

Blue Oak Charter School
450 W. East Avenue, Chico, CA 95926
CHARTER COUNCIL
REGULAR MEETING

Join Zoom Meeting

<https://zoom.us/j/99715488751?pwd=dHlwYHY2eW9pbmZsWklMRFFrWEh0QT09>

Meeting ID: 997 1548 8751

Passcode: c91ziZ

Wednesday, August 11th, 2021 - 6:00 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.

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.

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 Chair 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.

The Blue Oak Charter Council reserves the right to take action on any item on the agenda.

AGENDA

OPEN SESSION - 6:00 PM

1. OPENING

- 1.1. Call Meeting to Order
- 1.2. Roll Call of Council 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, and Love of life itself. Let us remember that as many hands build a house, So many hearts build a school."

- 1.4. Agenda Modifications
- 1.5. Audience to Address the Council

This is an 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. The chair may establish a maximum speaking time for any item.
Persons may not yield their time to another speaker (Gov. Code § 54954.3)*

2. CONSENT AGENDA

- 2.1. Approve Minutes from July 20th, 2021.
- 2.2. Charter Impact Monthly Report Jim Weber, Charter Impact
 - 2.2.1. Attendance and Enrollment
 - 2.2.2. Cash Flow
 - 2.2.3. Balance Sheet Detail
 - 2.2.4. Warrants/Aged Payable
 - 2.2.5. Actual to Budget Summary
- 2.3. Point of Sale Transactions/Check Register
- 2.4. Accept Offers of Employment
 - 2.4.1. Kevin Anderson, Strings & Music Teacher
 - 2.4.2. Kayla Mahany, Health Aide
 - 2.4.3. Lauren Pisani, Instructional Aide
 - 2.4.4. Korie Moore, Instructional Aide
- 2.5. Accept Contracts
 - 2.5.1. Speech and Occupational Therapy Services, Full Circle
 - 2.5.2. Education Specialist Services, ATX
 - 2.5.3. School Psychologist, Sherwood Montessorri

3. GOVERNANCE

- 3.1. Establish Council Member Roles
- 3.2. Approve Meeting Dates for 2021/22 School Year
- 3.3. Finance Committee Report Chelsea Parker
- 3.4. Parent Council Report Trisha Atehortua
- 3.5. Equity & Inclusion Task Force Report Susan Domenighini
- 3.6. Policy Review
 - 3.6.1. COVID-19 Response Policy
 - 3.6.2. Independent Study Policy
- 3.7. Approve the Unaudited Actuals Report for 2020/21
- 3.8. Approve the Education Protection Account Final Expenditures for 2020/21
- 3.9. Parent Handbook 2021/2022

4. FACULTY

Riley Murray & Nick Meier

- 4.1. Grade Level Report

5. ADMINISTRATION

- 5.1. Executive Director's Report Susan Domenighini

6. NEXT MEETING - Tuesday, September 21st, 2021

7. ADJOURNMENT

Blue Oak Charter School

Monthly Financial Presentation – July 2021

July Highlights

Highlights

- Forecast surplus near budget, **\$11K**.
- Revenue near budget, **+\$22K**.
- Expenses near budget (**\$24K**).
- Cash ended month **\$537K**, 52 days expenses.
- **Funding included in 21/22 budget:**
 - In-Person Instruction **\$88K**
 - Expanded Learning Opportunities **\$189K**
 - ESSER I and GEER **\$80K**
 - ESSER II **\$86K (34% of \$251,240)**
 - ESSER III held for future years (\$562,707)

Compliance and Reporting

- Unaudited Actuals Report and final EPA expenditures for 2020/21 are presented for approval.
- Quarterly reporting was completed during July.

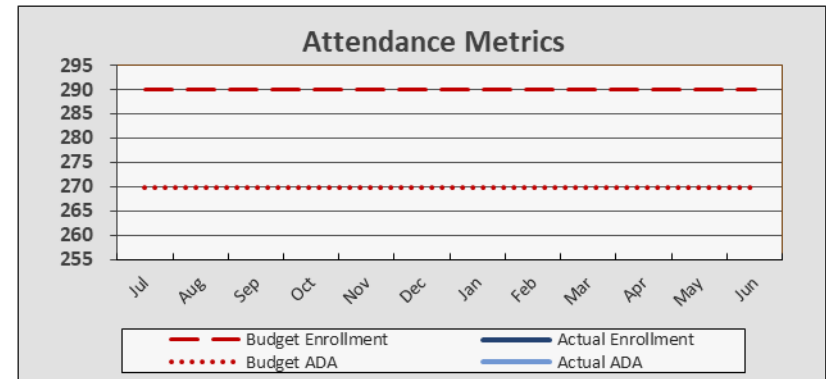
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	n/a	290	290
ADA	n/a	270	270
Attendance Rate	n/a	93.0%	93.0%
Unduplicated %	57.8%	57.8%	58.5%
Revenue per ADA		\$14,018	\$13,936
Expenses per ADA		\$13,979	\$13,891

Attendance Metrics



Forecast 290 enrollment, 93% P-2 ADA (269.70) and UPP 57.82%.
LCFF is calculated at \$9,576 per ADA.

Revenue

- July Updates
 - Increased special education funding +\$17K and lottery +\$7K.

Revenue

Year-to-Date		
Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ -	\$ -
Federal Revenue	-	-
Other State Revenue	10,057	138,401
Other Local Revenue	403	-
Total Revenue	\$ 10,460	\$ 138,401

Annual/Full Year		
Forecast	Budget	Fav/(Unf)
\$ 2,582,580	\$ 2,585,457	\$ (2,877)
295,121	295,121	-
852,626	827,865	24,760
50,403	50,000	403
\$ 3,780,730	\$ 3,758,444	\$ 22,286

Expenses



- July Updates
 - Expenses increase – approved salary rates, additional Summer hours.

Expenses

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 148,171	\$ 14,612	\$ (133,559)	\$ 1,583,479	\$ 1,565,193	\$ (18,286)
Classified Salaries	10,586	11,580	994	444,768	445,762	994
Benefits	43,650	16,742	(26,908)	557,840	551,160	(6,680)
Books and Supplies	3,352	5,917	2,564	93,200	93,200	-
Subagreement Services	-	2,000	2,000	133,880	133,880	-
Operations	10,024	11,657	1,633	146,485	146,485	-
Facilities	49,552	50,700	1,148	607,756	608,404	648
Professional Services	9,606	7,766	(1,840)	183,217	182,837	(380)
Depreciation	1,619	1,619	(0)	19,426	19,426	(0)
Interest	-	-	-	-	-	-
Total Expenses	\$ 276,561	\$ 122,594	\$ (153,967)	\$ 3,770,051	\$ 3,746,348	\$ (23,703)

Surplus / (Deficit) & Fund Balance

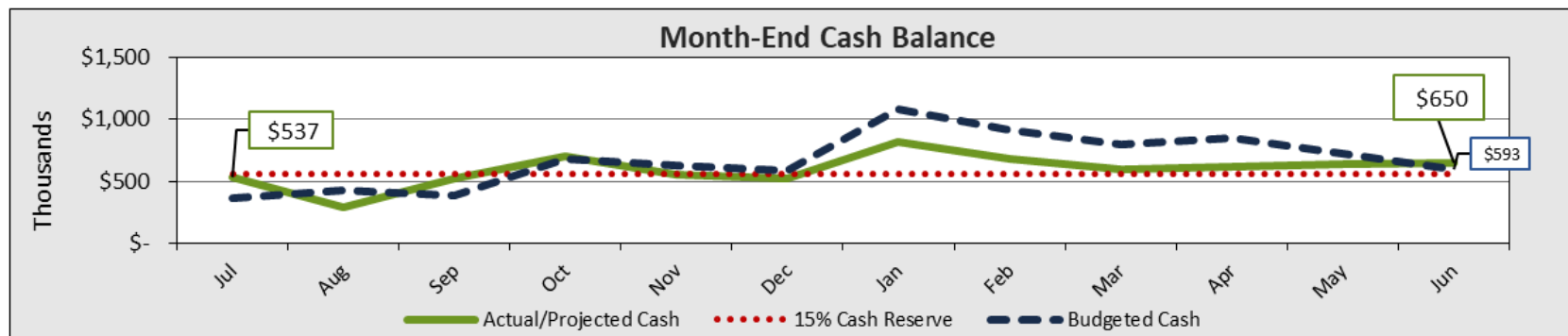
- Forecast surplus near budget.
- Fund balance forecast **\$1.16 million**, 31%, 112 days expenses.

	<i>Year-to-Date</i>		
	Actual	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (266,101)	\$ 15,807	\$ (281,908)
Beginning Fund Balance	<u>1,150,983</u>	<u>1,150,983</u>	
Ending Fund Balance	<u>\$ 884,882</u>	<u>\$ 1,166,789</u>	
<i>As a % of Annual Expenses</i>	23.5%	31.1%	

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ 10,679	\$ 12,096	\$ (1,417)
Beginning Fund Balance	<u>1,150,983</u>	<u>1,150,983</u>	
Ending Fund Balance	<u>\$ 1,161,661</u>	<u>\$ 1,163,078</u>	
<i>As a % of Annual Expenses</i>	30.8%	31.0%	

Cash Balance

- Current cash **\$537K**, 52 days.
- Cash surplus is forecast to remain steady throughout the year.



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Aug-27	Mandate Block Grant Application - Mandate Block Grant funding is available to fund the costs of mandated programs and activities. The Mandate Block Grant application is the only option for charter schools to receive this funding. (2020/21 funding per PY ADA K-8 \$16.86, 9-12 \$46.87).	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/ca/mandatebg.asp
DATA TEAM	Aug-27	CALPADS EOY 1, 2, 3 and 4 Amendment Window Deadline - Course completion data for grades 7-12, CTE participants, concentrators, completers, program eligibility/participation, homeless student counts, student discipline, cumulative enrollment and student absence data must be submitted to CDE by 8/27/2021.	NOCCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
DATA TEAM	Aug-31	Administer English Language Proficiency Assessment for California (ELPAC) Initial Assessment - Based on the results of the home language survey, every pupil in California whose native language is not English is required to be tested within 30 days of the start of school. Be sure to note your school's 30th day of instruction and test all ELPAC students before that date. This reporting is used for students' academic performance and state and federal accountability reporting requirements.	NOCCS	No	No	https://www.cde.ca.gov/ta/tg/ep/
FINANCE	Sep-03	Year-End Maintenance of Effort (Special Education) - Report due to Charter school's SELPA. Maintenance of Effort (MOE) is a requirement that you spend each year at least what you spent last year in the area of special education (with some exceptions). If you reduce your special education budget (or expenditures) in a given year, you need to be careful to ensure that you have met the MOE requirement. This does not mean you can't reduce costs, but you must do so within the guidelines of federal MOE.	Charter Impact	No	No	
FINANCE	Set by Authorizer	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/csalternative.asp
FINANCE	Sep-30	Prop 39 (CA Clean Energy Jobs Act) - Annual progress reports must include project work for the period of July 1, 2020 through June 30, 2021, due September 30, 2021 , LEAs must provide an annual progress report to the CEC for each approved energy expenditure plan until all energy measures within the expenditure plan are completed/installed. As the project installation deadline is June 30, 2021, this will be the final year for annual reports. Annual progress report templates will be made available July 1, 2021, through the Energy Expenditure Plan Online Reporting system found at https://www.p39plan.org .	NOCCS	No	No	https://www.energy.ca.gov/programs-and-topics/programs/california-clean-energy-jobs-act-proposition-39-k-12-program

Appendices

As of July 31, 2021

- 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

July 31, 2021

Presented by:



Blue Oak Charter School

Monthly Cash Flow/Forecast FY21-22

Revised 8/09/21

ADA = 269.70



Revenues

State Aid - Revenue Limit

8011	LCFF State Aid	-	63,855	63,855	114,939	114,939	114,939	114,939	114,939	97,349	97,349	97,349	97,349	97,349	97,349	1,189,150	1,395,126	(205,976)
8012	Education Protection Account	-	-	-	172,342	-	-	172,342	-	-	172,342	-	-	172,342	172,342	689,369	525,184	164,186
8096	In Lieu of Property Taxes	-	42,244	84,487	56,325	56,325	56,325	56,325	56,325	98,568	49,284	49,284	49,284	49,284	49,284	704,060	665,148	38,912

Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals
-	106,099	148,342	343,606	171,264	171,264	343,606	171,264	195,917	318,975	146,633	146,633	318,975

Annual Forecast	Original Budget Total	Favorable / (Unfav.)
	ADA = 269.70	
1,189,150	1,395,126	(205,976)
689,369	525,184	164,186
704,060	665,148	38,912
2,582,580	2,585,457	(2,877)

Federal Revenue

8181	Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	33,713	33,713	-
8290	Title I, Part A - Basic Low Income	-	-	18,686	-	-	56,059	-	-	-	-	-	-	74,745	-
8291	Title II, Part A - Teacher Quality	-	-	2,521	-	-	7,562	-	-	-	-	-	-	10,083	-
8296	Other Federal Revenue	-	-	44,145	-	-	44,145	-	-	44,145	-	-	44,145	176,581	-

-	-	65,352	-	-	107,766	-	-	44,145	-	-	-	44,145	33,713
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33,713	33,713	-
74,745	74,745	-
10,083	10,083	-
176,581	176,581	-
295,121	295,121	-

Other State Revenue

8311	State Special Education	10,057	10,057	18,103	18,103	18,103	18,103	18,103	14,928	14,928	14,928	14,928	-	14,928	185,268	168,432	16,836
8545	School Facilities (SB740)	-	-	-	-	-	-	146,973	-	-	-	73,487	-	73,487	293,946	293,946	-
8550	Mandated Cost	-	-	-	-	-	5,049	-	-	-	-	-	-	-	5,049	4,946	103
8560	State Lottery	-	-	-	-	-	-	16,722	-	-	16,722	-	-	28,047	61,492	53,670	7,821
8599	Other State Revenue	-	138,401	-	138,401	-	-	-	-	-	-	-	30,070	-	306,871	306,871	-

10,057	148,458	18,103	156,504	18,103	23,152	181,798	14,928	14,928	31,650	88,414	30,070	116,462
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185,268	168,432	16,836
293,946	293,946	-
5,049	4,946	103
61,492	53,670	7,821
306,871	306,871	-
852,626	827,865	24,760

Other Local Revenue

8699	School Fundraising	403	2,500	2,500	6,500	5,500	5,500	5,500	5,500	5,500	5,500	-	-	50,403	50,000	403
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403	2,500	2,500	6,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	-	-
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50,403	50,000	403
50,403	50,000	403

Total Revenue

10,460	257,057	234,297	506,610	194,867	307,682	530,904	191,692	260,490	356,125	240,547	220,848	469,150
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3,780,730	3,758,444	22,286
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Expenses

Certificated Salaries

1100	Teachers' Salaries	115,370	127,226	127,226	127,226	127,226	127,226	127,226	127,226	127,226	-	-	-	1,260,408	1,269,761	9,353
1170	Teachers' Substitute Hours	120	3,817	3,817	3,817	3,817	3,817	3,817	3,817	3,817	-	-	-	34,471	38,093	3,622
1175	Teachers' Extra Duty/Stipends	15,115	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	-	-	-	46,615	35,000	(11,615)
1200	Pupil Support Salaries	1,436	4,699	4,699	4,699	4,699	4,699	4,699	4,699	4,699	4,699	-	-	48,425	46,990	(1,436)
1300	Administrators' Salaries	16,130	16,130	16,130	16,130	16,130	16,130	16,130	16,130	16,130	16,130	16,130	-	193,560	175,350	(18,210)

148,171	155,372	155,372	155,372	155,372	155,372	155,372	155,372	155,372	155,372	155,372	20,829	16,130	-
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1,260,408	1,269,761	9,353
34,471	38,093	3,622
46,615	35,000	(11,615)
48,425	46,990	(1,436)
193,560	175,350	(18,210)
1,583,479	1,565,193	(18,286)

Classified Salaries

2100	Instructional Salaries	1,415	17,483	17,483	17,483	17,483	17,483	17,483	17,483	17,483	17,483	-	-	176,242	174,828	(1,415)
2400	Clerical and Office Staff Salaries	8,699	14,128	14,128	14,128	14,128	14,128	14,128	14,128	14,128	14,128	11,580	-	161,561	164,442	2,881
2900	Other Classified Salaries	472	10,131	10,131	10,131	10,131	10,131	10,131	10,131	10,131	10,131	5,182	-	106,965	106,493	(472)

10,586	41,742	41,742	41,742	41,742	41,742	41,742	41,742	41,742	41,742	41,742	41,742	16,762	-
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176,242	174,828	(1,415)
161,561	164,442	2,881
106,965	106,493	(472)
444,768	445,762	994

Benefits

3101	STRS	23,305	24,774	24,774	24,774	24,774	24,774	24,774	24,774	24,774	3,321	2,572	-	252,168	249,179	(2,989)
3202	PERS	4,244	9,622	9,622	9,622	9,622	9,622	9,622	9,622	9,622	9,622	3,864	-	104,329	102,525	(1,804)
3301	OASDI	1,191	2,594	2,594	2,594	2,594	2,594	2,594	2,594	2,594	2,594	1,042	-	28,171	27,637	(533)
3311	Medicare	2,196	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	909	478	-	29,350	29,159	(191)
3401	Health and Welfare	9,611	10,292	10,292	10,292	10,292	10,292	10,292	10,292	10,292	10,292	10,292	-	122,819	123,500	681
3501	State Unemployment	1,863	154	154	154	154	154	768	615	307	154	154	-	4,782	3,073	(1,709)
3601	Workers' Compensation	1,185	1,580	1,580	1,580	1,580	1,580	1,580	1,580	1,580	501	264	-	16,167	16,088	(79)
3901	Other Benefits	55	-	-	-	-	-	-	-	-	-	-	-	55	-	(55)

43,650	51,878	51,878	51,878	51,878	51,878	52,493	52,339	52,032	51,878	27,393	18,664	-
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252,168	249,179	(2,989)
104,329	102,525	(1,804)
28,171	27,637	(533)
29,350	29,159	(191)
122,819	123,500	681
4,782	3,073	(1,709)
16,167	16,088	(79)
55	-	(55)
557,840	551,160	(6,680)

Books and Supplies

4100	Textbooks and Core Materials	1,534	5,000	5,000	5,000	3,466	-	-	-	-	-	-	-	20,000	20,000	-
4200	Books and Reference Materials	496	400	400	400	304	-	-	-	-	-	-	-	2,000	2,000	-
4302	School Supplies	245	2,500	2,725	2,725	2,725	2,725	2,725	2,725	2,725	2,725	2,725	-	30,000	30,000	-
4305	Software	865	1,050	1,068	1,068	1,068	1,068	1,068	1,068	1,068	1,068	1,068	-	12,600	12,600	-
4310	Office Expense	212	1,667	1,812	1,812	1,812	1,812	1,812	1,812	1,812	1,812	1,812	-	20,000	20,000	-
4312	School Fundraising Expense	-	300	330	330	330	330	330	330	330	330	330	-	3,600	3,600	-
4400	Noncapitalized Equipment	-	1,000	400	400	400	400	400	400	400	400	400	-	5,000	5,000	-

3,352	11,917	11,736	11,736	10,106	6,336	6,336	6,336	6,336	6,336	6,336	6,336	-
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20,000	20,000	-
2,000	2,000	-
30,000	30,000	-
12,600	12,600	-
20,000	20,000	-
3,600	3,600	-
5,000	5,000	-
93,200	93,200	-

Blue Oak Charter School

Monthly Cash Flow/Forecast FY21-22

Revised 8/09/21

ADA = 269.70



	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Subagreement Services																
5101 Nursing	-	2,000	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	2,200	-	24,000	24,000	-
5102 Special Education	-	9,761	9,761	9,761	9,761	9,761	9,761	9,761	9,761	9,761	9,761	9,761	-	107,370	107,370	-
5105 Security	-	228	228	228	228	228	228	228	228	228	228	228	-	2,510	2,510	-
	-	11,989	12,189	12,189	12,189	12,189	12,189	12,189	12,189	12,189	12,189	12,189	-	133,880	133,880	-
Operations and Housekeeping																
5201 Auto and Travel	-	455	455	455	455	455	455	455	455	455	455	455	-	5,000	5,000	-
5300 Dues & Memberships	-	324	356	356	356	356	356	356	356	356	356	356	-	3,885	3,885	-
5400 Insurance	2,654	3,500	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	3,585	-	42,000	42,000	-
5501 Utilities	6,912	5,833	5,725	5,725	5,725	5,725	5,725	5,725	5,725	5,725	5,725	5,725	-	70,000	70,000	-
5502 Janitorial Services	-	1,000	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	-	12,000	12,000	-
5900 Communications	458	1,000	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	-	12,000	12,000	-
5901 Postage and Shipping	-	-	160	160	160	160	160	160	160	160	160	160	-	1,600	1,600	-
	10,024	12,112	12,435	12,435	12,435	12,435	12,435	12,435	12,435	12,435	12,435	12,435	-	146,485	146,485	-
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	0
5603 Equipment Leases	685	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	1,333	-	15,352	16,000	648
5610 Repairs and Maintenance	-	500	550	550	550	550	550	550	550	550	550	550	-	6,000	6,000	-
	49,552	50,700	50,750	50,750	50,750	50,750	50,750	50,750	50,750	50,750	50,750	50,750	-	607,756	608,404	648
Professional/Consulting Services																
5801 IT	-	377	414	414	414	414	414	414	414	414	414	414	-	4,518	4,518	-
5802 Audit & Taxes	-	-	-	4,667	4,667	4,667	-	-	-	-	-	-	-	14,000	14,000	-
5803 Legal	-	625	688	688	688	688	688	688	688	688	688	688	-	7,500	7,500	-
5804 Professional Development	289	-	471	471	471	471	471	471	471	471	471	471	-	5,000	5,000	-
5805 General Consulting	129	-	2,137	2,137	2,137	2,137	2,137	2,137	2,137	2,137	2,137	2,137	-	21,496	21,496	-
5806 Special Activities/Field Trips	-	-	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	-	10,000	10,000	-
5807 Bank Charges	-	-	30	30	30	30	30	30	30	30	30	30	-	300	300	-
5809 Other taxes and fees	34	-	997	997	997	997	997	997	997	997	997	997	-	10,000	10,000	-
5810 Payroll Service Fee	20	500	548	548	548	548	548	548	548	548	548	548	-	6,000	6,000	-
5811 Management Fee	6,264	6,301	6,301	6,301	6,301	6,301	6,301	6,301	6,301	6,301	6,301	6,301	-	75,577	75,169	(409)
5812 District Oversight Fee	-	1,061	1,483	3,436	1,713	1,713	3,436	1,713	1,959	3,190	1,466	1,466	3,190	25,826	25,855	29
5815 Public Relations/Recruitment	2,870	-	13	13	13	13	13	13	13	13	13	13	-	3,000	3,000	-
	9,606	8,864	14,082	20,701	18,978	18,978	16,034	14,311	14,557	15,788	14,065	14,065	3,190	183,217	182,837	(380)
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)
Total Expenses	276,561	346,193	351,803	358,423	355,069	351,299	348,970	347,093	347,033	348,110	187,357	148,950	3,190	3,770,051	3,746,348	(23,703)
Monthly Surplus (Deficit)	(266,101)	(89,136)	(117,506)	148,187	(160,202)	(43,617)	181,934	(155,402)	(86,543)	8,016	53,190	71,898	465,960	10,679	12,096	(1,417)

Blue Oak Charter School
Monthly Cash Flow/Forecast FY21-22

Revised 8/09/21

ADA = 269.70



Cash Flow Adjustments

Monthly Surplus (Deficit)
Cash flows from operating activities
Depreciation/Amortization
Public Funding Receivables
Grants and Contributions Rec.
Prepaid Expenses
Accounts Payable
Accrued Expenses
Summer Holdback
Deferred Revenues

	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Monthly Surplus (Deficit)	(266,101)	(89,136)	(117,506)	148,187	(160,202)	(43,617)	181,934	(155,402)	(86,543)	8,016	53,190	71,898	465,960	10,679		
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	400,664	-	352,488	27,612	-	-	111,255	-	-	-	-	-	(469,150)	422,869		
Grants and Contributions Rec.	10,920	-	-	-	-	-	-	-	-	-	-	-	-	10,920		
Prepaid Expenses	(438)	1,280	1,280	1,280	915	597	468	468	468	468	468	468	-	7,720		
Accounts Payable	(14,151)	-	-	-	-	-	-	-	-	-	-	-	3,190	(10,962)		
Accrued Expenses	9,803	(23,880)	-	-	-	-	-	-	-	-	-	-	-	(14,077)		
Summer Holdback	7,350	7,350	7,350	7,350	7,350	7,350	7,350	7,350	7,350	7,350	(36,750)	(36,750)	-	-		
Deferred Revenues	25,124	(138,401)	(20,223)	-	-	-	-	-	-	-	-	(25,124)	-	(158,624)		
Total Change in Cash	174,790	(241,168)	225,008	186,048	(150,318)	(34,051)	302,625	(145,965)	(77,106)	17,452	18,526	12,110				
Cash, Beginning of Month	361,751	536,541	295,373	520,381	706,429	556,111	522,060	824,685	678,720	601,614	619,066	637,592				
Cash, End of Month	536,541	295,373	520,381	706,429	556,111	522,060	824,685	678,720	601,614	619,066	637,592	649,703				

Blue Oak Charter School
Statement of Financial Position
July 31, 2021

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 536,541	\$ 361,751	\$ 174,790	48%
Accounts Receivable	303	11,223	(10,920)	-97%
Public Funding Receivables	491,356	892,020	(400,664)	-45%
Prepaid Expenses	78,016	77,578	438	1%
Total Current Assets	1,106,216	1,342,572	(236,356)	-18%
Long-Term Assets				
Property & Equipment, Net	19,426	21,045	(1,619)	-8%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	47,426	49,045	(1,619)	-3%
Total Assets	\$ 1,153,642	\$ 1,391,617	\$ (237,975)	-17%
Liabilities				
Current Liabilities				
Accounts Payable	\$ (10,015)	\$ 4,136	\$ (14,151)	-342%
Accrued Liabilities	95,028	77,875	17,153	22%
Deferred Revenue	183,748	158,624	25,124	16%
Total Current Liabilities	268,761	240,635	28,126	12%
Total Liabilities	268,761	240,635	28,126	12%
Total Net Assets	884,882	1,150,983	(266,101)	-23%
Total Liabilities and Net Assets	\$ 1,153,642	\$ 1,391,617	\$ (237,975)	-17%

Blue Oak Charter School

Statement of Cash Flows

For the period ended July 31, 2021

	Month Ended 07/31/21	YTD Ended 07/31/21
Cash Flows from Operating Activities		
Change in Net Assets	\$ (266,101)	\$ (266,101)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,619	1,619
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	400,664	400,664
Grants, Contributions & Pledges Receivable	10,920	10,920
Prepaid Expenses	(438)	(438)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	(14,151)	(14,151)
Accrued Expenses	17,153	17,153
Deferred Revenue	25,124	25,124
Total Cash Flows from Operating Activities	174,790	174,790
Change in Cash & Cash Equivalents	174,790	174,790
Cash & Cash Equivalents, Beginning of Period	361,751	361,751
Cash and Cash Equivalents, End of Period	\$ 536,541	\$ 536,541

Blue Oak Charter School

Statement of Activities

For the period ended July 31, 2021

	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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,395,126
Education Protection Account	-	-	-	-	-	-	525,184
In Lieu of Property Taxes	-	-	-	-	-	-	665,148
Total State Aid - Revenue Limit	-	-	-	-	-	-	2,585,457
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	33,712
Title I, Part A - Basic Low Income	-	-	-	-	-	-	74,745
Title II, Part A - Teacher Quality	-	-	-	-	-	-	10,083
Other Federal Revenue	-	-	-	-	-	-	176,581
Total Federal Revenue	-	-	-	-	-	-	295,121
Other State Revenue							
State Special Education	10,057	-	10,057	10,057	-	10,057	168,432
School Facilities (SB740)	-	-	-	-	-	-	293,946
Mandated Cost	-	-	-	-	-	-	4,946
State Lottery	-	-	-	-	-	-	53,670
Other State Revenue	-	138,401	(138,401)	-	138,401	(138,401)	306,871
Total Other State Revenue	10,057	138,401	(128,344)	10,057	138,401	(128,344)	827,865
Other Local Revenue							
School Fundraising	403	-	403	403	-	403	50,000
Transfers of Apportionments	-	-	-	-	-	-	-
Total Other Local Revenue	403	-	403	403	-	403	50,000
Total Revenues	10,460	138,401	(127,940)	10,460	138,401	(127,940)	3,758,444
Expenses							
Certificated Salaries							
Teachers' Salaries	115,370	-	(115,370)	115,370	-	(115,370)	1,269,761
Teachers' Substitute Hours	120	-	(120)	120	-	(120)	38,093
Teachers' Extra Duty/Stipends	15,115	-	(15,115)	15,115	-	(15,115)	35,000
Pupil Support Salaries	1,436	-	(1,436)	1,436	-	(1,436)	46,990
Administrators' Salaries	16,130	14,612	(1,517)	16,130	14,612	(1,517)	175,350
Total Certificated Salaries	148,171	14,612	(133,559)	148,171	14,612	(133,559)	1,565,193
Classified Salaries							
Instructional Salaries	1,415	-	(1,415)	1,415	-	(1,415)	174,828
Clerical and Office Staff Salaries	8,699	11,580	2,881	8,699	11,580	2,881	164,442
Other Classified Salaries	472	-	(472)	472	-	(472)	106,493
Total Classified Salaries	10,586	11,580	994	10,586	11,580	994	445,762
Benefits							
State Teachers' Retirement System, certificated	23,305	2,326	(20,979)	23,305	2,326	(20,979)	249,179
Public Employees' Retirement System, classified	4,244	2,663	(1,581)	4,244	2,663	(1,581)	102,525
OASDI/Medicare/Alternative, certificated	1,191	718	(473)	1,191	718	(473)	27,637
Medicare/Alternative, certificated	2,196	380	(1,816)	2,196	380	(1,816)	29,159
Health and Welfare Benefits, certificated	9,611	10,292	681	9,611	10,292	681	123,500
State Unemployment Insurance, certificated	1,863	154	(1,709)	1,863	154	(1,709)	3,073
Workers' Compensation Insurance, certificated	1,185	210	(975)	1,185	210	(975)	16,088
Other Benefits, certificated positions	55	-	(55)	55	-	(55)	-
Total Benefits	43,650	16,742	(26,908)	43,650	16,742	(26,908)	551,160

Blue Oak Charter School

Statement of Activities

For the period ended July 31, 2021

	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	1,534	-	(1,534)	1,534	-	(1,534)	20,000
Books and Reference Materials	496	400	(96)	496	400	(96)	2,000
School Supplies	245	2,500	2,255	245	2,500	2,255	30,000
Software	865	1,050	185	865	1,050	185	12,600
Office Expense	212	1,667	1,455	212	1,667	1,455	20,000
School Fundraising Expense	-	300	300	-	300	300	3,600
Noncapitalized Equipment	-	-	-	-	-	-	5,000
Total Books & Supplies	3,352	5,917	2,564	3,352	5,917	2,564	93,200
Subagreement Services							
Nursing	-	2,000	2,000	-	2,000	2,000	24,000
Special Education	-	-	-	-	-	-	107,370
Security	-	-	-	-	-	-	2,510
Total Subagreement Services	-	2,000	2,000	-	2,000	2,000	133,880
Operations & Housekeeping							
Auto and Travel	-	-	-	-	-	-	5,000
Dues & Memberships	-	324	324	-	324	324	3,885
Insurance	2,654	3,500	846	2,654	3,500	846	42,000
Utilities	6,912	5,833	(1,079)	6,912	5,833	(1,079)	70,000
Janitorial Services	-	1,000	1,000	-	1,000	1,000	12,000
Communications	458	1,000	542	458	1,000	542	12,000
Postage and Shipping	-	-	-	-	-	-	1,600
Total Operations & Housekeeping	10,024	11,657	1,633	10,024	11,657	1,633	146,485
Facilities, Repairs & Other Leases							
Rent	48,867	48,867	0	48,867	48,867	0	586,404
Equipment Leases	685	1,333	648	685	1,333	648	16,000
Repairs and Maintenance	-	500	500	-	500	500	6,000
Total Facilities, Repairs & Other Leases	49,552	50,700	1,148	49,552	50,700	1,148	608,404
Professional/Consulting Services							
IT	-	377	377	-	377	377	4,518
Audit & Taxes	-	-	-	-	-	-	14,000
Legal	-	625	625	-	625	625	7,500
Professional Development	289	-	(289)	289	-	(289)	5,000
General Consulting	129	-	(129)	129	-	(129)	21,496
Special Activities/Field Trips	-	-	-	-	-	-	10,000
Bank Charges	-	-	-	-	-	-	300
Other Taxes and Fees	34	-	(34)	34	-	(34)	10,000
Payroll Service Fee	20	500	480	20	500	480	6,000
Management Fee	6,264	6,264	0	6,264	6,264	0	75,169
District Oversight Fee	-	-	-	-	-	-	25,855
Public Relations/Recruitment	2,870	-	(2,870)	2,870	-	(2,870)	3,000
Total Professional/Consulting Services	9,606	7,766	(1,840)	9,606	7,766	(1,840)	182,837
Depreciation							
Depreciation Expense	1,619	1,619	(0)	1,619	1,619	(0)	19,426
Total Depreciation	1,619	1,619	(0)	1,619	1,619	(0)	19,426
Total Expenses	276,561	122,594	(153,967)	276,561	122,594	(153,967)	3,746,348
Change in Net Assets	(266,101)	15,807	(281,908)	(266,101)	15,807	(281,908)	12,096
Net Assets, Beginning of Period	1,150,983			1,150,983			
Net Assets, End of Period	\$ 884,882			\$ 884,882			

Blue Oak Charter School

Accounts Payable Aging

July 31, 2021

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
Comcast	120428264	4/1/2021	5/1/2021	\$ -	\$ -	\$ -	\$ -	\$ (10,015)	\$ (10,015)
Total Outstanding Invoices				\$ -	\$ -	\$ -	\$ -	\$ (10,015)	\$ (10,015)

Blue Oak Charter School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
10625	Alba Miranda	7/9/2021	\$ 200.00
10626	Blue Shield of California	7/9/2021	586.42
10627	Brianna Lee	7/9/2021	124.67
10628	Butte County Office of Education	7/9/2021	7,875.00
10629	Carpet Restoration Company	7/9/2021	4,516.20
10630	CliftonLarsonAllen LLP	7/9/2021	2,205.00
10631	Comcast	7/9/2021	640.48
10632	J C Nelson Supply Co	7/9/2021	254.72
10633	PG&E	7/9/2021	5,522.58
10634	Screencastify, LLC	7/9/2021	2,500.00
10635	STREAM Charter School	7/9/2021	2,925.00
10636	Susan Whittlesey	7/9/2021	15.96
10637	Syncb/Amazon	7/9/2021	391.18
10638	Advanced Document Concepts for Business	7/22/2021	65.81
10639	Anthem Blue Cross	7/22/2021	14,528.25
10640	Brianna Lee	7/22/2021	1,800.00
10641	California Water Service	7/22/2021	1,389.54
10642	Department of Justice	7/22/2021	96.00
10643	Employers Preferred Ins. Co	7/22/2021	1,741.60
10644	Evergreen Janitorial Supply Inc	7/22/2021	174.47
10645	J C Nelson Supply Co	7/22/2021	19.56
10646	Jennifer Bryan-Glennen	7/22/2021	1,800.00
10647	Law Offices of Young, Minney & Corr, LLP	7/22/2021	370.50
10648	Leen-Liberty Park	7/22/2021	48,866.97
10649	MC2 Design Group, Inc.	7/22/2021	2,275.00
10650	Philadelphia Insurance Companies	7/22/2021	1,871.68
10651	T-Mobile	7/22/2021	1,651.26
10652	TIAA Commercial Finance, Inc.	7/22/2021	323.61
10653	TIAA Commercial Finance, Inc.	7/22/2021	685.19
10654	Blue Shield of California	7/29/2021	320.80
10655	Comcast	7/29/2021	324.98
10656	Employers Preferred Ins. Co	7/29/2021	1,252.60
10657	Growing Up Chico	7/29/2021	340.00
10658	Humana Insurance Co	7/29/2021	1,999.13
10659	Law Offices of Young, Minney & Corr, LLP	7/29/2021	30.00
10660	North State Parent	7/29/2021	255.00
10661	Office Depot Inc	7/29/2021	86.19
10662	Pure Water Partners	7/29/2021	257.40
10663	Recology Butte Colusa Counties	7/29/2021	1,024.75
10664	School Datebooks	7/29/2021	413.57
ACH	CalPERS	7/1/2021	9,440.62

Blue Oak Charter School

Check Register

For the period ended July 31, 2021

Check Number	Vendor Name	Check Date	Check Amount
ACH	CalPERS	7/1/2021	1,377.47
ACH	Sound Circle Center	7/1/2021	309.00
ACH	Sprint	7/7/2021	33.21
ACH	Cool School Studios	7/8/2021	60.33
ACH	Nearby Naturals	7/8/2021	48.82
ACH	Steve Spangler Science	7/8/2021	37.15
ACH	Mazaeus Saffron	7/8/2021	26.55
ACH	Nearby Naturals	7/8/2021	23.40
ACH	Internal Revenue Services	7/12/2021	1,292.29
ACH	Employment Development Dept	7/12/2021	70.45
ACH	Employment Development Dept	7/12/2021	64.73
ACH	Internal Revenue Services	7/13/2021	119.54
ACH	Employment Development Dept	7/13/2021	18.90
ACH	Employment Development Dept	7/13/2021	3.52
ACH	Waldorf Early Childhood Association of North America	7/14/2021	82.50
ACH	Benefit Resource, Inc	7/15/2021	104.00
ACH	Employment Development Dept	7/14/2021	142.84
ACH	Employment Development Dept	7/27/2021	1,640.29
ACH	Employment Development Dept	7/27/2021	4,750.26
ACH	Internal Revenue Services	7/27/2021	<u>18,925.95</u>
Total Disbursements Issued in July			<u>\$ 150,292.89</u>

Grade	Teacher	Students Confirmed	Totals	Waitlist
K	Susan	22	44	5
	Cheryl	22		
1st	Bryan Glennen	24	24	
2nd	McDonald	25	25	
3rd	Machek	28	28	4
4th	Moss	17	34	
	S Lee	17		
5th	Murray	17	36	
	Hamblin	19		
6th	B Lee	28	28	2
7th	Madera	22	45	
	Welch	23		
8th	Jones	27	27	
TOTAL			291	11

Business Checking – XXXXX0889

Search transactions

Activity: Date range; Start date: Jul 01, 2021; End date: Jul 31, 2021; Type: Debits

Transactions

 Pending  Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Jul 30, 2021	Check 10651	1,651.26		
 Jul 29, 2021	Check 10646	1,800.00		
 Jul 29, 2021	Check 10642	96.00		
 Jul 28, 2021	Check 10639	14,528.25		
 Jul 28, 2021	Check 10649	2,275.00		
 Jul 28, 2021	Check 10638	65.81		
 Jul 27, 2021	Check 10648	48,866.97		
 Jul 27, 2021	Check 10643	1,741.60		
 Jul 27, 2021	Check 10641	1,389.54		
 Jul 27, 2021	Check 10644	174.47		
 Jul 27, 2021	ACH Payment IRS USATAXPYMT	18,925.95		
 Jul 27, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,750.26		
 Jul 27, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,640.29		
 Jul 27, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	142.84		
 Jul 26, 2021	Check 10621	2,961.00		
 Jul 26, 2021	Check 10650	1,871.68		
 Jul 26, 2021	ACH Payment BLUE OAK CHARTER PAYROLL	81,314.23		
 Jul 26, 2021	ACH Payment BLUE OAK CHARTER PAYROLL	11,107.49		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Jul 26, 2021	ACH Payment BLUE OAK CHARTER PAYROLL	3,843.22		
● Jul 26, 2021	POS Purchase BROWN SHEEP COMPANY I 308-635-2198 NE #3136 Classroom Supplies	790.59		
● Jul 26, 2021	POS Purchase <u>GOOGLE *ADS</u> 31456 MOUNTAIN VIEW CA #3136	500.00		
● Jul 23, 2021	<u>Check 10633</u>	5,522.58		
● Jul 23, 2021	POS Purchase BROWN SHEEP COMPANY I 308-635-2198 NE #3136 Classroom Supplies	79.20		
● Jul 23, 2021	POS Purchase JOANN STORES*JOANN.CO 888-739-4120 OH #3136 Classroom Supplies	77.62		
● Jul 23, 2021	POS Purchase JOANN STORES*JOANN.CO 888-739-4120 OH #3136 Classroom supplies	13.31		
● Jul 22, 2021	<u>Check 10635</u>	2,925.00		
● Jul 22, 2021	POS Purchase JOANN STORES*JOANN.CO 888-739-4120 OH #3136 Classroom Supplies	36.25		
● Jul 21, 2021	<u>Check 10632</u>	254.72		
● Jul 21, 2021	<u>Check 10627</u>	124.67		
● Jul 21, 2021	POS Purchase FLINN SCIENTIFIC INC 800-452-1261 IL #3136 Classroom Supplies	159.39		
● Jul 21, 2021	POS Purchase SPROUTPEOPLE 415-370-4151 CA #3136 Classroom supplies	22.52		
● Jul 20, 2021	POS Purchase MUSICIANSFRIENDWEB 818-735-8800 CA #3136 Classroom Supplies	300.51		
● Jul 19, 2021	<u>Check 10625</u>	200.00		
● Jul 16, 2021	<u>Check 10628</u>	7,875.00		
● Jul 16, 2021	<u>Check 70105</u>	1,294.44		
● Jul 16, 2021	<u>Check 10624</u>	665.19		
● Jul 15, 2021	<u>Check 10637</u>	391.18		
● Jul 15, 2021	ACH Payment BENEFIT RESOURCE BRI XFER	104.00		
● Jul 14, 2021	<u>Check 10618</u>	1,978.74		
● Jul 14, 2021	<u>Check 10631</u>	640.48		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Jul 14, 2021	POS Purchase SP * WALDORF EARLY CH HTTPSWALDORFE NY #3136 <i>Professional Development</i>	82.50		
● Jul 13, 2021	<u>Check 10629</u>	4,516.20		
● Jul 13, 2021	<u>Check 10630</u>	2,205.00		
● Jul 13, 2021	<u>Check 10626</u>	586.42		
● Jul 13, 2021	ACH Payment BLUE OAK CHARTER PAYMENTS CHARTER IMPACT	6,264.00		
● Jul 13, 2021	ACH Payment IRS USATAXPYMT	119.54		
● Jul 13, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	18.90		
● Jul 13, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	3.52		
● Jul 12, 2021	<u>Check 10616</u>	15,359.06		
● Jul 12, 2021	<u>Check 10620</u>	832.95		
● Jul 12, 2021	<u>Check 10615</u>	397.47		
● Jul 12, 2021	ACH Payment IRS USATAXPYMT	1,292.29		
● Jul 12, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	70.45		
● Jul 12, 2021	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	64.73		
● Jul 09, 2021	ACH Payment BLUE OAK CHARTER PAYROLL	4,484.10		
● Jul 08, 2021	<u>Check 10623</u>	1,760.00		
● Jul 08, 2021	POS Purchase PUB PRINTING <i>School/Office Supplies</i> COOLSCHOOLSTU NE #3136	60.33		
● Jul 08, 2021	POS Purchase SP * NEARBY NATURALS HTTPSMUSHIEBO FL #3136 <i>Classroom Supplies</i>	48.82		
● Jul 08, 2021	POS Purchase STEVE SPANGLER SCIENC 303- 7982778 CT #3136 <i>Classroom Supplies</i>	37.15		
● Jul 08, 2021	POS Purchase SP * MAZAEUS SAFFRON HTTPSCRACKDRY VA #3136 <i>Classroom Supplies</i>	26.55		
● Jul 08, 2021	POS Purchase SP * NEARBY NATURALS HTTPSMUSHIEBO FL #3136 <i>Classroom Supplies</i>	23.40		

Date ▾	Description ▾	Debit ▾	Credit ▾	Balance
● Jul 07, 2021	<u>Check 10607</u>	48,866.97		
● Jul 07, 2021	<u>Check 10622</u>	2,500.00		
● Jul 07, 2021	<u>Check 10619</u>	2,049.40		
● Jul 07, 2021	<u>Check 10611</u>	1,024.75		
● Jul 07, 2021	<u>Check 10617</u>	909.68		
● Jul 07, 2021	ACH Payment SPRINT8006396111 ACHBILLPAY NYY5VPGLIQZ4BWG5 BOS Emergency Cell Phone	33.21		
● Jul 06, 2021	<u>Check 10605</u>	225.00		
● Jul 06, 2021	<u>Check 7312</u>	199.21		
● Jul 06, 2021	POS Purchase <u>GOOGLE *ADS31456</u> MOUNTAIN VIEW CA #3136	500.00		
● Jul 02, 2021	<u>Check 10606</u>	98.75		
● Jul 02, 2021	ACH Payment BLUE OAK CHARTER PAYMENTS CHARTER IMPACT	546.00		
● Jul 02, 2021	POS Purchase POSTAL PLUS 530-8911626 CA #3136	207.65		
● Jul 01, 2021	ACH Payment CALPERS 3100	9,440.62		
● Jul 01, 2021	ACH Payment CALPERS 3100	1,377.47		
● Jul 01, 2021	POS Purchase SQ *SOUND CIRCLE SEATTLE WA #3136 Professional Development	309.00		

Agenda Item: Accept Offers of Employment

Prepared by: Alexandra Archer

Charter Council Date: 08/11/21

Background Information:

Blue Oak would like to accept the following Offers of Employment:

- Kevin Anderson, Strings & Music Teacher
- Kayla Mahanay, Health Aide
- Lauren Pisani, Instructional Aide
- Korie Moore, Instructional Aide

Agenda Item: Accept Contracts

Prepared by: Alexandra Archer

Charter Council Date: 08/11/21

Background Information:

Blue Oak would like to accept the following Offers of Employment:

- Speech and Occupational Therapy Services, BCOE
- Education Specialist Services, ATX
- School Psychologist, Sherwood Montessorri



**BUTTE COUNTY OFFICE OF EDUCATION
MEMORANDUM OF UNDERSTANDING AND AGREEMENT
FOR CONTRACTING WITH LEAs OUTSIDE BUTTE COUNTY SELPA**

This Memorandum of Understanding and Agreement is entered between Butte County Office of Education ("District") and **Blue Oak Charter School** (LEA outside Butte County SELPA). District and LEA may be collectively referred to as the "Parties" or individually as a "Party." This MOU/Agreement shall be effective as of the date of the last-executed signature below.

1. Purpose of MOU/Agreement

Whereas Education Code section 56195.1, subdivision (e) provides that membership in a special education local plan area ("SELPA") does not limit a local educational agency's ("LEA") authority to contract for special education services from LEAs that are not members of their SELPA;

Whereas District is a member district of the Butte County SELPA and is willing to contract with Charter to provide special education and related services to students enrolled in Charter;

Whereas LEA is a district outside of the Butte County SELPA for the purposes of special education under Education Code Section 47640 and is a member district of El Dorado Charter SELPA;

Whereas LEA seeks to contract with BCOE in order for District personnel to provide special education and related services to students enrolled in LEA.

2. MOU/Agreement Must be Renewed Annually

This MOU/Agreement shall be in effect for the period beginning on 8/1/2021 and ending on the last day of the 2021-2022 school year. This MOU/Agreement may be renewed at the end of that period by following the "Submission Procedures" set forth in Section 3 of this MOU/Agreement. The MOU/Agreement may be amended at any time by mutual consent of the Parties. Note: Extended School Year, (ESY) services shall be processed and billed through an ESY Agreement and are in addition to this Agreement

3. Submission Procedures

Unless there is a documented change in a student's Individualized Education Program ("IEP"), all services contracted for under this MOU/Agreement will run for a period of one year, from 8/1/2021 to the end of the 2021-2022 school year. On or before April 1st, LEA shall submit a written request for services to District. The written request shall list each type of service requested and the number of weekly/monthly/annual service hours requested for that service. Requests for educationally related mental health services ("ERMHS") or Assistive Technology services shall be made directly to the Butte County SELPA.

District shall provide LEA with a written response to the request for services from LEA. The District's response shall specify whether the District is willing to provide all, some, or none of the services requested. If District is willing to provide less than all the requested services, the response will list each type of service it is willing to provide and the number of weekly/monthly/annual service hours it is

willing to provide. District has the sole discretion to determine how many service hours it is willing to provide. District's written response shall include a rate schedule for all requested services.

District may request a copy of LEA's annual budget report and/or other documentation regarding the fiscal health and management of the LEA. LEA shall provide requested documents within 10 business days of this request.

4. Scope of Services

The special education and related services to be provided by District are set forth in **Attachment A**.

Note: The LEA shall submit a BCOE referral for each student, prior to services beginning. Ongoing services from previous year do not require a new referral form. The scope of services set forth in **Attachment A** may be modified by mutual agreement of the Parties. All services will be provided at a District site unless otherwise agreed to by the Parties. District and LEA will mutually develop a schedule specifying the time, day, and location of services for each student served under this MOU/Agreement.

5. District's Responsibilities

In addition to any other duties and responsibilities set forth in this MOU/Agreement, District shall have the following responsibilities:

- a. Ensure that staff members working with LEA students will assist with the drafting of proposed goals and objectives for review and approval by the student's IEP team;
- b. Notify LEA if it has reason to believe that a LEA student requires reevaluation, change of placement or services, and/or an IEP team meeting; and
- c. Make its best efforts to ensure that staff members working with LEA students are available to attend IEP meetings or other meetings regarding the education of LEA students;

6. LEA's Responsibilities

In addition to any other duties and responsibilities set forth in this MOU/Agreement, LEA shall have the following responsibilities:

- a. Provide District with copies of all relevant students records;
- b. Schedule, convene, and conduct, all IEP meetings for LEA students served under this MOU/Agreement; and
- c. Provide timely notice to District when there is a change in a student's enrollment status at LEA, and/or when a student served under this MOU/Agreement has been suspended or expelled.

7. Payment for Services

All DIS services will be billed at a flat rate to be determined annually. Billing will be split into 4 equal payments and District will send Invoice to LEA on the last school day of the months of October, December, February, and May. Invoice will show student names, service type & mileage. **Note: ESY services shall be contracted and billed under a separate MOU/Agreement.**

LEA shall process and pay each invoice within thirty (30) days from its receipt. If the payment for the invoice is not postmarked from the LEA within forty-five (45) days of the receipt of the invoice, the LEA agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. District shall bill the LEA for the interest. Failure by LEA to pay an appropriately submitted invoice, including an invoice from a prior MOU/Agreement between the Parties, within 90 days of receipt may be considered a breach of contract and is grounds for termination pursuant to Section 10 of this MOU/Agreement.

8. Student Absences

LEA acknowledges that services provided by District under this MOU/Agreement will be provided on an annual basis and that District will be modifying its special education staffing and/or caseloads in order to provide special education and related services to LEA students.

As such, LEA agrees that the District will be reimbursed for any services offered by the District when a student is absent. District shall notify LEA if a student is absent for four (4) or more sessions during the contract year.

9. Changes to Student's IEP/Student No Longer Attending LEA

If an IEP meeting is convened for a student receiving services under this MOU/Agreement, and the IEP team agrees to reduce the services being provided, the scope of services set forth in **Attachment A** shall be modified to reflect the reduction in services.

If a student being served under this MOU/Agreement is no longer attending the LEA, LEA shall notify District of the change in enrollment. Effective on the date that District receives notice of the change in enrollment, the scope of services set forth in **Attachment A** shall be modified to indicate the reduction in services.

10. Termination

Either LEA or District may terminate this MOU/Agreement by providing the other party with thirty-days written notice except that District may terminate this MOU/Agreement by providing LEA with written notice that it is unable or unwilling to provide the requested services pursuant to Section 3 of this MOU/Agreement.

11. LEA Solely Responsible for Providing FAPE to Students Served Under MOU/Agreement

Parties agree that the LEA remains responsible for ensuring that students served under this MOU/Agreement receive FAPE as required by California and federal special education laws, Section 504 of the Rehabilitation Act of 1973, and related laws, even while the student is attending a program operated by and/or receiving related services from District pursuant to this MOU/Agreement. The Parties further agree that District, for purposes of this MOU, /Agreement is only intended to be a service provider under contract as authorized by Education Code section 56369. /Agreement Parties also agree that this MOU/Agreement does not constitute any form of interdistrict transfer or alternative attendance agreement that would transfer any responsibility for providing FAPE to District.

12. District and LEA Are Independent Contractors

LEA and District are independent parties to this MOU/Agreement and each agree that this MOU/Agreement was not intended to create the relationship of agent, servant, employee, partnership, joint venture or association.

13. Non-Exclusive Agreement

Parties agree that nothing herein is intended nor shall be construed as creating any exclusive arrangement between the Parties. This MOU/Agreement shall not restrict LEA from contracting for services with other LEAs, nor shall it restrict District from providing services to other LEAs, including other LEAs.

14. Indemnification and Hold Harmless

Except as set forth in **Section 15**, LEA and District shall each defend, hold harmless and indemnify the other party, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of facilities, death, sickness, or injury to any person(s) or damage to any property, from any cause whatsoever arising from or connected with its service hereunder, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

15. Responsibility for Litigation Costs

In the event of any compliance complaint, due process hearing request, or other litigation based on, arising from, or connected to the provision of services under this MOU/Agreement, the LEA shall bear its own costs and shall reimburse District for all legal costs incurred from litigation of these claims.

16. Meet and Confer

If a dispute arises regarding any aspect of this MOU/Agreement, the Parties agree that they shall meet and confer in a good faith effort to amicably resolve their difference prior to initiating any litigation. If the initial attempt to resolve the dispute is not successful, Parties may seek assistance from the Butte County SELPA except where SELPA is a party to the MOU/Agreement.

17. Credentials, Licenses and Other Qualifications

District shall provide all special education and related services under this MOU/Agreement using appropriately qualified staff. District shall provide appropriately credentialed teachers and/or licensed personnel consistent with the California laws and regulations unless the California Department of Education has granted a written waiver.

18. Severability/Waiver

If any provision of this MOU/Agreement is determined to be illegal, unenforceable, or invalid, such provision shall in no way affect the validity of any other provision of this MOU/Agreement. No waiver of any provision of this MOU/Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

19. Execution of MOU/Agreement Electronically and In Counterparts

This MOU/Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy or an original, with all signatures appended together, shall be deemed a fully executed MOU/Agreement. A facsimile or scanned version of any party's signature shall be deemed an original signature.

IN WITNESS WHEREOF, the Parties via their respective authorized representatives have executed and entered into this MOU/Agreement as of the date set next to the signatures below.

[Insert Names of District and LEA and Authorizing Representative from each]:

Dated: 7/6/2021

By: Mary Sakuma
Mary Sakuma, Superintendent
Butte County Office of Education

Dated: _____

By: _____
Susan Domenighini, Executive Director
Blue Oak Charter School

Attachment A

Blue Oak Charter School 2021-2022

Student Name	Service Provided	Cost
Gabriel Rivera	OT	4,500
Leon Wertz	OT	4,500
Markus Skala	OT	4,500
Lillianna Coderre	DHH	4,500
Total Cost		18,000

For BCOE Use:

Classroom Placements: 01-6500-0-8677-5750-7210-2166-2213

All DIS services: 01-6500-0-8677-5770-7210-0000-2214

Nurse services: 01-6500-0-8677-5001-3140-0000-2208

RST: (Bailey) 01-6500-0-8677-5770-7210-0000-2222

PE: (Brekenridge) 01-6500-0-8677-5750-7210-2166-2213

CBIS: (Carr) TBD

Psych Services (Miller): 01-0016-0-8677-8600-7210-0000-2211



BLUE OAK SCHOOL

Charter Council Meeting Dates 2021/2022 School Year

3rd Tuesday of Each Month

Tuesday, September 21st, 2021

Tuesday, October 19th, 2021

Tuesday, November 16th, 2021

Wednesday, December 15th, 2021*

Tuesday, January 18th, 2022

Tuesday, February 15th, 2022

Tuesday, March 22nd, 2022*

Tuesday, April 19th, 2022

Tuesday, May 17th, 2022

Tuesday, June 21st, 2022

Tuesday, July 19th, 2022

Tuesday, August 16th, 2022

**Note: This meeting date does not fall on the 3rd Tuesday of the month*

Preliminary Safe Return to In-Person Instruction and Continuity of Services Plan

This section has not been finalized and will be reviewed by the Charter Council at their August Meeting.

On Monday, July 12, 2021, the California Department of Public Health (“CDPH”) issued updated K-12 school guidance for the 2021-22 school year, which establishes both required and recommended health and safety protocols for the coming school year. In addition, the California Department of Education (“CDE”) reminded schools that a condition of receiving their American Rescue Plan ESSER III funds is for each school to prepare and post an LEA Plan for the Safe Return to In-Person Instruction and Continuity of Services (“SRIPICS”). With this new guidance, schools now have different rules that will need to be incorporated into reopening plans for the 2021-22 school year.

Young, Minney, & Corr

The following Blue Oak Safety Procedures are based on that guidance. For a link to the guidance document please go to our [website](#).

1. Masks

- a. Masks will be expected indoors by students and for all staff in the presence of students

Mask Requirement Matrix			
Low Transmission 0-9 cases/100,000 in the last 7 days	Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Students will be reminded to wear a face covering in any indoor setting	Students will be reminded to wear a face covering in any indoor setting. If a student refuses to wear face covering, a school official will call home and report to the parent. If a student is reminded a second time, a parent conference will be scheduled. Results of the conference may include disciplinary	Students must enter the indoor setting with a face covering on and keep it on. If a student refuses to wear a face covering, the student will be removed from the setting. A parent conference will be scheduled. Results of the conference may include disciplinary action or placement into the Independent Study Program.	Students must enter the indoor setting with a face covering on and keep it on. If a student refuses to wear a face covering, the student will be removed from the setting. A parent conference will be scheduled. Results of the conference may include disciplinary action or placement into the Independent

	action or placement into the Independent Study Program.		Study Program.
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- b. Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- c. Face coverings are optional in all outdoor settings.
- d. Face coverings will be provided if a student does not have one.
- e. In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a face covering outside of the classroom.
- f. It is recognized that wearing a mask for a full school day is an increase from The 2020-21 experience.

2. Hand hygiene recommendations

- a. Blue Oak will Continue teaching and reinforcement of hand washing, avoiding contact with eyes, nose and mouth, covering coughs and sneezes throughout the day.

3. Screening testing recommendations

Test Screening Matrix		
Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Offer screening testing for students not fully vaccinated at least one time per week.		

4. Physical Distancing / Small Group Requirements

- a. No minimum physical distancing or isolation of groups will be required, though eating physical distance will be maximized with outdoor seating when possible

5. Ventilation & Cleaning

- a. Facilities staff will continue to monitor ventilation and will properly maintain and replace filters.
- b. Facility will be cleaned and disinfected once a day.

- c. If a person has been reported as sick with COVID 19 within the last 24 hours, any area used by them will be cleaned specifically.

6. When Sickness Occurs

- a. Families and students will be expected to stay at home when sick and get tested.
- b. Staff and students with symptoms of COVID-19 infection will be directed not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:
 - i. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
 - ii. Other symptoms have improved; and
 - iii. They have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.
- c. COVID-19 will be reported to the local public health department per AB 86.
 - i. The school nurse will act as Blue Oak's COVID-19 liaison.

7. Quarantine

- a. Blue Oak supports and follows CDPH under the advice of the school nurse.

8. Visitors and Volunteers

Visitor and Volunteer Matrix			
Low Transmission 0-9 cases/100,000 in the last 7 days	Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Visitors will be reminded to wear a face covering in any indoor setting. Volunteers will be required to wear a face covering in the indoor setting.	Visitors will be reminded to wear a face covering in any indoor setting. Volunteers will be required to wear a face covering in the indoor setting.	Limit nonessential visitors, volunteers, and external groups with people who are not vaccinated. All will be required to wear a face covering in any indoor setting.	Only allow access to direct service providers. They will be required to wear a face covering in any indoor setting.

CDPH anticipates revisiting the masking requirement no later than November 1, 2021. We propose revisiting this policy at that time.

Blue Oak Charter Council will review and update this policy no later than the next regularly scheduled board meeting after any CDPH update.

CHARTER SCHOOL CERTIFICATION

CDS #: 04614246119523

County: Butte

Charter #: 0415

For information regarding this report, please contact:

For Charter School:

Susan Domenighini
Name

Executive Director
Title

(530) 879-7483
Telephone

sdomenighini@blueoakcharterschool.org
Email address

Date: _____

Title: Executive Director

Date:

Title:

Date:

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

Charter Approving Entity: Chico Unified School District

County: Butte

Charter #: 0415

This charter school uses the following basis of accounting:

(Please enter an "X" in the applicable box below; check only one box)

☒ **Accrual Basis** (Applicable Capital Assets/Interest on Long-Term Debt/Long-Term Liabilities/Net Position objects are 6900, 7438, 9400-9489, 9660-9669, 9796, and 9797)

☐ **Modified Accrual Basis** (Applicable Capital Outlay/Debt Service/Fund Balance objects are 6100-6170, 6200-6500, 7438, 7439, and 9711-9789)

Description	Object Code	Unrestricted	Restricted	Total
A. REVENUES				
1. LCFF Sources				
State Aid - Current Year	8011	1,160,424.00		1,160,424.00
Education Protection Account State Aid - Current Year	8012	791,269.00		791,269.00
State Aid - Prior Years	8019	(3.00)		(3.00)
Transfers to Charter Schools in Lieu of Property Taxes	8096	724,454.00		724,454.00
Other LCFF Transfers	8091, 8097	0.00	0.00	0.00
Total, LCFF Sources		2,676,144.00	0.00	2,676,144.00
2. Federal Revenues (see NOTE in Section L)				
No Child Left Behind/Every Student Succeeds Act	8290		99,601.00	99,601.00
Special Education - Federal	8181, 8182		42,192.00	42,192.00
Child Nutrition - Federal	8220		0.00	0.00
Donated Food Commodities	8221		0.00	0.00
Other Federal Revenues	8110, 8260-8299	529,919.65	153,164.00	683,083.65
Total, Federal Revenues		529,919.65	294,957.00	824,876.65
3. Other State Revenues				
Special Education - State	StateRevSE		175,462.00	175,462.00
All Other State Revenues	StateRevAO	56,736.85	397,940.25	454,677.10
Total, Other State Revenues		56,736.85	573,402.25	630,139.10
4. Other Local Revenues				
All Other Local Revenues	LocalRevAO	39,917.45	0.00	39,917.45
Total, Local Revenues		39,917.45	0.00	39,917.45
5. TOTAL REVENUES		3,302,717.95	868,359.25	4,171,077.20
B. EXPENDITURES (see NOTE in Section L)				
1. Certificated Salaries				
Certificated Teachers' Salaries	1100	982,282.47	147,895.06	1,130,177.53
Certificated Pupil Support Salaries	1200	49,639.43	2,934.00	52,573.43
Certificated Supervisors' and Administrators' Salaries	1300	139,863.04	30,416.00	170,279.04
Other Certificated Salaries	1900	0.00	0.00	0.00
Total, Certificated Salaries		1,171,784.94	181,245.06	1,353,030.00
2. Noncertificated Salaries				
Noncertificated Instructional Salaries	2100	69,303.88	45,620.89	114,924.77
Noncertificated Support Salaries	2200	0.00	0.00	0.00
Noncertificated Supervisors' and Administrators' Salaries	2300	0.00	0.00	0.00
Clerical, Technical and Office Salaries	2400	119,603.02	0.00	119,603.02
Other Noncertificated Salaries	2900	106,228.24	0.00	106,228.24
Total, Noncertificated Salaries		295,135.14	45,620.89	340,756.03

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

Description	Object Code	Unrestricted	Restricted	Total
3. Employee Benefits				
STRS	3101-3102	168,686.01	28,797.34	197,483.35
PERS	3201-3202	83,278.22	9,443.54	92,721.76
OASDI / Medicare / Alternative	3301-3302	42,119.43	6,020.23	48,139.66
Health and Welfare Benefits	3401-3402	124,375.91	6,548.77	130,924.68
Unemployment Insurance	3501-3502	12.39	0.00	12.39
Workers' Compensation Insurance	3601-3602	9,824.00	0.00	9,824.00
OPEB, Allocated	3701-3702	0.00	0.00	0.00
OPEB, Active Employees	3751-3752	0.00	0.00	0.00
Other Employee Benefits	3901-3902	0.00	0.00	0.00
Total, Employee Benefits		428,295.96	50,809.88	479,105.84
4. Books and Supplies				
Approved Textbooks and Core Curricula Materials	4100	43,780.20	0.00	43,780.20
Books and Other Reference Materials	4200	1,182.64	0.00	1,182.64
Materials and Supplies	4300	81,009.17	607.51	81,616.68
Noncapitalized Equipment	4400	31,368.14	63,859.21	95,227.35
Food	4700	0.00	0.00	0.00
Total, Books and Supplies		157,340.15	64,466.72	221,806.87
5. Services and Other Operating Expenditures				
Subagreements for Services	5100	25,373.13	135,073.65	160,446.78
Travel and Conferences	5200	0.00	0.00	0.00
Dues and Memberships	5300	3,885.00	0.00	3,885.00
Insurance	5400	41,101.95	0.00	41,101.95
Operations and Housekeeping Services	5500	75,829.01	0.00	75,829.01
Rentals, Leases, Repairs, and Noncap. Improvements	5600	276,996.48	327,641.04	604,637.52
Transfers of Direct Costs	5700-5799	(189,387.00)	189,387.00	0.00
Professional/Consulting Services and Operating Expend.	5800	231,861.42	6,126.00	237,987.42
Communications	5900	14,425.99	0.00	14,425.99
Total, Services and Other Operating Expenditures		480,085.98	658,227.69	1,138,313.67
6. Capital Outlay				
(Objects 6100-6170, 6200-6500 modified accrual basis only)				
Land and Land Improvements	6100-6170			0.00
Buildings and Improvements of Buildings	6200			0.00
Books and Media for New School Libraries or Major Expansion of School Libraries	6300			0.00
Equipment	6400			0.00
Equipment Replacement	6500			0.00
Depreciation Expense (accrual basis only)	6900	19,426.44	0.00	19,426.44
Total, Capital Outlay		19,426.44	0.00	19,426.44
7. Other Outgo				
Tuition to Other Schools	7110-7143			0.00
Transfers of Pass-Through Revenues to Other LEAs	7211-7213	0.00	0.00	0.00
Transfers of Apportionments to Other LEAs - Spec. Ed.	7221-7223SE		0.00	0.00
Transfers of Apportionments to Other LEAs - All Other	7221-7223AO	0.00	0.00	0.00
All Other Transfers	7281-7299	0.00	0.00	0.00
Transfers of Indirect Costs	7300-7399	(1,057.00)	1,057.00	0.00
Debt Service:				
Interest	7438	(1,016.88)	0.00	(1,016.88)
Principal (for modified accrual basis only)	7439			0.00
Total Debt Service		(1,016.88)	0.00	(1,016.88)
Total, Other Outgo		(2,073.88)	1,057.00	(1,016.88)
8. TOTAL EXPENDITURES		2,549,994.73	1,001,427.24	3,551,421.97

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

Description	Object Code	Unrestricted	Restricted	Total
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5-B8)		752,723.22	(133,067.99)	619,655.23
D. OTHER FINANCING SOURCES / USES				
1. Other Sources	8930-8979	0.00	0.00	0.00
2. Less: Other Uses	7630-7699	0.00	0.00	0.00
3. Contributions Between Unrestricted and Restricted Accounts (must net to zero)	8980-8999	(72,595.99)	72,595.99	0.00
4. TOTAL OTHER FINANCING SOURCES / USES		(72,595.99)	72,595.99	0.00
E. NET INCREASE (DECREASE) IN FUND BALANCE /NET POSITION (C+D4)		680,127.23	(60,472.00)	619,655.23
F. FUND BALANCE / NET POSITION				
1. Beginning Fund Balance/Net Position				
a. As of July 1	9791	483,372.95	47,953.00	531,325.95
b. Adjustments/Restatements	9793, 9795	(12,515.95)	12,519.00	3.05
c. Adjusted Beginning Fund Balance /Net Position		470,857.00	60,472.00	531,329.00
2. Ending Fund Balance /Net Position, June 30 (E+F1c)		1,150,984.23	0.00	1,150,984.23
Components of Ending Fund Balance (Modified Accrual Basis only)				
a. Nonspendable				
1. Revolving Cash (equals Object 9130)	9711			0.00
2. Stores (equals Object 9320)	9712			0.00
3. Prepaid Expenditures (equals Object 9330)	9713			0.00
4. All Others	9719			0.00
b. Restricted	9740			0.00
c. Committed				
1. Stabilization Arrangements	9750			0.00
2. Other Commitments	9760			0.00
d. Assigned	9780			0.00
e. Unassigned/Unappropriated				
1. Reserve for Economic Uncertainties	9789			0.00
2. Unassigned/Unappropriated Amount	9790M			0.00
3. Components of Ending Net Position (Accrual Basis only)				
a. Net Investment in Capital Assets	9796	21,045.34	0.00	21,045.34
b. Restricted Net Position	9797		0.00	0.00
c. Unrestricted Net Position	9790A	1,129,938.89	0.00	1,129,938.89

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

Description	Object Code	Unrestricted	Restricted	Total
G. ASSETS				
1. Cash				
In County Treasury	9110	0.00	0.00	0.00
Fair Value Adjustment to Cash in County Treasury	9111	0.00	0.00	0.00
In Banks	9120	430,532.53	(68,781.45)	361,751.08
In Revolving Fund	9130	0.00	0.00	0.00
With Fiscal Agent/Trustee	9135	0.00	0.00	0.00
Collections Awaiting Deposit	9140	0.00	0.00	0.00
2. Investments	9150	0.00	0.00	0.00
3. Accounts Receivable	9200	11,223.22	0.00	11,223.22
4. Due from Grantor Governments	9290	663,619.75	228,400.19	892,019.94
5. Stores	9320	0.00	0.00	0.00
6. Prepaid Expenditures (Expenses)	9330	77,577.59	0.00	77,577.59
7. Other Current Assets	9340	28,000.00	0.00	28,000.00
8. Capital Assets (accrual basis only)	9400-9489	21,045.34	0.00	21,045.34
9. TOTAL ASSETS		1,231,998.43	159,618.74	1,391,617.17
H. DEFERRED OUTFLOWS OF RESOURCES				
1. Deferred Outflows of Resources	9490	0.00	0.00	0.00
2. TOTAL DEFERRED OUTFLOWS		0.00	0.00	0.00
I. LIABILITIES				
1. Accounts Payable	9500	81,014.20	994.74	82,008.94
2. Due to Grantor Governments	9590	0.00	0.00	0.00
3. Current Loans	9640	0.00	0.00	0.00
4. Unearned Revenue	9650	0.00	158,624.00	158,624.00
5. Long-Term Liabilities (accrual basis only)	9660-9669	0.00	0.00	0.00
6. TOTAL LIABILITIES		81,014.20	159,618.74	240,632.94
J. DEFERRED INFLOWS OF RESOURCES				
1. Deferred Inflows of Resources	9690	0.00	0.00	0.00
2. TOTAL DEFERRED INFLOWS		0.00	0.00	0.00
K. FUND BALANCE /NET POSITION				
Ending Fund Balance /Net Position, June 30 (G9 + H2) - (I6 + J2) (must agree with Line F2)		1,150,984.23	0.00	1,150,984.23

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

L. FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT

NOTE: IF YOUR CHARTER SCHOOL RECEIVED FEDERAL FUNDING, AS REPORTED IN SECTION A2, THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED IN ORDER FOR THE CDE TO CALCULATE COMPLIANCE WITH THE FEDERAL EVERY STUDENT SUCCEEDS ACT (ESSA) MAINTENANCE OF EFFORT REQUIREMENT:

1. Federal Revenue Used for Capital Outlay and Debt Service

Included in the Capital Outlay and Debt Service expenditures reported in sections B6 and B7 are the following amounts paid out of federal funds:

Federal Program Name (If no amounts, indicate "NONE")	Capital Outlay	Debt Service	Total
a. NONE	\$ 0.00	0.00	0.00
b. NONE	0.00	0.00	0.00
c. NONE	0.00	0.00	0.00
d. NONE	0.00	0.00	0.00
e. NONE	0.00	0.00	0.00
f. NONE	0.00	0.00	0.00
g. NONE	0.00	0.00	0.00
h. NONE	0.00	0.00	0.00
i. NONE	0.00	0.00	0.00
j. NONE	0.00	0.00	0.00
TOTAL FEDERAL REVENUES USED FOR CAPITAL OUTLAY AND DEBT SERVICE	0.00	0.00	0.00

2. Community Services Expenditures

Provide the amount of State and Local funds reported in Section B that were expended for Community Services Activities:

Objects of Expenditures	Amount (Enter "0.00" if none)
a. Certificated Salaries	1000-1999 0.00
b. Noncertificated Salaries	2000-2999 0.00
c. Employee Benefits	except 3801- 0.00
d. Books and Supplies	4000-4999 0.00
e. Services and Other Operating Expenditures	5000-5999 0.00
TOTAL COMMUNITY SERVICES EXPENDITURES	0.00

**CHARTER SCHOOL UNAUDITED ACTUALS
FINANCIAL REPORT -- ALTERNATIVE FORM**

July 1, 2020 to June 30, 2021

Charter School Name: Blue Oak Charter School

CDS #: 04614246119523

3. State and Local Expenditures to be Used for ESSA Annual Maintenance of Effort Calculation:

Results of this calculation will be used for comparison with 2019-20 expenditures. Failure to maintain the required 90 percent expenditure level on either an aggregate or per capita expenditure basis may result in reduction to allocations for covered programs in 2022-23.

a. Total Expenditures (B8)	3,551,421.97
b. Less Federal Expenditures (Total A2) [Revenues are used as proxy for expenditures because most federal revenues are normally recognized in the period that qualifying expenditures are incurred]	824,876.65
c. Subtotal of State & Local Expenditures [a minus b]	2,726,545.32
d. Less Community Services [L2 Total]	0.00
e. Less Capital Outlay & Debt Service [Total B6 plus objects 7438 and 7439, less L1 Total]	18,409.56
TOTAL STATE & LOCAL EXPENDITURES SUBJECT TO MOE [c minus d minus e]	\$ 2,708,135.76

Blue Oak Charter School
Final expenditures through: June 30, 2021
Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Local Control Funding Formula Sources	8010-8099	792,043.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
TOTAL AVAILABLE		792,043.00
EXPENDITURES AND OTHER FINANCING USES		
Certificated Salaries	1000-1999	673,505.95
Classified Salaries	2000-2999	0.00
Employee Benefits	3000-3999	118,537.05
Books and Supplies	4000-4999	0.00
Services, Other Operating Expenses	5000-5999	0.00
Capital Outlay	6000-6599	0.00
Other Outgo (excluding Direct Support/Indirect Costs)	7100-7299	
	7400-7499	0.00
Direct Support/Indirect Costs	7300-7399	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		792,043.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00



BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

PARENT HANDBOOK

2021-2022 SCHOOL YEAR

This handbook is an overview of Blue Oak School's procedures, policies, and guidelines. It is meant to inform families and address the most frequently asked questions. The handbook is a living document and may be updated and changed as necessary.

Welcome to Blue Oak School!

Congratulations on finding this unique educational option for North Valley students in transitional-kindergarten through eighth grade.

Blue Oaks Waldorf-inspired methods are intended to bring out the creativity, awareness, and social responsibility necessary for children to learn to engage successfully and positively with their world.

This handbook is intended as an overview of the information, rules, and responsibilities that help us work together to achieve our goals. Please take a moment to read it through carefully and keep it handy for reference. This handbook may change on occasion as circumstances change so check the website edition if any concerns come up.

We thank you for joining us in this venture.

Warmly,

*Susan Domenighini
Executive Director*

***The need for imagination, a sense of truth, and a feeling of responsibility—these three forces are the very nerve of education.”
-Rudolf Steiner***

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School Vision & Mission

To be a model for successful education of the whole child; to nurture and deepen each child's academic and creative capacities using methods inspired by Waldorf education in a public school setting.

School Verse

This is our school. May peace dwell here.

May the rooms be filled with contentment. May love abide here.

Love of our school, love of one another and love of life itself.

Let us remember, that as many hands build a house, so many hearts build a school.

Goals

- To inspire children to grow and learn by using a developmentally based curriculum, active learning, integration of the arts, and rigorous academic instruction that aligns with state standards
- To prepare children for active and ethical citizenship by using instruction that measures and guides critical thinking, self-awareness, intellectual curiosity, creative imagination, and social responsibility.
- To enable each student to demonstrate proficiency in English-Language Arts, mathematics, science and social sciences.
- To ensure a comprehensive and complete education for students in each year of enrollment, such that students who leave Blue Oak will be well prepared to attend any school they choose and students who join Blue Oak at any grade level will be welcomed and supported in their transition into our program.
- To prepare students to transition into High School, as creative and engaged adolescents.
- To develop a lifelong love of learning by honoring daily and seasonal rhythms and by teaching subject matter when children are at the appropriate developmental stage for learning.
- To enable pupils to become or remain self-motivated, competent and lifelong learners.
- To attract, develop, and retain highly-effective, adaptable faculty, staff, and administrators
- To foster a strong community of parents, teachers, and staff, who collaborate to create a supportive and healthy Blue Oak School learning environment.

Diversity, Equity, and Inclusion

During the summer of 2020, our country experienced a turning point in how we view race, racism and the dangerous ideology of white supremacy. Since the death of George Floyd, people and institutions all over the world have begun to face the huge and daunting task of

dismantling harmful policies and practices related not only to racial/ethnic backgrounds, culture and language, but also to gender and its expressions, sexual orientation, family structure, cognitive or physical ability, economic class, and religion. In order to change harmful biases around identity, we first have to recognize that there is a problem.

As a Waldorf inspired public school, Blue Oak is taking this task of reevaluating our policies and practices around equity very seriously. We recognize the importance, value, and strength of a diverse and inclusive school culture, community, and staff. As an institution, we are actively challenging ourselves to root out discriminatory practices and policies so that we may meet the needs of all in our care. The educational teachings of Rudolf Steiner help inform our unique curriculum delivery; at the same time we use critical thought to examine what is brought to the students and how we bring Waldorf methods to the public school environment.

In order to meet these needs for change, Blue Oak has created a team of faculty and staff members who are looking critically at how we can diversify our curriculum, ensure subject matter and teaching materials align with our values and create opportunities for staff and faculty to learn how to uncover and change their biases around race and the ideology of white supremacy.

As our school grows and changes, we strive to adhere to the following quote:

"Receive the children in reverence; educate them in love; let them go forth in freedom."

- R. Steiner

School Verse

***"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, and love of life itself.
Let us remember,
that as many hands build a house,
so many hearts build a school."***

Hours of Operation and Map

School Hours of Operation

(traditional hours)

Kindergarten

Half-day schedule 8:30 am - 12:30 pm

* Thursdays, 8:30 am - 12:30 pm

Full-day schedule 8:30 am - 3:00 pm

* Thursdays, 8:30 am - 12:30 pm

Grades 1 to 3

Full-day schedule 8:15 am - 3:00 pm

* Thursdays, 8:15 am - 12:45 pm

Grades 4 to 8

Full-day schedule 8:15 am - 3:05 pm

* Thursdays, 8:15 am - 12:45 pm

2021-2022 Bell Schedule

Grade 1-3	2021-2022
8:15 - 10:20*	Main Lesson
10:20 - 10:40*	Snack & Recess
10:45 - 11:25	Period 1
11:30 - 12:10	Period 2
12:15 - 1:15	Lunch & Recess
1:20 - 2:00	Period 3
2:05 - 2:45	Period 4
2:50 - 3:00	Closing

*see Food Service schedule

Grade 4-5	2021-2022
8:15 - 10:20	Main Lesson
10:20 - 10:40*	Snack & Recess
10:45 - 11:25	Period 1
11:30 - 12:10	Period 2
12:15 - 1:15	Lunch & Recess
1:20 - 2:00	Period 3
2:05 - 2:45	Period 4
2:50 - 3:05	Closing

Grades 6-8	2021-2022
8:15 - 8:25	Opening
8:30 - 9:10	Period 1
9:15 - 9:55	Period 2
10:00 - 10:40	Period 3
10:40 - 11:05	Snack & Recess
11:05 - 1:10	Main Lesson
1:10 - 1:55	Lunch & Recess
2:00 - 2:45	Period 4
2:50 - 3:05	Closing

Minimum Day	
Grades 1-5	2021-2022
8:15 - 10:20	Main Lesson
10:20 - 10:40	Snack & Recess
10:45 - 11:25	Period 1
11:30 - 12:10	Period 2
12:15 - 12:45	Extra
12:45	Dismissal



Minimum Day	
Grades 6-8	2021-2022
8:15 - 8:25	Opening
8:30 - 9:10	Period 1
9:15 - 9:55	Period 2
10:00 - 10:40	Period 3
10:40 - 11:05	Snack & Recess
11:05 - 12:45	Main Lesson
12:45	Dismissal

Playground and Teacher Breaks		
7:40 - 8:15	Morning Recess	35min
8:15 - 10:15	---	2hrs 5min
10:15 - 10:40	1-5 Snack Recess*	20min
10:40 - 12:15	---	1hr 35min
12:15 - 12:45	4-5 Lunch Recess	30min
12:45 - 1:15	1-3 Lunch Recess	30min
1:25 - 1:55	6-8 Lunch Recess	30min

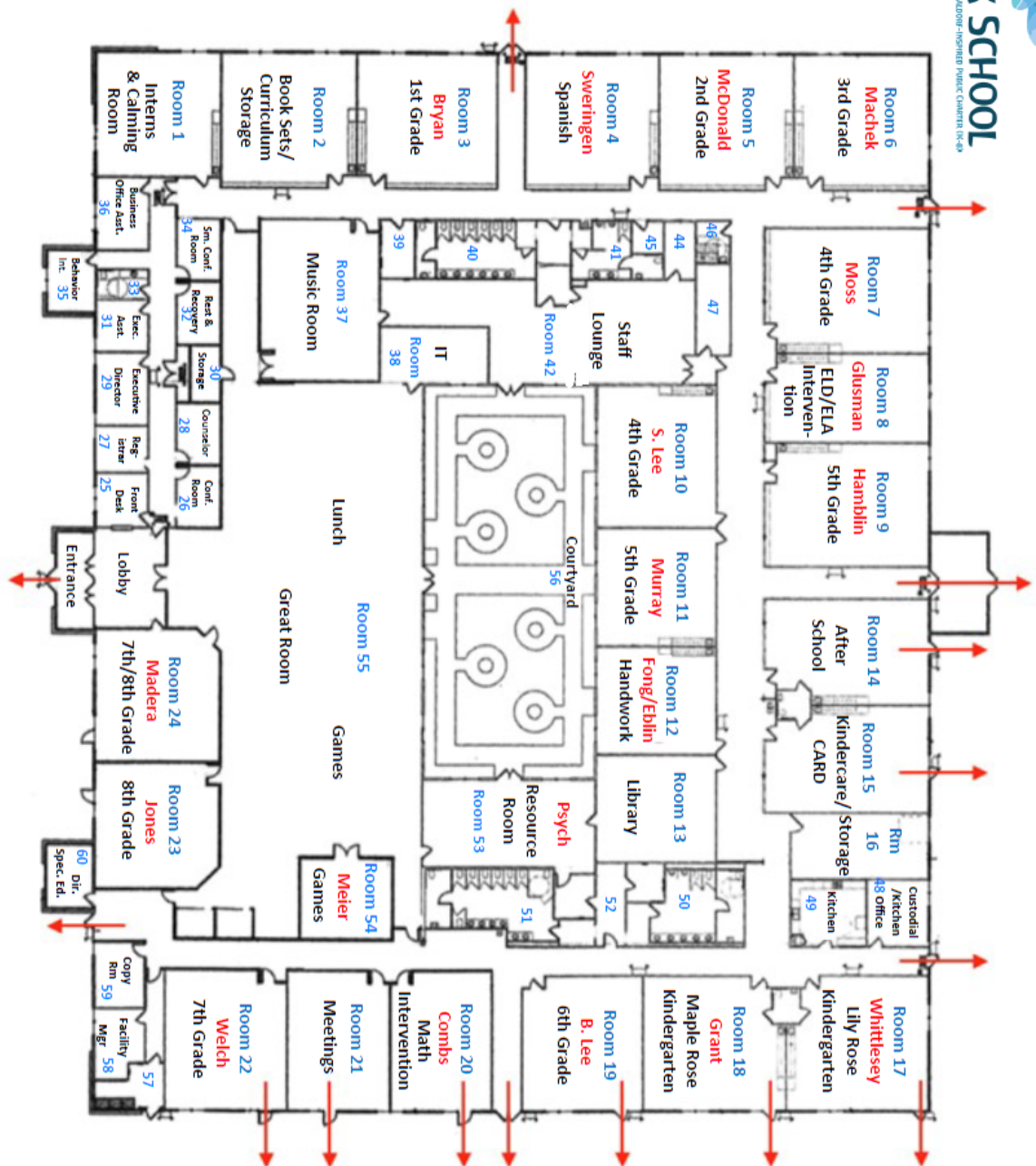
Food Service		
7:40 - 8:10	Breakfast	
10:05 - 10:15	1-2 Snack	10min
10:15 - 10:30	3-5 Snack	15min
10:40 - 10:55	6-8 Snack	10min break then 15min
10:55 - 12:15	Prep	1hr 20min break
12:15 - 12:35	1-3 Lunch	20min
12:35 - 12:55	4-5 Lunch	20min
1:10 - 1:25	6-8 Lunch	15min break then 20min



BLUE OAK SCHOOL
A WALDOBOROUGH-HOSPITAL PUBLIC CHARTER SCHOOL

2021-2022 School Year

Emergency Exit
→



Updated 05/20/21

Board Members

Parker	Chelsea	Parent Member	chelsea@blueoakcharterschool.org
Atehortua	Trisha	Parent Member	trisha@blueoakcharterschool.org
Brown	Amber	Parent Member	amberbrown@blueoakcharterschool.org
Wonacott	Vicki	Community Member	vicki@blueoakcharterschool.org
Hill-Ward	Laurel	Community Member	laurel@blueoakcharterschool.org
		Community Member	Vacant Seat
		Community Member	Vacant Seat

Staff Listing

Classroom Teachers

Whittlesey	Susan	K (Lily Rose)	susanwhittlesey@blueoakcharterschool.org
Grant	Cheryl	K (Maple Rose)	cherylgrant@blueoakcharterschool.org
Bryan	Jennifer	1st Grade	jenniferbryan@blueoakcharterschool.org
McDonald	Kate	2nd Grade	katherinemcdonald@blueoakcharterschool.org
Machek	Katie	3rd Grade	katiemachek@blueoakcharterschool.org
Lee	Sarah	4th Grade	sarahlee@blueoakcharterschool.org
Moss	Sheila	4th Grade	sheilamoss@blueoakcharterschool.org
Murray	Riley	5th Grade	rileymurray@blueoakcharterschool.org
Hamblin	Hunter	5th Grade	hunterhamblin@blueoakcharterschool.org
Lee	Brianna	6th Grade	briannalee@blueoakcharterschool.org
Madera	Kari	7th Grade	karimadera@blueoakcharterschool.org

Welch	Ally	7th Grade	allywelch@blueoakcharterschool.org
Jones	Brittany	8th Grade	brittanyjones@blueoakcharterschool.org

Specialty Teachers

Eblin	Sarah	Handwork	saraheblin@blueoakcharterschool.org
Fong	Claire	Handwork	clairefong@blueoakcharterschool.org
Sweringen	Eneida	Spanish	eneidasweringen@blueoakcharterschool.org
Meier	Nick	Games	nickmeier@blueoakcharterschool.org
		Strings & Music	TBD

Intervention Staff

Combs	Chairun	Math Specialist	chairuncombs@blueoakcharterschool.org
Glusman	Ellie	ELA/ELD Specialist	ellie@blueoakcharterschool.org

Instructional Aides and Paraprofessionals

Johnson	Matthew	Paraprofessional	matthewjohnson@blueoakcharterschool.org
Miller	Darlasia	Paraprofessional	darlasiamiller@blueoakcharterschool.org
Nail	Elizabeth	Paraprofessional	elizabethnail@blueoakcharterschool.org
Parker	Cheryl	Paraprofessional	cherylparker@blueoakcharterschool.org
Rodriguez	Stefanie	Instructional Aide	stefanierodriguez@blueoakcharterschool.org
Saetern	Amber	Paraprofessional	ambersaetern@blueoakcharterschool.org
Senoglu	Grace	Paraprofessional	gracesenoglu@blueoakcharterschool.org
Vought	Jill	Paraprofessional	jillvought@blueoakcharterschool.org
Von Rotz	Shawn	Instructional Aide	shawn@blueoakcharterschool.org

Special Education Staff

Ceja	Rachel	Special Education Director	rachelceja@blueoakcharterschool.org
German	Tammy	School Psychologist	tammygerman@blueoakcharterschool.org
		Education Specialist	TBD
		Speech-Language Therapist	TBD

Support Staff

Archer	Alex	Executive Assistant	alexarcher@blueoakcharterschool.org
Bass	Amber	Behavior Support Assistant	amber@blueoakcharterschool.org
Buckley	Maggie	Business Office Assistant and HR Coordinator	maggie@blueoakcharterschool.org
Chandler	Kelley	Attendance Clerk and Festival Support	kelley@blueoakcharterschool.org
Cook	Rosalyn	Lunch Lady	rcook@blueoakcharterschool.org
Machi	Kellie	Registrar	kellie@blueoakcharterschool.org
		Health Aide	TBD
Todd	Emma	School Counselor	emmatodd@blueoakcharterschool.org
Wren	Natalie	Nurse	nataliewren@blueoakcharterschool.org

Custodial

Couch	Melanie	Custodian	melaniecouch@blueoakcharterschool.org
Ernest	Buck	Facilities Manager and Safety Coordinator	buck@blueoakcharterschool.org
Maddox	Kathy	Custodian	kathymaddox@blueoakcharterschool.org
		Custodian	TBD

Administration

Domenighini	Susan	Executive Director	sdomenighini@blueoakcharterschool.org
		Assistant Director and	
Ceja	Rachel	Special Education Director	rachelceja@blueoakcharterschool.org
		Facilities Manager and	
Ernest	Buck	Safety Coordinator	buck@blueoakcharterschool.org

Preliminary Safe Return to In-Person Instruction and Continuity of Services Plan

This section has not been finalized and will be reviewed by the Charter Council at their August Meeting.

On Monday, July 12, 2021, the California Department of Public Health (“CDPH”) issued updated K-12 school guidance for the 2021-22 school year, which establishes both required and recommended health and safety protocols for the coming school year. In addition, the California Department of Education (“CDE”) reminded schools that a condition of receiving their American Rescue Plan ESSER III funds is for each school to prepare and post an LEA Plan for the Safe Return to In-Person Instruction and Continuity of Services (“SRIPICS”). With this new guidance, schools now have different rules that will need to be incorporated into reopening plans for the 2021-22 school year.

Young, Minney, & Corr

The following Blue Oak Safety Procedures are based on that guidance. For a link to the guidance document please go to our [website](#).

1. Masks

- a. Masks will be expected indoors by students and for all staff in the presence of students

Mask Requirement Matrix			
Low Transmission 0-9 cases/100,000 in the last 7 days	Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Students will be reminded to wear a face covering in any indoor setting	Students will be reminded to wear a face covering in any indoor setting. If a student refuses to wear face covering, a school official will call	Students must enter the indoor setting with a face covering on and keep it on. If a student refuses to wear a face covering, the student will be removed from	Students must enter the indoor setting with a face covering on and keep it on. If a student refuses to wear a face covering, the student will be

	home and report to the parent. If a student is reminded a second time, a parent conference will be scheduled. Results of the conference may include disciplinary action or placement into the Independent Study Program.	the setting. A parent conference will be scheduled. Results of the conference may include disciplinary action or placement into the Independent Study Program.	removed from the setting. A parent conference will be scheduled. Results of the conference may include disciplinary action or placement into the Independent Study Program.
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- b. Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- c. Face coverings are optional in all outdoor settings.
- d. Face coverings will be provided if a student does not have one.
- e. In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a face covering outside of the classroom.
- f. It is recognized that wearing a mask for a full school day is an increase from The 2020-21 experience.

2. Hand hygiene recommendations

- a. Blue Oak will Continue teaching and reinforcement of hand washing, avoiding contact with eyes, nose and mouth, covering coughs and sneezes throughout the day.

3. Screening testing recommendations

Test Screening Matrix		
Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Offer screening testing for students not fully vaccinated at least one time per week.		

4. Physical Distancing / Small Group Requirements

- a. No minimum physical distancing or isolation of groups will be required, though eating physical distance will be maximized with outdoor seating when possible

5. Ventilation & Cleaning

- a. Facilities staff will continue to monitor ventilation and will properly maintain and replace filters.
- b. Facility will be cleaned and disinfected once a day.
- c. If a person has been reported as sick with COVID 19 within the last 24 hours, any area used by them will be cleaned specifically.

6. When Sickness Occurs

- a. Families and students will be expected to stay at home when sick and get tested.
- b. Staff and students with symptoms of COVID-19 infection will be directed not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:
 - i. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
 - ii. Other symptoms have improved; and
 - iii. They have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.
- c. COVID-19 will be reported to the local public health department per AB 86.
 - i. The school nurse will act as Blue Oak's COVID-19 liaison.

7. Quarantine

- a. Blue Oak supports and follows CDPH under the advice of the school nurse.

8. Visitors and Volunteers

Visitor and Volunteer Matrix			
Low Transmission 0-9 cases/100,000 in the last 7 days	Moderate Transmission 10-49 cases/100,000 in the last 7 days	Substantial Transmission 50-99 cases/100,000 in the last 7 days	High Transmission 100+ cases/100,000 in the last 7 days
Visitors will be reminded to wear a face covering in any indoor setting. Volunteers will be required to wear a face covering in the indoor setting.	Visitors will be reminded to wear a face covering in any indoor setting. Volunteers will be required to wear a face covering in the indoor setting.	Limit nonessential visitors, volunteers, and external groups with people who are not vaccinated. All will be required to wear a face covering in any indoor setting.	Only allow access to direct service providers. They will be required to wear a face covering in any indoor setting.

CDPH anticipates revisiting the masking requirement no later than November 1, 2021. We propose revisiting this policy at that time.

Blue Oak Charter Council will review and update this policy no later than the next regularly scheduled board meeting after any CDPH update.

Governance

The school is collaboratively governed by 3 main groups, the Faculty, the Parents, and the Charter Council; with Administration serving as the facilitating body. CUSD is our charter granting agency, but they are not involved in our day-to-day school governance.

Charter Council (BOCC)

Our school is governed by a 7 member Charter Council with 3 parent representatives and 4 community members. The BOCC is the entity which is held accountable for the operations of the school. It is the responsibility of the Charter Council to develop policies and put them in writing, so they serve as guidelines and goals for the successful and efficient functioning of the school. The BOCC meets regularly on the school campus. These meetings are currently scheduled for the 3rd Tuesday of each month at 6 pm unless otherwise notified. These are public meetings. If you are interested in learning more about the inner workings of our school, these meetings will give you some insight. Agendas for regular meetings are posted at the front of the school three days prior to the meeting date, with the exception of special meetings, which require 24 hours notice.

Advisory Committees

The Blue Oak Charter Council and Administration are supported by a variety of committees acting as advisory bodies. Parents, Faculty, Classified Staff, Charter Council and Administration are represented or engaged in these committees.

The following are the current committees or councils:

Finance - The Finance Committee reviews all issues related to the budget and financial planning. The committee meets monthly approximately a week before the BOCC meetings.

Safety Committee - The Safety Committee meets at least annually and as necessary to review and update the School Safety Plan.

Parent Council (BOPC)

The BOPC (or PC) is made up of parent representatives from each classroom, and 3 to 4 additional officers. The PC acts as the facilitating group for the whole parent body, helping to organize events, fundraising efforts and parent enrichment evenings. If you would like to be involved in the school's leadership, the PC is one avenue for that. The PC meets monthly on the first Tuesday at 6 pm, unless otherwise notified. Anyone is welcome to attend these public meetings. Meetings are a forum for discussion regarding matters which concern our community life and our school. In addition to parents, there is also a Faculty Rep., Administrative Rep., and a Charter Council Rep. present at the meetings.

Ad Hoc Committees/Teams/Advisories

Other Committees, teams, or other collaborative groups, are developed on an as needed basis.

Currently the following Advisories & Teams are in place

- Equity Task Force
 - Designed to look critically at how we can diversify our curriculum, ensure subject matter and teaching materials align with our values and create opportunities for staff and faculty to learn how to uncover and change their biases around race and the ideology of white supremacy.
- Pedagogical Team
 - Reviews questions, changes, or confusion that arise around Waldorf pedagogy.
- Leadership Team
 - Review student data and teacher recommendations for potential interventions for academics and behavior.

Attendance & Absences

Attendance Makes the Difference!

We encourage families to support students to attend each and every day of the school year that they can. If children don't show up for school regularly, they miss out on fundamental reading and math skills and the chance to build a habit of good attendance that will carry them into college and careers. It's not only unexcused absence, but any absence. Though some absences are unavoidable, and we want to encourage students to stay home if they are not well, it is important to be aware that missing too much school can have serious consequences.

Attendance Awards

Excellent attendance, considered at 98% or above recognized and awarded throughout the school year.

Excused Absences

- An illness that involves fever, vomiting, injuries, serious allergies, or situations when a physician recommends the students are absent from school
- Medical or dental appointments which cannot be scheduled outside the school day
- Religious Holidays
- Court ordered absences

Other unusual circumstances when approved by the administrator and requested in advance

Procedure for Chronic (Excessive) Absenteeism

Chronic Absence is defined as missing 10% (18 days) or more of school and includes both excused and unexcused absences. Absenteeism and its ill effects start early. Poor attendance can influence whether children read proficiently by the end of third grade. By 6th grade, chronic absence becomes a leading indicator that a student will drop out of high school.

If your child misses more than one day of school during any 4 week period you will be contacted by the Health Aide to help review what medical issues may be occurring that are keeping your child from school, and to support you in addressing them. If this pattern continues more formal communication, offers of support and meetings will be scheduled.

Unexcused Absences

- Minor colds and congestion where no fever is present
- Minor allergies
- Long weekends and vacations
- Moving days (change of residence)
- Transportation problems
- Appointments for non-essential activities such as haircuts

Procedure for Unexcused Absences

- After 3 unexcused absences, a letter of truancy will be sent home
- After 4 unexcused absences, a second truancy notice will be sent home and parents will be invited to attend a conference to discuss resolution of the truancy problem.
- After 5 unexcused absences, the student will be declared a habitual truant and another parent conference will be scheduled. If suggested alternatives to reach a resolution of the truancy problem are not followed through responsibly and successfully, the problem will be reviewed and consideration will be given to pursue a course of legal action.

Planned Absences/Independent Study (suspended under distance learning)

If you know your child has a “planned absence” for two days or more, please arrange for them to go on short-term Independent Study for the duration of their absence. This will ensure that your child is not considered absent and they can keep up with their school work. It also allows the school to continue to receive state funding.

Process for Independent Study

The Independent Study (I.S.) process must be carefully documented for the school to receive funding for your child’s attendance. All Independent Study business is handled through the front office. To sign your child up for Independent Study you must first initiate the process by filling out the Independent Study Agreement. If enough notice is given, your classroom teacher will compile a work packet relevant to the student’s current class work. If not enough notice is given, the front office can provide you with a premade packet, relevant to their grade level.

Your child will need to complete their Independent Study Packet and you will need to schedule an appointment to submit and return the completed work.

Tardies

There is an important rhythm to each school day, with an opening and a closing activity. It is extremely important that your child arrives at school on time to benefit from the entire class day. If your child is late, the child must get a tardy slip in the front office before going to class. If they arrive at the classroom and the door is closed, you (or your child) must knock and wait for the teacher to invite you in. This is done so that the class activity at hand is not unduly disrupted for the other students.

Unexcused Tardies

If a student arrives more than 30 minutes late without a valid excuse, it is considered an unexcused tardy. A staff or faculty member will call home as soon as a pattern emerges. Upon the 4th unexcused tardy, or early departure, a letter may be sent home, and a conference scheduled to establish a plan to support the students on time arrival.

Truancy

A student who is absent or tardy from school without a valid excuse in excess of thirty (30) minutes or more per day, for four different days or more, during the school year, will be declared truant, and the parents will be notified of their obligation to resolve the truancy problem. * See *Procedures for Unexcused Absences above*.

For more information on attendance and how it affects students visit:

<https://www.attendanceworks.org/>

Behavior Expectations

Waldorf includes the importance of virtues in building the strength of the community. Our faculty have chosen five virtues (Reverence, Courage, Friendships, Wisdom, and Compassion) and built a Behavior Matrix.

Virtues	Classrooms	Hallway	Bathroom	Cafeteria	Outside
Hold REVERENCE	Follow dress code Enter rooms quietly Come prepared with materials needed Raise your hand to speak Listen and follow directions	Walk slowly, face forward, and stay in an orderly line Join your class in song or remain quiet Keep hands and body off the walls If it's not yours, don't touch it	Keep the stalls, floors, and counters clean and dry Avoid lingering, return to class quickly	Keep salad bar, walkways, and counters clean Be Mindful of kindergarteners listening to story	Help protect our Peaceful Thoughtful Garden and other parts of nature Pick up litter and garbage Keep cell phones off, tucked safely away

	Treat materials and furniture with tidiness and care				
Have COURAGE	<p>Ask questions and seek help from others</p> <p>Try new experiences with a positive attitude</p> <p>Practice, practice. Don't give up!</p> <p>Participate in activities and class discussions</p>	<p>Feel comfortable walking by yourself or request a buddy</p> <p>Remind others of our school's virtues</p> <p>Go directly to your destination</p>	<p>Set a good example</p> <p>Speak up when you don't feel comfortable</p> <p>Report problems to an adult</p>	<p>Try new foods on the menu and in your lunch basket</p>	<p>No Rough Play</p> <p>Challenge yourself to reach new goals physically</p> <p>Line up as soon as the bell rings</p>
Build FRIENDSHIPS	<p>Use a kind, calm voice, and wholesome language at all times</p> <p>Keep hands, feet, and objects to yourself</p>	<p>Allow space for others</p>	<p>Use manners</p> <p>Wait your turn</p>	<p>Get to know the yard duties and lunch server</p> <p>Get to know children from other classes</p>	<p>Help coach others how to play games and use playground equipment</p>
Seek WISDOM	<p>Be on time</p> <p>Complete your classwork and homework on time</p> <p>Respond to direction in a respectful manner</p>	<p>Observe what others are learning in hallway galleries</p> <p>Read posters and take-home fliers to stay informed and involved</p>	<p>Take care of your body</p> <p>Go, flush, wash, dry</p> <p>Use only the water and paper towels you need</p>	<p>Learn the seasonal am/pm menu</p> <p>Memorize your lunch ID number</p>	<p>Learn the rules to recess games and follow them honestly</p> <p>Use playground equipment appropriately</p>
Show COMPASSION	<p>Listen closely to others' questions</p> <p>Give thinking and speaking time to others without interrupting</p> <p>Be patient when others need more time</p>	<p>Help tie shoes</p> <p>Be polite at the drinking fountain</p>	<p>Respect privacy</p> <p>No peeking, locking doors, or turning off the lights</p>	<p>Stop and help someone if their food or drink spills</p>	<p>Invite new friends to join you</p> <p>Be encouraging to others</p> <p>Remember to STOP, WALK, and TALK when you are upset</p>

Discipline

We strive for clarity in our behavior expectations. We look to the Nurtured Heart Approach® for inspiration and strategies as we respond to student behavior. We encourage parents to learn more about the Nurtured Heart Approach®. You can find information online at www.ChildrensSuccessFoundation.com

Referral Process

Students sometimes need correction. We have identified 3 Levels of referrals and the behavior offenses which align with them. If a referral notice is sent home, please sign it and return.

Level 1: Referral is addressed verbally by the staff member who has witnessed one of the below offenses:

- Name Calling
- Running in the Halls
- Being Disrespectful
- Being Dishonest
- Rough Play
- Not Staying in Seat
- Shouting Out
- Not Raising Hand
- Being Off Task
- Excluding Others
- Rumors
- Being Disruptive (infringing on others learning)
- Arguing
- Refusing to follow requests
- Wandering Classroom

If any of these offenses are repeated 3 consecutive times in one time period, it will then be considered a Level 2 offense and a Level 2 referral will be written.

Level 2: Is addressed with a written referral notice completed by the staff member who has witnessed one of the below:

- Telling untruths to avoid responsibilities or consequence
- Deliberate attempt to deceive
- Profane/Obscene language
- Verbal Aggression
- Cheating
- Stealing from others
- Throwing or shoving materials or furniture to the floor (isolated incident, 1 time)

If any of the above-listed behaviors are repeated 3 consecutive times in a day, it will then be considered a Level 3 offense

Level 3 is addressed by the Administration. A written referral notice is completed a staff member for any of the below offenses:

- Behavior intended to bring harm to themselves or others

- Fighting/Kicking/Hitting/Biting/Spitting
- Throwing or shoving furniture or school property repetitively to the ground or at someone
- Stealing from school property or teacher or anything of monetary value
- Vandalism – Altering, defacing, or destroying other's/school property
- Verbal or written threats of physical or emotional harm
- Malicious teasing/taunting/spreading rumors with the intent to embarrass others or cause fear
- An illegal act that break California Law (drugs, alcohol, weapons, physical assault, sexual harassment)

A level three referral does not mean an automatic suspension. Staff and administration collaborate to determine the most appropriate consequence

Sexual Harassment

Blue Oak is committed to maintaining an educational environment that is free from harassment. Sexual harassment of students by other students, employees or other persons, at school or at school-sponsored or school-related activities is prohibited. Students found guilty of sexual harassment will be suspended and possibly expelled. Definition of sexual harassment: Any unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical contact of a sexual nature made by someone at school.

Cell Phones

Blue Oak School campus is a cell phone free zone. Students are not permitted to have cell phones out while on campus, inside or outside of the building. Students may use the front desk phone if they need to reach their parents. If a child is found using a cell phone, it will be taken and held at the front office. It will be returned when an adult comes in to pick it up. We also ask that all adults follow this rule while inside school hallways, classrooms and playgrounds.

Suspension & Expulsion

A student may be suspended or expelled for prohibited misconduct if the act is related to school activity or school attendance occurring at any time including but not limited to: a) while on school grounds; b) while going to or coming from school; c) during the lunch period, whether on or off campus; d) during, going to, or coming from a school-sponsored activity. Blue Oak follows the education code as outlined in our Charter.

Clothing

Please remember to use good judgment when choosing appropriate clothes for your child to wear to school. It is most desirable for children's clothing to be free of media images and catchy slogans. Children are inundated with advertisements in their daily lives, and we strive for school to be a space free of that. Students' clothing should be safe for themselves and for the children around them. Therefore, the following guidelines should be considered:

- Casual, loose clothing that allows children to move and play comfortably is recommended.
- Shoes should be safe and appropriate for recess and PE. Closed-toed shoes are best for school and are required for "PE days." Flip-flops, shoes without a heel strap, boots, "wheelies," dress shoes or shoes with high heels are not safe.

- Beach attire, such as halter tops, bare midriffs, strapless shirts or dresses, spaghetti strap shirts or dresses, see-through clothing, off-the-shoulder blouses and short skirts/shorts are not appropriate for school.
- In hot weather, students may wear shorts that have at least three inch inseam. Remember, however, that long pants protect knees better than shorts do! Pants and shorts must be worn at the waistline and must not expose undergarments.
- Clothing which displays vulgar language or gang symbols, promotes drugs, alcohol or other inappropriate or illegal messages are not permitted.
- Bracelets and other dangling jewelry can tangle in play equipment and cause injury.
- Light-up shoes and roller shoes are not permitted
- Hats are permitted if they meet all the dress code requirements - Faculty may require them to be removed during the class time

Before your child walks out the door, please make sure he/she is wearing appropriate clothing for an elementary school. Students may be sent home to change clothing if their attire is inappropriate.

Homework Policy

The Blue Oak Charter Council supports the use of homework in the educational life of the child.

Homework should be used as a tool to:

- Build healthy habits, life skills, and time management skills;
- Support classroom lessons;
- Enable students to complete unfinished work;
- Review and apply academic content for better understanding.

Homework is intended to be relevant to the content being covered in the curriculum and meeting the child's developmental needs, not to be brought as new information.

Kindergarten ~ Suggest to families to encourage their child to spend time in nature, in movement, in imaginative play, visiting the library, and helping with household chores. Parents should be reading to their children every day.

Grades ~ The level of homework increases through the grades to match the developmental stage of the child. If your student is averaging more than 10 minutes a day per grade level (10 minutes for first, 20 for second, and so on) please contact your child's teacher to review the assignments and workload.

At the beginning of the school year teachers will inform students, and parents/guardians of homework expectations.

Although the homework assignment is the responsibility of the student, parents/guardians are expected to ensure homework is completed. If a student repeatedly fails to turn in homework the teacher will contact the parents as soon as possible so that corrective action can be taken prior to final grades being submitted.

Teachers shall review completed homework to assess the student's understanding and to give timely feedback.

Emotional Support Counseling Services

There are times when we all need some extra support. Blue Oak is committed to helping students and families learn to be aware of their emotional needs and find help when they need it.

Counseling Referrals

A parent or teacher may feel a student would benefit from a discussion with a counselor. A referral process has been established for this purpose, which will always include contacting the parent or guardian. Please discuss this with your child's teacher or stop by the front office for more information.

Greatness Groups

Greatness Groups have been developed, based on the Nurtured Heart Approach, to address bullying prevention and other social issues. Small social skills groups are formed to help students break down communication barriers that can lead to misunderstandings and social difficulties. Students are placed in groups based on teacher and staff referral. Parent permission is required.

Communications

Communication between parents and school is vital. The school number is (530)879-7483, your call can be forwarded to the voicemail of an appropriate staff member. **Please note, calls for teachers during school hours will not be transferred to their extensions. A written message will be taken and delivered to the teacher at an appropriate time.*

We value direct communication lines. Anytime that you have concerns or questions about your child, please speak to your student's teacher. If you find that your concerns are not being met after first approaching issues directly, you may bring your concern to the appropriate Administrator. The front office can also help you identify whom you should speak to next. Fostering understanding and to resolve conflicts as they arise is important for all of us.

Communication tools

Blue Oak utilizes "Parent Square" as our main communication tool. This is a safe and secure platform for school-to-home communication. The two-way group messaging, private conversations, school-wide alerts and notices, and simple user interface keeps everyone

connected, creating a vibrant school community. To sign up for this service and make sure your contact information is current and correct please check in with the front desk..

Other methods used to communicate with Blue Oak families include:

- Home visits
- the Acorn - Weekly e-news regarding school activities
- Report cards and Parent Conferences
- Classroom newsletters
- Student work samples
- Class Meetings
- Monthly Parent Council, Blue Oak Charter Council, Finance Committee, Facilities Committee, Charter Review Committee meetings
- Automated phone calls
- Automated Texts

Home Visits

Classroom teachers will schedule Home Visits with each new student's family. These visits help create a special teacher-child bond and strengthen the connections between teacher and parents. They also give the children an opportunity to share their home life with their teacher.

Class Meetings

Most important to your student is the connection to their class and teacher. Throughout the school year, your classroom teacher will schedule class parent meetings. Class meetings are in addition to parent-teacher conferences. Specifics on what is going on in the class, field-trip information and other events are discussed. Childcare providers such as nannies and grandparents are welcome to attend.

Report Cards/Parent Teacher Conferences

Report cards are completed at the end of each semester. In addition to a scaled (number or letter grades) report, teachers will include comments about your child's progress. A parent is always welcome to schedule a meeting with their child's teacher to discuss a report card. Progress reports will be sent home twice a year; midway between each semester. The first progress reporting period is aligned with parent conferences in November. This is an opportunity for you to meet with your child's teacher to discuss your child's academic and social-emotional development. It is essential that you participate in your child's educational experience in this way. Your teacher may schedule additional conferences and you are always welcome to schedule a conference with your child's teacher.

Emergency Procedures

In the case of an emergency at the school, such as a fire or lock down, parents and guardians will be informed through Parent Square and the One Call system. Please make sure your contact information is correct. For further information please see the Safety Plan posted on our [website](#).

Standardized Testing

Blue Oak annually participates in California's Assessment of Student Performance and Progress (CAASPP). While we do not believe these tests are accurate in measuring the whole child, they are required, and provide the district and us with useful data, which helps us to serve our students well. Students in grades 3 - 8 take the California Standards Tests in both Language Arts and Mathematics during the designated testing period generally scheduled for April. This year 5th and 8th graders will also participate in the field test of California Science Test (CAST). Individual student results are provided to parents for review. These results are used as part of the assessment process to determine the individual and group needs as well as to inform our instructional goals and the district as to how our students are performing.

Academic Probation

While academic progress is not the only sign of student success, it is a crucial component. Middle school teachers will be updating grades every 3 weeks. At this time, any student who is receiving a grade of D or F in one of the main subject areas (math, ELA, science, history, specialties) will be placed on academic probation for the next 3 weeks. Parents will be notified of student placement on academic probation via email and letter home.

Academic Probation will include the following:

- 1) Lunch study hall
- 2) Mandatory catch-up room during Elective period (until assignments are completed)
- 3) No dance attendance
- 4) No in-town field trips
- 5) Overnight field trips with teacher and admin approval

Before and After School

Supervision

You may not leave your child on school grounds unsupervised, before or after school. Students may not hang out in the halls unsupervised. They may come in during the mornings to put their items down by their classroom but must return to the playground until the morning bell rings.

Drop-off

Upon entering the school parking lot, left-hand turns are not permitted for Blue Oak parents. All incoming traffic will be directed to turn right and park, or drive around the back of the school grounds and drop off in the designated "drop-off zone". All walk-ins must enter through the main entrance at the front of the school. Side entrances will remain locked at all times.

The Kindergarten is located at the back right corner of the school building. It is best to park near this area and walk your Kindergartener into the Kindergarten playground.

Children in Grades Tk-8 may be dropped off as early as 7:45 AM.

Pick-up Procedures

Students should be picked up from school at the close of classes. If your child is not picked up at their classroom within 15 minutes of dismissal, they will be sent to the Great Room to wait for you or dismissed to meet you at your arranged location. If you are going to be later than 15 minutes, please call the front office to let them know. If you are not able to pick up your student within the first 30 minutes, enrollment in after-school care may be a good option or participation in one of our after-school clubs.

Children in Grades 1st - 3rd are met outside their classroom each day.

This small gesture allows for countless opportunities to support your child but also for you to connect with other parents and your teacher. Of course, continuing this further through the grades is welcome and encouraged. If you cannot meet your little ones inside, please communicate that to your classroom teacher(s) so they can help direct your children to your meeting place.

Kindergartners must be picked up outside their classrooms.

Children in grades 1st - 4th require written permission from the parent to be able to walk home.

After School Care

Chico Area Recreation District (CARD) provides our after-school childcare services. They provide a Kindercare Program, which is held separately from the grade students and an aftercare program for grades 1-6. All child care services must be arranged with C.A.R.D. directly. For schedules and pricing see their website www.chicorec.com or Call (530) 895-4711.

After School Clubs

Blue Oak offers various After School Programs at no cost each school year. The offerings change each year and an updated schedule will be released to the community in August. After school clubs begin in September.

Examples from previous years:

Math Homework Club

Orchestra (*by teacher invitation*)

Chess Club

Middle School Band

Handwork Club

Facilities Use

Facilities are available for public use when consistent with our educational use and it does not conflict with school use. All use must be approved using the Facility Use Permit.

Volunteering, Visiting & Participation Hours

Your participation is essential to your child's success and to our school community. We ask that each family group complete 50 volunteer hours each school year. There are several ways to participate in the school. To find out more check the website, talk to the front office staff, or ask your classroom teacher how you can help in the classroom.

Please review the information covering COVID reopening on page 12 for current details on related safety measures.

Visitors

Blue Oak Charter Council (BOCC) believes that it is important for parents/guardians and community members to take an active interest in the issues affecting students and encourages parents/guardians and other interested members of the community to visit the school and participate in the educational program. Please refer to

To ensure the safety of students and staff and minimize interruption of the instructional program, the Executive Director will establish procedures that facilitate visits during regular school days. Visits during school hours should be first arranged with the Teacher and Executive Director or designee.

To ensure the safety of students and staff and avoid potential disruptions, all visitors shall sign-in immediately upon entering any school building or grounds when school is in session.

No electronic listening or recording device may be used by students or visitors in a classroom without the Teacher and Executive Director's permission.

BOCC encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the complaint process posted on our website if they have concerns with any district program or employee.

In accordance with Penal Code 626.7, the Executive Director or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a district student, shall request written permission from the Executive Director before entering the school campus or grounds. As necessary, the Executive Director shall consult with local law enforcement authorities before allowing the presence of any such person at school or other school activities.

Volunteer Requirements

All Volunteers who will be with children, on or off campus must have a Live Scan clearance (fingerprints cleared) on file with Blue Oak School. Clearances from other organizations or schools are non-transferable. Please see the front office staff to pick-up the Live Scan form you will need when completing your live scan. Once you have a clearance on file with Blue Oak School you are indefinitely cleared for volunteering at Blue Oak, unless otherwise notified. If the one-time cost associated with this requirement is prohibiting you from volunteering please ask

front office staff how we can help you.

Curriculum

The curriculum at Blue Oak is Waldorf inspired and Common Core aligned. Please check our website for Curriculum at a glance. The link below offers valuable information about the standards and the Waldorf.

[Public Waldorf & Common Core Standards Alignment](#)

Field-trips

Field trips are an important part of the Waldorf program and a high level of parent participation is required to make them possible. Please check with your teacher concerning field trips as COVID 19 has required adjustments to the planning.

Behavior Expectations

Courteous behavior is always expected of students, parents, faculty, and staff, while on field trips or participating in activities at School. All of the school and classroom guidelines apply to children, teachers, and parents on field trips.

Chaperones

Chaperones are chosen at the teacher's discretion. All chaperones must have a LIVE SCAN clearance on file with Blue Oak School. All chaperones must comply with all school rules and field trip policies. Smoking, use of tobacco products, drinking alcohol, and/or drug use, are **NOT** permitted on school field trips. Siblings and pets are not permitted on school field trips.

Costs

We ask that parents cover the costs of field-trips through donations. If you are unable to pay for these costs we ask that you speak with your classroom teacher and participate in classroom fundraising activities.

Drivers

In most cases, children will be transported by private vehicles. The school requires that all Drivers have the following on file with Blue Oak School (1) Current Driver's Lic. (2) Adequate auto. insurance coverage (3) Live Scan Clearance w/ Blue Oak School.

Overnight field-trips

Overnight field-trips begin in the 3rd grade and continue every year thereafter. Each grade level has specific trips each year which are directly correlated to their grade level curriculum.

Permission Slips

Our school has a general Walking Field Trip permission slip for all walking field trips throughout the year. There are also separate field-trip permission slips for each field-trip requiring transportation.

Intervention Services

Students struggling with academics may be referred to receive additional support. This may include small groups or one-on-one intervention time. Your child's needs will be reviewed with you prior to any intervention. If you believe your child needs academic intervention your first step is to communicate this to your classroom teacher and request that an SST (Student Study Team) is initiated for your child. The SST will then work with you and your child to identify the issue(s) and determine whether changes can be made within our general education program or whether further intervention services are needed through further development of an IEP (Individual Education Plan).

If you feel your concerns are not being addressed please reach out to our Executive Director or our Special Ed. Director to discuss your concerns further.

What Is The Student Study Team?

The Student Study Team (SST) includes, at a minimum, you, your student's classroom teacher, and an administrator. This team reviews individual student strengths and areas of concern. The SST then plans strategies and organizes resources to help your students improve their ability to learn and be successful at school. This process is a function of regular education.

How Is A Student Selected For the SST Process?

When a student is struggling with learning, behavioral and/or emotional needs and seems to need additional attention, the parent, the classroom teacher, counselor or an administrator will ask that a Student Study Team be called to discuss the student's needs.

Classroom Placement

The process of making up classes begins in May. Our goal is to achieve academic, behavior, and gender balanced classes. We also strive to create strong class communities and support individual student needs.

Parents frequently have information concerning their children that they wish to have considered during the placement process. Parents with such information are asked to write to the school Registrar explaining their child's special needs. We work to honor requests for a specific teacher, but cannot guarantee it.

Student Health

FIRST AID, defined as the immediate, temporary care given in case of accident or sudden illness, will be given when necessary. First aid will be rendered by the school nurse, health aide, or by a staff member. In case of a serious accident, every attempt will be made to contact the parent/guardian before the child is taken to the doctor. Please inform the school of changes in telephone number/address or work locations and provide the name and phone number of an emergency contact.

SCHOOL AUTHORITY TO EXCLUDE CHILDREN FROM SCHOOL The California Education Code (CED 48211) authorizes the school to exclude students who exhibit evidence of contagious or infectious diseases or children showing evidence of improper hygiene.

CONTROL OF DISEASES & THE COMMON COLD Check your child daily for signs of illness (cough, sore throat, fever, rashes, etc.) Children with colds should remain at home until most of the sneezing/coughing is over. Please send tissues with the child when he/she returns to class.

DISEASE INCUBATION EXCLUSION PERIOD

Chicken Pox 2-3 weeks 1 week after eruption first appears
Conjunctivitis 1-3 days Until pink eye clears and no pus remains
Scarlet Fever 1-3 days 10-21 days from onset or clinical recovery
Strep Throat 4-10 days Not less than 7 days
Impetigo 4-10 days 24 hours after treatment with Rx medicine
Ringworm 4-10 days 24 hours after treatment with Rx medicine

IMMUNIZATIONS To comply with the California Immunization Law, the parents/guardians must make sure each student has completed the required diphtheria, tetanus, pertussis (DPT), polio, measles, mumps, and rubella (MMR), and Hepatitis B series immunizations before enrolling/starting school. If the immunization is contrary to a result of medical problems, a form must be signed to this effect by the parent/guardian and filed in the school office.

MEDICATIONS If your child needs prescription medication during school hours it must be kept in the health office (Rest & Recovery), with the health aide. Medications will be administered according to state regulations. A signed doctor's note must be kept on file with all prescription medications. Students may not carry any type of medication (prescription or over-the-counter) on their person or in their bags.

HEAD LICE POLICY It is necessary that efforts be made to effectively control head lice as soon as it becomes evident that a student may be infested. When a student has been found to have head lice, parents will be immediately contacted and the student excluded from school in order to receive proper treatment. Students will be readmitted to school ONLY after they have been checked by appropriate school staff and found to be free of BOTH head lice AND nits. It is recommended that parents check children weekly for signs of head lice. When shampooing, observe behind the ears and above the neck for nits or eggs (pearly ovals cemented to hair shaft 1/4" from the scalp) or live lice (pin-head size). Routine screening is important since many students will exhibit no symptoms or itching. If evidence of infestation is found, please notify the school so appropriate action can be taken. Contact friends, sitter, etc. and let them know also.

TOBACCO FREE POLICY (Board Policy: #5131.6 – summarized) Blue Oak Charter Council (BOCC) recognizes that the use of commercial tobacco products, including electronic smoking devices, is a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The use or promotion of commercial tobacco products, including electronic smoking devices, on school grounds and at off-campus school-sponsored events are detrimental to the health and safety of students, staff, and visitors. All adult staff and visitors serve as role models to provide an environment for learning and working that is safe, healthy, and free from

unwanted smoke or aerosol and other commercial tobacco use for the students, staff, and visitors.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of school grounds,

except on a public sidewalk located within 25 feet of the school. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

(A) Blue Oak students are prohibited from possessing, using, consuming, displaying, promoting, or selling any tobacco products, tobacco-related devices, imitation tobacco products, or lighters at any time on school property or at any off-campus, school sponsored event.

(B) Administrators, staff, or visitors of BOCS are prohibited from using, consuming, displaying, activating, promoting, or selling any tobacco products, tobacco related devices, imitation tobacco products, or lighters at any time on school property or at any off-campus, school-sponsored events. This includes products or paraphernalia displaying tobacco industry brands.

(C) It shall be a violation of this policy for BOCS to solicit or accept any contributions, gifts, money, curricula, or materials from the tobacco industry or from any tobacco products shop or producers of electronic smoking devices.

(D) Instruction to discourage the use of tobacco products shall be included in the education provided for all students.

Pesticide Use

Blue Oak follows the Healthy Schools Act of 2000 and utilizes an Integrated Pest Management System that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using non-chemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment, are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. The Healthy Schools Act of 2000 requires all California local educational agencies to notify parents and guardians of pesticides they expect to apply during the year. Please see the website for specific information.

Please contact the Facilities Manager if you wish to receive written notification at least 72 hours prior to the application of an individual pesticide at your school. Each school will maintain a list of parents or guardians who want to be notified before individual pesticide applications are made. Prior to the application of any pesticide, the District will post a warning sign at the area to be treated at least 24 hours prior to the pesticide application and such signs will remain posted for at least 72 hours after the application. In the event of an emergency condition, advance notification and prior signposting may not be feasible, but a warning sign will be posted immediately upon application of the pesticide.

Complaint Procedures

The Uniform Complaint Form, found under Parent Resources/Forms on the website is utilised for all formal complaints. Please complete the form if there is a complaint or charge against the school site, program, office or school employee. Submit this complaint form to Blue Oak School. Call (530) 879-7483 for assistance with completing the form. The School will issue a written decision within 60 days.

The Executive Director may assign other staff or other individuals to investigate based on the nature of the complaint. The Executive Director will ensure that employees and individuals designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Designated employees may have access to legal counsel. Staff members and individuals who may be asked to investigate complaints are: Executive Director Teacher/Faculty Support Staff Landlord Other The Executive Director will promptly notify the complainant if another employee or individual is designated to investigate the complaint.

Lunch Program & Meal Services

Our current meal services are provided through CUSD. Breakfast is served before school between 7:40 am and 8:10 am. A second chance breakfast is served during morning recess/snack period. Hot lunches are served daily every day except Thursday (half-day) when a sack lunch is served.

Breakfast and lunch will be provided to all students at no cost.(new 2020-21)

Pre-ordering is not needed. Students can just show up for breakfast and simply need to raise their hand during the lunch count each morning to get a school lunch. Students are given 2 choices at each meal time and a fresh fruit and vegetable bar is open to them at each lunchtime. Free and Reduced lunch applications are provided at Registration days and available at the front office.

Parent Enrichment Evenings

These are provided for current families, prospective families, and the general community throughout the school year. It is important for all community members of our school to seek continual growth and education. These are provided for you as a community service and we strongly recommend that you attend each one. Deepening your understanding of Waldorf education is key to your child's success at our school.

Birthday Celebrations and Parties

Birthdays at our school are important for your child and the entire class community. In the early grades, each teacher arranges a special classroom celebration to honor them. You can speak with your class teacher for more details. If you'd like to share a treat with the classroom, please discuss it with your child's teacher ahead of time.

Student School Phone Use

Student phone use is limited to staff approved calls. **Calls from parents will not be transferred during class time.** The office staff will be happy to take messages and leave them in teacher mailboxes.

Photos & Video opt-out/opt-in

Photos and video footage of students are used in public promotional materials and shared online via Facebook and our website. If parents do not wish photographs or videos of their student to be used in these materials, they must complete a Photo/Video Opt-Out form provided at registration days or at the front office. Opt-out requests are valid for the current school year and must be renewed at the start of each school year. Special Education students (students w/ IEPs) will need to Opt-In to photo use, as required by Federal Law.

Screen-time

As a community, we value placing limits on the time children spend in front of screens. We realize this goes against mainstream culture and we encourage parents to support each other without judgment and help one another develop lifestyles which are consistent with this value.

Charter/District School Enrollment

Helpful Guidelines

- Ideally, students in grades K-3rd grade are not exposed to screens at all, as their brain development is most susceptible to the negative effects at this stage. Please see recommendations from the American Academy of Pediatrics on this topic.
- No screen-time during the mornings, either before school or on the way to school
- No screen-time exposure throughout the school week
- Screens off at least 1 hour before bedtime
- Weekends, screen-time exposure should be selective, limited, and monitored by parents

No student may be required to attend the Charter School. Students who choose not to attend the Charter School may attend school within their district of residence according to that respective district's policy or at another school district or school within the district through the district's intra and inter-district policies. Parents and guardians of each student enrolled in the charter school will be informed on admissions forms that the students have no right to admission in a particular school of a local education agency as a consequence of enrollment in the charter school, except to the extent that such a right is extended by the local education agency.