

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, January 12th, 2021 - 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.

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Update: In Compliance with the Governor of California's "Safer-at-Home Order" due to COVID-19, the Blue Oak Charter Council will be conducting meetings virtually until further notice. This means there will be no specific physical meeting place; the meeting will be held remotely. Public participation continues to be welcomed and encouraged to those who join via Zoom and raise their hand. The chat bar will not be available to the public during the Zoom meetings to support the sanctity of the meeting.

Blue Oak Charter Council (BOCC) may tape, film, stream, or broadcast any open BOCC Meeting. The BOCC president may announce that a recording or broadcasting is being made at the direction of BOCC members and that the recording or broadcast may capture images and sounds of those attending the meeting. Any BOCC recording may be erased or destroyed 30 days after the meeting.

AGENDA

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 December 8th, 2020 and December 15th, 2020.

2. FINANCIAL REPORTS - 15 minutes

J. Weber

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*)

3. BUSINESS - 25 minutes

S. Domenighini

3.1. Accept Donations

3.2. Executive Director's Report

4. NEXT MEETING - Tuesday, February 9th at 4:15PM

ADJOURNMENT

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

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Meeting ID: 983 4791 9501

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Tuesday, December 8th, 2020 - 4:15 pm

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Update: In Compliance with the Governor of California's "Safer-at-Home Order" due to COVID-19, the Blue Oak Finance Committee will be conducting meetings virtually until further notice. This means there will be no specific physical meeting place; the meeting will be held remotely. However, public participation continues to be welcomed and encouraged..

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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 4:18PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Chelsea Parker, Chairun Combs, Franki Boisseree, Maggie Buckley, Nick Meier, 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."

- Chelsea Parker read the school verse.

1.4. Audience to Address the Committee

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- No audience members addressed the committee.

1.5. Agenda Modifications

- There were no agenda modifications.

1.6. Approve Minutes from November 10th, 2020

- Franki Boisseree made a motion to approve the minutes from November 10th. Chairun Combs seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	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

J. Weber

- 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. **Approval of 1st Interim Report**
- 2.1.7. **Approval of LCFF Budget Overview for Parents**
- 2.1.8. **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. The presentation also included the 1st Interim report as well as the LCFF Budget Overview for Parents. Overall, expenses have been low due to low staffing in the first half of the year but will continue to pick up in the second half of the year. There is continued optimism that Blue Oak would be able to get through the whole deferral cycle with little to no borrowing.
- Chairun Combs made a motion to accept the Charter Impact report presented to the BOFC. Franki Boisseree seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Franki Boisseree	X			

Chairun Combs	X			
Nick Meier	X			
Maggie Buckley	X			

- Vote passes.
- There was a general consensus to amend the vote to remove 2.1.5 and 2.1.6 to review and vote on as separate items.
- Vote.

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

- Vote passes.
- Jim Weber reviewed agenda item 2.1.6 with BOFC members. Overall, the 1st Interim Report is very favorable and CUSD should not be displeased with anything we have to report.
- Susan Domenighini made a motion to send the 1st Interim Report from agenda item 2.1.6 to the BOCC for approval. Nick Meier seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.
- Jim Weber reviewed agenda item 2.1.7 with BOFC members, detailing that the LCFF Budget Overview for Parents does not match the full budget because there was no LCAP this year. The document presented only shows a limited scope of expenses but that is normal due to changes made during the pandemic.

- Franki Boisseree made a motion to send the LCFF Budget Overview for Parents from agenda item 2.1.7 to be approved by the BOCC. Maggie Buckley seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.
- Many BOFC members voiced their gratitude to Jim Weber for presenting all of this financial information in such a clear and digestible way.

2.2. Audit

- Annually, Blue Oak contracts an outside agency to review the schools financial position; the final audit is now ready for the BOFC to review and the BOCC to approve. Blue Oak has been with this auditing firm for the past three years, changing head auditors every year of course, but if members see it fit to change auditing firms the process would have to begin very soon. It is best practice to continuously change auditors. The report shows that this year is another year with no findings which is the most ideal outcome from an audit.
- Chairun Combs made a motion to recommend that the BOCC accept the audit. Franki Boisseree seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

3. BUSINESS - 25 minutes

3.1. Management Pay Scale, Classified Pay Scale, and Minimum Wage

- Beginning January 2021, the California state minimum wage goes up to \$14 an hour which means that Blue Oak needs to make changes to the Classified Pay Scale in order to meet the new standards. Susan Domenighini presented three possible options for how to do so.
- After discussion among the committee members, Chelsea Parker recommended Option 2; to eliminate the row, raise the starting wage to \$14, and distribute the .35 cent increase throughout the rest of the payscale accordingly.
- Susan Domenighini made a motion to recommend to the BOCC to accept Option 2 for Jan. 2021 with the caveat that we need to review this in Jan. 2022 which will be part of our budgeting process in the spring.
- Chairun Combs asked if these ranges had been compared to CUSD pay scales. Susan explained that, originally when it was created, comparisons were made per classification and reminded committee members that all schools in California will be raising their wages to meet the new minimum wage standards.
- Nick Meier clarified that Option 2 does include bumping everyone's wage amount, not just the bottom tier. Chelsea Parker also clarified that this discussion is only for the 2021 pay scale, further discussions regarding the 2022 pay scale will not happen until discussions of the Blue Oak budget takes place in March.
- Nick Meier seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.
- In addition to the Classified Pay Scale, Susan Domenighini also proposed that the Facilities Manager wage be increased because it is not currently at the white collar minimum wage. She is recommending that this increase begin Jan 2021; the overall cost to Blue Oak would be about \$1,600
- Franki Boisseree made a motion to increase the Facility Managers monthly pay starting in Jan 2021. Maggie Buckley seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			

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

- Vote passes.
- The administration pay scale was not ready for presentation and will be brought to the BOFC when it is ready.

3.2. Facility Grant Program Award Notice

- Susan Domenighini presented a Facility Grant Program Award Notice for informational purposes to the BOFC. There was no action required on this agenda item, just an opportunity for committee members to ask questions if they wanted.

3.3. Donation Acceptance

- Chairun Combs made a motion to accept both generous donations. Franki seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

3.4. Executive Director's Report

S. Domenighini

- Susan Domenighini shared that she is still moving forward with both the marketing and the full day kindergarten projects.
- For the full day kindergarten project, Susan has been meeting with all of the past and present Kindergarten teachers currently still teaching at Blue Oak and has reached out to a friend to discuss what next steps for opening a preschool program would look like as well.

3.4.1. Marketing

- Susan Domenighini spoke with a local firm who will be able to help us with our messaging. Hopefully by the next BOFC meeting, Susan will be ready with a comparison of offers.

3.4.2. Real Estate

- Susan Domenighini also met with another broker for possible facilities for Blue

Oak in the next 18 months.

4. NEXT MEETING - Tuesday, January 12th, 2021

5. ADJOURNMENT

➤ Chelsea Parker adjourned the meeting at 5:41PM.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

DRAFT

Blue Oak Charter School
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SPECIAL MEETING

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Tuesday, December 15th, 2020 - 4:15 pm

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AGENDA

OPEN SESSION - 4:15 PM

1. OPENING 15 Minutes

1.1. Call Meeting to Order

- Susan called the meeting to order at 4:17PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Chelsea Parker, Franki Boisseree, Nick Meier, Chairun Combs, Maggie Buckley, 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."

- Susan Domenighini read the school verse.

1.4. Audience to Address the Committee

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- No audience members were present to address the council.

1.5. Agenda Modifications

- No agenda modifications were made.

2. BUSINESS - 25 minutes

S. Domenighini

2.1. Marketing Contract and Related Budget Changes

- After meeting with several marketing firms, Susan Domenighini felt that MC2 Design Group was the best option for Blue Oak. They are a local entity that have partnered with Butte College and Sierra Nevada in the past. One of their biggest focuses for our school will be to help Blue Oak curate a cohesive message about our school in order to effectively market ourselves.
- The first steps, and the most important, are to meet with a group of staff members who will represent the school to decide what important information we want our community members to know about Blue Oak. The easier following steps will then be to get to actually get the decided upon message out to the community. This was a company recommended by Chelsea Parker.
- Susan Domenighini presented the marketing plan and contract from MC2 which outlines these next steps. The first portion in reference, called the deliverables, will cost \$4,500. Susan is asking for approval of \$10,000 in order to implement and move forward with the recommended steps.
- Susan found that the other companies she met with had great intent to market our school but did not seem to be interested or able to help us with our schools messaging itself.
- Susan is recommending that these funds be taken from the portion of the office staff budget that is typically allocated for a Parent Liaison. This position typically spearheads marketing and outreach efforts, however, since we have no in-person events this year, this position was not needed. Susan would like to bring a Parent Liaison back to the Blue Oak campus when things return to normal but for now, the funds are not needed.
- Many BOFC members voiced their excitement to move forward with this plan. Many liked the idea of reallocating funds from the Parent Liaison budget and hope that there will be a quick return in investment as we move forward with this plan.
- Chelsea Parker made a motion to recommend the BOCC allocate \$10,000 the office staff budget to be used for marketing purposes. Chairun Combs seconded the motion.
- Chelsea Parker amended her motion to specifically include recommending the approval of this contract by the BOCC as well. Chairun Combs seconded the motion.
- No further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Chelsea Parker	X			
Franki Boisseree	X			
Chairun Combs	X			

Nick Meier	X			
Maggie Buckley	X			

➤ Vote passes.

3. NEXT MEETING - Tuesday, January 12th, 2021

➤ Susan adjourned the meeting at 4:37PM.

ADJOURNMENT

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

DRAFT

Blue Oak Charter School

Monthly Financial Presentation – December 2020

December Highlights

Highlights

- Forecast surplus **+\$608K**, includes PPP forgiveness, recommended to reserve surplus for future shortfalls.
- Revenue forecast exceeds budget, **+\$461K**. Excluding CARES Act and PPP timing **+\$12K**.
- Expenses forecast below budget **\$49K**.
- Cash ended month **\$462K**, PPP loan fully utilized for eligible payroll during funding delay.
- State payment deferrals and ongoing economic uncertainty influence 2020/21 planning.

Compliance and Reporting

- CARES Act reporting submitted Jan 5th.
- Quarterly grant reporting will be submitted in January.
- School Accountability Report Card (SARC) is due Feb 1st.

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).

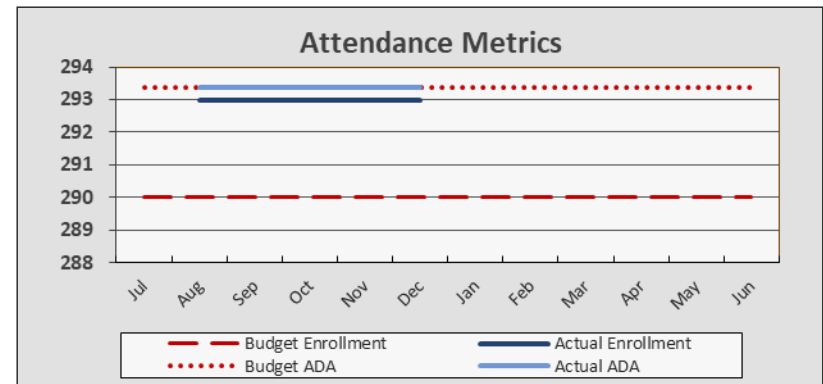
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	293	290	290
ADA	293	293	293
Attendance Rate	100.1%	101.2%	101.2%
Unduplicated %		58.0%	58.0%
Revenue per ADA		\$14,142	\$12,570
Expenses per ADA		\$12,068	\$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

- December Updates

- Forecast PPP loan forgiveness **\$529,920** (application by Jan 31st will have determination by June 30th.)
- Learning Loss Mitigation and ESSER Funds:
 - \$153K** use by Dec 2020 (completed)
 - \$23K** use by June 2021
 - \$80K** removed from forecast until 2021/22 to maintain/expand current services.

Revenue

	<i>Year-to-Date</i>		
	Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 977,620	\$ 998,637	\$ (21,017)
Federal Revenue	176,891	210,501	(33,610)
Other State Revenue	4,946	27,769	(22,823)
Other Local Revenue	95,994	101,450	(5,456)
Total Revenue	<u>\$ 1,255,451</u>	<u>\$ 1,338,356</u>	<u>\$ (82,905)</u>

<i>Annual/Full Year</i>		
Forecast	Budget	Fav/(Unf)
\$ 2,678,690	\$ 2,678,690	\$ -
817,792	372,705	445,087
428,835	414,765	14,070
223,643	221,543	2,100
<u>\$ 4,148,959</u>	<u>\$ 3,687,703</u>	<u>\$ 461,256</u>



Expenses

- **December Updates**
 - **Expenses update** – Expense forecast includes increased LLMF expenses for equipment and IT.
 - **Saving opportunities** – Forecast remains at full budget for many material categories, actual costs are likely to be below budget.

Expenses	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 749,904	\$ 827,888	\$ 77,984	\$ 1,373,065	\$ 1,428,037	\$ 54,972
Classified Salaries	145,049	181,217	36,168	362,938	399,225	36,287
Benefits	237,376	264,982	27,606	486,503	499,280	12,777
Books and Supplies	156,406	169,250	12,844	199,222	198,500	(722)
Subagreement Services	54,367	58,918	4,551	129,912	129,620	(292)
Operations	72,087	66,974	(5,113)	149,007	134,421	(14,585)
Facilities	300,818	305,702	4,884	609,642	611,404	1,762
Professional Services	93,759	78,536	(15,223)	210,806	169,988	(40,818)
Depreciation	9,713	9,713	0	19,426	19,426	0
Interest	2,682	-	(2,682)	-	-	-
Total Expenses	\$ 1,822,160	\$ 1,963,180	\$ 141,020	\$ 3,540,522	\$ 3,589,901	\$ 49,379

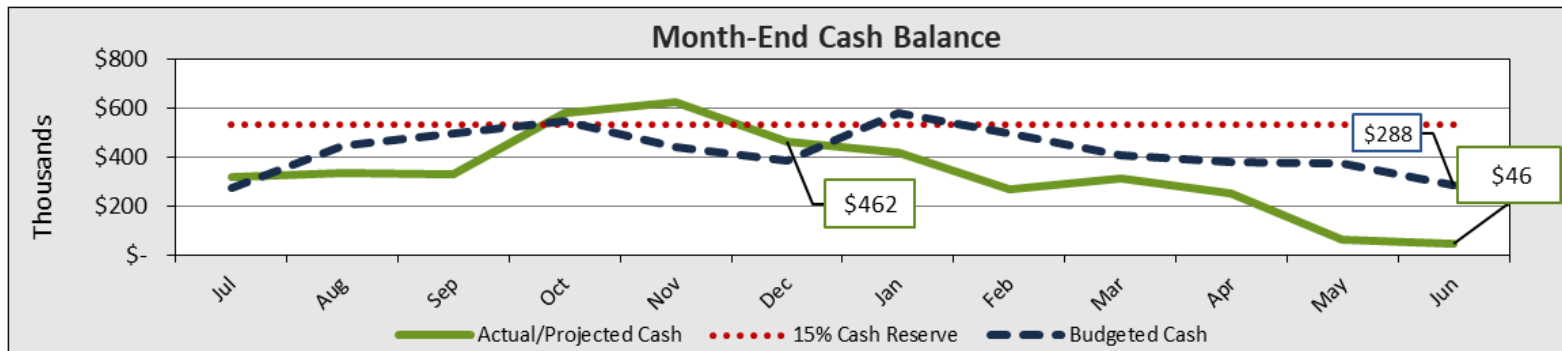
Surplus / (Deficit) & Fund Balance

- Current forecast surplus **+\$608K**.
- Additional **\$80K** surplus **excluded** from forecast (LLMF and ESSER) eligible for use during 2021/22.
- Fund balance forecast **\$1.14 million**, 32%, 118 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)
Total Surplus(Deficit)	\$ (566,708)	\$ (624,824)	\$ 58,115	\$ 608,437	\$ 97,802	\$ 510,636
Beginning Fund Balance	531,327	531,327		531,327	531,327	
Ending Fund Balance	<u>\$ (35,381)</u>	<u>\$ (93,496)</u>		<u>\$ 1,139,765</u>	<u>\$ 629,129</u>	
<i>As a % of Annual Expenses</i>	-1.0%	-2.6%		32.2%	17.5%	

Cash Balance

- Current cash is \$462K.
- 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	Jan-05	CALPADS - Fall 2 Submission Window opens- Information will be used by the US Department of Education and the California Department of Education to gain insights into student course enrollments, services rendered in support of school's English Learner population, staff assignments and full-time equivalent levels. The reported data represent a snapshot of a school's status in the previously listed areas per Census day, October 7, 2020. Schools have until March 5th, 2021 to certified data. IMPORTANT: Fall 2 Staff assignment data will be referenced by the Commission on Teacher Credentialing (CTC) for accountability purposes. CTC will cross reference teachers' credential information with the courses/sections they are assigned to teach. CTC will report misassignments/discrepancies to your charter authorizer.	Charter Impact submits with data provided by BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Jan-05	CARES Act Reporting Cycle 3 - The CARES Act Reporting application was created by the California Department of Education to gather required data for purposes of state and federal report on CARES Act and other COVID-19 related funds (CRF, GF, GEER and ESSER). Schools are required to report status of funds for the period October 1, 2020 - December 31, 2020. The Coronavirus Relief Fund (CRF) must be utilized by December 30, 2020.	Charter Impact	No	No	https://www.cde.ca.gov/fg/cr/index.asp
FINANCE	Jan-15	ERMHS Level 2 Budget Requests due to SELPA - Detail budget requests for ERMHS funding are due to El Dorado Charter SELPA.	Charter Impact submits with data provided by BOCS	No	No	http://charterselpa.org/fiscal/
FINANCE	Jan-22	Mid-Year Expenditure Report due to SELPA - Interim financial reporting for actuals through December 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
DATA	Jan-29	CALPADS - Fall 1 Amendment deadline - Final opportunity to review and correct your certified CALPADS - Fall 1 student data. Students' program eligibility information associated with lunch, special education, homeless, English language learner, school enrollment and graduation statuses will be submitted to the CDE. This data will be used to in CDE's CA Dashboard calculations and determine access to funding such as student meal reimbursements and unduplicated count factors.	Charter Impact submits with data provided by BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Jan-31	Federal Cash Management - Period 3 - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III EL; Title III Immigrant; and Title IV, Part A programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/cm/
DATA	Feb-01	School Accountability Report Card - All public schools in California are required to prepare an annual SARC (2019/20). SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. EC Section 35256 requires LEA governing boards to approve SARCs for publications.	BOCS	Yes	No	http://www.cde.ca.gov/ta/ac/sa/
FINANCE	Feb-15	Board of Equalization Property Tax Exemption - Property used exclusively for public schools, community colleges, state colleges, and state universities is exempt from property taxation (article XIII, section 3, subd. (d), Revenue and Taxation Code section 202, subd. (a)(3)). The property is exempt from taxation on the basis of its exclusive use for public school purposes. If the property is not owned by the public school, the owner of the property is required to file a claim for the Lessor's Exemption. If the owner of the property does not claim the exemption, the public school may file the Public School Exemption claim.	Charter Impact	No	Yes	https://www.boe.ca.gov/proptaxes/lessor_exemption.htm
FINANCE	Feb-20	Certification of the First Principal Apportionment - The Principal Apportionment includes funding for the Local Control Funding Formula, the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The First Principal Apportionment (P-1), certified by February 20, is based on the first period data that LEAs report to CDE in November through January. P-1 supersedes the Advance Apportionment calculations and establishes each LEA's monthly state aid payment for February through May.	Charter Impact	No	Yes	https://www.cde.ca.gov/fg/aa/pa/
FINANCE	Feb-28	Consolidated Application (ConApp) reporting - Winter - The ConApp is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. The winter release is submitted in January of each year and contains the LEA's entitlements for each funded program.	Charter Impact	Yes	No	https://www.cde.ca.gov/fg/aa/co/cars.asp

Appendices

As of December 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 School

Financial Package
December 31, 2020

Presented by:



Blue Oak Charter School

Monthly Cash Flow/Forecast FY20-21

Revised 01/08/2021

ADA = 293.37



Revenues

State Aid - Revenue Limit

8011	LCFF State Aid	-	69,481	69,481	125,066	128,236	121,896	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	-

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
-	114,306	159,131	334,517	188,003	181,663	323,040	184,833	157,315	208,830	70,624	70,624	685,804

Annual Forecast
1,390,241
552,827
-
735,622
2,678,690

Revised Budget	Favorable / (Unfav.)
ADA = 293.37	
1,699,234	(308,992)
243,834	308,992
-	-
735,622	-
2,678,690	-

Federal Revenue

8181	Special Education - Entitlement	-	-	-	-	-	-	-	19,938	-	-	4,984	14,953	39,875	39,875	-
8290	Title I, Part A - Basic Low Income	-	-	-	-	18,794	-	-	-	18,688	-	-	37,269	74,750	77,683	(2,933)
8291	Title II, Part A - Teacher Quality	-	-	-	-	2,433	-	-	-	2,521	-	-	5,129	10,083	11,449	(1,366)
8296	Other Federal Revenue	-	-	-	37,287	55,930	62,447	-	-	2,500	-	529,920	5,000	693,084	243,698	449,386

-	-	-	37,287	55,930	83,674	-	-	19,938	23,708	-	534,904	62,351
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39,875
74,750
10,083
693,084
817,792

39,875	-
77,683	(2,933)
11,449	(1,366)
243,698	449,386
372,705	445,087

Other State Revenue

8545	School Facilities (SB740)	-	-	-	-	-	-	-	177,103	-	-	-	135,512	312,615	312,615	-
8550	Mandated Cost	-	-	-	-	4,946	-	-	-	-	-	-	-	4,946	4,946	(0)
8560	State Lottery	-	-	-	-	-	14,595	-	14,595	-	-	-	29,190	58,381	58,381	-
8599	Other State Revenue	-	-	-	-	-	-	-	-	15,035	22,823	15,035	15,035	52,893	38,823	14,070

-	-	-	-	-	4,946	14,595	-	177,103	14,595	15,035	22,823	179,738
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312,615
4,946
58,381
52,893
428,835

312,615	-
4,946	(0)
58,381	-
38,823	14,070
414,765	14,070

Other Local Revenue

8689	Other Fees and Contracts	-	1,500	-	600	-	-	-	-	-	-	-	-	2,100	-	2,100
8699	School Fundraising	20	6,580	2,207	660	1,507	2,590	6,487	6,487	6,487	6,487	6,487	-	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	-	175,543	175,543	-

7,838	23,871	18,006	10,584	17,306	18,389	22,286	13,952	9,346	9,346	9,346	-	63,372
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2,100
46,000
175,543
223,643

-	2,100
46,000	-
175,543	-
221,543	2,100
-	-

Total Revenue

7,838	138,177	177,137	382,388	261,238	288,672	359,921	198,785	363,701	256,480	95,005	628,351	991,265
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4,148,959

3,687,703	461,256
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Expenses

Certificated Salaries

1100	Teachers' Salaries	91,139	106,143	108,402	110,925	111,348	108,386	115,710	115,710	115,710	115,710	25,166	-	-	1,124,350	1,164,716	40,366
1170	Teachers' Substitute Hours	-	-	-	-	600	(240)	3,471	3,471	3,471	3,471	3,471	1,736	-	19,452	34,941	15,489
1175	Teachers' Extra Duty/Stipends	699	736	1,506	1,140	840	840	1,510	1,510	1,510	1,510	-	-	-	11,800	11,800	-
1200	Pupil Support Salaries	-	583	7,574	6,457	5,243	2,442	4,070	4,070	4,070	4,070	4,070	2,035	-	44,684	40,700	(3,984)
1300	Administrators' Salaries	14,086	14,294	14,190	14,190	14,190	14,190	14,607	14,607	14,607	14,607	14,607	14,607	-	172,779	175,879	3,100

105,924	121,755	131,672	132,712	132,222	125,618	139,368	139,368	139,368	139,368	47,313	18,377	-
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1,124,350
19,452
11,800
44,684
172,779
1,373,065

1,164,716	40,366
34,941	15,489
11,800	-
40,700	(3,984)
175,879	3,100
1,428,037	54,972

Classified Salaries

2100	Instructional Salaries	229	221	14,186	10,356	8,204	6,764	12,591	12,591	12,591	12,591	12,591	6,295	-	109,208	125,907	16,699
2400	Clerical and Office Staff Salaries	6,264	11,854	8,861	12,544	10,990	7,430	12,669	12,669	12,669	12,669	12,669	12,669	-	133,955	147,445	13,490
2900	Other Classified Salaries	2,518	1,516	13,576	11,105	10,349	8,084	12,105	12,105	12,105	12,105	12,105	12,105	-	119,775	125,873	6,098

9,011	13,591	36,623	34,004	29,542	22,278	37,364	37,364	37,364	37,364	37,364	31,069	-
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109,208
133,955
119,775
362,938

125,907	16,699
147,445	13,490
125,873	6,098
399,225	36,287

Benefits

3101	STRS	16,034	18,530	19,824	19,554	19,358	17,076	23,271	23,271	23,271	23,271	7,900	3,068	-	214,427	230,628	16,201
3202	PERS	4,155	3,393	9,480	9,214	9,069	6,453	8,503	8,503	8,503	8,503	8,503	7,070	-	91,349	82,640	(8,709)
3301	OASDI	848	735	2,872	2,721	2,496	1,809	2,547	2,547	2,547	2,547	2,547	2,118	-	26,333	24,752	(1,581)
3311	Medicare	1,544	1,831	2,377	2,312	2,238	2,047	2,685	2,685	2,685	2,685	1,286	751	-	25,124	26,495	1,371
3401	Health and Welfare	12,044	3,695	10,107	7,425	8,416	12,720	9,525	9,525	9,525	9,525	9,525	9,525	-	111,557	114,300	2,743
3501	State Unemployment	53	63	82	80	(566)	70	550	440	220	110	110	110	-	1,321	2,193	871
3601	Workers' Compensation	953	953	953	953	953	2,091	1,851	1,851	1,851	1,851	887	518	-	15,668	18,273	2,605
3901	Other Benefits	51	64	67	56	61	61	61	61	61	61	61	61	-	724	-	(724)

35,683	29,263	45,762	42,315	42,025	42,327	48,992	48,882	48,662	48,552	30,819	23,221	-
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214,427
91,349
26,333
25,124
111,557
1,321
15,668
724
486,503

-	-
230,628	16,201
82,640	(8,709)
24,752	(1,581)
26,495	1,371
114,300	2,743
2,193	871
18,273	2,605
-	(724)
499,280	12,777

Books and Supplies

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)	-	-	251	251	251	251	251	251	-	2,000	6,000	4,000
4302	School Supplies	-	14,883	2,535	2,679	2,976	(80)	2,168	2,168	2,168	2,168	2,168	2,168	-	36,000	46,000	10,000
4305	Software	129	129	9,954	(768)	774	3,133	357	357	357	357	357	357	-	15,495	-	(15,495)
4310	Office Expense	-	3,768	4,507	2,805	1,735	494	1,115	1,115	1,115	1,115	1,115	1,115	-	20,000	10,000	(10,000)
4312	School Fundraising Expense	-	-	-	-	-	-	417	417	417	417	417	417	-	2,500	2,500	-
4400	Noncapitalized Equipment	-	-	17,770	44,752	3,149	19,885	2,828	2,828	2,828	2,828	2,828	2,828	-	102,523	118,000	15,477

129	26,468	40,442	57,301	8,634	23,432	7,136	7,136	7,136	7,136	7,136	7,136	-
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20,704
2,000
36,000
15,495
20,000
2,500
102,523
199,222

16,000	(4,704)
6,000	4,000
46,000	10,000
-	(15,495)
10,000	(10,000)
2,500	-
118,000	15,477
198,500	(722)

Blue Oak Charter School

Monthly Cash Flow/Forecast FY20-21

Revised 01/08/2021

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.)
Subagreement Services																
5101 Nursing	-	-	3,958	1,979	-	1,979	1,979	1,979	1,979	1,979	1,979	1,979	-	19,788	-	(19,788)
5102 Special Education	-	150	4,530	14,437	13,717	12,762	10,505	10,505	10,505	10,505	10,505	10,505	-	108,625	128,120	19,495
5105 Security	-	-	428	-	-	428	108	108	108	108	108	108	-	1,500	1,500	-
	-	150	8,915	16,416	13,717	15,169	12,591	12,591	12,591	12,591	12,591	12,591	-	129,912	129,620	(292)
Operations and Housekeeping																
5201 Auto and Travel	-	-	-	-	-	-	500	500	500	500	500	500	-	3,000	3,000	-
5300 Dues & Memberships	-	-	50	885	-	2,950	-	-	-	-	-	-	-	3,885	1,000	(2,885)
5400 Insurance	2,175	922	5,541	3,643	3,643	3,553	3,861	3,861	3,861	3,861	3,861	3,861	-	42,640	38,421	(4,219)
5501 Utilities	5,081	5,387	8,318	4,775	4,913	3,136	6,398	6,398	6,398	6,398	6,398	6,398	-	70,000	70,000	-
5502 Janitorial Services	-	-	1,846	-	-	2,797	1,060	1,060	1,060	1,060	1,060	1,060	-	11,000	11,000	-
5900 Communications	652	742	563	240	1,112	7,910	1,001	1,001	1,001	1,001	1,001	1,001	-	17,227	10,000	(7,227)
5901 Postage and Shipping	-	533	433	193	18	78	-	-	-	-	-	-	-	1,255	1,000	(255)
	7,908	7,584	16,750	9,735	9,685	20,424	12,820	12,820	12,820	12,820	12,820	12,820	-	149,007	134,421	(14,585)
Facilities, Repairs and Other Leases																
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	1,376	896	1,450	1,450	1,450	1,450	1,450	1,450	-	15,638	17,400	1,762
5610 Repairs and Maintenance	-	120	50	240	-	268	1,154	1,154	1,154	1,154	1,154	1,154	-	7,600	7,600	-
	50,262	50,511	49,879	49,893	50,243	50,030	51,471	51,471	51,471	51,471	51,471	51,471	-	609,642	611,404	1,762
Professional/Consulting Services																
5801 IT	-	-	427	7,037	2,736	3,044	2,793	2,793	2,793	2,793	2,793	2,793	-	30,000	12,200	(17,800)
5802 Audit & Taxes	-	-	2,730	6,405	-	1,838	1,028	-	-	-	-	-	-	12,000	3,500	(8,500)
5803 Legal	-	-	416	296	624	-	1,027	1,027	1,027	1,027	1,027	1,027	-	7,500	7,500	-
5804 Professional Development	-	5,487	678	945	(75)	350	3	3	3	3	3	3	-	7,400	5,000	(2,400)
5805 General Consulting	-	375	5,087	1,696	2,071	1,696	1,821	1,821	1,821	1,821	1,821	1,821	-	21,847	20,347	(1,500)
5806 Special Activities/Field Trips	-	-	-	-	(640)	(300)	1,823	1,823	1,823	1,823	1,823	1,823	-	10,000	10,000	-
5809 Other taxes and fees	1	449	1,221	987	917	818	-	-	-	-	-	-	-	4,393	3,000	(1,393)
5810 Payroll Service Fee	150	555	578	718	439	675	297	297	297	297	297	297	-	4,900	4,900	-
5811 Management Fee	5,579	5,862	5,862	5,862	6,317	6,317	7,863	7,863	7,863	7,863	7,863	7,863	-	82,979	73,754	(9,225)
5812 District Oversight Fee	-	695	695	2,633	-	2,502	3,230	1,848	1,573	2,088	706	706	10,109	26,787	26,787	-
5815 Public Relations/Recruitment	-	750	-	-	255	-	333	333	333	333	333	333	-	3,000	3,000	-
	5,730	14,173	17,694	26,579	12,643	16,939	20,217	17,808	17,533	18,048	16,666	16,666	10,109	210,806	169,988	(40,818)
Depreciation																
6900 Depreciation Expense	1,619	1,619	1,619	1,619	1,619	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	1,619	1,619	1,619	1,619	1,619	1,619	1,619	1,619	1,619	-	19,426	19,426	0
Interest																
7438 Interest Expense	451	451	437	292	598	453	-	-	-	-	-	(2,682)	-	-	-	-
	451	451	437	292	598	453	-	-	-	-	-	(2,682)	-	-	-	-
Total Expenses	216,717	265,565	349,794	370,866	300,929	318,289	331,578	329,058	328,563	328,968	217,799	172,287	10,109	3,540,522	3,589,901	49,379
Monthly Surplus (Deficit)	(208,879)	(127,388)	(172,656)	11,522	(39,690)	(29,616)	28,343	(130,273)	35,138	(72,488)	(122,793)	456,064	981,156	608,438	97,802	510,636
Cash Flow Adjustments																
Monthly Surplus (Deficit)	(208,879)	(127,388)	(172,656)	11,522	(39,690)	(29,616)	28,343	(130,273)	35,138	(72,488)	(122,793)	456,064	981,156	608,438		
Cash flows from operating activities																
Depreciation/Amortization	1,619	1,619	1,619	1,619	1,619	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	45,000	15,450	151,781	-	-	-	-	71,053	(991,265)	(363,367)		
Grants and Contributions Rec.	9,909	12,248	3,957	-	-	-	-	-	-	-	-	-	-	26,115		
Prepaid Expenses	3,279	7,801	(38,576)	1,779	19,131	(17,471)	3,749	3,749	3,749	3,749	3,749	3,749	-	(1,566)		
Accounts Payable	(21,726)	-	-	-	33,116	(33,116)	-	-	-	-	-	-	10,109	(11,617)		
Accrued Expenses	16,998	31,219	40,953	(21,936)	35,371	(45,413)	(234,181)	(31,790)	-	-	(46,559)	31,372	-	(223,965)		
Summer Holdback	-	5,492	5,204	5,774	5,774	5,774	5,774	5,774	5,774	5,774	(25,556)	(25,556)	-	-		
Deferred Revenues				154,694	(55,930)	(59,947)	-	-	-	-	-	(22,823)	-	15,994		
Cash flows from investing activities																
Cash flows from financing activities																
Proceeds(Payments) on Debt	451	451	437	292	598	453	-	-	-	-	-	(532,602)	-	(529,920)		
Total Change in Cash	(189,209)	19,628	(6,583)	248,552	44,989	(162,267)	(42,915)	(150,922)	46,279	(61,347)	(189,541)	(17,125)				
Cash, Beginning of Month	506,855	317,646	337,274	330,691	579,243	624,232	461,964	419,049	268,127	314,406	253,059	63,519				
Cash, End of Month	317,646	337,274	330,691	579,243	624,232	461,964	419,049	268,127	314,406	253,059	63,519	46,394				

Blue Oak Charter School
Statement of Financial Position

December 31, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 461,964	\$ 506,855	\$ (44,890)	-9%
Accounts Receivable	11,651	37,766	(26,115)	-69%
Public Funding Receivables	222,834	627,898	(405,065)	-65%
Prepaid Expenses	94,377	70,320	24,058	34%
Total Current Assets	790,826	1,242,838	(452,012)	-36%
Long-Term Assets				
Property & Equipment, Net	30,759	40,472	(9,713)	-24%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	58,759	68,472	(9,713)	-14%
Total Assets	\$ 849,585	\$ 1,311,310	\$ (461,725)	-35%
Liabilities				
Current Liabilities				
Accounts Payable	\$ -	\$ 21,726	\$ (21,726)	-100%
Accrued Liabilities	312,530	227,320	85,210	37%
Deferred Revenue	38,817	-	38,817	0%
Notes Payable, Current Portion	235,711	235,711	-	0%
Total Current Liabilities	587,058	484,757	102,301	21%
Long-Term Liabilities				
Notes Payable, Net of Current Portion	297,908	295,225	2,682	1%
Total Long-Term Liabilities	297,908	295,225	2,682	1%
Total Liabilities	884,966	779,983	104,983	13%
Total Net Assets	(35,381)	531,327	(566,708)	-107%
Total Liabilities and Net Assets	\$ 849,585	\$ 1,311,310	\$ (461,725)	-35%

Blue Oak Charter School

Statement of Cash Flows

For the period ended December 31, 2020

	Month Ended 12/31/20	YTD Ended 12/31/20
Cash Flows from Operating Activities		
Change in Net Assets	\$ (29,616)	\$ (566,708)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,619	9,713
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	15,450	405,065
Grants, Contributions & Pledges Receivable	-	26,115
Prepaid Expenses	(17,471)	(24,058)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	(33,116)	(21,726)
Accrued Expenses	(39,639)	85,210
Deferred Revenue	(59,947)	38,817
Total Cash Flows from Operating Activities	(162,720)	(47,573)
Cash Flows from Financing Activities		
Proceeds from (payments on) Long-Term Debt	453	2,682
Total Cash Flows from Financing Activities	453	2,682
Change in Cash & Cash Equivalents	(162,267)	(44,890)
Cash & Cash Equivalents, Beginning of Period	624,232	506,855
Cash and Cash Equivalents, End of Period	\$ 461,964	\$ 461,964

Blue Oak Charter School

Statement of Activities

For the period ended December 31, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 121,896	\$ 152,931	\$ (31,035)	\$ 514,160	\$ 628,717	\$ (114,557)	\$ 1,699,234
Education Protection Account	-	-	-	138,207	60,959	77,248	243,834
State Aid - Prior Year	-	-	-	11,477	-	11,477	-
In Lieu of Property Taxes	59,767	58,850	917	313,776	308,961	4,815	735,622
Total State Aid - Revenue Limit	181,663	211,781	(30,118)	977,620	998,637	(21,017)	2,678,690
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	39,875
Title I, Part A - Basic Low Income	18,794	-	18,794	18,794	19,421	(627)	77,683
Title II, Part A - Teacher Quality	2,433	-	2,433	2,433	2,862	(429)	11,449
Other Federal Revenue	62,447	-	62,447	155,664	188,218	(32,554)	243,698
Total Federal Revenue	83,674	-	83,674	176,891	210,501	(33,610)	372,705
Other State Revenue							
School Facilities (SB740)	-	-	-	-	-	-	312,615
Mandated Cost	4,946	4,946	(0)	4,946	4,946	(0)	4,946
State Lottery	-	-	-	-	-	-	58,381
Other State Revenue	-	-	-	-	22,823	(22,823)	38,823
Total Other State Revenue	4,946	4,946	(0)	4,946	27,769	(22,823)	414,765
Other Local Revenue							
Other Fees and Contracts	-	-	-	2,100	-	2,100	-
School Fundraising	2,590	5,060	(2,470)	13,564	20,700	(7,136)	46,000
Transfers of Apportionments	15,799	15,799	0	80,330	80,750	(420)	175,543
Total Other Local Revenue	18,389	20,859	(2,470)	95,994	101,450	(5,456)	221,543
Total Revenues	288,672	237,586	51,086	1,255,451	1,338,356	(82,905)	3,687,703
Expenses							
Certificated Salaries							
Teachers' Salaries	108,386	116,472	8,085	636,344	698,830	62,486	1,164,716
Teachers' Substitute Hours	(240)	3,494	3,734	360	15,724	15,364	34,941
Teachers' Extra Duty/Stipends	840	1,180	340	5,761	7,080	1,319	11,800
Pupil Support Salaries	2,442	4,070	1,628	22,299	18,315	(3,984)	40,700
Administrators' Salaries	14,190	14,657	467	85,140	87,939	2,800	175,879
Total Certificated Salaries	125,618	139,872	14,254	749,904	827,888	77,984	1,428,037
Classified Salaries							
Instructional Salaries	6,764	12,591	5,827	39,959	56,658	16,699	125,907
Clerical and Office Staff Salaries	7,430	12,669	5,239	57,943	71,432	13,490	147,445
Other Classified Salaries	8,084	12,124	4,040	47,148	53,127	5,979	125,873
Total Classified Salaries	22,278	37,384	15,106	145,049	181,217	36,168	399,225
Benefits							
State Teachers' Retirement System, certificated	17,076	22,589	5,513	110,376	133,704	23,328	230,628
Public Employees' Retirement System, classified	6,453	7,738	1,286	41,764	37,512	(4,252)	82,640
OASDI/Medicare/Alternative, certificated	1,809	2,318	509	11,481	11,235	(246)	24,752
Medicare/Alternative, certificated	2,047	2,570	524	12,348	14,632	2,284	26,495
Health and Welfare Benefits, certificated	12,720	9,525	(3,195)	54,407	57,150	2,743	114,300
State Unemployment Insurance, certificated	70	110	39	(218)	658	875	2,193
Workers' Compensation Insurance, certificated	2,091	1,773	(319)	6,857	10,091	3,234	18,273
Other Benefits, certificated positions	61	-	(61)	360	-	(360)	-
Total Benefits	42,327	46,623	4,296	237,376	264,982	27,606	499,280

Blue Oak Charter School

Statement of Activities

For the period ended December 31, 2020

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	20,704	16,000	(4,704)	16,000
Books and Reference Materials	-	-	-	493	6,000	5,507	6,000
School Supplies	(80)	3,833	3,913	22,993	23,000	7	46,000
Software	3,133	-	(3,133)	13,350	-	(13,350)	-
Office Expense	494	833	340	13,309	5,000	(8,309)	10,000
School Fundraising Expense	-	208	208	-	1,250	1,250	2,500
Noncapitalized Equipment	19,885	23,600	3,715	85,557	118,000	32,443	118,000
Total Books & Supplies	23,432	28,475	5,043	156,406	169,250	12,844	198,500
Subagreement Services							
Nursing	1,979	-	(1,979)	7,915	-	(7,915)	-
Special Education	12,762	11,647	(1,115)	45,597	58,236	12,639	128,120
Security	428	136	(291)	855	682	(173)	1,500
Total Subagreement Services	15,169	11,784	(3,385)	54,367	58,918	4,551	129,620
Operations & Housekeeping							
Auto and Travel	-	273	273	-	1,364	1,364	3,000
Dues & Memberships	2,950	83	(2,867)	3,885	500	(3,385)	1,000
Insurance	3,553	3,202	(352)	19,477	19,211	(266)	38,421
Utilities	3,136	5,833	2,698	31,609	35,000	3,391	70,000
Janitorial Services	2,797	917	(1,880)	4,643	5,500	857	11,000
Communications	7,910	833	(7,077)	11,218	5,000	(6,218)	10,000
Postage and Shipping	78	100	22	1,255	400	(855)	1,000
Total Operations & Housekeeping	20,424	11,241	(9,183)	72,087	66,974	(5,113)	134,421
Facilities, Repairs & Other Leases							
Rent	48,867	48,867	-	293,202	293,202	-	586,404
Equipment Leases	896	1,450	554	6,938	8,700	1,762	17,400
Repairs and Maintenance	268	633	366	678	3,800	3,122	7,600
Total Facilities, Repairs & Other Leases	50,030	50,950	920	300,818	305,702	4,884	611,404
Professional/Consulting Services							
IT	3,044	1,017	(2,027)	13,244	6,100	(7,144)	12,200
Audit & Taxes	1,838	1,167	(671)	10,973	3,500	(7,472)	3,500
Legal	-	625	625	1,336	3,750	2,414	7,500
Professional Development	350	500	150	7,385	2,000	(5,385)	5,000
General Consulting	1,696	2,035	339	10,923	8,139	(2,785)	20,347
Special Activities/Field Trips	(300)	3,333	3,633	(940)	3,333	4,273	10,000
Other Taxes and Fees	818	300	(518)	4,393	1,200	(3,193)	3,000
Payroll Service Fee	675	408	(267)	3,115	2,450	(665)	4,900
Management Fee	6,317	6,146	(171)	35,799	36,877	1,078	73,754
District Oversight Fee	2,502	2,118	(384)	6,525	9,986	3,461	26,787
Public Relations/Recruitment	-	300	300	1,005	1,200	195	3,000
Total Professional/Consulting Services	16,939	17,949	1,010	93,759	78,536	(15,223)	169,988
Depreciation							
Depreciation Expense	1,619	1,619	-	9,713	9,713	-	19,426
Total Depreciation	1,619	1,619	-	9,713	9,713	-	19,426
Interest							
Interest Expense	453	-	(453)	2,682	-	(2,682)	-
Total Interest	453	-	(453)	2,682	-	(2,682)	-
Total Expenses	318,289	345,897	27,608	1,822,160	1,963,180	141,020	3,589,901
Change in Net Assets	(29,616)	(108,311)	78,695	(566,708)	(624,824)	58,115	97,802
Net Assets, Beginning of Period	(5,765)			531,327			
Net Assets, End of Period	\$ (35,381)			\$ (35,381)			

Blue Oak Charter School

Accounts Payable Aging

December 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
				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Outstanding Invoices				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Blue Oak Charter School

Check Register

For the period ended December 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
10366	Advanced Document Concepts for Business	12/1/2020	\$ 217.97
10367	Anthem Blue Cross	12/1/2020	15,778.19
10368	Brianna Lee	12/1/2020	37.39
10369	Butte County Office of Education	12/1/2020	3,375.00
10370	California Water Service	12/1/2020	846.23
10371	Charter Impact	12/1/2020	6,337.00
10372	City of Chico	12/1/2020	173.00
10373	Comcast	12/1/2020	2,495.80
10374	Comcast	12/1/2020	278.13
10375	Decker Equipment	12/1/2020	1,529.60
10376	Department of Justice	12/1/2020	79.00
10377	Deskshield.org	12/1/2020	2,145.00
10378	E-Rate Advisors	12/1/2020	375.00
10379	Employers Preferred Ins. Co	12/1/2020	1,138.00
10380	Evergreen Janitorial Supply Inc	12/1/2020	1,292.08
10381	Full Circle Speech Therapy	12/1/2020	7,680.00
10382	Humana Insurance Co	12/1/2020	3,983.24
10383	J C Nelson Supply Co	12/1/2020	17.84
10384	Law Offices of Young, Minney & Corr, LLP	12/1/2020	624.00
10385	Lotus Educational Services, Inc.	12/1/2020	1,514.70
10386	Mercurius Art Makes Sense	12/1/2020	279.20
10387	Millennial Child Inc.	12/1/2020	350.00
10388	Office Depot Inc	12/1/2020	300.21
10389	Philadelphia Insurance Companies	12/1/2020	1,871.68
10390	Recology Butte Colusa Counties	12/1/2020	1,859.72
10391	Samantha Huefner	12/1/2020	37.00
10392	School Specialty	12/1/2020	32.16
10393	Staples	12/1/2020	7,226.51
10394	T-Mobile	12/1/2020	500.00
10395	TIAA Commercial Finance, Inc.	12/1/2020	323.61
10396	TIAA Commercial Finance, Inc.	12/1/2020	834.76
10397	Blue Shield of California	12/11/2020	331.60
10398	CDW Government	12/11/2020	19,724.43
10399	Charter Impact	12/11/2020	675.47
10400	Document Tracking Services	12/11/2020	355.00
10401	Employers Preferred Ins. Co.	12/11/2020	1,009.10
10402	Evergreen Janitorial Supply Inc	12/11/2020	251.48
10403	Lotus Educational Services, Inc.	12/11/2020	904.50
10404	Neptune Water Solutions	12/11/2020	257.40
10405	PG&E	12/11/2020	3,177.94
10406	Syncb/Amazon	12/11/2020	309.59
10407	Alliance for Public Waldorf Education	12/18/2020	2,950.00
10408	Certified/Fortress Security & Fire Systems	12/18/2020	427.50
10409	Charter Impact	12/18/2020	6,847.54
10410	CliftonLarsonAllen LLP	12/18/2020	1,837.50
10411	Full Circle Speech Therapy	12/18/2020	7,680.00
10412	Jessee Heating & Air Conditioning	12/18/2020	85.00

Blue Oak Charter School

Check Register

For the period ended December 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
10413	Kami	12/18/2020	1,992.00
10414	Leen-Liberty Park	12/18/2020	48,866.97
10415	Millennial Child Inc.	12/18/2020	350.00
10416	Philadelphia Insurance Companies	12/18/2020	1,871.68
10417	Recology Butte Colusa Counties	12/18/2020	936.99
10418	STREAM Charter School	12/18/2020	1,593.75
107419	Advanced Document Concepts for Business	12/28/2020	322.14
107420	Anthem Blue Cross	12/28/2020	15,887.55
107421	Chico Country Day School	12/28/2020	1,978.76
107422	Jill Vought	12/28/2020	89.00
107423	Lotus Educational Services, Inc.	12/28/2020	577.80
107424	Markel Service Inc.	12/28/2020	3,819.00
107425	Melissa Stach	12/28/2020	27.00
107426	Mercurius Art Makes Sense	12/28/2020	97.34
107427	School Specialty	12/28/2020	38.27
107428	STREAM Charter School	12/28/2020	2,006.25
107429	Tekk International Inc.	12/28/2020	204.00
107430	TIAA Commercial Finance, Inc.	12/28/2020	316.01
ACH	Benefit Resource, Inc	12/1/2020	1,420.21
ACH	Sprint	12/4/2020	33.52
ACH	Postal Plus	12/7/2020	60.00
ACH	Employment Development Dept	12/11/2020	87.72
ACH	Employment Development Dept	12/11/2020	125.49
ACH	Internal Revenue Services	12/11/2020	2,233.82
ACH	Alameda Electrical Distributors, Inc	12/14/2020	182.60
ACH	GoDaddy's	12/14/2020	239.88
ACH	Benefit Resource, Inc	12/14/2020	137.50
ACH	Benefit Resource, Inc	12/15/2020	104.00
ACH	CalPERS	12/21/2020	2,390.34
ACH	CalPERS	12/21/2020	7,717.38
ACH	Stamp.com	12/28/2020	17.99
ACH	Employment Development Dept	12/28/2020	1,403.60
ACH	Employment Development Dept	12/28/2020	3,419.01
ACH	Internal Revenue Services	12/28/2020	18,902.76
ACH	Benefit Resource, Inc	12/29/2020	1,420.21

Total Disbursements Issued in December **\$ 231,226.61**

Agenda Item: Accept Donations/Thank Yous/Giving Campaign Donations

Prepared by: Alexandra Archer

Charter Council Date: 01/12/2020

Background Information:

Blue Oak would like to accept donations, from donors who gave \$500.00 or more, received between the months of August - November 2020.

Donors who gave \$500.00 or more:

- 12/20/20 - Michelle Green - \$500.00 - For General Funds
(Donation occurred during Christmas concert outreach)

We would like to say thank you to all who have donated to Blue Oak Charter School.



Executive Director's Report

Susan Domenighini

Finance Committee

January 12, 2021

COVID Funding

There is additional COVID funding available. It has been recommended that we hold off on applying until it is approved by the legislature. The current formula appears to require more outcomes that are afforded by the funding.

On-Line Concert Fund Raiser

Just before Winter Break, we had a really great on-line concert which brought in more than \$12,000. It is still on our youtube channel if you want to check it out.

Marketing

MC2 reached out and will meet with a team on the 21st to take the input that will support our new messaging.

Full-Day Kindergarten Offering/Preschool

I met with a preschool funding expert and discussed the possibility of a state preschool / Co-OP. This could potentially support both full-day kindergarten and pre-school. There is no guarantee this will work, there are many things to consider. We will have an assessment of our space prepared and budget estimates.

Facility

I am meeting with John Roth, considering potential new building options. The work continues.