking to deliver timely, quality products, and learn new ways we can lead humanity to healthy, vibrant lives.**

We welcome the opportunity to provide **BLUE OAK CHARTER SCHOOL** with this EAP proposal.

November 9, 2020

## EAP Plan Design – Core Services

Whether you're new to EAP, looking for a change, or would like to add services to your program, we offer solutions for the needs of your organization today—and tomorrow. Our core plan design includes all of the following services available to your staff and their household members. We refer to these two groups collectively as members.

### Magellan Ascend – Member website

Magellan Ascend is your staff's life dashboard, providing a dynamic, EAP experience.

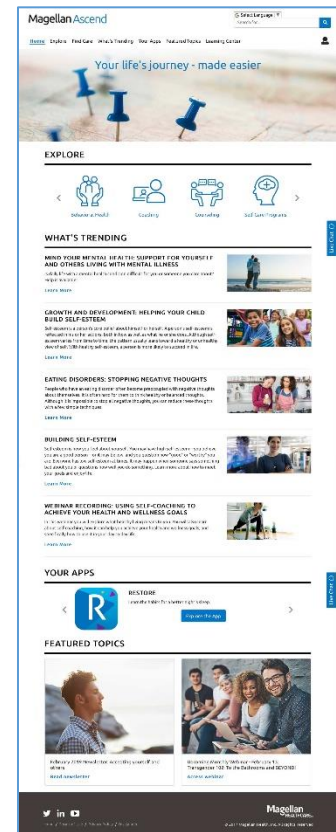
Members can:

- Explore all services available through the EAP
- Research care providers in their area that specialize in services they need
- Find articles, videos, self-assessments and webinars on a wide range of topics
- Save resources as their favorites

Magellan Ascend is designed for easy browsing on any device. Members receive timely, curated content each time they visit the site. The platform enables access to our growing suite of services, self-care programs and self-assessments.

### Online Support with Live Chat

When a member is on Magellan Ascend and needs assistance, Live Chat is there to help. Live Chat gets members where they want to go immediately. Our staff is available to answer the chat daily from 8:00 AM to 6:30 PM ET. If members submit messages outside of these hours, we will respond to the message the next day.



### Online Self-Assessment

SmartScreener is an online self-assessment described as “smart” because it uses an algorithm developed to screen individuals quickly and efficiently with well-validated scales that measure the severity of behavioral health symptoms. SmartScreener results can be tracked by Magellan care management staff and/or employee wellness clinic staff. SmartScreener results recommend steps for care that include our digital cognitive behavioral therapy (DCBT) programs and apps so that members can engage in confidential **self-care programs proven to work**, whether self-directed or guided, with support from a clinician.

### Self-care programs and apps

Within Ascend, members can access our clinically effective digital cognitive behavioral therapy (DCBT) programs. These confidential programs broaden access for underserved and rural areas, and support members who are challenged to find the time to attend face-to-face sessions. Ascend combines our digital cognitive behavioral therapy (DCBT) suite of programs and apps with SmartScreener (see [Online Self-Assessment](#)). They DCBT programs are easy to use, educational, interactive and self-paced. Members can use them anywhere at any time—all they need is a computer or mobile device that can play videos.

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Our DCBT programs and mobile apps are based on clinical findings from over 20 years of research and development, with endorsements from the *National Institute for Clinical Excellence*, the *American Academy of Sleep Medicine*, and most recently, the highest rating from the *Substance Abuse and Mental Health Administration* (SAMHSA). With more than a dozen clinical trials completed and over 1,000 study participants, our programs have undergone extensive testing and comprise the most studied and utilized portfolio of DCBT programs in the world.



Modules are available to help with a variety of conditions:

- **RESTORE™ for insomnia** (or overall sleep difficulties): a 6-session program and mobile app that teaches skills and mindfulness techniques shown to improve sleep and reduce insomnia. Restore includes a sleep calculator for tracking sleep and planning sleep restriction, as well as a digital sleep diary to increase sleep hygiene.
- **MoodCalmer™ for depression** (mild to moderate symptoms): a 4-session program and mobile app that teaches helpful skills to recognize unhelpful thoughts, with motivating exercises and real-life examples.
- **FearFighter™ for anxiety** (general, phobia, panic): a 9-session program and mobile app that focuses on the development of self-management skills to overcome anxiety.
- **ComfortAble™ for chronic pain**: a 7-session program and mobile app for those who struggle with symptoms of low back pain, joint pain, and fibromyalgia.
- **SHADE™ for drug and alcohol misuse** (and associated depressive symptoms): a 10-session mobile and web-based CBT program for individuals suffering from alcohol and/or drug use and co-morbid depression. This program helps users learn to control their substance use, alcohol use and low mood by promoting long-lasting skill-based changes in behavior and thinking.

### Smoking cessation app

Magellan has collaborated with Click Therapeutics, Inc. to offer Clickotine®, a patent-pending, science-based mobile application for smoking cessation. This innovative approach to quitting smoking will help your staff get on a path to better health and wellness, leading to lower costs and improved health outcomes.

Individuals can download the application on their mobile devices and immediately begin engaging with the technology to personalize plans based on their needs. Features include: controlled breathing exercises to reduce craving episodes; medication adherence to prevent relapse; personalized messaging to address all aspects of quitting; digital diversions to help users cope with cravings and withdrawal; and social engagement to increase an individual's odds of success.

### Coaching

Members connect with our dedicated coaching staff from within [Ascend](#). Our coaching team helps members achieve their well-being goals. They collaborate with members to develop action plans and help them stay on track. Members meet with coaches by phone, or by video conference (if available) until

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their needs are met. Our in-house coaches help members with a variety of lifestyle changes including, but not limited to, handling work stress, improving relationships, not getting enough sleep and weight loss.

## Counseling

Members search and find a Magellan network counselor with our provider search engine embedded on [Ascend](#). The search engine populates our entire nationwide network of more than 22,000 licensed professionals, who provide assistance in a convenience, confidential, safe and non-judgmental environment face-to-face or by video conference (available for participating providers). Members receive counseling for common life challenges that may affect their work performance, mental health and overall well-being including working on marriage issues, coping with life transitions, managing mood swings, improving career prospects, processing grief and trauma and more.

## Critical incident response

Magellan is uniquely positioned to offer critical incident response (CIR). When your workplace is disrupted by a tragic event, your staff may feel overwhelmed, anxious, unsettled and distracted. Our CIR team is here to support your staff with immediate and compassionate assistance, anytime—day or night.

- **Experience counts** – We respond to approximately 5,000 critical incidents annually with a dedicated response team available 24/7 and access to a network of 8,100+ masters-level clinicians with crisis intervention training. We have dedicated, master's-level clinicians that follow up on every request to address immediate and residual post-traumatic symptoms and behaviors, and offer additional support.
- **Consultative and onsite support** – Our dedicated CIR team is available 24/7/365 to work with your organization to develop an initial assessment and service timeline. Our specialized provider network is at the ready when onsite intervention is appropriate. Our trained, compassionate providers help employee groups understand how to process their feelings, and when appropriate, recommend additional resources available through the EAP.
- **Satisfied customers** – 99% of clients said the CIR plan was *easy to arrange and done in a timely manner*, 98% of clients said the responding provider was professional, courteous and understood their needs.

## Manager support

We are a resource to help guide managers and supervisors with addressing challenges that can arise in the workplace. We consult with managers on how to approach team dynamics or individual concerns including:

**Providing guidance** on how to communicate performance issue to a staff member

**Explaining approaches** to offer staff assistance in a productive and appropriate manner

**Planning next steps** on how to approach a referral and identify important actions to document

**Discussing options** for dealing with a difficult situation

## Substance abuse referrals

When a staff member is experiencing substance misuse, a supervisor can refer directly to the EAP.

Services for the referred Member include assessment, development of a recommended action plan and one year of follow-up services.

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## Training and seminars

Our in-house training department is dedicated to providing timely and relevant content to your staff and managers on a variety of topics from developing healthy habits, mental health awareness, suicide prevention, back-to-school survival tips for parents, coping with anxiety, building resiliency and more. Each year we offer new live monthly webinars for staff and live quarterly webinars for managers. You can also choose trainings from our extensive course catalogue. ***Training is available in a variety of formats*** including in-person, telephonic and web-based options. Contracts include training hours, depending of number of Members with additional hours available on a fee for service basis.

## Wellness

Our wellness resources engage Members in healthy activities that are relevant, fun and rewarding to eat better, move more, be happier and reduce cost of care. Members have access to interactive tools and assessments, educational articles and engaging videos about fitness, proper eating, weight management, disease and injury prevention.

## Work-Life web services and LifeMart discount center

Work-Life web services save staff time and money by helping them with personal life issues that can otherwise distract them from work. Work-Life web services, offered through LifeCare, can help members with a variety of topics including child and elder care, education, parenting, special needs and more. Members have access to the LifeCare Resource Center for webinars, live talks, audio, articles and guides that offer insights and strategies focused on key life events and day-to-day challenges for parents and seniors. As well, with the **LifeMart online discount center and mobile app**, members can access exclusive savings on national products and services for entertainment, travel, family care, dining, groceries, electronics and more.

## Learning Center

The Learning Center on Magellan Ascend provides hundreds of pieces of content in the form of articles, newsletters, webinars and videos. Content is sourced from, **Healthwise**, a health education content provider, that offers up-to-date, evidence-based health information and tools to help members adopt health behaviors, make better health decisions and manage their health.

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## Additional service offerings

### Legal assistance, financial coaching, identity theft resolution

Legal, financial and identity theft issues can cause staff to become stressed and distracted, particularly when they are unsure of where to turn. Personal matters can result in time off work and less productivity. Our professional convenience programs give your staff access to an extensive array of consultative services, tools and education. When members need help with legal, financial or identity theft issues, they can talk to an expert or research the matter using the extensive array of personal services and education.

#### *Legal assistance*

Free 60-minute consultation on the phone or in person

Discounted fees for services needed beyond 60 minutes

Online tools, education and resources for help with: debt and credit, real estate, marriage and divorce, trusts and wills

#### *Financial coaching*

Two free 30-minute telephone consultations

Discounted fees for services needed beyond initial consultations

Online tools, education and resources for help with: budgeting, college and retirement planning, loan and mortgage assistance

#### *Identity theft resolution*

Fraud Resolution Specialist <sup>TM</sup> listens to issues, answers questions and gives directions and tools to help resolve situation

Free ID Theft Emergency Response Kit <sup>SM</sup>

### Smoking cessation app with coaching and nicotine replacement therapy

In addition to providing staff with access to Clickotine®, a patent-pending, science-based mobile application for smoking cessation, members can also receive coaching and/or nicotine replacement therapy. This innovative approach to quitting smoking will help your staff get on a path to better health and wellness, leading to lower costs and improved health outcomes.

#### *Coaching*

Professional tobacco cessation health coaches are available by phone to help members create and stick to an action plan. Coaches will:

Assess the member's tobacco use and history of use including the kind of tobacco and frequency of use.

Evaluate the member's past attempts to quit, including what worked and didn't.

Provide education and resources on topics including nicotine addiction, health effects, medication options, etc.

Discuss barriers to quitting, triggers and coping methods.

Help members set specific and measurable goals including a quit date.

#### *Nicotine replacement therapy*

Nicotine replacement therapy products supply low doses of nicotine to help members reduce cravings and ease withdrawal, and they don't contain many of the toxins found in tobacco. Products include: gum, lozenges, patches or a combination of products.

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## Message Based Therapy

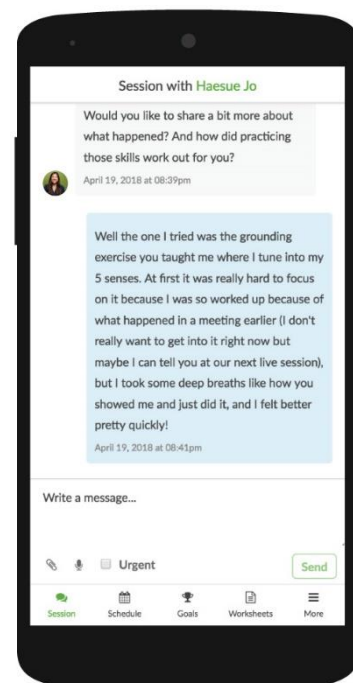
In our continual effort to reach more of the estimated 85 percent of people with undiagnosed or undertreated mental health disorders, Magellan partners with BetterHelp, the largest online counseling service covering over 50 million lives, to deliver digital EAP therapy via multiple modalities - text messaging, live instant messaging, live phone sessions and live video sessions – all from one platform! Therapy is delivered via Smartphone, tablet or PC. It is completely secure, confidential and HIPAA compliant. BetterHelp has a network of over 5,000 licensed therapists across the country delivering digital therapy services to individuals, couples and teens (with parental consent).

BetterHelp helps eliminate the many barriers to care and services individuals face such as stigma, appointment availability, lengthy wait time, cost, and convenience to name a few. Through BetterHelp's single platform, employees and their family members can reach a therapist either on their computer or smartphone when it's most convenient to them and in the way they're most comfortable.

*Here's how it works:* If an employee is interested in message-based therapy, our EAP clinicians send the caller an electronic invite to access BetterHelp. From the BetterHelp platform, the member simply answers a short questionnaire on their needs and provider preferences (e.g., expertise, gender, location, etc.). BetterHelp then matches the member to a therapist using proprietary matching algorithms based on the member's needs and preferences. BetterHelp therapists treat a variety of behavioral health conditions and work life issues such as stress, anxiety, depression, self-esteem, relationship issues, family conflicts, anger management, career difficulties, sleep issues, grief, substance misuse, and trauma using multiple techniques.

Employees can then easily schedule appointments on the BetterHelp platform, track and set goals for themselves for results-driven counseling, and access 150+ digital worksheets on various behavioral health and wellness topics such as mindfulness, stress, worry, relationships and more. **Employees typically get connected with a therapist in less than 24 hours from start to finish!**

Watch the video: [Magellan Health – How BetterHelp Works](#)



## Work-Life Services

Work-Life Services is the enhanced version of Work-Life Web Services. In addition to having access to the LifeMart Discount Center, with Work-Life Services, members can connect with specialists who help them save time and money with life's most important needs from major life milestones to everyday responsibilities. Specialists give members precious time back in their days so they show up at work focused and engaged for you.

Members are matched quickly to resources using a proprietary database of millions of providers and discounts on everyday products and services.

Specialists are always available in many areas including child and elder care, education, financial/legal issues, health and everyday responsibilities. Service is accessible all day, every day—even on holidays—via phone, or web.

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## Account management

Our account management team is simply the best in the industry – receiving 100% satisfaction from our customers. With an average client retention rate of 93% over the last 6 years and multiple client relationships lasting over 20 years, our team is experienced, professional and dedicated to exceeding your expectations. When you partner with Magellan, your account manager will meet your day-to-day needs and look for opportunities to enhance program value for your organization and your employees.

## Implementation

Account managers lead a dedicated implementation team to ensure a smooth transition for your business. We have implemented on time with 100% client satisfaction for 13 years running.

### Customer feedback

*“Magellan team members handled the entire implementation flawlessly.”*

*“It was one of the easiest transition/implementations we have ever had.”*

*“We were extremely satisfied with the service we received from our Magellan implementation team and account management team.”*

## Vendor integration

We know the importance of helping our members no matter where they appear in the spectrum of health navigation services, medical plans, etc. We have years of experience partnering with vendors and health plans to understand your organization’s employee experience, providing training and setting up referral processes to ensure your employees get the help they need when they need it. That could mean we refer a member to a particular service, i.e., diabetes management, or that one of your partners becomes educated on what EAP is and refers an employee, who could benefit from a care assessment, to us.

## Reporting

Your account manager will provide access for quarterly updates including program access, referral report and disposition of closed cases. We will work closely with you to interpret results and value your feedback as part of our continuous improvement process.



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## Member engagement

During implementation, your Magellan account manager will work with you to gain a deep understanding of your organization's culture, demographics and communication channels. This information will be used to develop a tailored communication plan for your organization that maximizes awareness and increases program usage.

Communications are co-branded with your custom imprint featuring your program name, your organization's logo or program logo, program phone number and/or member website. All the communications listed in the grid below are part of Magellan's standard EAP communications package. Custom communications and home mailers (i.e., postcards) are available for an additional fee.

### Magellan Communication Package

Communication	Description	Quantity and Frequency	Format
Core Communications			
Member brochure	EAP Overview, customized with: <ul style="list-style-type: none"> <li>• Program name</li> <li>• Up to three individual paragraphs about your buy-up programs or focus areas, i.e., Work-Life, Legal/Financial/ID Theft, Messaging Therapy, etc.</li> <li>• Imprint</li> </ul>	Annual quantity of 120% of employees, shipped once to one location	Print three-panel, brochure w/two detachable wallet cards, customized with imprint
Member flyer	One-page overview flyer, customized with: <ul style="list-style-type: none"> <li>• Program name</li> <li>• Up to three individual paragraphs about your buy-programs or focus areas</li> <li>• Number of counseling sessions</li> <li>• Imprint</li> </ul>	Once at implementation	PDF
Intranet tile <i>(for use on internal benefit portals)</i>	<ul style="list-style-type: none"> <li>• EAP key features</li> <li>• Imprint</li> </ul>	Once at implementation	PDF
Digital sign	<ul style="list-style-type: none"> <li>• EAP key features</li> <li>• Imprint</li> </ul>	Once at implementation	PDF
Poster	Letter-sized poster (8 ½" x 11") <ul style="list-style-type: none"> <li>• Program name</li> <li>• Key program features</li> <li>• Imprint</li> </ul>	Two per year, per location	PDF
New hire benefits package inserts	½ page letter-size <ul style="list-style-type: none"> <li>• Program name</li> <li>• Key program features</li> </ul>	Once at implementation	PDF

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	<ul style="list-style-type: none"> <li>• Client imprint</li> </ul>		
Videos	<p>Brief, animated videos introduce individual services. Generic branding.</p> <ol style="list-style-type: none"> <li>1. Employee Orientation</li> <li>2. Supervisor Orientation</li> <li>3. Critical Incident Stress Management</li> <li>4. Workplace Support</li> <li>5. Work-Life Services</li> <li>6. Legal/Financial Services</li> </ol>	Once at implementation	YouTube links or MP4 files
<p>Buy-up program and topic-specific communications</p> <p>(Examples: Work-Life Services, Legal/Financial/ID Theft, Smoking Cessation, Messaging Therapy, Coaching, Counseling, Resiliency, etc.)</p>			
Flyers	<p>One-page flyer (8 ½" x 11")</p> <ul style="list-style-type: none"> <li>• Key program features</li> <li>• Imprint</li> </ul>	Once at implementation	PDF
Posters	<p>Letter-sized poster (8 ½" x 11")</p> <ul style="list-style-type: none"> <li>• Key program features</li> <li>• Imprint</li> </ul>	Need determined as part of communication plan	PDF
Digital sign	<p>Slide for internal monitors</p> <ul style="list-style-type: none"> <li>• Key program features</li> <li>• Imprint</li> </ul>	Need determined as part of communication plan	PDF
Ongoing promotion			
Health fair materials	<p>Two flyers per fair</p> <ul style="list-style-type: none"> <li>• Member flyer</li> <li>• Program flyer</li> </ul>	Four fairs per year	<p>Print &amp; PDF</p> <p>Print 20% of employee population for each fair</p>
Annual Editorial Calendar	<p>Magellan develops fresh, new content each year. We provide members with holistic health and wellness insights and practical tips to help them get the most out of their daily lives.</p> <p>Themed monthly content is deployed through the member website, <i>Momentum</i> newsletter, a live monthly webinar, digital sign and poster.</p>	Once per year	PDF
Manager newsletter	<p>Management skills and team-building topics encourage managers to take advantage of self-development opportunities</p>	Quarterly	PDF

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	<ul style="list-style-type: none"> <li>• Imprint</li> </ul>		
Employee newsletter	<p>Timely and relevant emotional health and wellness topics encourage employees and give them tools and resources to make changes in their lives.</p> <ul style="list-style-type: none"> <li>• Imprint</li> </ul>	Monthly	PDF

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## Cost proposal

Magellan Health is pleased to offer an EAP solution as follows:

Up to 49 Employees

Employees	Sessions	Flat Annual Rate
<b>Magellan EAP</b>	3 sessions	\$1,550.00 Annual
<b>Magellan EAP</b>	5 sessions	\$1,750.00 Annual
<b>Magellan EAP</b>	6 sessions	\$2,050.00 Annual
<b>Magellan EAP</b>	8 sessions	\$2,300.00 Annual
<b>Financial/ID/Legal</b>		Included
<b>Work-life services</b>		Included
<b>Critical Incident Stress Management- CISM</b>		Unlimited Events, each event capped at 4 hours. Additional hours available \$250/clinical hour
<b>Trainings</b>		Bank of 2 hours to be used for trainings, health fairs, seminars Additional hours available \$250/training hour

*Included with Magellan EAP 3, 5, 6 or 8 sessions:*

[Magellan Ascend – Member website](#)

[Online Support with Live Chat](#)

[Online Self-Assessment](#)

[Self-care programs and apps](#)

[Smoking cessation app](#)

[Coaching](#)

[Counseling](#)

[Critical incident response](#)

[Manager support](#)

[Training and seminars](#)

[Wellness](#)

[Work-life web services and LifeMart discount center](#)

[Learning Center](#)

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## The Magellan difference

### *EAP for today and tomorrow*

Our fresh approach to EAP product design means we are continuously innovating and improving to deliver value for our clients and the individuals we serve. Our business is built on long term relationships; we collaboratively build solutions, measure outcomes and learn from organizations that choose to partner with us. We welcome the opportunity to discuss this with you in person, and we are happy to schedule onsite tours of our service hubs at your convenience.

***Now is the best time to be with Magellan*** – join us and we will help you be successful. Thank you for your consideration of this proposal.

### **Contact:**

MaryAnne Gallagher Burns, MBA

Small-MidMarket Sales | Channel Relationship Sales Manager

Magellan Healthcare

14100 Magellan Plaza, Maryland Hts, MO 63043

[O 314 387 4258](tel:3143874258) | [C 636 357 1229](tel:6363571229) | [E magallagher@magellanhealth.com](mailto:magallagher@magellanhealth.com)

**Magellan**  
HEALTHCARE

Leading humanity  
to healthy, vibrant lives



November 9, 2020





**Mary Sakuma**

Superintendent  
msakuma@bcoe.org

**Student Programs  
and Educational  
Support**

**Michelle Zevely**

Associate  
Superintendent  
mzevely@bcoe.org

**Board of Education**

*Amy Christianson  
Mike Walsh  
Brenda J. McLaughlin  
Roger Steel  
Alan White  
Karin Matray  
Alastair Roughton*

1859 Bird Street  
Oroville, CA 95965  
(530) 532-5757  
Fax (530) 532-5794  
<http://www.bcoe.org>

An Equal Opportunity  
Employer

August 18, 2020

Susan Domenighini  
Blue Oak Charter School  
Executive Director  
450 W East Ave  
Chico CA 95926

**MEMORANDUM OF UNDERSTANDING**

Butte County Office of Education (BCOE) and Blue Oak Charter School a Butte County Office of Education program, agree as follows:

BCOE will provide funding in the amount of \$10,920.00 for therapeutic supports provided by Blue Oak Charter School staff to students, parents and staff directly impacted by the fire disasters throughout the county.

Blue Oak Charter School will invoice BCOE quarterly for rendered services with a total for the 2020-2021 school year not to exceed \$10,920.00.

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**Mary Sakuma**  
Superintendent  
Butte County Office of Education

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**Susan Domenighini**  
Executive Director  
Blue Oak Charter School

"WHERE STUDENTS COME FIRST"

## **AGREEMENT FOR SPECIAL SERVICES BETWEEN LOCAL EDUCATION AGENCIES**

This Agreement for Services ("Agreement") is made and entered into as of August 18, 2020 by and between the **Butte County Office of Education**, ("BCOE") and **Butte County Office of Education** ("Blue Oak Charter School"), (together, "Parties").

The terms of this Agreement are as follows:

1. **Purpose.** The duties, obligations and agreements to provide the services under this Agreement are set forth in the attached **Exhibit "A"** ("Services").
2. **Term.** Services shall commence on August 18, 2020 and will continue until June 30, 2021, unless this Agreement is terminated and/or otherwise canceled prior to that time.
3. **Payment.** Compensation shall be as set forth in **Exhibit "B"** as the proposed fee for Services.
4. **Termination.** Either party may, at any time, with or without reason, terminate this Agreement with a reasonable explanation. Written notice by the terminating party shall be sufficient to stop further provision of Services. Notice shall be deemed given when received by the non-terminating party or no later than three (3) days after the day of mailing, whichever is sooner.
5. **Additional Services.** In the event either Party requires services from the other Party in addition to those set forth in this Agreement, the Party requiring additional services shall compensate the other Party for costs incurred by those additional services. If either Party believes that additional services are necessary or desirable, that Party shall submit a written description of the additional services to the other Party, along with the reasons the additional services are required or reasonable, and the specific cost of the additional services. Such services shall be performed only after both Parties agree in writing to proceed with the additional services.
6. **Indemnification.** The Blue Oak Charter School agrees to indemnify, defend, and hold harmless BCOE, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on BCOE arising out of the Blue Oak Charter School's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of BCOE, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless BCOE under this Agreement, the Blue Oak Charter School shall reimburse BCOE for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The Blue Oak Charter School shall seek BCOE approval of any settlement that could adversely affect the BCOE, its officers, agents or employees.

The BCOE agrees to indemnify, defend, and hold harmless Blue Oak Charter School, its officers, agents and employees against any claim, liability, loss, injury or damage imposed on Blue Oak Charter School arising out of the BCOE's performance on this Agreement, except for liability resulting from the negligent or willful misconduct of Blue Oak Charter School, its officers, agents and employees. If obligated to indemnify, defend, or hold harmless Blue Oak Charter School under this Agreement, the BCOE shall reimburse Blue Oak Charter School for all costs, attorney's fees, expenses and liabilities associated with any resulting legal action. The BCOE shall seek Blue Oak Charter School approval of any settlement that could adversely affect the Blue Oak Charter School, its officers, agents or employees.

7. **Insurance.** Each party shall obtain, pay for and maintain in effect during the life of this Agreement a Commercial General Liability insurance policy that includes coverage for Premises Operations, Products/Completed Operations, Contractual, Independent Contractors, Broad Form Property Damage, and Personal Injury; with a minimum combined single limit of no less than \$1,000,000 for Bodily Injury and Property Damage (each occurrence) at a \$2,000,000 aggregate.

Nothing in this Insurance section shall reduce a party's liabilities or obligations under the Indemnification section of this Agreement.

Upon request, each Party shall provide proof of said insurance to the other Party.

8. **Anti-Discrimination.** It is the policy of the BCOE that in connection with all work performed under contracts there be no discrimination against any person engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Program agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735.
9. **No Rights in Third Parties.** This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.
10. **Notice.** Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

**If to BCOE:**

Butte County Office of Education  
Attn: Mary Sakuma  
1859 Bird Street  
Oroville, CA 95965  
Email: [msakuma@bcoe.org](mailto:msakuma@bcoe.org)

**If to Blue Oak Charter School:**

Blue Oak Charter School  
Attn: Susan Domenighini  
450 W East Ave  
Chico CA 95926  
Email: [sdomenighini@blueoakcharterschool.org](mailto:sdomenighini@blueoakcharterschool.org)

Any notice personally given or sent by email transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective five (5) days after deposit in the United States mail.

11. **Integration/Entire Agreement of Parties.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.
12. **Assignment.** The obligations and/or interests of either party under this Agreement shall not be assigned or transferred in anyway without written consent from the other party.
13. **Arbitration.** The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed forty-five (45) days. If the dispute remains, it



shall be subject to mediation with a mediator agreed to by both parties and paid for by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.

- a. The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.
- b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
- c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (b) and (c) of this section.

14. **California Law.** This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in Butte County.

15. **Waiver.** The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

16. **Severability.** If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

17. **Provisions Required By Law Deemed Inserted.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

18. **Authority to Bind Parties.** Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

19. **Captions and Interpretations.** Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that

party or its legal representative drafted such provision, and this Agreement shall be construed as being jointly prepared by the Parties.

20. **Signature Authority.** Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authorized and empowered to enter into this Agreement.

21. **Counterparts.** This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

22. **Incorporation of Recitals and Exhibits.** The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date(s) indicated below.

**BCOE:**

Dated: \_\_\_\_\_

BUTTE COUNTY OFFICE OF EDUCATION

Signed By: \_\_\_\_\_

Print Name: Mary Sakuma

Title: Superintendent

**Blue Oak Charter School:**

Dated: \_\_\_\_\_

Blue Oak Charter School

Signed By: \_\_\_\_\_

Print Name: Susan Domenighini

Title: Executive Director

## **Exhibit "A"**

### **Scope of Services**

Butte County Office of Education (BCOE) and Blue Oak Charter School, agree as follows:

BCOE will provide funding for therapeutic supports provided by Blue Oak Charter School staff to students, parents and staff directly impacted by the fire disasters throughout the county.

For students, the counselor could be involved in classroom discussions about trauma, resilience, mindfulness, etc.

For referred students, the counselor would offer individual and group counseling.

For the most intense, the counselor may help facilitate referrals out for services.

For staff, counselors will support or facilitate conversations at staff meetings or in groups that support knowledge, skills and healing.

For more intense needs, BCOE supports the referral to outside mental health resources, including EAP.

Avoiding duplication of services for those who might be eligible for Medi-Cal or special education counseling is our goal. BCOE offers to provide a set of referral and permission forms, if needed. Data collection will be used for evaluation and accountability and counselors will complete BCOE logs for services provided and will turn in monthly.

Blue Oak Charter School counselor is invited to attend monthly training and supervision meetings provided by BCOE.

**Exhibit "B"**  
**Fee for Services**

Blue Oak Charter School will invoice BCOE quarterly for rendered services with a total for the 2020-2021 school year not to exceed \$10,920.00.