

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

Join Zoom Meeting

<https://us06web.zoom.us/j/82362457215?pwd=UEpTVWJpVitTdTk2eTRrQXhJdnd5UT09>

Meeting ID: 823 6245 7215

Passcode: t39y2H

Tuesday, February 14th, 2023 - 4:15 PM

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

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

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.

AGENDA

OPEN SESSION - 4:15 PM

1. OPENING

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

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

- 1.4. Audience to Address the Committee

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

- 1.5. Agenda Modifications
- 1.6. Approve Minutes from January 10th, 2023
- 1.7. Teleconferencing During State of Emergency
State of Emergency (§ 8625)

2. FINANCIAL REPORTS

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

3. BUSINESS

- 3.1. Accept Donations
- 3.2. Updated Classified Pay Scale
- 3.3. After-School Education and Safety Grant Application
- 3.4. E-Therapy Contract
- 3.5. Faculty Compensation for Travel/Training Expenses
- 3.6. Adjust March BOFC Date
- 3.7. Audit Report
- 3.8. Letter of Intent to Renew Lease
- 3.9. Executive Director's Report

4. NEXT MEETING - Tuesday, March 7th, 2023 at 4:15PM

5. ADJOURNMENT

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

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Meeting ID: 823 6245 7215

Passcode: t39y2H

Tuesday, January 10th, 2023 - 4:15 PM

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AGENDA

OPEN SESSION - 4:15 PM

1. OPENING

1.1. Call Meeting to Order

- Vicki Wonacott called the meeting to order at 4:23PM.

1.2. Roll Call of Committee Members and Establish Quorum

- Present: Chairun Combs, Susan Domenighini, Vicki Wonacott, Kate McDonald and Ryan Sanders
- Absent: Kellie Machi

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."

- Vicki Wonacott read the school verse.

1.4. Audience to Address the Committee

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presentation. Persons may not yield their time to another speaker (Gov. Code § 54954.3)

- No audience members were present to address the council.

1.5. Agenda Modifications

- No agenda modifications were made.

1.6. Approve Minutes from December 13th, 2022

- Chairun Combs made a motion to approve the minutes. Kate McDonald seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Vicki Wonacott	X			
Ryan Sanders	X			
Kate McDonald	X			
Chairun Combs	X			
Kellie Machi				X

- Vote passes.

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

- The BOFC acknowledged the continuation of the teleconferencing during the state of emergency.

2. FINANCIAL REPORTS

2.1. Charter Impact Monthly Report

2.1.1. Attendance and Enrollment

2.1.2. Cash Flow

2.1.3. Balance Sheet Detail

2.1.4. Warrants/Aged Payable

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

2.2. Point of Sale Transactions/Check Register

- Jim Weber from Charter Impact, informed the committee that due to the proximity to Winter Break, the monthly financial report is not ready today but will be ready for the Charter Council meeting next week. The report will include attendance updates. Expense wise things are still the same as we've been discussing.
- There is no credit card statement available this month since spending just started this month. Next month, the BOFC will start regularly reviewing those statements as we do with the POS transactions.

3. BUSINESS

3.1. ASES Grant

- Susan is requesting permission to apply for the After School Education and Safety (ASES) Grant. Susan learned about this grant through Jim Weber. It will garner us between \$40-60K a year and it will allow us to pay stipends to coaches, teachers or community members that will help to run our after school clubs programs. We really want to improve offerings after school, especially for middle school students. If we had this funding we would be able to implement a lot of the ideas and plans we have been working on recently. This grant has been in existence for a while so it is competitive and we may not get it but we are going to try. It is about \$10 per student per day; Susan is estimating about \$40K as the lowest number we would receive based on our school enrollment through CALPADS. This will help ensure that we have after school offerings every day, including Thursdays, since right now we only have two or three days a week with offerings. Thursday support is a high priority.
- Chairun Combs made a motion to propose accepting the ASES Grant and sending it to the board for approval. Kate McDonald seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Vicki Wonacott	X			
Ryan Sanders	X			
Kate McDonald	X			
Chairun Combs	X			
Kellie Machi				X

- Vote passes.

3.2. 2nd Interim Report

- This item will not need to be on the agenda until February since the 2nd Interim will be reporting on the January actuals which are not ready yet. No vote is needed at this time. Susan Domenighini moves to table this item until February.

3.3. SARC

- Blue Oak is required to post the SARC by February, however the state of CA has not yet released the available data and has not given us a timeline either.
- Even though we could enter the data they collect (test scores, teacher info, etc.), we are not allowed to so we have to wait until the state releases it from their sources. For now, the state recommends we review and post the information that we are allowed to post on our end and then when the data is released this document will be updated.
- Kate McDonald made a motion to recommend to the board to accept the SARC as it is presented. Chairun Combs seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Vicki Wonacott	X			
Ryan Sanders	X			
Kate McDonald	X			
Chairun Combs	X			
Kellie Machi				X

➤ Vote passes.

3.4. Lease Extension

- The school is asking for an extension of our buildings' lease for two more years. Our landlords have agreed to a 3% annual increase which, at this time, is very good. There are no real changes to the lease itself. With this lease, we do have the option to opt out early without any consequences. Considering our previous lease was based on COLA it is a good deal even if our rent has gone up a bit over the last few years.
- Vicki Wonacott made a motion to recommend the acceptance of this lease extension. Chairun Combs seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Susan Domenighini	X			
Vicki Wonacott	X			
Ryan Sanders	X			
Kate McDonald	X			
Chairun Combs	X			
Kellie Machi				X

➤ Vote passes.

3.5. Executive Director's Report

- Assistant Director
 - Our new Assistant Director, Amanda Hurd, is on-site. She is doing some good work already on behavior, aide scheduling, working in the classrooms, etc.. This is her second week. She has been in a learning role so far but will be moving into a more active role soon.
- Aides
 - We are still hiring because our new aide may become Jennifer's sub.
- Spanish
 - Rebeca Guerrero, our Spanish Substitute, was accepted into the

credential program so she will be working with Kate McDonald this semester which will require changes to the Spanish schedule.

- LCAP
 - Work has started on the LCAP this year. Susan has been working with all staff so far and will be working with parents and the board on this soon. This is a required document from the state that focuses on how we are going to spend our money through measurable goals.
- Strategic Plan
 - This is due for a review again this year. This plan is more broad/visionary compared to the LCAP. The strategic plan allows us to set our own priorities for the school if they differ from what the state requires.
- Grants/Funding
 - Blue Oak received the NVCF grant that was mentioned last month. The school also applied for the CCSPP grants and Riley continues to work on preschool and after school program plans.
- Audit
 - We have finished uploading information to the auditor for now. It should be finished in the next few weeks.
- CA State Budget
 - The CA state budget was released today. Jim will talk in more detail in the future about what this will mean for our school. It looks like the state is proposing an 8.3% COLA for next year. The state seemed to give a lot of one-time funding lately which is bittersweet. An interesting note from this report was the state is estimating 1-in-8 SPED students in CA overall.

4. NEXT MEETING - Tuesday, February 14th, 2023 at 4:15PM

5. ADJOURNMENT

- Vicki Wonacott adjourned the meeting at 4:58PM.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

Business Checking – XXXXX0889

Search transactions

Activity: Date range; Start date: Jan 01, 2022; End date: Jan 31, 2022; Type: Debits

Transactions

🕒 Pending ● Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Jan 31, 2022	<u>Check 10870</u>	1,316.60		
● Jan 31, 2022	<u>Check 10877</u>	323.61		
● Jan 28, 2022	ATM RCR Payment STAMPS.COM 855-608-2677 CA #3136 <i>Postage</i>	17.99		
● Jan 28, 2022	ACH Payment CALPERS 3100	3,511.84		
● Jan 28, 2022	ACH Payment CALPERS 3100	11,853.70		
● Jan 27, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,656.85		
● Jan 27, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,818.98		
● Jan 27, 2022	ACH Payment IRS USATAXPYMT	23,778.05		
● Jan 27, 2022	POS Purchase USPS STAMPS ENDI 888-434- 0055 DC #3136 <i>Postage</i>	50.00		
● Jan 27, 2022	<u>Check 10867</u>	2,484.84		
● Jan 27, 2022	<u>Check 10876</u>	1,907.72		
● Jan 27, 2022	<u>Check 10866</u>	1,151.88		
● Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	16,219.37		
● Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS	815.97		
● Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	3,751.22		
● Jan 26, 2022	<u>Check 10864</u>	3,530.44		
● Jan 26, 2022	<u>Check 10875</u>	378.07		

●	Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	80,649.60
●	Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	3,856.54
●	Jan 26, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	10,675.86
●	Jan 25, 2022	POS Purchase YOUNG, MINNEY & WWW.MYCHARTER CA #3136	40.00
		<i>Legal/Training Professional Development</i>	
●	Jan 25, 2022	<u>Check 10865</u>	2,165.54
●	Jan 25, 2022	<u>Check 10857</u>	14,943.75
●	Jan 25, 2022	POS Purchase YOUNG, MINNEY & WWW.MYCHARTER CA #3136	40.00
		<i>Legal/Training Professional Development</i>	
●	Jan 25, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS	20.00
●	Jan 25, 2022	<u>Check 19874</u>	40.00
●	Jan 24, 2022	<u>Check 10851</u>	378.00
●	Jan 24, 2022	<u>Check Eff 01/24/2022 10871</u>	48,866.97
●	Jan 24, 2022	<u>Check 10843</u>	2,950.00
●	Jan 21, 2022	<u>Check 70118</u>	607.34
●	Jan 21, 2022	<u>Check 10863</u>	245.50
●	Jan 21, 2022	<u>Check 10858</u>	329.40
●	Jan 21, 2022	<u>Check 70123</u>	261.43
●	Jan 21, 2022	<u>Check 10856</u>	370.48
●	Jan 20, 2022	<u>Check 10859</u>	1,500.00
●	Jan 20, 2022	<u>Check 10845</u>	958.00
●	Jan 19, 2022	<u>Check 10862</u>	1,252.60
●	Jan 19, 2022	<u>Check 10835</u>	1,035.69
●	Jan 19, 2022	<u>Check 10850</u>	2,107.17
●	Jan 18, 2022	<u>Check 10854</u>	2,984.22
●	Jan 18, 2022	<u>Check 10855</u>	665.19
●	Jan 18, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	116.00

● Jan 18, 2022	POS Purchase SUNBRIDGE INSTIT 845-425-0055 NY #3136 <i>Professional Development -Teacher.</i>	140.08
● Jan 18, 2022	<u>Check 10861</u>	525.00
● Jan 18, 2022	<u>Check 10844</u>	15,196.74
● Jan 18, 2022	ACH Payment BLUE OAK CHARTER PAYMENTS	15,344.00
● Jan 14, 2022	<u>Check 10853</u>	723.45
● Jan 14, 2022	<u>Check 10841</u>	54.12
● Jan 14, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	3,073.61
● Jan 14, 2022	<u>Check 10842</u>	585.86
● Jan 13, 2022	<u>Check 10848</u>	32.00
● Jan 13, 2022	<u>Check 10846</u>	651.16
● Jan 12, 2022	<u>Check 10847</u>	253.95
● Jan 11, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	78.69
● Jan 11, 2022	<u>Check 10852</u>	540.00
● Jan 11, 2022	ACH Payment IRS USATAXPYMT	2,057.92
● Jan 11, 2022	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	110.43
● Jan 11, 2022	<u>Check 10849</u>	154.01
● Jan 10, 2022	<u>Check 10839</u>	16.31
● Jan 10, 2022	<u>Check 10840</u>	72.00
● Jan 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	5,340.02
● Jan 10, 2022	ACH Payment BLUE OAK CHARTER PAYROLL	2,518.86
● Jan 10, 2022	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	191.50
● Jan 07, 2022	POS Purchase POSTAL PLUS 530-8911626 CA #3136 <i>Postage</i>	11.15
● Jan 06, 2022	<u>Check 10822</u>	1,992.00

- Jan 04, 2022 ACH Payment SPRINT8006396111 ACHBILLPAY 33.03
MKZIGKWYQCT7ULXW *School
Emergency Cell Phone*
- Jan 04, 2022 Check 10834 2,140.55



Blue BusinessSM Plus Credit Card
 BLUE OAK CHARTER SCH
 SUSAN DOMENIGHINI
 Closing Date 01/19/23 Next Closing Date 02/16/23
 Account Ending 8-41000

RECEIVED
 KW 1/24/23
 KW

Customer Care: 1-800-521-6121
 TTY: Use Relay 711
 Website: americanexpress.com

New Balance \$142.08
Minimum Payment Due \$35.00
Payment Due Date 02/13/23

Late Payment Warning: If we do not receive your Minimum Payment Due by the Payment Due Date of 02/13/23, you may have to pay a late fee of up to \$39.00 and your APRs may be increased to the Penalty APR of 29.99%.

Membership Rewards[®] Points
 Available and Pending as of 12/31/22

0
 For up to date point balance and full program details, visit membershipewards.com

Account Summary

Previous Balance \$0.00
 Payments/Credits -\$0.00
 New Charges +\$142.08
 Fees +\$0.00
 Interest Charged +\$0.00

New Balance \$142.08
Minimum Payment Due \$35.00

Credit Limit \$25,000.00
 Available Credit \$24,857.92

Days in Billing Period: 31

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

If you make no additional charges and each month you pay...	You will pay off the balance shown on this statement in about...	And you will pay an estimated total of...
Only the Minimum Payment Due	5 months	\$142

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- See page 2 for important information about your account.
- Please refer to the **IMPORTANT NOTICES** section on page 5.
- Welcome to American Express!

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Payment Coupon Do not staple or use paper clips
Pay by Computer americanexpress.com/business
Pay by Phone 1-800-472-9297

Account Ending 8-41000

Enter 15 digit account # on all payments.
 Make check payable to American Express.

AB 01 012163 46079 H 49 B



SUSAN DOMENIGHINI
 BLUE OAK CHARTER SCH
 BLUE OAK CHARTER SCH
 450 W EAST AVE
 CHICO CA 95926

Payment Due Date
02/13/23
 New Balance
\$142.08
 Minimum Payment Due
\$35.00

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
 PO BOX 60189
 CITY OF INDUSTRY CA 91716-0189

\$ _____
Amount Enclosed

Payments: Your payment must be sent to the payment address shown on your statement and must be received by 5 p.m. local time at that address to be credited as of the day it is received. Payments we receive after 5 p.m. will not be credited to your Account until the next day. Payments must also: (1) include the remittance coupon from your statement; (2) be made with a single check drawn on a US bank and payable in US dollars, or with a negotiable instrument payable in US dollars and clearable through the US banking system; and (3) include your Account number. If your payment does not meet all of the above requirements, crediting may be delayed and you may incur late payment fees and additional interest charges. Electronic payments must be made through an electronic payment method payable in US dollars and clearable through the US banking system. Please do not send post-dated checks as they will be deposited upon receipt. Any restrictive language on a payment we accept will have no effect on us without our express prior written approval. We will re-present to your financial institution any payment that is returned unpaid.

Permission for Electronic Withdrawal: (1) When you send a check for payment, you give us permission to electronically withdraw your payment from your deposit or other asset account. We will process checks electronically by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. When we process your check electronically, your payment may be withdrawn from your deposit or other asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your financial account statement. If we cannot collect the funds electronically we may issue a draft against your deposit or other asset account for the amount of the check. (2) By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you give us permission to electronically withdraw funds from the deposit or other asset account you specify in the amount you request. Payments using such services of ours received after 8:00 p.m. MST may not be credited until the next day.

How We Calculate Your Balance: We use the Average Daily Balance (ADB) method (including new transactions) to calculate the balance on which we charge interest on your Account. Call the Customer Care number on page 3 for more information about this balance computation method and how resulting interest charges are determined. *The method we use to calculate the ADB and interest results in daily compounding of interest.*

Paying Interest: Your due date is at least 25 days after the Closing Date of each billing period. We will not charge you interest on your purchases if you pay the New Balance by the due date each month. We will charge you interest on balance transfers (unless otherwise disclosed) beginning on the transaction date. You can avoid paying interest on the Amount Above the Credit Limit by paying your Minimum Payment Due before the closing date of the month in which it is due. See your Cardmember Agreement for further details.

Foreign Currency Charges: If you make a Charge in a foreign currency, we will convert it into US dollars on the date we or our agents process it. We will charge a fee of 2.70% of the converted US dollar amount. We will choose a conversion rate that is acceptable to us for that date, unless a

particular rate is required by law. The conversion rate we use is no more than the highest official rate published by a government agency or the highest interbank rate we identify from customary banking sources on the conversion date or the prior business day. This rate may differ from rates in effect on the date of your charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

Credit Balance: A credit balance (designated CR) shown on this statement represents money owed to you. If within the six-month period following the date of the first statement indicating the credit balance you do not request a refund or charge enough to use up the credit balance, we will send you a check for the credit balance within 30 days if the amount is \$1.00 or more.

Credit Reporting: We may report information about your Account to credit bureaus. Late payments, missed payments, or other defaults on your Account may be reflected in your credit report.

Billing Dispute Procedures

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, write to us at: American Express, PO Box 981535, El Paso TX 79998-1535

In your letter, give us the following information:

- **Account information:** Your name and account number.

- **Dollar amount:** The dollar amount of the suspected error.

- **Description of Problem:** Describe what you believe is wrong and why you believe it is a mistake.

You must contact us:

- Within 60 days after the error appeared on your statement.

- At least 2 business days before an automated payment is scheduled, if you want to stop payment on the amount you think is wrong.

You must notify us of any potential errors in writing. You may call us, but if you do we may not follow these procedures and you may have to pay the amount in question.

What Will Happen After We Receive Your Letter

When we receive your letter, we will do two things:

1. Within 30 days of receiving your letter, we will tell you that we received your letter. We will also tell you if we have already corrected the error.

2. We will investigate your inquiry and will either correct the error or explain to you why we believe the bill is correct.

While we investigate whether or not there has been an error:

- We will not try to collect the amount in question.

- The charge in question may remain on your statement, and we may continue to charge you interest on that amount.

- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.

- We can apply any unpaid amount against your credit limit.

After we finish our investigation, one of two things will happen:

- If we made a mistake: You will not have to pay the amount in question or any interest or other fees related to that amount.

- If we do not believe there was a mistake: You will have to pay the amount in question, along with applicable interest and fees. We will send you a statement of the amount you owe and the date payment is due. We may report you as delinquent if you do not pay the amount we think you owe.

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via mobile device
- Voice automated: call the number on the back of your card
- For name, company name, and foreign address or phone changes, please call Customer Care

Please do not add any written communication or address change on this stub

Pay Your Bill with AutoPay

Deduct your payment from your bank account automatically each month.

- Avoid late fees
- Save time

Visit americanexpress.com/autopay today to enroll.

For information on how we protect your privacy and to set your communication and privacy choices, please visit www.americanexpress.com/privacy.

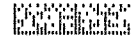


Blue BusinessSM Plus Credit Card

BLUE OAK CHARTER SCH

SUSAN DOMENIGHINI

Closing Date 01/19/23



Account Ending 8-41000



Customer Care & Billing Inquiries
International Collect
Cash Advance at ATMs Inquiries
Large Print & Braille Statements

1-800-521-6121
1-623-492-7719
1-800-CASH-NOW
1-800-521-6121



Website: americanexpress.com

Customer Care & Billing Inquiries
P.O. BOX 981535
EL PASO, TX
79998-1535

Payments
PO BOX 60189
CITY OF INDUSTRY
CA
91716-0189

Hearing Impaired

Online chat at americanexpress.com or use Relay dial 711 and 1-800-521-6121

New Charges

Summary

Total

Total New Charges

\$142.08

Detail



SUSAN DOMENIGHINI

Card Ending 8-41000

					Amount
01/06/23	SAVE MART 5303433434	CHICO	CA	<i>Food Service Supplies</i>	\$16.12
01/10/23	ROBERT BROOKE & ASSOCIATE 650000010802 8006422403	TROY	MI	<i>Hing for Bathroom door Facility Maint. Repairs</i>	\$25.96
01/18/23	USPS STAMPS ENDICIA 9000000002 466148854 20260	888-434-0055	DC	<i>Postage</i>	\$100.00

Fees

Amount

Total Fees for this Period

\$0.00

Interest Charged

Amount

Total Interest Charged for this Period

\$0.00

About Trailing Interest

You may see interest on your next statement even if you pay the new balance in full and on time and make no new charges. This is called "trailing interest". Trailing interest is the interest charged when, for example, you didn't pay your previous balance in full. When that happens, we charge interest from the first day of the billing period until we receive your payment in full. You can avoid paying interest on purchases by paying your balance in full and on time each month. Please see the "When we charge interest" sub-section in your Cardmember Agreement for details.

2023 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2023	\$0.00
Total Interest in 2023	\$0.00

10430

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge
Purchases	17.49% (v)	\$0.00	\$0.00
Introductory Purchase Rate Expires 12/19/2023 then will go to 17.49% (v)	0.00%	\$0.00	\$0.00
Total			\$0.00

(v) Variable Rate



BLUE OAK CHARTER SCH
SUSAN DOMENIGHINI

Closing Date 01/19/23

p. 5/5
Account Ending 8-41000

IMPORTANT NOTICES

EFT Error Resolution Notice

In Case of Errors or Questions About Your Electronic Transfers Telephone us at 1-800-IPAY-AXP for Pay By Phone questions, at 1-800-528-2122 for Pay By Computer questions, and at 1-800-528-4800 for AutoPay and at 1-800-CASH NOW for Express Cash questions. You may also write us at American Express, Electronic Funds Services, P.O. Box 981531, El Paso TX 79998-1531, or contact us online at www.americanexpress.com/inquirycenter as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name and account number (if any).
2. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Your Cardmember Agreement

To access the most up to date version of your Cardmember Agreement, please log in to your Account at www.americanexpress.com.



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

Prepared by: Alexandra Archer

Finance Committee Date: 02/14/2023

Background Information:

Blue Oak would like to accept donations from donors who gave \$500.00 or more, received in the month of December 2022 and January 2023.

- 12/09/22: Victoria Wonacott - Classroom Field Trip Donation - \$1,000.00
- 01/27/23: The Foor Foundation - Classroom Fund - \$3,000.00

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



BLUE OAK SCHOOL
A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

CLASSIFIED HOURLY RATE SCHEDULE

Effective August 1, 2022

Steps | 1 | 2 | 3 | 4 | 5 | 6-10 | 11-12 | 13-15 | 16-19 | 20 |

Ranges

3	15.50	16.28	17.09	17.94	18.84	20.77	21.81	22.90	24.05	25.25
4	16.28	17.09	17.94	18.84	19.78	21.60	22.68	23.82	25.01	26.26
5	17.09	17.94	18.84	19.78	20.77	22.36	23.47	24.65	25.88	27.17
6	17.94	18.84	19.78	20.77	21.81	23.47	24.65	25.88	27.17	28.53
7	18.84	19.78	20.77	21.81	22.90	24.65	25.88	27.17	28.53	29.96
8	19.78	20.77	21.81	22.90	24.05	25.88	27.17	28.53	29.96	31.46
9	20.77	21.81	22.90	24.05	25.25	27.17	28.53	29.96	31.46	33.03
10	21.81	22.90	24.05	25.25	26.51	28.53	29.96	31.46	33.03	34.68
11	22.90	24.05	25.25	26.51	27.84	29.96	31.46	33.03	34.68	36.41
12	24.05	25.25	26.51	27.84	29.23	31.46	33.03	34.68	36.41	38.24
13	25.25	26.51	27.84	29.23	30.69	33.03	34.68	36.41	38.24	40.15
14	26.51	27.84	29.23	30.69	32.22	34.68	36.41	38.24	40.15	42.15
15	27.84	29.23	30.69	32.22	33.83	36.41	38.24	40.15	42.15	44.26
16	29.23	30.69	32.22	33.83	35.53	38.24	40.15	42.15	44.26	46.48
17	30.69	32.22	33.83	35.53	37.30	40.15	42.15	44.26	46.48	48.80
18	32.22	33.83	35.53	37.30	39.17	42.15	44.26	46.48	48.80	51.24
19	49.95	52.44	55.07	57.82	60.71	65.34	68.61	72.04	75.64	79.42

*Up to three (3) years of credit on the salary schedule may be granted for previous experience .
 After longevity step 20 an increase of 1.5% will be added for each ongoing year.*

RANGE	CLASSIFICATION
3	Instructional Aide/Classified Support/Maintenance/Custodial/Cafeteria/Translator
4	Health Aide/Paraprofessional
6	Parent Community/Liaison/Attendance Clerk/Festival Support
7	Registrar/Business Office Assistant
10	Wellness Coordinator
11	Executive Assistant/HR Coordinator
17	Specialty Presenter
19	School Nurse/Counselor

Board Approved:

After-School Education and Safety Application
Blue Oak Charter School
Chico, Butte County, California
04 61424 6119523

The Blue Oak School (“Blue Oak”) is a Waldorf method public charter school located in Chico, Butte County. Blue Oak is a TK-8th school serving approximately 270 students annually.

Blue Oak brings a formerly private-sector developmental model of educational pedagogy into the public sphere with integrity, purpose, and vision. Engagement of the child is foremost; one of the tenets of Waldorf-inspired education is that it is the teacher's job, and the school's lifeblood, to awaken and engage the will of a child. Children at Blue Oak model citizenry, compassion, and excellence in academic and social endeavors while embracing standards-based curriculum, instruction, and assessment. The curriculum is developmentally appropriate, neurologically sound, integrative, and imaginative and aligned with California state standards, including the Common Core State Standards (“CCSS”), Next Generation Science Standards (“NGSS”), English Language Development (“ELD”) Standards, and any other applicable state content standards (hereinafter, collectively “State Standards”), with an emphasis on practical skills that work together to build the whole child. Blue Oak serves a diverse socioeconomic population with 58% of students who qualify for Free and Reduced Price Meals (FRPM). The pedagogy and student population support our learning community to experience a landscape of richness with respect to cultural backgrounds.

Blue Oak is committed to diversity, equity, and inclusion. A community task force has been established to work on reviewing educational opportunities, professional development, and curriculum to support equitable representation and understanding.

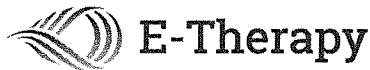
Parents engage in our programs supporting Harvest Festival, May Faire, concerts, and student activities such as middle school dances and field trips. Many families regularly log as many as one to two hundred hours a year for parent service because they are highly dedicated to this model of education in our community.

Chico and the Butte County community have endured a string of tragedies in the past five years. The evacuation of the city of Oroville due to damage to the dam, the Camp Fire 2018 which burned down the city of Paradise, and the pandemic have left a community with high rates of trauma and struggling families. Previous to this Butte County was already known to have the highest rate of Adverse Childhood Experiences.

After-School Program

Increases in afterschool activities have been consistently requested by the community over the past five years. Currently, offerings are primarily served by community volunteers and need to be more consistent to fully support student needs. The proposed after school program will allow

Blue Oak to formalize the homework club option currently available part-time with volunteers and allow us to improve and expand on the current offering. Homework club will take place after school daily. It will address areas in which the students are struggling or in need of additional time to complete work. This includes but is not limited to Mathematics, Science, Social Studies, English, and where appropriate computer technology. The Waldorf curriculum integrates these subjects through block scheduling. Projects supported in homework clubs often cover a combination of these subjects and teachers. Blue Oak will continue to offer enrichment through other sources. These include handwork, mindfulness, chess, and sports. Grant funding will allow us to serve students each school day at a more complete level.



AGREEMENT BETWEEN E-THERAPY AND BLUE OAK SCHOOL

January 20, 2023

This AGREEMENT is made between Blue Oak School (here in after referred to as "BOS") at 450 W. East Ave, Chico, CA 95926 and E-Therapy, LLC at P.O. Box 843453, Dallas, TX 75284-3453 (hereinafter referred to as "Provider") and jointly as PARTIES.

Provider Responsibilities:

Provider agrees to:

- Provide direct teletherapy and indirect services which include: speech therapy, counseling, social work, occupational therapy, psychological services, and physical therapy at the rates provided on the rates page (last page).
- Submit invoices for billing
- Ensure services are delivered in accordance with the student's IEP
- Establish new educational therapy goals on an annual basis, or as required
- Provide BOS with access to E-Therapy's STAR system for BOS to refer students; access service session information and documentation; and access billing invoicing and billing history, and other information as applicable.

Confidential Information

- BOS and Provider understand and agree that they will not disclose any information related to the business terms of this AGREEMENT to any third party or publicly in any format, which is not already public knowledge.
- BOS and Provider understand and agree that they will not disclose any information related to each party's operations and technology or intellectual property assets, learned over the course of doing business under this agreement to any third party or publicly in any format, which is not already public knowledge.
- This Confidential Information will continue for a period of 2 years after the termination of this AGREEMENT and will not apply to any Confidential Information that becomes public in the future.
- Confidential Information may be released pursuant to any legal requests, court orders, governmental agency/body requirements, or any other regulatory directives BOS may be required to comply with.

Ownership and Intellectual Property

BOS understands that Provider is providing a proprietary solution and agrees that it will not copy or reproduce Provider's solution, in part or in whole, or in any form whatsoever, including for commercial purposes BOS agrees to keep confidential any materials it receives that relate to Provider's solution, including any code, technology architecture, or any other technical or solution related operating materials.

Contractor Status and Applicable Law:

BOS and Provider understand and agree that the Provider is acting and performing as an independent contractor at all times. Provider and BOS must fully comply with all applicable provisions of law and other rules and regulations of any and all governmental authorities relating to licensure and the regulation of the Provider and BOS.

Term:

This AGREEMENT shall be for an initial term beginning January 20, 2023 to June 30, 2024. The AGREEMENT will automatically renew for successive periods of one year each unless either Party gives written notice of non-renewal at least 60 days before expiration of the then-

current term.

Written Notices:

- Written Notices directed to BOS should be sent via Certified Mail to above address
- Written Notices directed to Provider should be sent via Certified Mail to above address

Non-Solicitation:

BOS agrees to not directly hire any therapist that is contracted or has been contracted by Provider to serve BOS in order to provide services independently of Provider during the contract and for a period of 1 year after the contract terminates.

Transfer and Assignment:

BOS and Provider may assign its rights and obligations hereunder to an affiliate under common corporate control or to a company owned by any of Parties' current shareholders or to a purchaser of all or substantially all of the Parties equity and/or assets. In all other cases of Transfers and/or Assignments, BOS and Provider shall have the right to assign any and all rights and duties acquired by it hereunder, subject to the other Party's consent, which shall not be unreasonably withheld, conditioned or delayed.

Law of State to Govern:

The validity, enforceability and interpretation of any of the clauses of this AGREEMENT will be determined and governed by the substantive and procedural laws of the state of Arizona.

Scope of AGREEMENT:

This AGREEMENT constitutes the final, complete and entire contract between the parties and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions of the parties, whether written or oral. There are no representations or other agreements included. No supplemental modification or waiver of this AGREEMENT will be binding unless executed in writing by the parties to be bound thereby.

Amendments:

This AGREEMENT may be amended at any time by mutual agreement of the parties. However, before any amendment will be operative or valid, it must be in writing and signed by both the Provider and BOS.

Payment:

Payment will be made by BOS within thirty (30) days of receipt of Provider's invoice. Payments made be made electronically via ACH or mailed to E-Therapy, LLC at P.O. Box 843453, Dallas, TX 75284-3453. Late payments may be subject to a 2.5% late payment fee.

THE PARTIES execute this AGREEMENT:


By:

Printed Name:
Title:
Blue Oak School
Date:

Name: Harris Larney
Title: Chief Executive Officer
E-Therapy
Date: January 20, 2023



Signature




Signature

Therapy Rates

Hourly rates for Provider teletherapy services:

• Direct Therapy Services:	\$90.00 Per Hour
• Direct Group Therapy Services:	
• Groups of 2 Students:	\$120.00 Per Hour
• Groups of 3 Students:	\$160.00 Per Hour
• Indirect Therapy Services, Includes: • Case Management; consults; review of records; any other requested/required meetings and/or paperwork; and/or specific billing protocols (i.e. Medicaid if applicable)	\$90.00 Per Hour
• IEP Meeting Attendance and Writing Of The IEP, as appropriate:	\$90.00 Per Hour
• Progress Reports:	\$21.25 Flat Fee
• Student Evaluations (Report included):	\$350.00 Flat Fee
• FBA (Functional Behavior Assessment):	\$95.00 Per Hour
• Mental Health Screenings:	\$90.00 Per Hour
• Psychological Services:	\$90.00 Per Hour
• Psych Ed Assessments (Report(s) Included):	\$1500.00 Flat Fee
• No-Shows:	\$90.00 Per Hour
• Cancellations less than 24 hours notice:	\$90.00 Per Hour
• An additional \$10.00 per hour for Bilingual Therapy Services and \$350.00 Flat Fee for Bilingual Evaluations (Report Included)	
• Webcams and Headphones (if requested): (\$40.00 Per Webcam / \$25.00 Headset if purchased individually)	\$65.00 Per Set



TRAVEL EXPENSE POLICY

ELIGIBILITY CRITERIA FOR REIMBURSEMENT OF TRAVEL EXPENSES

All employees may be eligible for reimbursement of receipted lodging and per diem for pre approved business travel. The circumstances of travel will determine eligibility and the rate allowed. Blue Oak Charter School (BOCS) shall determine the necessity for and the mode of travel to be reimbursed. In accordance with the BOCS policy, reimbursement shall be for actual, necessary, and appropriate business and travel expenses incurred fifty (50) miles or more from home and the school site.

BUSINESS AND TRAVEL POLICY

The Blue Oak School Fiscal Policy provides information on reimbursement for approved travel less than 50 miles from home and the school site. Lodging and/or meals including in hotel expenses, conference and registration fees, transportation costs such as airline tickets, or otherwise provided shall not be claimed for reimbursement. Employees who are unable to consume meal(s) provided during training as noted above due to time constraints or other considerations, such as reasonable accommodation, may be reimbursed in accordance with the rates established in policy, provided an alternate meal was purchased. Snacks and continental breakfasts such as rolls, juice, and coffee are not considered to be meals.

When employees are required to obtain lodging due to school business, reimbursement will be for actual receipted lodging plus applicable mandatory taxes and fees, in accordance with policy and the published lodging maximums. Employees shall only use commercial lodging establishments such as hotels, motels, bed and breakfast inns, public campgrounds, or short-term rentals (such as Airbnb) that cater to the general public. Lodging will not be reimbursed without a valid receipt.

Reimbursement of lodging expenses in excess of specified amounts, excluding taxes, requires advance written approval from Blue Oak School Executive Director. The Executive Director may delegate approval authority to departmental Appointing Powers or increase the lodging maximum rate for the geographical area and period of time deemed necessary to meet the needs of the school. Employee may not claim lodging, meal, or incidental expenses within 50 miles of his/her home or headquarters.

AIRLINE REWARDS CREDITS

School employees shall not receive reimbursement for using airline rewards credits (credits, points, etc.) while conducting approved school business. Airline rewards credits do not translate to a cash value to be reimbursed by the school.

HOTEL REWARDS CREDITS

School employees shall not receive reimbursement for using hotel rewards credits (credits, points, etc.) while conducting approved school business. Hotel rewards credits do not translate to a cash value to be reimbursed by the state.

ALCOHOLIC BEVERAGES

School employees shall not receive reimbursement for purchasing alcoholic beverages while conducting approved school business.

RECEIPT POLICY

Reimbursement will be claimed only for pre approved, actual and necessary business, and travel expenses. Regardless of any exceptions to receipt policy, the approving officer may require additional certification and/or explanation from an employee to determine expenses were actually and reasonably incurred. In the absence of a satisfactory explanation, the expense shall not be allowed.

Receipts shall be submitted for every item of expense. Receipts are required to be submitted with a travel expense claim, it is the employee's responsibility to maintain receipts and records of their actual expenses. Receipts must be made available for audit upon request by the business office. Receipts are required for every item of transportation and business expense incurred as a result of conducting school business.

REIMBURSEMENTS FOR MEALS, INCIDENTALS, AND LODGING

Employees on authorized travel status may be reimbursed for receipted lodging and per diem. Reimbursement rates for meals and incidentals are as follows:

Breakfast - up to \$7

Lunch - up to \$11

Dinner - up to \$23

Incidentals - up to \$5

TIPS FOR ALLOWABLE MEAL EXPENSES

Employees may receive reimbursement for tips related to allowable meal expenses incurred while conducting approved school business as follows:

- Up to \$2.00 or 20%, whichever amount is greater.

A meal expense may be an allowable expense if the employee is eligible to claim a meal in accordance with school policy.

School employees submitting claims for tips associated with allowable meal expenses shall only receive reimbursement up to the maximum amount allowed for meal expenses. Expenses in excess of the maximum amount allowed for meal expenses are not reimbursable. For example, if the maximum allowable reimbursement for dinner is \$23.00, then the maximum allowable reimbursement for a \$23.00 dinner plus tip is \$23.00.

TIPS ALLOWABLE FOR TRAVEL EXPENSES

School employees may receive reimbursement for tips related to allowable transportation expenses incurred while conducting approved state business as follows:

- Up to \$2.00 or 20%, whichever amount is greater.
- For example, for an allowable \$20.00 transportation expense, such as a transportation network company (such as Uber or Lyft) or taxi expense, the maximum allowable tip is the greater of \$2.00 or 20% [\$4.00]).

Employees must maintain receipts to substantiate the amounts claimed were not in excess of the amount of the actual expense.

BOCS must comply with current IRS policy. The term “incidentals” includes fees and tips given to porters, baggage carriers, and hotel staff. No other items may be claimed as Incidentals.

TRAVEL TIMEFRAMES

For travel lasting 24 hours or more, employees may claim meals (at the rates noted above), based on the following timeframes:

- First day of travel:
 - Trip begins at or before 6 am - Breakfast may be claimed
 - Trip begins at or before 11 am - Lunch may be claimed
 - Trip begins at or before 5 pm - Dinner may be claimed
- Continuing travel after 24 hours:
 - Trip ends at or after 8 am - Breakfast may be claimed
 - Trip ends at or after 2 pm - Lunch may be claimed
 - Trip ends at or after 7 pm - Dinner may be claimed
- Fractional day travel (trips less than 24 hours):
 - Trip begins at or before 6 am and ends at or after 9 am - Breakfast may be claimed
 - Trip begins at or before 4 pm and ends at or after 7 pm - Dinner may be claimed
 - If the fractional day includes an overnight stay, receipted lodging may be claimed. No meal or lodging expenses may be claimed or reimbursed more than once on any given date or during any twenty-four (24)-hour period.
 - Employees may not claim lunch or incidentals on one-day trips.
 - When trips are less than 24 hours and there is no overnight stay, meals claimed are taxable.

SHORT-TERM LODGING REIMBURSEMENT RATES

HR Manual section 2201 – Travel and Relocation Policy provides additional information about short-term lodging and the excess lodging rate request process.

County	Maximum Lodging Reimbursement Rate
All counties except those listed below	\$90
Sacramento, Napa, Riverside	\$95
Marin	\$110
Los Angeles, Orange, Ventura & Edwards AFB, excluding the city of Santa Monica	\$120
San Diego, Monterey	\$125
Alameda, San Mateo, Santa Clara	\$140
City of Santa Monica	\$150
San Francisco	\$250



BLUE OAK SCHOOL

Finance Committee Meeting Dates 2022/2023 School Year

*2nd Tuesday of Each Month
(with a few exceptions*)*

Tuesday, September 13th, 2022

Tuesday, October 11th, 2022

Tuesday, November 8th, 2022

Tuesday, December 13th, 2022

Tuesday, January 10th, 2023

Tuesday, February 14th, 2023

Tuesday, March 7th, 2023* > **Tuesday, March 21st, 2023***

Tuesday, April 11th, 2023

Tuesday, May 9th, 2023

Tuesday, June 13th, 2023

Tuesday, July 11th, 2023

Tuesday, August 8th, 2023

**BLUE OAK CHARTER SCHOOL
CHARTER SCHOOL NUMBER: 0415**

**FINANCIAL STATEMENTS AND
SUPPLEMENTARY INFORMATION**

YEAR ENDED JUNE 30, 2022



CPAs | CONSULTANTS | WEALTH ADVISORS

CLAcconnect.com

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INDEPENDENT AUDITORS' REPORT

Board of Directors
Blue Oak Charter School
Chico, California

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Blue Oak Charter School (the School), a California nonprofit public benefit corporation, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Blue Oak Charter School and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Auditors' Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the School's financial statements as a whole. The accompanying supplementary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole. The Local Education Agency Organization Structure, which is marked "unaudited", has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a report dated January 30, 2023 on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness on the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.



CliftonLarsonAllen LLP

Glendora, California
January 30, 2023

**BLUE OAK CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2022**

ASSETS

CURRENT ASSETS

Cash and Cash Equivalents	\$ 151,124
Accounts Receivable - Federal and State	850,185
Prepaid Expenses and Other Assets	<u>73,169</u>
Total Current Assets	<u>1,074,478</u>

LONG-TERM ASSETS

Deposits	28,000
Property, Plant, and Equipment, Net	<u>1,619</u>
Total Long-Term Assets	<u>29,619</u>

Total Assets	<u><u>\$ 1,104,097</u></u>
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LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Accounts Payable and Accrued Liabilities	\$ 248,967
Deferred Revenue	<u>231,953</u>
Total Liabilities	<u>480,920</u>

NET ASSETS WITH DONOR RESTRICTIONS

	<u>623,177</u>
Total Liabilities and Net Assets	<u><u>\$ 1,104,097</u></u>

See accompanying Notes to Financial Statements.

**BLUE OAK CHARTER SCHOOL
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022**

REVENUES, WITHOUT DONOR RESTRICTIONS

State Revenue:	
State Aid	\$ 1,740,521
Other State Revenue	661,305
Federal Revenue:	
Grants and Entitlements	626,199
Local Revenue:	
In-Lieu Property Tax Revenue	636,546
Contributions	43,222
Forgiveness of Note Payable	529,920
Other Revenue	1,017
Total Revenues	<u>4,238,730</u>

EXPENSES

Program Services	3,690,614
Management and General	<u>544,985</u>
Total Expenses	<u>4,235,599</u>

CHANGE IN NET ASSETS

3,131

Net Assets Without Donor Restrictions - Beginning of Year

620,046

NET ASSETS WITHOUT DONOR RESTRICTIONS - END OF YEAR

\$ 623,177

See accompanying Notes to Financial Statements.

**BLUE OAK CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
YEAR ENDED JUNE 30, 2022**

	<u>Program Services</u>	<u>Management and General</u>	<u>Total Expenses</u>
Salaries and Wages	\$ 1,933,815	\$ 193,561	\$ 2,127,376
Pension Expense	349,174	42,635	391,809
Other Employee Benefits	127,830	11,483	139,313
Payroll Taxes	72,378	7,245	79,623
Management Fees	-	108,037	108,037
Legal Expenses	-	5,982	5,982
Accounting Expenses	-	15,855	15,855
Instructional Materials	100,291	-	100,291
Other Fees for Services	251,592	53,047	304,639
Advertising and Promotion Expenses	-	72,354	72,354
Office Expenses	51,416	534	51,950
Information Technology Expenses	34,840	1,452	36,292
Occupancy Expenses	671,620	6,815	678,435
Travel Expenses	11,737	-	11,737
Conferences, Conventions, and Meetings	12,094	1,211	13,305
Depreciation Expense	17,659	1,768	19,427
Insurance Expense	41,454	4,149	45,603
Other Expenses	14,714	18,857	33,571
	<u>\$ 3,690,614</u>	<u>\$ 544,985</u>	<u>\$ 4,235,599</u>
Total			

See accompanying Notes to Financial Statements.

**BLUE OAK CHARTER SCHOOL
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2022**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in Net Assets	\$ 3,131
Depreciation	19,427
Forgiveness of Note Payable	(529,920)
Adjustments to Reconcile Change in Net Assets to Net Cash Used by Operating Activities and Liabilities:	
Accounts Receivable - Federal and State	41,835
Accounts Receivable - Other	11,223
Prepaid Expenses and Other Assets	4,409
Deferred Revenue	73,329
Accounts Payable and Accrued Liabilities	165,939
Net Cash Used by Operating Activities	(210,627)

NET CHANGE IN CASH AND CASH EQUIVALENTS

(210,627)

Cash and Cash Equivalents - Beginning of Year

361,751

CASH AND CASH EQUIVALENTS - END OF YEAR

\$ 151,124

SUPPLEMENTAL DISCLOSURE OF NONCASH FINANCING ACTIVITIES

Forgiveness of Note Payable

\$ 529,920

See accompanying Notes to Financial Statements.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Blue Oak Charter School (the School) is a California nonprofit public benefit corporation and is organized to manage and operate a public charter school. The School is funded principally through state of California public education monies received through the California Department of Education.

The charter may be revoked by the Chico Unified School District for material violations of the charter, failure to meet pupil outcomes identified in the charter, failure to meet generally accepted standards of fiscal management, or violation of any provision of the law.

Basis of Accounting

The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

Basis of Presentation

The accompanying financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America as prescribed by the Financial Accounting Standards Board.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and disclosures. Accordingly, actual results could differ from those estimates.

Functional Allocation of Expenses

Costs of providing the School's programs and other activities have been presented in the statement of functional expenses. During the year, such costs are accumulated into separate groupings as either direct or indirect. Indirect or shared costs are allocated among program and support services by a method that best measures the relative degree of benefit. The expenses that are allocated include salaries and wages, pension expense, other employee benefits, payroll taxes, other fees for services, office expenses, printing and postage, information technology, and other expenses, which are allocated on the basis of estimates of time and effort.

Cash and Cash Equivalents

The School defines its cash and cash equivalents to include only cash on hand, demand deposits, and liquid investments with original maturities of three months or less.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Asset Classes

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor- or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

Net Assets With Donor Restrictions – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Gifts of long-lived assets and gifts of cash restricted for the acquisition of long-lived assets are recognized as restricted revenue when received and released from restrictions when the assets are placed in service. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Accounts Receivable

Accounts receivable primarily represent amounts due from federal and state governments as of June 30, 2022. Management believes that all receivables are fully collectible; therefore, no provisions for uncollectible accounts were recorded.

Property, Plant, and Equipment

Property, plant, and equipment are stated at cost if purchased or at estimated fair value if donated. Depreciation is provided on a straight-line basis over the estimated useful lives of the asset.

Compensated Absences

The School does not allow employees to carryover unused vacation. Accordingly, there were no accumulated compensated absence benefits at June 30, 2022.

Revenue Recognition

Amounts received from the California Department of Education are conditional and recognized as revenue by the School based on the average daily attendance (ADA) of students. Revenue that is restricted is recorded as an increase in net assets without donor restriction, if the restriction expires in the reporting period in which the revenue is recognized. All other restricted revenues are reported as increases in net assets with donor restriction.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions

All contributions are considered to be available for use unless specifically restricted by the donor. Amounts received that are restricted to specific use or future periods are reported as contributions with donor restrictions. Restricted contributions that are received and released in the same period are reported as promises to give without donor restrictions. Unconditional promises to give expected to be received in one year or less are recorded at net realizable value. Unconditional promises to give expected to be received in more than one year are recorded at fair value at the date of the promise. Conditional promises to give (those with a measurable performance or other barrier and a right of return) are not recognized until they become unconditional, that is, when the conditions on which they depend are substantially met.

Conditional Grants

Grants and contracts that are conditioned upon the performance of certain requirements or the incurrence of allowable qualifying expenses (barriers) are recognized as revenues in the period in which the conditions are met. Amounts received are recognized as revenue when the School has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as deferred revenues in the statement of financial position. As of June 30, 2022, the School has conditional grants of \$747,530 of which \$231,953 is recognized as deferred revenue in the statement of financial position.

Property Taxes

Secured property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on September 1 and are payable in two installments on or before November 1 and February 1. Unsecured property taxes are not a lien against real property and are payable in one installment on or before August 31. The County bills and collects property taxes for all taxing agencies within the County and distributes these collections to the various agencies. The sponsor agency of the School is required by law to provide in-lieu property tax payments on a monthly basis, from August through July. The amount paid per month is based upon an allocation per student, with a specific percentage to be paid each month.

Income Taxes

The School is a nonprofit entity exempt from the payment of income taxes under Internal Revenue Code Section 501(c)(3) and California Revenue and Taxation Code Section 23701d. Accordingly, no provision has been made for income taxes. Management has determined that all income tax positions are more likely than not of being sustained upon potential audit or examination; therefore, no disclosures of uncertain income tax positions are required. The School is subject to income tax on net income that is derived from business activities that are unrelated to the exempt purposes. The School files an exempt School return and applicable unrelated business income tax return in the U.S. federal jurisdiction and with the California Franchise Tax Board.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Evaluation of Subsequent Events

The School has evaluated subsequent events through January 30, 2023, the date these financial statements were available to be issued.

NOTE 2 LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure are those without donor or other restrictions limiting their use within one year of the statement of financial position date. Financial assets available for general expenditures comprise cash and cash equivalents and grant receivables for the total amount of \$1,001,309.

As part of its liquidity management plan, the School monitors liquidity required and cash flows to meet operating needs on a monthly basis. The School structures its financial assets to be available as general expenditures, liabilities, and other obligations come due.

NOTE 3 CONCENTRATION OF CREDIT RISK

The School maintains an interest bearing cash account with a financial institution. The account at this institution is insured by the Federal Deposit Insurance Corporation (FDIC). At times, cash in this account exceeds the maximum insured amount. The School has not experienced any losses regarding this account and believes it is not exposed to any significant credit risk on its cash and cash equivalents.

NOTE 4 PROPERTY, PLANT, AND EQUIPMENT

Property, plant, and equipment in the accompanying financial statements is presented net of accumulated depreciation. The School capitalizes all expenditures for land, buildings, and equipment in excess of \$5,000. Depreciation expense for the year ended June 30, 2022 was \$19,427.

The components of property, plant, and equipment as of June 30, 2022 are as follows:

Building	\$ 1,192,117
Equipment, Furniture, and Fixtures	41,592
Total	<u>1,233,709</u>
Less: Accumulated Amortization	(1,232,090)
Total Property, Plant, and Equipment	<u><u>\$ 1,619</u></u>

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 5 NOTES PAYABLE LIABILITY

On April 21, 2020 the School received a loan from Golden Valley Bank in the amount of \$529,920 to fund payroll, rent, utilities, and interest on mortgages and existing debt through the Paycheck Protection Program (the PPP Loan). The original loan agreement was written prior to the PPP Flexibility Act of 2020 (June 5) and was due over twenty-four months deferred for six months. Subsequent to this, the law changed the loan deferral terms retroactively. The PPP Flexibility Act and subsequent regulations supersede the loan agreement. The PPP Loan bears interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, has a term of two years, and is unsecured and guaranteed by the U.S. Small Business Administration (SBA). Payment of principal and interest is deferred until the date on which the amount of forgiveness is remitted to the lender or, if the School fails to apply for forgiveness within ten months after the covered period, then payment of principal and interest shall begin on that date.

In July 2021, the SBA processed the School's PPP Loan forgiveness application and notified Golden Valley Bank the PPP Loan qualified for full forgiveness. Loan proceeds were received by the bank from the SBA on this date.

The SBA may review funding eligibility and usage of funds for compliance with program requirements based on dollar thresholds and other factors. The amount of liability, if any, from potential noncompliance cannot be determined with certainty; however, management is of the opinion that any review will not have a material adverse impact on the School's financial position.

NOTE 6 EMPLOYEE RETIREMENT

State Teachers' Retirement System (STRS)

Plan Description

The School contributes to the State Teachers' Retirement System (STRS), a cost-sharing multiemployer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. According to the most recently available Comprehensive Annual Financial Report and Actuarial Valuation Report for the year ended June 30, 2022 total STRS plan net assets are \$310 billion, the total actuarial present value of accumulated plan benefits is \$414 billion, contributions from all employers totaled \$5.744 billion, and the plan is 73% funded. The School did not contribute more than 5% of the total contributions to the plan.

Copies of the STRS annual financial reports may be obtained from STRS, 7667 Folsom Boulevard, Sacramento, California 95826 and www.calstrs.com.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 6 EMPLOYEE RETIREMENT (CONTINUED)

State Teachers' Retirement System (STRS) (Continued)

Funding Policy

Active plan members hired before January 1, 2013 are required to contribute 10.25% of their salary and those hired after are required to contribute 10.21% of their salary. The School is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the STRS Teachers' Retirement Board. The required employer contribution rate for year ended June 30, 2022 was 16.92% of annual payroll. The contribution requirements of the plan members are established and may be amended by state statute.

The School's contributions to STRS for the past three years are as follows:

<u>Year Ending June 30,</u>	<u>Required Contribution</u>	<u>Percent Contributed</u>
2020	\$ 221,801	100%
2021	197,483	100%
2022	245,619	100%

Public Employees' Retirement System (PERS)

Plan Description

The School contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS), a cost-sharing multiemployer public employee retirement system defined benefit pension plan administered by CalPERS. Plan information for PERS is not publicly available. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the Public Employees' Retirement Law. According to the most recently available Actuarial Valuation Report for the year ended June 30, 2021, the School Employer Pool total plan assets are \$86.5 billion, the present value of accumulated plan benefits is \$106.8 billion, contributions from all employers totaled \$2.97 billion, and the plan is 81% funded. The School did not contribute more than 5% of the total contributions to the plan.

Copies of the CalPERS' annual financial reports may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, California 95814 and www.calpers.ca.gov.

Funding Policy

Active plan members brought into PERS membership prior to January 1, 2013 are required to contribute 7.0% of their salary while new members after January 1, 2013 are required to contribute 7.0%. The school is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for year ended June 30, 2022 was 22.91%. The contribution requirements of the plan members are established and may be amended by state statute.

**BLUE OAK CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2022**

NOTE 6 EMPLOYEE RETIREMENT (CONTINUED)

Public Employees' Retirement System (PERS) (Continued)

The School's contributions to PERS for each of the last three years are as follows:

<u>Year Ending June 30,</u>	<u>Required Contribution</u>	<u>Percent Contributed</u>
2020	\$ 108,037	100%
2021	92,722	100%
2022	146,190	100%

NOTE 7 OPERATING LEASES

The School amended its existing lease which extended the lease until July 2023. Lease expense under the amended agreement for the year ended June 30, 2022 was \$586,404.

Future minimum lease payments are as follows:

<u>Year Ending June 30,</u>	<u>Amount</u>
2023	<u>\$ 615,300</u>

NOTE 8 CONTINGENCIES, RISKS AND UNCERTAINTIES

The School has received state and federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement would not be material.

NOTE 9 SUBSEQUENT EVENT

In November 2022, the School entered into a factored receivable agreement with Charter Asset Management in the amount of \$260,000.

SUPPLEMENTARY INFORMATION

**BLUE OAK CHARTER SCHOOL
 LOCAL EDUCATION AGENCY ORGANIZATION STRUCTURE
 YEAR ENDED JUNE 30, 2022
 (SEE INDEPENDENT AUDITORS' REPORT)
 UNAUDITED**

Blue Oak Charter School (the School) is a California nonprofit public benefit corporation and is organized to manage and operate a public charter school. The School is funded principally through state of California public education monies received through the California Department of Education. The School is sponsored by the Chico Unified School District (the Sponsor).

Charter School number authorized by the state: 0415

The board of directors and the administrators as of the year ended June 30, 2022 were as follows:

BOARD OF DIRECTORS

<u>Member</u>	<u>Office</u>	<u>Term End (Length)</u>
Chelsea Parker	Chair	June 2023 (3 years)
Vicki Wonacott	Co-Chair	June 2022 (2 years)
Amber Brown	CFO	June 2024 (3 years)
Trisha Atehortua	Secretary	June 2022 (2 years)
Kristen Woods	Member	June 2025 (3 years)
Leanna Glander	Member	June 2024 (3 years)
Laurel Hill-Ward	Member	June 2023 (3 years)

ADMINISTRATORS

Susan Domenghini	Executive Director
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**BLUE OAK CHARTER SCHOOL
SCHEDULE OF INSTRUCTIONAL TIME
YEAR ENDED JUNE 30, 2022**

	Instructional Minutes		Traditional Calendar Days	Status
	Requirement	Actual		
Kindergarten	36,000	58,440	177	In compliance
Grades 1-3	50,400	54,125	177	In compliance
Grades 4-6	54,000	54,800	177	In compliance
Grades 7-8	54,000	55,945	177	In compliance

See accompanying Independent Auditors' Report and the Notes to Supplementary Information.

**BLUE OAK CHARTER SCHOOL
SCHEDULE OF AVERAGE DAILY ATTENDANCE (ADA)
YEAR ENDED JUNE 30, 2022**

	Second Period Report		Annual Report	
	Classroom Based	Total	Classroom Based	Total
Grades TK/K-3	99.55	103.22	101.43	104.92
Grades 4-6	80.79	81.90	80.53	81.72
Grades 7-8	54.79	55.83	54.50	55.64
ADA Totals	<u>235.13</u>	<u>240.95</u>	<u>236.46</u>	<u>242.28</u>

See accompanying Independent Auditors' Report and the Notes to Supplementary Information.

**BLUE OAK CHARTER SCHOOL
RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH
AUDITED FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022**

There were no differences between the Annual Financial Report and the Audited Financial Statements.

See accompanying Independent Auditors' Report and the Notes to Supplementary Information.

**BLUE OAK CHARTER SCHOOL
NOTES TO SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2022**

PURPOSE OF SCHEDULES

NOTE 1 SCHEDULE OF INSTRUCTIONAL TIME

This schedule presents information on the amount of instructional time offered by the School and whether the School complied with the provisions of California Education Code.

NOTE 2 SCHEDULE OF AVERAGE DAILY ATTENDANCE

Average daily attendance is a measurement of the number of pupils attending classes of School. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels.

NOTE 3 RECONCILIATION OF ANNUAL FINANCIAL REPORT WITH AUDITED FINANCIAL STATEMENTS

This schedule provides the information necessary to reconcile the net assets of the charter schools as reported on the Annual Financial Report form to the audited financial statements.



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors
Blue Oak Charter School
Chico, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Blue Oak Charter School (the School), a nonprofit California public benefit corporation, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, cash flows, and functional expenses for the year then ended, the related notes to the financial statements, and have issued our report thereon dated January 30, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency or a combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

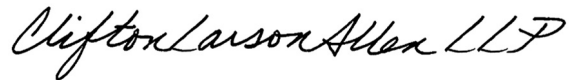
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



CliftonLarsonAllen LLP

Glendora, California
January 30, 2023



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Directors
Blue Oak Charter School
Chico, California

Opinion on State Compliance

We have audited Blue Oak Charter School's (the School) compliance with the types of compliance requirements described in the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel for the year ended June 30, 2022. The School's state compliance requirements are identified in the table below.

In our opinion, the School complied with the laws and regulations of the state programs referred to above in all material respects for the year ended June 30, 2022.

Basis for Opinion

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Our responsibilities under those standards and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for the compliance with the state laws and regulations as identified below.

Auditors' Responsibility for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to below occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of the government program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to below and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.


Compliance Requirements Tested

In connection with the audit referred to above, we selected and tested transactions and records to determine the School's compliance with the laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures Performed</u>
School Districts, County Offices of Education, and Charter Schools:	
California Clean Energy Jobs Act	Yes
After/Before School Education and Safety Program	Not Applicable
Proper Expenditure of Education Protection Account Funds	Yes
Unduplicated Local Control Funding Formula Pupil Counts	Yes
Independent Study-Course Based	Not Applicable
Immunizations	Yes
Educator Effectiveness	Yes
Expanded Learning Opportunities Grant (ELO-G)	Yes
Career Technical Education Incentive Grant	Not Applicable
In Person Instruction Grant	Yes
Charter Schools:	
Attendance	Yes
Mode of Instruction	Yes
Nonclassroom-Based Instruction/Independent Study	Yes
Determination of Funding for Nonclassroom-Based Instruction	Not Applicable
Annual Instructional Minutes – Classroom Based	Yes
Charter School Facility Grant Program	Yes

Purpose of this Report

The purpose of this report on state compliance is solely to describe the results of testing based on the requirements of the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, published by the Education Audit Appeals Panel. Accordingly, this report is not suitable for any other purpose.



CliftonLarsonAllen LLP

Glendora, California
January 30, 2023

**BLUE OAK CHARTER SCHOOL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022**

All audit findings must be identified as one or more of the following categories:

<u>Five Digit Code</u>	<u>Finding Types</u>
10000	Attendance
20000	Inventory of Equipment
30000	Internal Control
40000	State Compliance
42000	Charter School Facilities Program
43000	Apprenticeship: Related and Supplemental Instruction
50000	Federal Compliance
60000	Miscellaneous
61000	Classroom Teacher Salaries
70000	Instructional Materials
71000	Teacher Misassignments
72000	School Accountability Report Card

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards* or the *2021-2022 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

**BLUE OAK CHARTER SCHOOL
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2022**

There were no findings and questioned costs related to the basic financial statements or state awards for the prior year.



CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See CLAGlobal.com/disclaimer. Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor.



February 7, 2023

Nels and Jerry Leen
280 Cohasset Rd. Suite 110
Chico, CA 95926-2210

E-mail: us4leens@aol.com
jllj@aol.com

RE: Final Letter of Intent to Extend the Lease Agreement at 450 W East Ave. Chico

Dear Nels & Jerry:

On behalf of our client, Blue Oak Charter School ("Tenant"), we have summarized the term of the lease renewal between Blue Oak Charter School and the Landlord. Upon mutual agreement of these terms, Landlord and Tenant shall negotiate a Lease Amendment.

- Project:** 450 W East Ave., Chico, CA
- Premises:** +/- 48,000 square feet.
- Lease Term:** The term of the Lease ("Lease Term") shall be twenty-four (24) months.
- Lease Commencement:** August 1, 2023.
- Monthly Base Rent:** Starting monthly base rent shall be \$54,000 per month, with a 3% beginning in year two of the lease.
- Operating Expenses:** Per existing lease.
- Purpose of Use:** The Premises will be used for general office.
- Option to Renew:** Tenant requests two (2), two (2) year option to renew the lease at 100 percent of the then fair market value as compared to new leases. Tenant shall give notice of its intention to extend six (6) months prior to lease expiration.
- Termination Clause:** ~~Tenant shall have a one time right to terminate the lease on July 31, 2024, by providing landlord with 120 day written notice.~~
Not Available.



Holdover Clause: Holdover shall be on a month-to-month basis, equal to last month of base rent for term, at 125%.

Commission: Landlord agrees that Cresa Sacramento is the sole representative of the Tenant and agrees to pay a leasing commission to Cresa Sacramento, in the amount of \$20,000. Commission shall be payable upon lease execution. Landlord and Cresa Sacramento shall execute a separate agreement prior to lease execution

Disclosures: Attached are the following Disclosure forms:

1. DISCLOSURE REGARDING REAL ESTATE AGENCY RELATIONSHIP
2. REPRESENTATION CONFIRMATION
3. NOTICE, AGREEMENT AND DISCLOSURES OF: SPECIAL EARTHQUAKE STUDIES AND FLOOD ZONES; HAZARDOUS SUBSTANCES, BROKER AGENCY REPRESENTATION; BROKER INVESTIGATION; COMPLIANCE WITH LAWS.

Disclosures: *As per California Civil Code 2079.16, all parties acknowledge that Cresa is exclusively representing the Tenant (or Sublessee) as "Selling Agent" but is also sometimes referred to as the Buyer's agent, and is not representing the Landlord (or Sublessor). "Selling Agent" is a defined term in the law and is not to be confused with Landlord's (or Sublessor's) Listing Agent. Cresa is the exclusive representative of the Tenant (or Sublessee).*

This Proposal shall not constitute a formal, binding agreement. We expect that the definitive agreement that is negotiated between Landlord and Tenant with respect to this transaction will be generally consistent with the provisions of this letter. This Proposal shall not, however, create any legal rights or obligations between the parties. Tenant and Landlord acknowledge that both have the right to carry on negotiations with other Tenants, Landlords, or Sublessors. It is intended that all legal rights and obligations regarding this transaction will come into existence only when a definitive lease agreement is signed and delivered by all appropriate entities.

Please respond within one week of date of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "J. David Smith". The signature is fluid and cursive.

J. David Smith
Senior Vice President
DRE #01246923



dsmith@cresa.com

CC'd John Roth