

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

Join Zoom Meeting

<https://us06web.zoom.us/j/83882810720?pwd=Wkh0M1hlejNCOU9Lb0Jsalc5OStHZz09>

Meeting ID: 838 8281 0720

Passcode: t39y2H

Wednesday, January 14th, 2022 - 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.

Update: On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 (AB 361) into law which allows public agencies to continue to conduct meetings remotely during the COVID-19 pandemic and other proclaimed emergencies. 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. 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.

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 November 15th, 2022
- 2.2. Charter Impact Monthly Report
 - 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. Teleconferencing During State of Emergency
State of Emergency (§ 8625)
- 2.5. Accept Employee Resignations

Jim Weber, Charter Impact

3. FACULTY

- 3.1. Grade Level Report

Sarah Lee & Nick Meier

4. GOVERNANCE

- 4.1. Projects Update
- 4.2. Finance Committee Report
- 4.3. Parent Council Report
- 4.4. Equity & Inclusion Task Force Report
- 4.5. COVID-19 Response
- 4.6. Assign BOFC Chair
- 4.7. Credit Card Approval
- 4.8. Dental Screening MOU
- 4.9. Capacity Building Grant
- 4.10. CCSPP Planning Grant
- 4.11. Administration Pay Scale

Riley Murray
Trisha Atehortua
Kristen Woods
Susan Domenighini

5. ADMINISTRATION

- 5.1. Executive Director's Report

Susan Domenighini

6. NEXT MEETING - Tuesday, January 17th, 2023 at 6:00PM

7. ADJOURNMENT

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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

- Chelsea Parker called the meeting to order at 6:03PM.

1.2. Roll Call of Council Members and Establish Quorum

- Present: Trisha Atehortua, Leanna Glander, Kristen Woods, Chelsea Parker, and Laurel Hill-Ward
- Absent: Vicki Wonacott

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."

- Chelsea Parker read the school verse.

1.4. Agenda Modifications

- No agenda modifications were made.

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)

➤ No audience members addressed the council at this time.

2. CONSENT AGENDA

2.1. Approve Minutes from October 18th, 2022 and November 1st, 2022

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. Teleconferencing During State of Emergency
State of Emergency (§ 8625)**

2.5. Accept Offers of Employment

2.6. Accept Employee Resignations

2.7. Acknowledge BOCC Resignation

- Laurel Hill-Ward made a motion to accept the consent agenda. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

3. FACULTY

3.1. Grade Level Report

Sarah Lee & Nick Meier

➤ Sarah Lee shared a presentation via Powerpoint.

4. GOVERNANCE

4.1. Finance Committee Report

Susan Domenighini

➤ The BOFC reviewed a few things that are on the agenda to discuss later including the 1st interim report, factoring terms and the line of credit options as well as the pay scale and insurance options.

4.2. Parent Council Report

Kristen Woods

- The PC talked about Walk Into Winter which will be taking place Saturday, Dec 10th from 2PM to 7PM. The 7th grade parent rep is taking the lead on that event. There will also be another monthly clothing swap this Thursday held by Ms. Claire. The PC has been donated amazing speakers and mics for events in the future. Members also began talks about fundraising but some items were tabled for next month's meeting.

4.3. Equity & Inclusion Task Force Report

Susan Domenighini

- The Task Force staff reps met yesterday; we are still needing parent representation. We are doing some good work; we talked about inclusion of world culture in the regular curriculum and how to do that well; it's a big topic. At the moment we have a great list of monthly celebrations going but are talking more in depth about how to make those celebrations included as a regular part of our block schedules each year. The task force wants to make sure we are not just celebrating a culture once a year, or isolating a culture to a specific month, and instead incorporating as many cultures as we can in our year-round curriculum. Next month, we are going to start the conversation of defining diversity for our school (cultural, racial, neuro-diversity, etc). We want to define it for ourselves so we know how to tackle it better as we move forward now that this is a regular part of our conversation at school. Starting with what diversity means to our school would be helpful as we move into future actionable conversations to support inclusion and equity.
- Leanna suggested using Chico State as a resource we could utilize for this. Leanna will share a few contacts with Susan from the Cross-Cultural Leadership Center.

4.4. COVID-19 Response

- We have had a significant increase in COVID cases. Susan has had to send out a few ParentSquare messages. We do have home tests available to hand out. We have also been encouraging families to test before coming back to campus after the break. We have plenty right now to get through the holidays. Natalie and Susan are still working to keep up with the continuing changes in guidelines and regulations. As of right now, things will stay the same but we will have more information next month. In addition to COVID, there have been a lot of illnesses lately through our staff and students. The board suggested reminding parents about independent study for COVID and other outages.

4.5. Establish BOFC Chair

- The Finance Committee needs a new chair since Amber Brown has stepped down from the BOCC. The BOFC chair is required to be a BOCC member. Trisha stated that she will attend the December meeting as an interim chair so the board can have more time to establish an official chair. We will bring this item back to the December meeting.
- Chelsea Parker nominated Trisha Atehortua as interim BOFC chair for November. Laurel Hill-Ward seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X

Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.6. 1st Interim Report

- 1st Interim is the report out on our October financials. The BOFC checks in monthly as a school but the state and authorizer don't need to check in until October. The information in this report is the same information we have reviewed but in the required format. It states what our budget was in June, what it looks like now, and what it should look like at the end of the year. The surplus in this year's numbers are driven by fully recognizing the schools Hold Harmless. The Hold Harmless funds are good news this year but in the 23/24 school year it will take more creativity to make our current budget work with the enrollment that we have.
- Trisha Atehortua made a motion to approve the 1st Interim Report. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.7. Factoring Term Sheet Options

- Jim is hopeful that this is the last time we should be having this conversation this year. The problem is the cash flow. In the financial forecast we talk about cash flow by month; one of the measures we use to gauge cash flow is the 15% reserve and, at this time, Blue Oaks cash flow is continuing to be lower than that at the end of the month. The stress on our cash flow through January is due to timing of our funds coming into the school from the state, it does not mean we are over budget. So, at the moment, our option is cash borrowing. Our two options were \$150 or \$240 which come with additional fees. Jim is on the side of fear of running out of cash so he tends to lean towards taking the larger option to make sure we have stabilized cash through February.
- Chelsea, having experience in the finance office, recognizes that being short on cash puts a huge strain on our school and our relationships with our vendors. The BOFC recommends taking the full \$240 option. We are also about to approve the

Certificated pay scales that we promised would be backdated through August and will need to be all paid at once. So that is another reason to make sure we have enough cash on hand. The difference in discount rate is the amount of time we have the cash before paying it back.

- Trisha Atehortua made a motion to approve both factoring options as presented. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.8. Line of Credit Options

- The BOFC began this conversation last month with the elimination of the Amazon line of credit. The school has not had a credit card for 6 years, however, this change with Amazon makes it difficult to continue without one. We looked last month at 3 options: having a regular credit card, having a CAM line of credit account for charter schools, and having the Cal State credit card. The Cal State credit card doesn't work well for charter schools but we are still looking at utilizing both the CAM and regular credit card options. Over time, we'd like both options, one for larger cash flow needs so we wouldn't need factoring anymore, and the other for purchases such as ordering for teachers, field trips, etc. Any statements from the credit card would go to the BOFC and BOCC each month for review so it would be a transparent process just as our ACH debits are now. We do need to get at least the credit card approved by next month since Amazon stops in January but we will still continue to look at a line of credit in the future as well.
- Chelsea suggested that maybe we could get a credit card that gives cash back as a benefit since we typically always make our payments on time. Maggie is researching these options at this time. Also, it was suggested that the school could consider a Visa through Costco if we need to buy in bulk and gain other benefits that way. At the moment, this item is informational, no vote is required.

4.9. Pay Scale Updates

4.9.1. Certificated

- Last August the BOCC approved an updated Classified salary schedule but we put off the Certificated salary schedule. This was because there were some clerical errors CUSD hadn't released their salary schedules yet for comparison. Now that they do, we notice that our version ends up a little higher towards the end of the pay scale but overall we are pretty much competitive with CUSD which is our goal. We also added a few new things to the Certificated pay scale that we have been doing for a while but just wanted to add to the pay scale to make things more

transparent which is listing out our stipends at the bottom. We have other stipends such as teacher-in-charge, but the ones currently listed are the most standard stipends. We have had these stipends in place for the last 7 or so years; we feel that adding them to the salary schedule up front would make things more clear. Also, when we approve pay scales in the future we can re-analyze the stipends as we go as well.

- Chelsea requested that for the stipends we specify how often they are paid (i.e. per year, etc.). At the moment, the increase in COLA as well as supported enrollment will help ensure this increase is sustainable in the out years. Specifically, this pay scale will be fine for the next 3 years; when you get out to 5 or 10 years from now there are too many unknowns. Ultimately, as we look at other sites we are hopeful this increase is a reasonable and sustainable choice as well.
- SPED certification is in the last column because it is of high demand and Waldorf certification because it takes an extra 2 years of school and we want to encourage our teachers to be Waldorf certificated.
- Chelsea Parker made a motion to approve the Certificated Pay Scale as presented with the addition of the frequency of the stipend payments. Laurel Hill-Ward seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.10. Health Insurance Options

- Susan and Maggie began looking at health insurance options earlier this Fall to see if there were any better options for our school. We looked into BCOE options but the increase for the school would be expensive and not a significant increase in coverage for the individuals either so it didn't seem like a good option. Keenan declined to make an offer to our school; they didn't feel we had enough staff to offer us a contract. The broker we work with looked into a number of options but it still came up that what we have now would give us the best options. So we are going back to recommend Anthem again for our medical option. Overall, the increase of cost for school and employees will be 7%. The most that any single employee will have an increase is \$171 per month, but most won't have an increase at all. Overall, the increase per month for the school will be about \$160. It is the recommendation of the BOFC that we move through with this option.
- The board wanted to thank everyone involved in this process for always doing the due diligence in what is going to be best for our staff.

- Kristen Woods made a motion to approve the health insurance options as presented. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			
Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

- Vote passes.

4.11. BOCC Volunteers for Kindergarten Event

- We have talked about enrollment in Kindergarten at these meetings in the past and want to continue to put our message out there. November is the month that CUSD does their Kindergarten outreach so we want to piggyback on that and remind people we were here. At this event, prospective parents will be able to talk about our program, meet our teachers, see our classrooms, etc. They no longer include charter schools in the same CUSD event like they used to so this is our solution: to try to have our own. Additionally, we planned this event a bit too late to invite other charters, plus it is the first time we are trying this so we wanted to see how it goes first before extending an invitation.
- One thing that the BOCC suggested is still having Mornings in Kindergarten for future families and possibly marketing our Kindergarten commercial more.
- Chelsea Parker and Trisha Atehortua volunteer to help with this event.

4.12. Williams Report Settlement Letter

- We talked before about CUSD coming to our school and reviewed our instructional materials and facilities. This letter is our official report from that visit. They were very impressed by our program.
- The Williams Monitoring is a random drawing from the state based on low test scores. This is the first year charters have been included in this process. Participants are selected on a year-to-year basis.
- Leanna Glander made a motion to acknowledge the Williams Report Settlement Letter. Kristen Woods seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Vicki Wonacott				X
Laurel Hill-Ward	X			

Leanna Glander	X			
Trisha Atehortua	X			
Kristen Woods	X			

➤ Vote passes.

5. ADMINISTRATION

5.1. Executive Director's Report

Susan Domenighini

➤ Projects

- Susan is continuing to work with Riley Murray on a few projects. She will present an update on these projects at the meeting next month so if you have any questions for her she will be here. We had hoped she would get everything done by January but at this point this is probably not a realistic goal.

➤ New Site

- Susan is continuing to work on finding the school a new site. Turner Impact is on the site this month, we believe the reports will be ready by early December. Susan has reached out to a former board member, Joc Clark, to help with facilitating future town halls to review these reports. We are working on setting a date soon based on his availability.

➤ Parent Council & Faculty

- Susan wants to say that this year's PC has such a great enthusiasm for fundraisers. She has seen a lot of positive energy and is very grateful for this. Also, she reached out to George Hoffecker to discuss the role of the PC. PC members are meeting in a retreat soon to discuss how to help establish the PC role more clearly. George was the principal of the first public Waldorf school in California. He is currently a consultant in the Waldorf world; he gave great input and ideas to help. He will also Zoom in to a faculty meeting soon to help with COVID-related struggles in students. He is offering individual time with our teachers as well.

➤ Kim John Payne Professional Development

- Kim John Payne will start with training our faculty in January. The BOCC approved his contract last month. This training may move us away from Nurtured Heart and into his program; it seems this program meshes very well with Waldorf. We can see it as a really positive structure and less conflict with Waldorf versus Nurtured Heart.

6. NEXT MEETING - Wednesday, December 14th, 2022 at 6:00PM

7. ADJOURNMENT

➤ Chelsea Parker adjourned the meeting at 7:30PM

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

Blue Oak Charter School

Monthly Financial Presentation – November 2022

November Highlights

Highlights

- Reducing ADA 17 from budget 265 to 249 reduces revenue approx. **(\$160K)**, net of increased rates.
- Expenses forecast above **\$4 million**, above budget **(\$267K)**, partially covered by grant funds.
- Enrollment 300+ recommended for \$4 million budget.
- Forecast surplus **\$390K (-\$40K + \$431)**, dependent on attendance and allocation of one-time grants.
- Cash ended month **\$551K**, forecast stabilized by current factoring.

Compliance and Reporting

- Annual audit (2021/22) due Dec 15th – extension requested due to independent study testing.

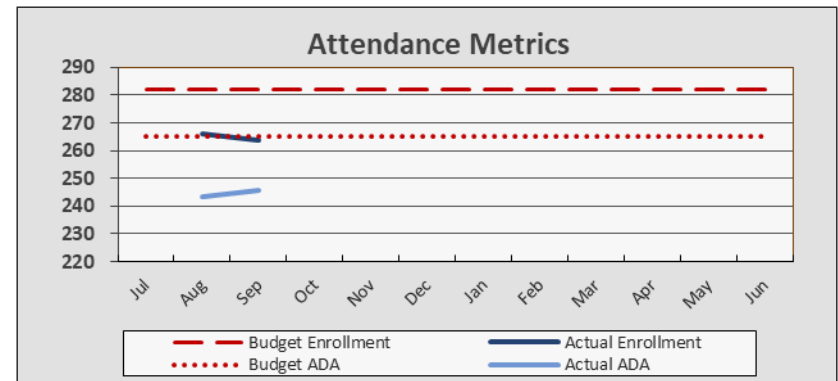
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	265	265	282
ADA	244	246	265
Attendance Rate	92.2%	93.0%	94.0%
Unduplicated %	57.4%	57.4%	57.5%
Revenue per ADA		\$17,998	\$14,954
Expenses per ADA		\$16,414	\$14,251

Attendance Metrics



Early enrollment 265, down from budget 282.
93% ADA forecast (246.45) and rolling UPP 57.44%.
LCFF is calculated at \$10,911 per ADA.

Revenue

■ November Updates

- **\$431K ADA hold harmless recovers 2021/22 loss.**
- **Forecast includes additional \$568K one-time funding. Possible to defer between 2023/24 – 2027/28.**

	2021/22	2022/23	2023/24	2024/25	2025/26
Educator Effectiveness Block Grant	\$ -	\$ 25,446	\$ 25,446	\$ 25,446	\$ -
ELO-G	\$ 22,292	\$ 82,965	\$ -	\$ -	\$ -
ADA Hold Harmless	\$ 74,095	\$ 431,359	\$ -	\$ -	\$ -
Arts, Music and Instructional Materials	\$ -	\$ 40,113	\$ 40,113	\$ 40,113	\$ 40,113
Learning Recovery	\$ -	\$ 55,683	\$ 55,683	\$ 55,683	\$ 55,683
ELO-G Fed	\$ 83,536				
ESSER II	\$ 251,025	\$ -	\$ -	\$ -	\$ -
ESSER III	73,689	364,125	126,475	-	-
One-Time Funding plan	\$ 504,636	\$ 999,691	\$ 247,717	\$ 121,242	\$ 95,796

Revenue

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 792,928	\$ 755,187	\$ 37,741
Federal Revenue	-	113,092	(113,092)
Other State Revenue	75,073	70,149	4,924
Other Local Revenue	15,949	20,833	(4,884)
Total Revenue	\$ 883,950	\$ 959,261	\$ (75,311)

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
	\$ 2,689,025	\$ 2,819,929	\$ (130,904)
	477,950	486,368	(8,418)
	1,199,978	607,675	592,303
	68,732	50,000	18,732
Total	\$ 4,435,685	\$ 3,963,972	\$ 471,713



Expenses

- November Updates
 - Expenses forecast exceeding \$4 million, exceeding budget.
 - Staffing increased, partially offset by reduced consultants.
 - Forecast includes .5 FTE new administrative support.

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
Expenses			
Certificated Salaries	\$ 726,589	\$ 659,157	\$ (67,432)
Classified Salaries	226,598	195,704	(30,894)
Benefits	272,295	247,852	(24,443)
Books and Supplies	67,085	59,300	(7,785)
Subagreement Services	14,525	91,187	76,662
Operations	91,530	58,781	(32,749)
Facilities	262,088	266,667	4,578
Professional Services	128,077	82,762	(45,314)
Depreciation	1,619	-	(1,619)
Interest	21,492	21,000	(492)
Total Expenses	\$ 1,811,896	\$ 1,682,409	\$ (129,487)

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
	\$ 1,572,014	\$ 1,336,173	\$ (235,841)
	537,024	488,851	(48,174)
	626,331	556,068	(70,262)
	123,333	104,600	(18,733)
	107,248	247,264	140,016
	156,338	142,158	(14,180)
	635,187	640,000	4,813
	264,575	241,625	(22,950)
	1,619	-	(1,619)
	21,492	21,000	(492)
	\$ 4,045,160	\$ 3,777,738	\$ (267,422)

Surplus / (Deficit) & Fund Balance

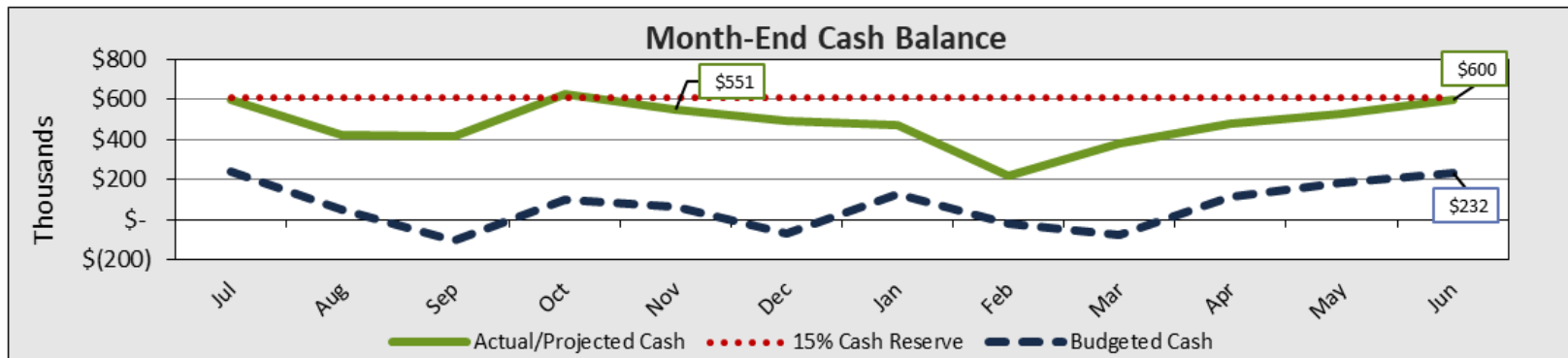
- Forecast gain **\$391K** includes **\$431K** ADA hold harmless for 2021/22, **net (\$40K) loss**.
- Budget did not include 2021/22 hold harmless revenue.

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (927,946)	\$ (723,148)	\$ (204,798)
Beginning Fund Balance	<u>623,177</u>	<u>623,177</u>	
Ending Fund Balance	<u>\$ (304,769)</u>	<u>\$ (99,971)</u>	
<i>As a % of Annual Expenses</i>	<i>-7.5%</i>	<i>-2.6%</i>	

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
	\$ 390,525	\$ 186,234	\$ 204,292
	<u>623,177</u>	<u>623,177</u>	
	<u>\$ 1,013,702</u>	<u>\$ 809,411</u>	
	<i>25.1%</i>	<i>21.4%</i>	

Cash Balance

- Current cash **\$551K**.
- Receivables factoring **+\$319K**, repaid Dec – Feb.
- Cash stabilized with receipt of 2021/22 hold harmless funding by June 2023.



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Dec-15	Annual Audit Review and Board Approval - Charter Schools are required to submit an independent audit report to the CDE, the State Controller's Office (SCO), the local County Superintendent of Schools, and, if applicable, the chartering entity, by December 15 of each year.	BOCS with Charter Impact support	Yes	No	https://www.cde.ca.gov/fg/au/ag/submitauditrtpt.asp
DATA TEAM	Dec-16	CALPADS - Fall 1 Certification deadline - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 1 data within CALPADS, which can impact a number of things, including LCFF funding, reclassified fluent-English proficient (RFEP) counts/rates, and A-G graduate counts.	BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Dec-31	Universal PreKindergarten Planning & Implementation Grant Expenditure Data Collection Survey As a condition of receipt of UPK funds, LEAs (school districts, charter schools, and county offices of education) must provide program data to the CDE. The CDE shall initiate collection proceedings for grant funds used by LEAs in a manner inconsistent with the requirements in Education Code 8281.5, including, but not limited to, failing to submit expenditure reports. These surveys must be completed by Saturday, December 31, 2022. The UPK P&I Grant Expenditure Data Collection Survey can be found at https://surveys3.cde.ca.gov/go/upkexpenditurereport.asp . As a guide for this survey, a template can be found on our web page at https://www.cde.ca.gov/ci/gs/em/ . For questions regarding this survey or for technical assistance, please send an email to UPKPlanningGrant@cde.ca.gov .	BOCS	No	No	https://surveys3.cde.ca.gov/go/upkexpenditurereport.asp
DATA TEAM	Set by Authorizer (by Jan 17)	Principal Apportionment P1 - The First Principal attendance period, designated P-1, is the attendance count for all full school months during the period from July 1 through the last school month that ends on or before December 31 of the FY, and is used by the CDE to compute the P-1 Apportionment. Attendance data collected within the P-1 reporting date range must be uploaded into the state's Principal Apportionment Data Collection portal.	BOCS	No	Yes	https://www.cde.ca.gov/fg/sf/pa/
DATA	Jan-02	CALPADS - Fall 2 Submission Window opens - Information will be used by the US Department of Education and the California Department of Education to gain insights into student course enrollments, services rendered in support of school's English Learner population, staff assignments and full-time equivalent levels. The reported data represent a snapshot of a school's status in the previously listed areas per Census Day, October 5, 2022. Schools have until February 24, 2023 to certified data. IMPORTANT: Fall 2 Staff assignment data will be referenced by the Commission on Teacher Credentialing (CTC) for accountability purposes. CTC will cross reference teachers' credential information with the courses/sections they are assigned to teach. CTC will report misassignments/discrepancies to your charter authorizer.	BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Jan-13	Federal Stimulus Reporting - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period October 1, 2021 - December 31, 2021.	Charter Impact with BOCS support	No	No	https://www.cde.ca.gov/fg/cr/reporting.asp

Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Jan-18	Mid-Year Expenditure Report due to SELPA - Interim financial reporting for actuals through December 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
FINANCE	Jan-18	SpEd Pandemic Dispute Prevention & Learning Recovery Funding Reports due to SELPA - Expenditure reports are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
DATA	Jan-20	CALPADS - Fall 1 Amendment deadline - Final opportunity to review and correct your certified CALPADS - Fall 1 student data. Students' program eligibility information associated with lunch, special education, homeless, English language learner, school enrollment and graduation statuses will be submitted to the CDE. This data will be used to in CDE's CA Dashboard calculations and determine access to funding such as student meal reimbursements and unduplicated count factors.	BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Jan-23	SELPA ADA/Enrollment report #2 - Interim financial reporting due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
FINANCE	TBD	Federal Stimulus Annual Report - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period July 1, 2021 - June 30, 2022.	Charter Impact with BOCS support	No	No	https://www.cde.ca.gov/fg/cr/anreporhelp.asp
FINANCE	Jan-31	Federal Cash Management - Period 3 - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III EL; Title III Immigrant; and Title IV, Part A programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/cm/
FINANCE	Jan-31	IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage - Employers with 50 or more full-time employees (including full-time equivalent employees) in the previous year use Forms 1094-C and 1095-C to report the information required under sections 6055 and 6056 about offers of health coverage and enrollment in health coverage for their employees.	BOCS with Charter Impact support	No	No	https://www.irs.gov/forms-pubs/about-form-1095-c

Appendices

As of November 30, 2022

- 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
November 30, 2022

Presented by:



Blue Oak Charter School
Monthly Cash Flow/Forecast FY22-23

Revised 12/12/2022



ADA = 246.45

Revenues

State Aid - Revenue Limit

8011	LCFF State Aid	-	66,397	66,396	119,512	119,512	119,512	119,512	119,512	117,604	117,604	117,604	117,604	117,604	1,318,374	1,450,370	(131,995)
8012	Education Protection Account	-	-	-	161,709	-	-	165,661	-	-	169,613	-	-	165,661	662,645	668,465	(5,821)
8096	In Lieu of Property Taxes	-	45,692	91,673	61,115	60,922	60,922	60,922	88,613	44,306	44,306	44,306	44,306	44,306	708,006	701,094	6,912

Federal Revenue

8181	Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	31,875	31,875	34,000	(2,125)
8290	Title I, Part A - Basic Low Income	-	-	-	-	-	15,718	-	15,777	-	15,777	-	-	15,836	63,108	68,790	(5,682)
8291	Title II, Part A - Teacher Quality	-	-	-	-	-	2,211	-	2,211	-	2,211	-	-	2,211	8,842	9,453	(611)
8296	Other Federal Revenue	-	-	-	-	-	2,500	-	2,500	-	2,500	142,918	142,918	223,707	374,125	374,125	-

Other State Revenue

8311	State Special Education	9,569	9,569	17,224	17,130	17,130	17,130	-	36,077	18,038	18,038	18,038	(0)	195,074	209,825	(14,751)
8545	School Facilities (SB740)	-	-	-	-	-	-	-	147,259	-	-	-	147,259	294,518	307,529	(13,012)
8550	Mandated Cost	-	-	-	-	-	4,412	-	-	-	-	-	-	4,412	4,436	(24)
8560	State Lottery	-	-	-	-	-	14,254	-	-	14,254	-	-	29,901	58,409	60,438	(2,030)
8599	Other State Revenue	-	1,202	1,083	1,083	1,083	56,766	41,196	1,083	86,272	86,272	86,272	198,983	647,566	25,446	622,120

Other Local Revenue

8689	Other Fees and Contracts	-	-	-	-	-	-	-	-	-	-	18,732	-	18,732	-	-	18,732
8699	School Fundraising	155	3,628	5,920	4,206	2,041	4,167	4,167	4,167	4,167	4,167	4,167	9,051	50,000	50,000	-	-

Total Revenue

Expenses

Certificated Salaries

1100	Teachers' Salaries	99,077	126,264	126,564	126,620	124,881	124,959	124,959	124,959	124,959	124,959	18,000	-	-	1,246,202	1,159,245	(86,957)
1170	Teachers' Substitute Hours	-	5,249	5,169	6,779	9,633	3,749	3,749	3,749	3,749	3,749	3,749	-	-	49,323	34,777	(14,546)
1175	Teachers' Extra Duty/Stipends	715	11,241	1,035	835	835	625	625	625	625	625	-	15,000	-	32,786	35,000	2,214
1200	Pupil Support Salaries	-	-	10,152	12,002	15,413	10,751	10,751	10,751	10,751	10,751	10,751	-	-	102,074	-	(102,074)
1300	Administrators' Salaries	8,825	8,825	8,825	8,825	8,825	13,929	13,929	13,929	13,929	13,929	13,929	13,929	-	141,628	107,150	(34,477)

Classified Salaries

2100	Instructional Salaries	1,785	14,535	25,421	24,071	19,488	16,847	16,847	16,847	16,847	16,847	16,847	-	-	186,381	159,030	(27,351)
2200	Support Salaries	-	-	116	116	(10)	-	-	-	-	-	-	-	-	221	-	(221)
2400	Clerical and Office Staff Salaries	9,309	15,923	16,824	16,231	15,009	14,110	14,110	14,110	14,110	14,110	14,110	11,492	-	169,449	164,084	(5,365)
2900	Other Classified Salaries	7,550	12,074	16,368	16,192	15,596	17,976	17,976	17,976	17,976	17,976	17,976	5,337	-	180,974	165,737	(15,236)

Benefits

3101	STRS	18,732	25,437	25,663	26,093	26,859	29,879	29,879	29,879	29,879	29,879	9,007	5,612	-	286,799	255,209	(31,590)
3202	PERS	6,817	14,736	18,214	17,981	15,173	11,966	11,966	11,966	11,966	11,966	11,966	4,116	-	148,837	124,021	(24,815)
3301	OASDI	1,520	3,610	4,558	4,499	4,126	2,924	2,924	2,924	2,924	2,924	2,924	1,006	-	36,866	30,309	(6,557)
3311	Medicare	1,729	2,697	2,968	2,970	2,941	2,950	2,950	2,950	2,950	2,950	1,386	665	-	30,108	26,463	(3,645)
3401	Health and Welfare	10,086	5,369	9,457	1,604	7,777	9,750	9,750	9,750	9,750	9,750	9,750	9,750	-	102,542	104,000	1,458
3501	State Unemployment	596	930	1,024	1,024	1,014	82	410	328	164	82	82	82	-	5,819	1,466	(4,353)
3601	Workers' Compensation	1,059	1,059	1,059	1,059	1,435	1,628	1,628	1,628	1,628	1,628	765	367	-	14,940	14,600	(340)
3901	Other Benefits	72	87	87	87	87	-	-	-	-	-	-	-	-	419	-	(419)

Annual Forecast	Original Budget Total	Favorable / (Unfav.)
ADA = 265.08		
1,318,374	1,450,370	(131,995)
662,645	668,465	(5,821)
708,006	701,094	6,912
2,689,025	2,819,929	(130,904)
31,875	34,000	(2,125)
63,108	68,790	(5,682)
8,842	9,453	(611)
374,125	374,125	-
477,950	486,368	(8,418)
195,074	209,825	(14,751)
294,518	307,529	(13,012)
4,412	4,436	(24)
58,409	60,438	(2,030)
647,566	25,446	622,120
1,199,978	607,675	592,303
18,732	-	18,732
50,000	50,000	-
68,732	50,000	18,732
4,435,685	3,963,972	471,713
1,246,202	1,159,245	(86,957)
49,323	34,777	(14,546)
32,786	35,000	2,214
102,074	-	(102,074)
141,628	107,150	(34,477)
1,572,014	1,336,173	(235,841)
186,381	159,030	(27,351)
221	-	(221)
169,449	164,084	(5,365)
180,974	165,737	(15,236)
537,024	488,851	(48,174)
286,799	255,209	(31,590)
148,837	124,021	(24,815)
36,866	30,309	(6,557)
30,108	26,463	(3,645)
102,542	104,000	1,458
5,819	1,466	(4,353)
14,940	14,600	(340)
419	-	(419)
626,331	556,068	(70,262)

Blue Oak Charter School
Monthly Cash Flow/Forecast FY22-23

Revised 12/12/2022



ADA = 246.45

Books and Supplies

		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
4100	Textbooks and Core Materials	1,379	-	-	48	-	510	510	510	510	510	510	510	-	5,000	5,000	-
4200	Books and Reference Materials	995	-	12,557	268	-	597	597	597	597	597	597	597	-	18,000	18,000	-
4302	School Supplies	1,463	15,520	9,795	2,468	1,036	245	245	245	245	245	245	245	-	32,000	32,000	-
4305	Software	3,197	157	200	-	10,877	795	795	795	795	795	795	795	-	20,000	20,000	-
4310	Office Expense	49	315	93	1,948	1,890	2,244	2,244	2,244	2,244	2,244	2,244	2,244	-	20,000	20,000	-
4311	Business Meals	-	84	160	-	-	479	479	479	479	479	479	479	-	3,600	3,600	-
4400	Noncapitalized Equipment	-	-	225	2,359	-	3,164	3,164	3,164	3,164	3,164	3,164	3,164	-	24,733	6,000	(18,733)
		7,084	16,077	23,030	7,092	13,803	8,035	8,035	8,035	8,035	8,035	8,035	8,035	-	123,333	104,600	(18,733)
Subagreement Services																	
5101	Nursing	-	-	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	-	25,828	24,000	(1,828)
5102	Special Education	-	-	118	3,820	2,269	6,740	6,740	6,740	6,740	6,740	6,740	6,740	-	53,384	220,754	167,370
5105	Security	-	-	524	-	-	284	284	284	284	284	284	284	-	2,510	2,510	-
5106	Other Educational Consultants	-	-	-	-	46	3,640	3,640	3,640	3,640	3,640	3,640	3,640	-	25,526	-	(25,526)
		-	-	3,224	6,402	4,898	13,246	13,246	13,246	13,246	13,246	13,246	13,246	-	107,248	247,264	140,016
Operations and Housekeeping																	
5201	Auto and Travel	-	955	515	102	-	490	490	490	490	490	490	490	-	5,000	5,000	-
5300	Dues & Memberships	4,638	-	-	-	855	429	429	429	429	429	429	429	-	8,493	5,025	(3,468)
5400	Insurance	4,213	2,141	3,743	3,247	10,151	3,619	3,619	3,619	3,619	3,619	3,619	3,619	-	48,825	42,113	(6,713)
5501	Utilities	6,593	10,312	15,716	15,716	2,495	2,738	2,738	2,738	2,738	2,738	2,738	2,738	-	70,000	70,000	-
5502	Janitorial Services	-	-	1,615	807	828	1,310	1,310	1,310	1,310	1,310	1,310	1,310	-	12,420	12,420	-
5900	Communications	438	2,630	2,694	470	183	512	512	512	512	512	512	512	-	10,000	6,000	(4,000)
5901	Postage and Shipping	275	18	18	50	114	161	161	161	161	161	161	161	-	1,600	1,600	-
		16,158	16,055	24,300	20,391	14,626	9,258	9,258	9,258	9,258	9,258	9,258	9,258	-	156,338	142,158	(14,180)
Facilities, Repairs and Other Leases																	
5601	Rent	48,867	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	-	615,367	618,000	2,633
5603	Equipment Leases	354	781	1,369	1,498	485	1,333	1,333	1,333	1,333	1,333	1,333	1,333	-	13,820	16,000	2,180
5610	Repairs and Maintenance	-	-	583	600	1,551	467	467	467	467	467	467	467	-	6,000	6,000	-
		49,221	52,281	53,452	53,598	53,537	53,300	53,300	53,300	53,300	53,300	53,300	53,300	-	635,187	640,000	4,813
Professional/Consulting Services																	
5801	IT	-	-	5,349	3,993	4,150	444	444	444	444	444	444	444	-	16,600	10,000	(6,600)
5802	Audit & Taxes	-	-	-	-	6,405	1,085	1,085	1,085	1,085	1,085	1,085	1,085	-	14,000	14,000	-
5803	Legal	-	-	-	-	5,557	920	920	920	920	920	920	920	-	12,000	6,000	(6,000)
5804	Professional Development	1,734	521	1,895	-	-	3,042	3,042	3,042	3,042	3,042	3,042	3,042	-	25,446	25,446	0
5805	General Consulting	-	-	3,640	1,885	31,438	(15,455)	1,532	1,532	1,532	1,532	1,532	1,532	-	30,699	28,700	(1,999)
5806	Special Activities/Field Trips	-	-	6,005	528	115	1,907	1,907	1,907	1,907	1,907	1,907	1,907	-	20,000	20,000	-
5807	Bank Charges	21	5	13	15	15	22	22	22	22	22	22	22	-	226	-	(226)
5809	Other taxes and fees	383	392	1,937	821	53	916	916	916	916	916	916	916	-	10,000	10,000	-
5810	Payroll Service Fee	20	361	952	480	658	790	790	790	790	790	790	790	-	8,000	8,000	-
5811	Management Fee	6,607	6,607	6,607	6,607	6,709	6,607	6,607	7,393	7,393	7,393	7,393	12,791	-	88,714	79,279	(9,434)
5812	District Oversight Fee	-	-	1,296	2,685	1,068	1,068	3,461	1,804	2,062	3,315	1,619	1,619	6,892	26,890	28,199	1,309
5815	Public Relations/Recruitment	4,545	172	233	1,270	4,331	207	207	207	207	207	207	207	-	12,000	12,000	-
		13,310	8,058	27,926	18,283	60,499	1,555	20,935	20,064	20,322	21,575	19,879	25,277	6,892	264,575	241,625	(22,950)
Depreciation																	
6900	Depreciation Expense	1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619	-	(1,619)
		1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619	-	(1,619)
Interest																	
7438	Interest Expense	13,328	-	-	-	8,164	-	-	-	-	-	-	-	-	21,492	21,000	(492)
		13,328	-	-	-	8,164	-	-	-	-	-	-	-	-	21,492	21,000	(492)
Total Expenses		268,591	340,507	405,435	372,753	424,610	347,521	367,229	366,276	366,370	367,541	234,962	176,473	6,892	4,045,160	3,777,738	(267,422)
Monthly Surplus (Deficit)		(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(89,024)	80,453	(180,592)	134,109	86,714	55,913	260,448	970,451	390,525	186,233	204,292

Blue Oak Charter School
Monthly Cash Flow/Forecast FY22-23

Revised 12/12/2022



ADA = 246.45

Cash Flow Adjustments

Monthly Surplus (Deficit)
Cash flows from operating activities
Depreciation/Amortization
Public Funding Receivables
Prepaid Expenses
Accounts Payable
Accrued Expenses
Summer Holdback
Deferred Revenue
Cash flows from investing activities
Purchases of Prop. And Equip.
Cash flows from financing activities
Proceeds from Factoring
Payments on Factoring

Total Change in Cash

Cash, Beginning of Month

Cash, End of Month

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(89,024)	80,453	(180,592)	134,109	86,714	55,913	260,448	970,451	390,525		
1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619		
394,921	(66,397)	208,735	100,754	(45,520)	60,922	-	21,762	14,819	14,819	14,819	135,378	(977,344)	(122,331)		
5,906	14,471	(17,736)	(1,961)	(5,811)	1,665	1,665	1,665	1,665	1,665	1,665	1,665	-	6,526		
(28,187)	-	-	-	20,265	-	-	-	-	(20,265)	-	-	6,892	(21,295)		
53,847	84,115	(64,691)	46,664	(1,126)	(20,338)	(12,761)	(12,761)	(12,761)	(12,761)	(12,761)	(176,550)	-	(141,884)		
-	6,412	6,412	5,329	6,080	6,412	6,412	6,412	6,412	6,412	(28,146)	(28,146)	-	-		
17,275	983	77,931	72,504	115,463	35,419	59,871	19,758	19,758	19,758	19,758	(123,160)	-	335,319		
-	-	-	-	-	-	-	-	-	-	-	-	-	-		
-	-	-	-	-	-	-	-	-	-	-	-	-	-		
263,328	-	-	-	268,164	-	-	-	-	-	-	-	-	531,492		
-	-	-	-	(212,000)	(51,328)	(153,830)	(114,333)	-	-	-	-	-	(531,492)		
449,842	(174,435)	(12,489)	215,293	(78,408)	(56,272)	(18,191)	(258,089)	164,002	96,342	51,248	69,636				
151,125	600,967	426,531	414,043	629,335	550,928	494,656	476,465	218,376	382,378	478,720	529,968				
600,967	426,531	414,043	629,335	550,928	494,656	476,465	218,376	382,378	478,720	529,968	599,604				

Blue Oak Charter School
Statement of Financial Position

November 30, 2022

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 29,490	\$ 151,125	\$ (121,635)	-80%
Restricted Cash	521,438	-	521,438	0%
Total Cash & Cash Equivalents	550,928	151,125	399,803	265%
Public Funding Receivables	257,691	850,185	(592,494)	-70%
Factored Receivables	(319,492)	-	(319,492)	0%
Prepaid Expenses	78,300	73,169	5,131	7%
Total Current Assets	567,427	1,074,479	(507,052)	-47%
Long-Term Assets				
Property & Equipment, Net	-	1,619	(1,619)	-100%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	28,000	29,619	(1,619)	-5%
Total Assets	\$ 595,427	\$ 1,104,098	\$ (508,671)	-46%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 20,082	\$ 28,004	\$ (7,922)	-28%
Accrued Liabilities	358,676	220,964	137,712	62%
Deferred Revenue	521,438	231,953	289,485	125%
Total Current Liabilities	900,196	480,921	419,275	87%
Total Liabilities	900,196	480,921	419,275	87%
Total Net Assets	(304,769)	623,177	(927,946)	-149%
Total Liabilities and Net Assets	\$ 595,427	\$ 1,104,098	\$ (508,671)	-46%

Blue Oak Charter School

Statement of Cash Flows

For the period ended November 30, 2022

	Month Ended 11/30/22	YTD Ended 11/30/22
Cash Flows from Operating Activities		
Change in Net Assets	\$ (223,922)	\$ (927,946)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	-	1,619
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	(45,520)	592,494
Factored Receivables	56,164	319,492
Prepaid Expenses	(5,811)	(5,131)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	20,265	(7,922)
Accrued Expenses	4,954	137,712
Deferred Revenue	115,463	289,485
Total Cash Flows from Operating Activities	(78,408)	399,803
Change in Cash & Cash Equivalents	(78,408)	399,803
Cash & Cash Equivalents, Beginning of Period	629,335	151,125
Cash and Cash Equivalents, End of Period	\$ 550,928	\$ 550,928

Blue Oak Charter School

Statement of Activities

For the period ended November 30, 2022

	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	\$ 119,512	\$ 119,109	\$ 403	\$ 371,817	\$ 370,561	\$ 1,256	\$ 1,450,370
Education Protection Account	-	-	-	161,709	167,116	(5,407)	668,465
State Aid - Prior Year	-	-	-	-	-	-	-
In Lieu of Property Taxes	60,922	51,179	9,743	259,402	217,510	41,892	701,094
Total State Aid - Revenue Limit	180,434	170,288	10,146	792,928	755,187	37,741	2,819,929
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	34,000
Title I, Part A - Basic Low Income	-	-	-	-	17,198	(17,198)	68,790
Title II, Part A - Teacher Quality	-	-	-	-	2,363	(2,363)	9,453
Other Federal Revenue	-	-	-	-	93,531	(93,531)	374,125
Total Federal Revenue	-	-	-	-	113,092	(113,092)	486,368
Other State Revenue							
State Special Education	17,130	17,231	(101)	70,622	53,609	17,013	209,825
School Facilities (SB740)	-	-	-	-	-	-	307,529
Mandated Cost	-	-	-	-	-	-	4,436
State Lottery	-	-	-	-	-	-	60,438
Other State Revenue	1,083	16,540	(15,457)	4,451	16,540	(12,089)	25,446
Total Other State Revenue	18,213	33,772	(15,559)	75,073	70,149	4,924	607,675
Other Local Revenue							
School Fundraising	2,041	4,167	(2,126)	15,949	20,833	(4,884)	50,000
Total Other Local Revenue	2,041	4,167	(2,126)	15,949	20,833	(4,884)	50,000
Total Revenues	200,688	208,226	(7,538)	883,950	959,261	(75,311)	3,963,972
Expenses							
Certificated Salaries							
Teachers' Salaries	124,881	115,924	(8,956)	603,406	579,622	(23,784)	1,159,245
Teachers' Substitute Hours	9,633	3,478	(6,156)	26,830	17,389	(9,441)	34,777
Teachers' Extra Duty/Stipends	835	3,500	2,665	14,661	17,500	2,839	35,000
Pupil Support Salaries	15,413	-	(15,413)	37,567	-	(37,567)	-
Administrators' Salaries	8,825	8,929	104	44,125	44,646	522	107,151
Total Certificated Salaries	159,587	131,831	(27,756)	726,589	659,157	(67,432)	1,336,173
Classified Salaries							
Instructional Salaries	19,488	15,903	(3,585)	85,300	63,612	(21,688)	159,030
Support Salaries	(10)	-	10	221	-	(221)	-
Clerical and Office Staff Salaries	15,009	14,110	(899)	73,297	67,932	(5,365)	164,084
Other Classified Salaries	15,596	16,040	444	67,779	64,160	(3,619)	165,737
Total Classified Salaries	50,083	46,053	(4,030)	226,598	195,704	(30,894)	488,851
Benefits							
State Teachers' Retirement System, certificated	26,859	25,180	(1,679)	122,783	125,899	3,116	255,209
Public Employees' Retirement System, classified	15,173	11,684	(3,490)	72,923	49,650	(23,273)	124,021
OASDI/Medicare/Alternative, certificated	4,126	2,855	(1,271)	18,314	12,134	(6,180)	30,309
Medicare/Alternative, certificated	2,941	2,579	(362)	13,305	10,613	(2,692)	26,463
Health and Welfare Benefits, certificated	7,777	8,667	890	34,292	43,333	9,041	104,000
State Unemployment Insurance, certificated	1,014	73	(941)	4,588	367	(4,222)	1,466
Workers' Compensation Insurance, certificated	1,435	1,423	(12)	5,670	5,856	186	14,600
Other Benefits, certificated positions	87	-	(87)	419	-	(419)	-
Total Benefits	59,413	52,461	(6,952)	272,295	247,852	(24,443)	556,068

Blue Oak Charter School

Statement of Activities

For the period ended November 30, 2022

	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	-	1,250	1,250	1,427	5,000	3,573	5,000
Books and Reference Materials	-	3,600	3,600	13,820	18,000	4,180	18,000
School Supplies	1,036	2,667	1,630	30,283	13,333	(16,950)	32,000
Software	10,877	1,667	(9,211)	14,432	8,333	(6,098)	20,000
Office Expense	1,890	1,667	(223)	4,295	8,333	4,039	20,000
Business Meals	-	300	300	244	1,500	1,256	3,600
Noncapitalized Equipment	-	1,200	1,200	2,584	4,800	2,216	6,000
Total Books & Supplies	13,803	12,350	(1,453)	67,085	59,300	(7,785)	104,600
Subagreement Services							
Nursing	2,583	2,000	(583)	7,748	10,000	2,252	24,000
Special Education	2,269	20,069	17,800	6,206	80,274	74,068	220,754
Security	-	228	228	524	913	389	2,510
Other Educational Consultants	46	-	(46)	46	-	(46)	-
Total Subagreement Services	4,898	22,297	17,399	14,525	91,187	76,662	247,264
Operations & Housekeeping							
Auto and Travel	-	455	455	1,571	1,818	247	5,000
Dues & Memberships	855	419	(436)	5,493	2,094	(3,399)	5,025
Insurance	10,151	3,509	(6,642)	23,495	17,547	(5,948)	42,113
Utilities	2,495	5,833	3,338	50,832	29,167	(21,665)	70,000
Janitorial Services	828	1,035	207	3,250	5,175	1,925	12,420
Communications	183	500	317	6,415	2,500	(3,915)	6,000
Postage and Shipping	114	160	46	475	480	5	1,600
Total Operations & Housekeeping	14,626	11,911	(2,715)	91,530	58,781	(32,749)	142,158
Facilities, Repairs & Other Leases							
Rent	51,500	51,500	-	254,867	257,500	2,633	618,000
Equipment Leases	485	1,333	848	4,487	6,667	2,180	16,000
Repairs and Maintenance	1,551	500	(1,051)	2,734	2,500	(234)	6,000
Total Facilities, Repairs & Other Leases	53,537	53,333	(203)	262,088	266,667	4,578	640,000
Professional/Consulting Services							
IT	4,150	833	(3,317)	13,492	4,167	(9,325)	10,000
Audit & Taxes	6,405	4,667	(1,738)	6,405	9,333	2,928	14,000
Legal	5,557	500	(5,057)	5,557	2,500	(3,057)	6,000
Professional Development	-	2,545	2,545	4,150	7,634	3,484	25,446
General Consulting	31,438	2,870	(28,568)	36,963	8,610	(28,353)	28,700
Special Activities/Field Trips	115	-	(115)	6,648	-	(6,648)	20,000
Bank Charges	15	-	(15)	69	-	(69)	-
Other Taxes and Fees	53	1,000	947	3,586	3,000	(586)	10,000
Payroll Service Fee	658	667	8	2,471	3,333	862	8,000
Management Fee	6,709	6,607	(102)	33,137	33,033	(104)	79,279
District Oversight Fee	1,068	1,703	635	5,049	7,552	2,503	28,199
Public Relations/Recruitment	4,331	1,200	(3,131)	10,551	3,600	(6,951)	12,000
Total Professional/Consulting Services	60,499	22,591	(37,908)	128,077	82,762	(45,314)	241,625
Depreciation							
Depreciation Expense	-	-	-	1,619	-	(1,619)	-
Total Depreciation	-	-	-	1,619	-	(1,619)	-
Interest							
Interest Expense	8,164	7,500	(664)	21,492	21,000	(492)	21,000
Total Interest	8,164	7,500	(664)	21,492	21,000	(492)	21,000
Total Expenses	424,610	360,327	(64,283)	1,811,896	1,682,409	(129,487)	3,777,738
Change in Net Assets	(223,922)	(152,101)	(71,821)	(927,946)	(723,147)	(204,798)	186,233
Net Assets, Beginning of Period	(80,847)			623,177			
Net Assets, End of Period	\$ (304,769)			\$ (304,769)			

Blue Oak Charter School

Accounts Payable Aging

November 30, 2022

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
Butte County Office Of Education	4323-00005	10/11/2022	4/30/2023	\$ 20,265	\$ -	\$ -	\$ -	\$ -	\$ 20,265
TIAA, FSB	8857563	4/10/2022	4/30/2022	-	-	-	-	(183)	(183)
Total Outstanding Invoices				<u>\$ 20,265</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (183)</u>	<u>\$ 20,082</u>

Blue Oak Charter School

Check Register

For the period ended November 30, 2022

Check Number	Vendor Name	Check Date	Check Amount
11284	Confidential	11/2/2022	\$ 105.91
11285	Amber Bass	11/4/2022	140.15
11286	Angela Evans	11/4/2022	19.29
11287	Buck Ernest	11/4/2022	1,328.39
11288	Charter Schools Development Center	11/4/2022	795.00
11289	CliftonLarsonAllen LLP	11/4/2022	6,405.00
11290	Karin Tindall	11/4/2022	257.18
11291	Magellan Healthcare	11/4/2022	1,550.88
11292	Syncb/Amazon	11/4/2022	1,204.61
11294	Abdul Hakimzada	11/9/2022	35.00
11295	Blue Shield of California	11/9/2022	237.10
11296	Certified/Fortress Security & Fire Systems	11/9/2022	223.00
11297	Mercurius Art Makes Sense	11/9/2022	44.54
11298	PG&E	11/9/2022	7,577.18
11299	Confidential	11/14/2022	105.91
11300	Anajancy Benitez	11/18/2022	32.00
11301	Curriculum Associates, LLC	11/18/2022	8,713.00
11302	J C Nelson Supply Co	11/18/2022	535.18
11303	Notable, Inc.	11/18/2022	1,722.00
11304	Patricia Wilcox	11/18/2022	46.25
11305	Philadelphia Insurance Companies	11/18/2022	2,408.07
11306	Riley Murray	11/18/2022	140.00
11307	Tahoe Pure Water Co	11/18/2022	34.00
11308	The Library Store	11/18/2022	116.74
11309	Confidential	11/22/2022	105.91
11310	Leen-Liberty Park	11/28/2022	51,500.00
11311	Advanced Document Concepts for Business	11/29/2022	324.33
11312	Anthem Blue Cross	11/29/2022	10,430.36
11313	Butte County Office of Education	11/29/2022	2,268.75
11314	California Water Service	11/29/2022	1,489.22
11315	Cheryl Grant	11/29/2022	41.03
11316	Chico Country Day School	11/29/2022	2,582.79
11317	Druin Heal	11/29/2022	80.00
11318	Emma Todd	11/29/2022	10,920.00
11319	Employers Preferred Ins. Co	11/29/2022	376.00
11320	Employers Preferred Ins. Co	11/29/2022	1,221.20
11321	Evergreen Janitorial Supply Inc	11/29/2022	130.12
11322	Hannah Madera	11/29/2022	30.00
11323	Hoffecker Burgess Consulting	11/29/2022	112.50
11324	Humana Insurance Co	11/29/2022	1,546.82
11325	Law Offices of Young, Minney & Corr, LLP	11/29/2022	5,557.00

Blue Oak Charter School

Check Register

For the period ended November 30, 2022

Check Number	Vendor Name	Check Date	Check Amount
11326	Lianna Camp	11/29/2022	30.00
11327	NCS Pearson Inc	11/29/2022	45.00
11328	ODP Business Solutions LLC	11/29/2022	403.17
11329	Recology Butte Colusa Counties	11/29/2022	827.56
11330	Schools Excess Liability Fund	11/29/2022	13,580.28
11331	California Water Service	11/30/2022	1,567.29
ACH	Charter Impact	11/4/2022	638.25
ACH	Charter Impact	11/4/2022	20.00
ACH	Charter Impact	11/18/2022	6,709.00
ACH	KBTN, LLC	11/18/2022	3,653.85
ACH	Google	11/2/2022	177.45
ACH	Charter Asset Management	11/2/2022	130,000.00
ACH	Sprint	11/2/2022	33.14
ACH	Postal Plus	11/7/2022	96.40
ACH	Zoom Video Communications Inc	11/10/2022	157.40
ACH	GoDaddy's	11/14/2022	239.88
ACH	Benefit Resource, Inc	11/14/2022	134.00
ACH	Employment Development Dept	11/14/2022	415.76
ACH	Employment Development Dept	11/14/2022	660.46
ACH	Internal Revenue Services	11/14/2022	7,796.94
ACH	Benefit Resource, Inc	11/15/2022	100.00
ACH	Google	11/21/2022	500.00
ACH	Macquarie Equipment Capital Inc.	11/25/2022	160.88
ACH	Stamp.com	11/28/2022	17.99
ACH	Benefit Resource, Inc	11/28/2022	754.00
ACH	Employment Development Dept	11/28/2022	1,925.95
ACH	Employment Development Dept	11/28/2022	4,435.01
ACH	Internal Revenue Services	11/28/2022	24,347.53
ACH	Golden Valley Bank	11/30/2022	15.00
Total Disbursements Issued in November			<u>\$ 321,934.60</u>

Business Checking – XXXXX0889

Search transactions

Activity: Date range; Start date: Nov 01, 2022; End date: Nov 30, 2022; Type: Debits

Transactions

🕒 Pending ● Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Nov 30, 2022	Wire Fee CHARTER ASSET MANAGEMENT FUND LP Wires	15.00		
● Nov 30, 2022	<u>Check 11309</u>	105.91		
● Nov 29, 2022	<u>Check 11294</u>	35.00		
● Nov 29, 2022	<u>Check 11307</u>	34.00		
● Nov 28, 2022	ACH Payment IRS USATAXPYMT	24,347.53		
● Nov 28, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,435.01		
● Nov 28, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,925.95		
● Nov 28, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>EMPLOYEE MEDICAL FSA</i>	754.00		
● Nov 25, 2022	<u>Check 11301</u>	8,713.00		
● Nov 25, 2022	<u>Check 11308</u>	116.74		
● Nov 25, 2022	<u>Check 11304</u>	46.25		
● Nov 25, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	80,039.75		
● Nov 25, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	20,053.90		
● Nov 25, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	7,299.15		
● Nov 25, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	6,152.39		
● Nov 25, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	3,813.50		
● Nov 25, 2022	ACH Payment ASSET FINANCE ACH1125 <i>EQUIP. LEASE / COPIER</i>	160.88		
● Nov 23, 2022	<u>Check 11302</u>	535.18		

● Nov 22, 2022	<u>Check 11305</u>	2,408.07
● Nov 22, 2022	ACH Payment BLUE OAK CHARTER <i>PAYROLL</i> PAYMENTS	10,362.85
● Nov 21, 2022	<u>Check 70159</u>	1,039.65
● Nov 21, 2022	<u>Check 11299</u>	105.91
● Nov 21, 2022	<u>Check 11286</u>	19.29
● Nov 17, 2022	<u>Check 11287</u>	1,328.39
● Nov 16, 2022	<u>Check 11280</u>	443.53
● Nov 15, 2022	<u>Check 11298</u>	7,577.18
● Nov 15, 2022	<u>Check 11297</u>	44.54
● Nov 15, 2022	ACH Payment ASSET FINANCE ACH1115 <i>EQUIP LEASE / COPIERS</i>	321.75
● Nov 15, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>EMPLOYEE MEDICAL FSA</i>	100.00
● Nov 14, 2022	<u>Check 11295</u>	237.10
● Nov 14, 2022	<u>Check 11296</u>	223.00
● Nov 14, 2022	ACH Payment IRS USATAXPYMT	7,796.94
● Nov 14, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	660.46
● Nov 14, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	415.76
● Nov 14, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>EMPLOYEE MEDICAL FSA</i>	134.00
● Nov 10, 2022	<u>Check 11266</u>	2,582.79
● Nov 10, 2022	<u>Check 11288</u>	795.00
● Nov 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	20,913.70
● Nov 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	7,225.72
● Nov 09, 2022	<u>Check 11289</u>	6,405.00
● Nov 09, 2022	<u>Check 11292</u>	1,204.61
● Nov 09, 2022	<u>Check 11290</u>	257.18
● Nov 09, 2022	<u>Check 11284</u>	105.91

● Nov 08, 2022	<u>Check 11271</u>	1,799.78
● Nov 08, 2022	<u>Check 11275</u>	540.00
● Nov 08, 2022	<u>Check 11264</u>	523.98
● Nov 08, 2022	<u>Check 11274</u>	123.74
● Nov 08, 2022	<u>Check 11281</u>	34.00

● Nov 08, 2022	ACH Payment BLUE OAK CHARTER	658.25
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PAYROLL

PAYMENTS

● Nov 07, 2022	<u>Check 11265</u>	11,917.22
● Nov 07, 2022	<u>Check 11291</u>	1,550.88
● Nov 07, 2022	<u>Check 11277</u>	807.38
● Nov 07, 2022	<u>Check 11282</u>	394.47

● Nov 07, 2022	POS Purchase POSTAL PLUS 530-8911626 CA	96.40
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POSTAGE

#3136

● Nov 04, 2022	<u>Check 11267</u>	286.43
● Nov 04, 2022	<u>Check 11283</u>	267.91
● Nov 03, 2022	<u>Check 11269</u>	1,200.20
● Nov 03, 2022	<u>Check 70154</u>	674.59
● Nov 03, 2022	<u>Check 11273</u>	600.00
● Nov 03, 2022	<u>Check 70155</u>	523.47
● Nov 03, 2022	<u>Check 11276</u>	257.40
● Nov 03, 2022	<u>Check 11268</u>	128.00
● Nov 03, 2022	<u>Check 11263</u>	58.05

● Nov 03, 2022	ACH Payment SPRINT8006396111	33.14
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ACHBILLPAY XSIVDESVCHADPGBI

SCHOOL CELL PHONE / EMERGENCY

● Nov 02, 2022	<u>Check 11278</u>	1,093.75
● Nov 02, 2022	<u>Check 11270</u>	798.47
● Nov 02, 2022	<u>Check 70157</u>	85.36

- Nov 02, 2022 ACH Payment CHARTER ASSET MA ACH 130,000.00
CAM — Collec
- Nov 02, 2022 POS Purchase GOOGLE*ADS314564 650- 177.45
ADVERTISING 2530000 CA #3136
- Nov 01, 2022 Check 11248 3,992.74

Agenda Item: Accept Employee Resignations

Prepared by: Alexandra Archer

Charter Council Date: 12/14/2022

Background Information:

Blue Oak would like to accept the following employee resignations:

- Angelina Vaughan, Paraprofessional
- Fiona Chin, Substitute Teacher

Agenda Item: Projects Managed by Riley Murray

Prepared by: Alexandra Archer

Charter Council Date: 12/14/2022

Background Information:

As requested by the board at the last meeting, below is a summary of the work that Riley Murray was originally contracted to complete for Blue Oak as an independent contractor. At the meeting, Riley will give a status update regarding each project.

Services to be Performed:

Riley Murray will provide Project Management for various Blue Oak Charter School projects. The goals of the services provided are:

- Expanded Learning Program
- Preschool Program
- New Charter School development
- Charter Renewal

More details regarding each project:

Project 1: Expanded Learning Program

- Design a Calendar July -June to fulfill additional days needed
- Create proposal options for this program
- Present initial to Susan
- Measure availability for services needed
- Check into optional programs, such as basketball, etc. for students
- Create criteria for employees and check certifications
- Measure cost
- Show final presentation to Susan
- Other tasks as needed will be documented and shared between both parties

Project 2: Preschool Program

- Review initial work
- Check into economic viability
- Create presentation
- Present
- Other tasks as needed will be documented and shared between both parties

Project 3: New Charter School development

- Survey community
- Assess viability in Oroville
- Planning and implementing a design for a new school
- Charter approval process
- Lead Parent Committee
- Meet with real estate team
- Other tasks as needed will be documented and shared between both parties

Project 4: Charter Renewal

- Facilitate discussion
- Work with the BOCC
- Establish current expectations, how are we meeting them, etc.
- Support finalizing the document to be presented
- Other tasks as needed will be documented and shared between both parties

MEMORANDUM OF UNDERSTANDING

Between

COUNTY OF BUTTE

And

Blue Oak Charter School

This Memorandum of Understanding (MOU) is entered into by and between the County of Butte (County), a political subdivision of the State of California, through its Public Health Department (BCPHD), and Blue Oak Charter School (Contractor). This MOU shall set forth the terms in which County and Contractor intend to work together to provide fluoride varnish applications to students in Blue Oak Charter School. Both County and Contractor agree to the following:

Contractor Shall:

1. Provide access to students at Blue Oak Charter School who are to receive fluoride varnish applications.
2. Provide an appropriate space agreed upon by both parties for County's staff to set up and provide fluoride varnish applications to students; provide tables and chairs for the room, if able.
3. Ensure students have parent/legal guardian consent forms, provided by County, to receive fluoride varnish applications.
4. Provide staff to help facilitate the flow of students and escort the students to and from their classrooms.

County Shall:

1. Provide trained individuals to apply the fluoride varnish.
2. Provide all necessary supplies to apply the fluoride varnish, including hard copy consent forms and other relevant forms.

TERMS AND CONDITIONS:

- I. **TERM:** The term of this MOU shall become effective upon execution and terminate three years thereafter.
- II. **COMPENSATION:** This MOU is non-financial in nature and binds no party to financial obligations to any other. Each party will manage its own finances and neither can commit funds or the actions of the other party.
- III. **INDEPENDENT CONTRACTOR:** Contractor is an independent contractor, working under his/her own supervision and direction and is not a representative or employee of County. Contractor agrees to file tax returns and pay all applicable taxes on amounts paid pursuant to this MOU.
- IV. **MUTUAL HOLD HARMLESS:** Contractor shall defend, indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, loss, expense, attorney's fees, or claims for injury or damages arising out of the performance of this MOU but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Contractor, its officers, agents or employees.

The County shall defend, indemnify and hold harmless Contractor, its officers, employees and agents from and against any and all liability, loss, expense, attorney's fees, or claims for injury or damages arising out of the performance of this MOU, but only in proportion to and to the extent such liability, loss, expense, attorney's fees or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the County, its officers, agents or employees.
- V. **INSURANCE:** Each party shall maintain their own insurance coverage, through commercial insurance, self-insurance or a combination thereof, against any claim, expense, cost, damage or liability arising out of the performance of its responsibilities pursuant to this MOU.
- VI. **ALTERATION OF TERMS:** The body of this MOU fully expresses all understandings of the parties concerning all matters covered and shall constitute the total MOU. No addition to, or alteration of, the terms of this MOU whether by written or verbal understanding of the parties, their officers, agents or employees shall be valid unless made in the form of written amendment to this MOU which is formally approved and executed by all parties.

VII. **NOTICES:** All notices, claims, correspondence, reports and/or statements authorized or required by this MOU shall be addressed as follows:

County:
Danette York, Director of Public Health
Butte County Department of Public Health
202 Mira Loma Dr.
Oroville, CA 95965
Email: dyork@buttecounty.net
Phone: (530) 552-4000

Contractor:
Susan Domenighini, Executive Director
Blue Oak Charter School
450 W. East Ave.
Chico, CA 95926
Email: sdomenighini@blueoakcharterschool.org
Phone: (530) 879-7483 Ext. 2003

- VIII. **DISPUTE RESOLUTION:** Any disagreements that may occur shall be resolved at the lowest possible level within County and Contractor and with a cooperative spirit. County and Contractor will designate individuals who are responsible to resolve issues in a timely fashion regarding this MOU. Should agreement not be reached between County and Contractor after working through the process already prescribed, then the matter should go for discussion and consideration between the Directors of each agency.
- IX. **APPLICABLE LAW AND FORUM:** This MOU shall be construed and interpreted according to California law and any action to enforce the terms of this MOU for the breach thereof shall be brought and tried in the County of Butte.
- X. **TERMINATION:** County and Contractor each reserve the right to immediately terminate this MOU, notifying each other likewise in writing.
- XI. **INTEGRATION/ENTIRE AGREEMENT OF PARTIES:** This MOU constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This MOU may be amended or modified only by a written instrument executed by both Parties.
- XII. **NO DELEGATION OR ASSIGNMENT:** Contractor shall not delegate, transfer or assign its duties or rights under this MOU, either in whole or in part, directly or indirectly, by acquisition, asset sale, merger, change of control, operation of law or otherwise, without the prior written consent of County and any prohibited delegation or assignment shall render the contract in breach. Upon consent to any delegation, transfer or assignment, the parties will enter into an amendment to reflect the transfer and successor to Contractor.
- XIII. **SIGNATURE AUTHORITY:** Each party has the full power and authority to enter into and perform this MOU, and the person signing this MOU on behalf of each party has been properly authorized and empowered to enter into this MOU.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first above written.

Danette York, Director of Public Health Butte County Department of Public Health	Date	Susan Domenighini, Executive Director Blue Oak Charter School	Date
Grant Hunsicker, Director General Services	Date		
REVIEW FOR CONTRACT POLICY COMPLIANCE General Services Contracts Division	Date		
REVIEWED AS TO FORM: BRAD J. STEPHENS Butte County Counsel	Date		

MEMORANDUM OF UNDERSTANDING

Between

COUNTY OF BUTTE

And

Blue Oak Charter School

This Memorandum of Understanding (MOU) is entered into by and between the County of Butte (County), a political subdivision of the State of California, through its Public Health Department (BCPHD), and Blue Oak Charter School (Contractor). This MOU shall set forth the terms in which BCPHD and Contractor intend to work together to provide oral health screenings to students in Blue Oak Charter School. Both County and Contractor agree to the following:

Contractor Shall:

1. Provide access to students at Blue Oak Charter School who are to receive oral health screenings.
2. Provide an appropriate space agreed upon by both parties for County's staff to set up and provide oral health screenings to students; provide tables and chairs for the room, if able.
3. Ensure students have received an informational flyer, mentioned here by reference only, which explains what oral health screenings are and provides an opportunity for Parent/Legal Guardian to opt out of the oral health screening for their student. County staff shall provide the flyer no later than two weeks prior to the screening.
4. Provide staff to help facilitate the flow of students and escort the students to and from their classrooms, if needed.

County Shall:

1. Provide a Registered Dental Hygienist to conduct the oral health screenings.
2. Provide all necessary supplies to conduct the oral health screenings, including, but not limited to required forms, personal protective equipment (PPE) such as face masks, face shields, gloves, gowns, hand sanitizer, tables and chairs if Contractor is unable to provide.
3. Provide oral health screening informational flyer no later than two weeks prior to the screening.

TERMS AND CONDITIONS:

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claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the County, its officers, agents or employees.

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- | | |
|--|--|
| County: | Contractor: |
| Danette York, Director of Public Health | Susan Domenighini, Executive Director |
| Butte County Department of Public Health | Blue Oak Charter School |
| 202 Mira Loma Dr. | 450 W. East Ave. |
| Oroville, CA 95965 | Chico, CA 95926 |
| Email: dyork@buttecounty.net | Email: sdomenighini@blueoakcharterschool.org |
| Phone: (530) 552-4000 | Phone: (530) 879-7483 Ext. 2003 |
- VIII. **DISPUTE RESOLUTION:** Any disagreements that may occur shall be resolved at the lowest possible level within County and Contractor and with a cooperative spirit. County and Contractor will designate individuals who are responsible to resolve issues in a timely fashion regarding this MOU. Should agreement not be reached between County and Contractor after working through the process already prescribed, then the matter should go for discussion and consideration between the Directors of each agency.
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IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first above written.

Danette York, Director Butte County Public Health Department	Date
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Susan Domenighini, Executive Director Blue Oak Charter School	Date
--	------

Grant Hunsicker, Director General Services	Date
---	------

REVIEWED FOR CONTRACT POLICY COMPLIANCE General Services Contracts Division	Date
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REVIEWED AS TO FORM: _____ Date _____
BRAD J. STEPHENS
Butte County Counsel

North Valley Community Foundation – Butte Strong Fund
General Grant Requirements

Grant to (Grantee): Blue Oak Charter School

Project name: Implementation of Integrated Student Supports

Amount of Grant: \$2,670.00

This grant has been awarded by North Valley Community Foundation (Foundation) contingent upon your acceptance of the following requirements. By signing a copy of this document you (Grantee) accept each of the following conditions and requirements:

1. Use of Funds. This grant may be used only for the purposes stated in the application submitted to Foundation. This requires expenditure of grant funds be only for charitable purposes. Any change in the purposes must be communicated promptly to the Foundation. If the Foundation does not agree to modify the grant, any funds not expended must be returned to the Foundation.
2. Reporting. A report of grant expenditures is required to be submitted through the Foundation online grant portal within one year of the approval of the grant. Grantee shall keep records relating to this grant for at least two years after the Foundation's receipt of your report in order to verify expenditures in the event of an audit of our grants. Future grants will be contingent on this report detailing precisely how these grant funds were used.
3. Acknowledgement of Grant. We require you to acknowledge the grant came from the North Valley Community Foundation and the Butte Strong Fund in all of your written materials (press releases, websites, social media channels, etc.) and in interviews with media. The foundation does not expect you to incur advertising expenses in announcing receipt of this grant, but we want to ensure for transparency's sake and for our donors' knowledge that funding for your project came from NVCF and the Butte Strong Fund.
4. Eligibility Requirements. Grantee shall continue to meet the grant eligibility requirements agreed to in the application process and attached hereto as Exhibit A throughout the time grant expenditures are being made to fulfill the grant purposes.
5. Relationship and Indemnification. No legal relationship or partnership is contemplated or created as a result of this grant. The relationship is that of grantor and grantee only. You agree to indemnify and hold North Valley Community Foundation, its board of directors, officers, employees and all others affiliated with North Valley Community Foundation and the Butte Strong Fund harmless from any liability associated with the carrying out of the purposes of this grant.
6. Violations of Conditions. Any violation of the conditions set forth above will require a return to the Foundation of any grant funds involved in the violation.

Please sign and return a copy of this document to the Foundation signifying that you understand and agree to the requirements stated above.

Grantee by

_____ Dated _____
Susan ZM Domenighini, Administrator

Accepted by Foundation by

_____ Dated _____
Tess Slaton, Program Coordinator, Regional Recovery and Partnerships

Exhibit A - Eligibility

1. Tax Status. Be qualified as a tax-exempt public charity under Section 501(c)(3) of the Internal Revenue Code, be fiscally sponsored by a 501(c)(3), or be classified as a unit of local government (including public schools). Qualified entities include churches that serve congregations of at least 100 people and the propose projects or programs that are not denomination specific and meet the specific criteria. Other organizations may also propose projects that meet the specific criteria but may be required to partner with a 501(c)(3) entity.

2. Non-Discrimination. Organizations must offer programs and services without discrimination based on age, race, national origin, ethnicity, gender, physical ability, sexual orientation, political affiliation, or religious belief.

3. Geography. Programs and projects must clearly benefit Butte County residents who have been directly and/or indirectly impacted by the Camp Fire.

4. Use of Funds. Our funds are deployed strategically where other sources of funding are not available. As much as possible, we leverage our grants by first tapping into federal and state aid programs and insurance. The project must not supplant public funding or fill gaps that the government and/or private insurance have committed to provide.

5. Restrictions. The Butte Strong Fund will not consider grant requests for fundraising events, annual funds, endowment funds, political lobbying, individuals, or activities that are restricted to members of a faith community. Capital improvements such as new structures, repair of damaged structures, or acquisition of structures will generally not be considered except for possible short-term, low- or no-interest loans.

6. Frequency. Eligible entities may not apply for more than one grant for the same program or project within a 12-month period.

Agenda Item: California Community Schools Partnership Program (CCSP) Grant

Prepared by: Alexandra Archer

Charter Council Date: 12/14/2022

Background Information:

The 2022-23 California Community Schools Partnership Program (CCSPP) Planning Grant funds are to be used to support local educational agencies (LEAs) in the development of a community school implementation plan. A community school is a "whole-child" school improvement strategy where the LEA and school(s) work closely with teachers, students, and families. Community schools partner with community agencies and local governments to align community resources to improve student outcomes. To learn more about the grant, see the links below:

<https://www.cde.ca.gov/fg/fo/profile.asp?id=5920&recID=5920>

<https://www.cde.ca.gov/fg/fo/r17/ccspppg22faq.asp>



Administrative/Management Salary Schedule Proposal
To go into effect January 1, 2023

Steps	Assistant Director	Executive Director
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Number of Days:

190/195/200/205/210/215/220

Daily Rate:

1	415.08	463.95
2	427.53	477.87
3	440.36	492.21
4	453.57	506.97
5	467.18	522.18
6	481.19	537.85

annual increase 3%

Credit for up to 3 yrs of experience given

Current Contract Days:

210	210
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Longevity to be determined

Steps	Facilities/Safety Manager
	12 months / 240 days
1	64,047.27
2	65,968.69
3	67,947.75
4	69,986.18
5	72,085.77
6	74,248.34

annual increase 3%

Board Approval _____