

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

Join Zoom Meeting

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

**Meeting ID:** 838 8281 0720

**Passcode:** t39y2H

**Tuesday, March 21st, 2023 - 6:00 PM**

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

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

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**Update:** On September 16, 2021, Governor Gavin Newsom signed Assembly Bill 361 (AB 361) into law which allows public agencies to continue to conduct meetings remotely during the COVID-19 pandemic and other proclaimed emergencies. This means there will be no specific physical meeting place; the meeting will be held remotely. Public participation continues to be welcomed and encouraged to those who join via Zoom and raise their hand. The chat bar will not be available to the public during the Zoom meetings to support the sanctity of the meeting.

Blue Oak Charter Council (BOCC) may tape, film, stream, or broadcast any open BOCC Meeting. The BOCC Chair may announce that a recording or broadcasting is being made at the direction of BOCC members and that the recording or broadcast may capture images and sounds of those attending the meeting. Any BOCC recording may be erased or destroyed 30 days after the meeting. All times noted on the agenda are approximate and listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

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

**AGENDA**

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**OPEN SESSION - 6:00 PM**

**1. OPENING**

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

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

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

*This is an opportunity for members of the community to address the committee concerning items not on the agenda. Persons addressing the Committee will be allowed a maximum of three (3) minutes for their presentation. The chair may establish a maximum speaking time for any item.*

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

**2. CONSENT AGENDA**

- 2.1. Approve Minutes from Tuesday, March 28th, 2023
- 2.2. Charter Impact Monthly Report
  - 2.2.1. Attendance and Enrollment
  - 2.2.2. Cash Flow
  - 2.2.3. Balance Sheet Detail
  - 2.2.4. Warrants/Aged Payable
  - 2.2.5. Actual to Budget Summary
- 2.3. Point of Sale Transactions/Check Register
- 2.4. Credit Card Statement
- 2.5. Accept Offers of Employment
- 2.6. Accept Employee Resignations
- 2.7. Approve Overnight Field Trip
- 2.8. Approve Donation
- 2.9. Acknowledge Employee Dismissal

Jim Weber, Charter Impact

**3. FACULTY**

- 3.1. Grade Level Report

Sarah Lee & Nick Meier

**4. GOVERNANCE**

- 4.1. Return to Brown Act Norms
- 4.2. Finance Committee Report
- 4.3. Parent Council Report
- 4.4. Equity & Inclusion Task Force Report
- 4.5. COVID-19 Response
- 4.6. Policy Review
  - 4.6.1. Travel Expense Policy (2nd Reading)
  - 4.6.2. Health Care Emergencies Policy (1st Reading)
  - 4.6.3. Communicable & Infectious Diseases Policy (1st Reading)
- 4.7. Audit Firm Selection
- 4.8. Form 700

Susan Domenighini  
Trisha Atehortua  
Kristen Woods  
Susan Domenighini

**5. ADMINISTRATION**

- 5.1. Executive Director's Report

Susan Domenighini

**6. CLOSED SESSION**

- 6.1. Executive Director Evaluation  
**Public Employee Performance Evaluation (§54957)**

**7. NEXT MEETING - Tuesday, April 18th, 2023 at 6:00PM**

**8. ADJOURNMENT**

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

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**AGENDA**

---

**OPEN SESSION - 6:00 PM**

**1. OPENING**

**1.1. Call Meeting to Order**

- Kristen Woods called the meeting to order at 6:12PM.

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

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

**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.”*

- Kristen Woods read the school invocation

**1.4. Agenda Modifications**

- Item 3.2 was tabled at this time. This item will be postponed for another meeting agenda.

### 1.5. Audience to Address the Council

*This is an opportunity for members of the community to address the committee concerning items not on the agenda. Persons addressing the Committee will be allowed a maximum of three (3) minutes for their presentation. The chair may establish a maximum speaking time for any item.*

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

- No audience members to address the council.

## 2. CONSENT AGENDA

### 2.1. Approve Minutes from January 17th, 2023

### 2.2. Charter Impact Monthly Report

**Jim Weber, Charter Impact**

#### 2.2.1. Attendance and Enrollment

#### 2.2.2. Cash Flow

#### 2.2.3. Balance Sheet Detail

#### 2.2.4. Warrants/Aged Payable

#### 2.2.5. Actual to Budget Summary

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

### 2.4. Credit Card Statement

### 2.5. Teleconferencing During State of Emergency State of Emergency (§ 8625)

### 2.6. Accept Offers of Employment

### 2.7. Approve Donations

- Trisha Atehortua made a motion to accept the consent agenda. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

## 3. FACULTY

### 3.1. Grade Level Report

**Sarah Lee & Nick Meier**

- Nick Meier presented the faculty grade level report via Google Slides. These Slides will be available on the school website under Parent Resources.

### 3.2. Test Scores Update

**Chairun Combs**

#### 4. GOVERNANCE

##### 4.1. Finance Committee Report

Trisha Atehortua

- Trisha Atehortua reported that this year the school had additional grants to help cover our expenses. Those grants will start to dry up this year so we want to push to get our enrollment up to help cover expenses. Some of the items addressed at the BOFC meeting will be covered on the agenda tonight such as the classified pay scale, ASES grant, and more.

##### 4.2. Parent Council Report

Kristen Woods

- The PC is still discussing the terms of the Cal Java fundraiser for the whole school. The PC also talked about approval for funds to purchase a rug for the music room among other things.

##### 4.3. Equity & Inclusion Task Force Report

Susan Domenighini

- There is not a lot going on for the task force at the moment as the group has not been able to meet. We are working on having school-wide assemblies each month to discuss different topics. Last month we talked about black history month as a school and this month we will go over women's history month.

##### 4.4. COVID-19 Response

Susan Domenighini

- The school has had about 2 to 3 weeks of illnesses and absences among our staff this month. We are quite under staffed at this point due to this issue. We have had to do a lot of floating around to cover all of the positions. We are hoping for a healthy March.

##### 4.5. School Site Update

###### 4.5.1. Letter of Intent to Renew Lease

- The BOCC talked last month about this and looked at the lease. Now, we are in the final process of accepting the new lease. There have been two changes since we last reviewed it. One was an increase in rent for one of the two years; ultimately the increase still holds us to a lower percentage than COLA, so that is okay. The other change was that they do not want to give us an easy out after one year. After talking with Charity, we don't think we'll be ready to move next year anyways so we are going to sign the lease for two more years. Next year will be a 5.5% rent increase and the year after that it will be 3% increase. The COLA is 8-12% at this time.
- Trisha Atehortua made a motion to approve the LOI as presented. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

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

Kristen Woods	X			
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- Vote passes.

#### 4.6. Policy Review

##### 4.6.1. Travel Expense Policy (1st Reading)

- We presented this to the BOFC to review details. We haven't updated the information in this policy recently for how we pay staff during travel. Maggie and Susan did some research about current rates; the information presented came from the Human Resources department for the state of California. The BOFC will be doing some detail work between now and then. Trisha's only comment from the BOFC is that she didn't feel like some of the prices were high enough so staff may need to adjust the policy again if we want to reimburse in full. Many of the classroom teachers go to summer training; they are usually gone for about 5 days. We want to focus on keeping them close but it is highly encouraged for teachers to find a professional development training that fits them well. Trisha also pointed out that maybe adding a flat rate reimbursement for ride shares/taxis, etc. would be a good idea. What is presented in the state standard so this is simply a starting point; we can do with it what we want after that.
- This is only the first reading so there will be no vote tonight.

#### 4.7. Contracts

##### 4.7.1. E-Therapy

- The school has a need to hire an online, distance therapist to replace our School Psychologist. Our SELPA agency recommended this organization to us. Susan has had a few interviews with them; they are knowledgeable, licensed appropriately, and will work with students virtually. They will mostly be helping with assessment plans to support our SPED team. Their cost is lower than hiring someone on-site for now. We also have talked with them about providing actual counseling to a couple of our students for the families who feel that is the best fit. We are also still using Emma Todd's services as well but this will be an additional option.
- Additionally, Mandy Kling and Susan are really working on making the school counselor position sustainable. She feels that with so much trauma in the community, the on-campus counseling job is a pretty big load so they are considering moving our group work counseling over to Emma Todd services for our school. We are also working on best practices for emergency services for our school. Board members appreciate having a variety of options like this.
- E-Therapy gives other options that our school currently doesn't provide as well such as giving counseling in Spanish, etc.
- Vicki Wonacott made a motion to accept the E-Therapy contract. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker				X
Vicki Wonacott	X			

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

➤ Vote passes.

#### 4.8. Updated Classified Pay Scale

- The Classified pay scale wages were approved and updated in August. However, we did see that we had some descriptions in the classifications that were no longer accurate. We added festival support, wellness coordinator, HR coordinator, and a few other additions to Range 3. This is essentially a clerical change but we wanted to make sure it was clear. The range is a grouping of classification and the steps are years of experience. For classified staff, education/training/certification is based on the focus of the job; this is different than it is for the credentialed staff. This pay scale is pretty standard for the industry.
- Vicki Wonacott made a motion to approve the updated classified pay scale. Leanna Glander seconded the motion.
- No further discussion.
- Vote.

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

➤ Vote passes.

#### 4.9. 2023-2024 School Calendar

- This proposed calendar has gone through the Leadership Team and has been approved by the Faculty as well. The one major change that is different from other years is for the Parent-Teacher (PT) Conferences. Previously, we had 3 half days for PT conferences. The teachers asked that they would prefer one half day and one whole day to complete PT conferences because they were struggling with the original model. This change comes with the clarification that teachers don't have to squeeze all PT conferences in on these days alone; they can start as early as they'd like but this should help get them all finished before the Thanksgiving break. What that does, however, is it drops up from 177 school days to 176. It will still be the same number of instructional minutes in the school year, though, so we are still within requirements. We wanted to express that as we continue our work with after school learning programs so we can be sure to provide childcare to

offset the issues that come along with giving that additional in-service day. Teachers decided to line up with CUSD for next year's winter break since this year our schedules varied and it caused some challenges.

- Trisha Atehortua made a motion to accept the school calendar for next year. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

#### 4.10. 2nd Interim Report

- This is the same information we go through during our financial reports. This formal document is for the authorizer and the state. If the BOFC didn't meet every month to go over things, this would be a critical review; however, we already hear and see this information every month. This document is the formal reporting format and breaks down the 1st interim budget, the actuals and the 2nd interim budget.
- Vicki Wonacott made a motion to accept the 2nd Interim Report. Trisha Atehortua seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

#### 4.11. Audit Report

- This report was a little late this year because we had to ask for an extension through CUSD; the auditors didn't realize they had to look at our Independent



Study work and we wanted the auditors to be able to complete their due diligence appropriately. CUSD was very gracious to extend it. The front office staff worked hard to get it done; thank you very much for that. There were no findings this year so we are completely in compliance.

- Trisha Atehortua made a motion to approve the audit report. Vicki Wonacott seconded the motion.
- No further discussion.
- Vote.

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

- Vote passes.

#### **4.12. After School Education and Safety Program Grant Application**

- These funds have been available to schools for years so only money that isn't going out to schools already will be available. Last year, these funds only went out to schools with over 60% low income and we aren't that high so we may not get it but they did encourage us to apply. Knowing that enrollment is down, Susan is hopeful that we might get it but if we don't we can reapply next year. These funds will go towards helping provide more after school options for our after school programs. This will help extend what clubs are offered, how many days they are offered, or possibility to help pay/compensate the volunteers who help run those clubs.
- No approval is needed now since the application was already approved; this is just an update from Susan that she has sent in the application.

#### **4.13. Establish Annual Performance Review Committee for Executive Director**

- The BOCC needs to appoint at least one person to head up the review of the Executive Director but up to three is acceptable. The review will take place between now and the next meeting and will be addressed at the next meeting with the Executive Director.
- Vicki Wonacott and Laurel Hill-Ward volunteered to be on the committee. Board members will reach out to ask Chelsea if she would like to be added to the committee as well.

### **5. ADMINISTRATION**

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

**Susan Domenighini**

- Susan Domenighini gave an Executive Directors report that will be available on the schools website under the Councils and Committees Learn More page.

**6. NEXT MEETING - Tuesday, March 21st, 2023 at 6:00PM**

**7. ADJOURNMENT**

➤ Kristen adjourned the meeting at 7:13PM.

Minutes Taken By: Alexandra Archer

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

DRAFT

# Blue Oak Charter School

Monthly Financial Presentation – February 2023

# February Highlights

## Highlights

- P-1 ADA **238.48**, forecast P-2 **234.6**, cuts revenue (\$260K+) from budget.
- Expenses forecast **\$4.16 million+**, up **(\$60K)** from previous month, above budget **(\$388K)**.
- Enrollment 300+ recommended for \$4 million budget.
- Forecast surplus **\$133K (-\$302K + \$435)**, dependent on allocation of one-time grants.
- Cash ended month **\$272K**, cash running low until receivables collected in May/June.

## Compliance and Reporting

- Arts, Music & Instructional Materials Block Grant plan required before utilizing funding.
- Audit firm selection due April 1<sup>st</sup>.
- Quarterly reporting will be completed during April.

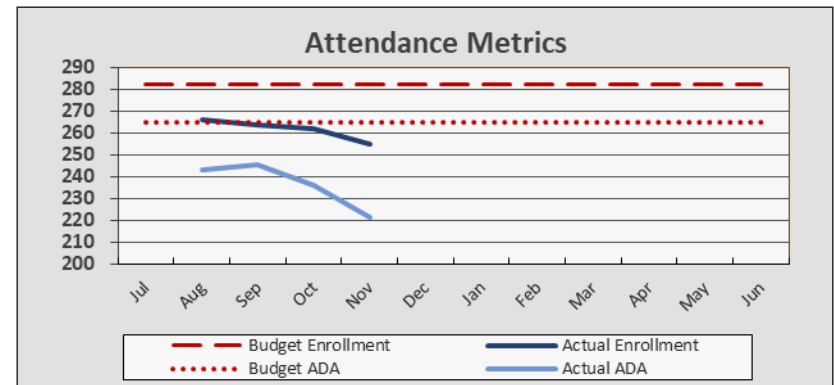
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<i>Enrollment &amp; Per Pupil Data</i>			
	<i><u>Actual</u></i>	<i><u>Forecast</u></i>	<i><u>Budget</u></i>
<i>Average Enrollment</i>	262	255	282
<i>ADA</i>	238	235	265
<i>Attendance Rate</i>	91.1%	92.0%	94.0%
<i>Unduplicated %</i>	57.4%	57.4%	57.5%
<i>Revenue per ADA</i>		\$18,327	\$14,954
<i>Expenses per ADA</i>		\$17,759	\$14,251

## Attendance Metrics



P-1 ADA **238.48**, enrollment declined to 255.  
Attendance declined between 87%-90% during Oct-Nov.  
P-2 ADA forecast (234.6) and rolling UPP 57.42%.  
LCFF is calculated at \$10,909 per ADA.

# Revenue

## February Updates

- **\$435K ADA hold harmless recovers 2021/22 loss.**
- **Forecast includes additional \$568K one-time funding. Possible to defer between 2023/24 – 2027/28.**

	2021/22	2022/23	2023/24	2024/25	2025/26
Educator Effectiveness Block Grant	\$ -	\$ 25,446	\$ 25,446	\$ 25,446	\$ -
ELO-G	\$ 22,292	\$ 82,965	\$ -	\$ -	\$ -
ADA Hold Harmless	\$ 74,095	\$ 435,092	\$ -	\$ -	\$ -
Arts, Music and Instructional Materials	\$ -	\$ 40,113	\$ 40,113	\$ 40,113	\$ 40,113
Learning Recovery	\$ -	\$ 55,683	\$ 55,683	\$ 55,683	\$ 55,683
ELO-G Fed	\$ 83,536	\$ -	\$ -	\$ -	\$ -
ESSER II	\$ 251,025	\$ -	\$ -	\$ -	\$ -
ESSER III	73,689	364,125	126,475	-	-
<b>One-Time Funding plan</b>	<b>\$ 504,636</b>	<b>\$ 1,003,424</b>	<b>\$ 247,717</b>	<b>\$ 121,242</b>	<b>\$ 95,796</b>

## Revenue

	Year-to-Date		
	Actual	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 1,558,024	\$ 1,433,166	\$ 124,858
Federal Revenue	411,205	226,184	185,021
Other State Revenue	148,530	293,831	(145,302)
Other Local Revenue	32,455	33,333	(879)
<b>Total Revenue</b>	<b>\$ 2,150,214</b>	<b>\$ 1,986,515</b>	<b>\$ 163,699</b>

	Annual/Full Year		
	Forecast	Budget	Fav/(Unf)
	\$ 2,559,309	\$ 2,819,929	\$ (260,620)
	479,431	486,368	(6,937)
	1,192,154	607,675	584,480
	68,732	50,000	18,732
<b>Total</b>	<b>\$ 4,299,626</b>	<b>\$ 3,963,972</b>	<b>\$ 335,654</b>

# Expenses

- February Updates
  - Expenses forecast above \$4.16 million, exceeding budget.
  - Staffing increased rates, partially offset by reduced consultants (Subagreement).
  - Increased equipment funded by grant (Supplies).
  - Increased legal expenses (Professional).

## Expenses

	<i>Year-to-Date</i>		
	Actual	Budget	Fav/(Unf)
Certificated Salaries	\$ 1,237,747	\$ 1,054,651	\$ (183,096)
Classified Salaries	380,521	333,863	(46,658)
Benefits	456,571	405,748	(50,823)
Books and Supplies	107,223	79,400	(27,823)
Subagreement Services	61,484	158,077	96,593
Operations	126,982	94,514	(32,468)
Facilities	424,566	426,667	2,101
Professional Services	195,504	162,872	(32,632)
Depreciation	1,619	-	(1,619)
Interest	21,492	21,000	(492)
<b>Total Expenses</b>	<b>\$ 3,013,709</b>	<b>\$ 2,736,792</b>	<b>\$ (276,917)</b>

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 1,628,791	\$ 1,336,173	\$ (292,618)
Classified Salaries	559,340	488,851	(70,489)
Benefits	641,176	556,068	(85,108)
Books and Supplies	129,992	104,600	(25,392)
Subagreement Services	118,460	247,264	128,804
Operations	157,028	142,158	(14,870)
Facilities	637,295	640,000	2,705
Professional Services	271,161	241,625	(29,536)
Depreciation	1,619	-	(1,619)
Interest	21,492	21,000	(492)
<b>Total Expenses</b>	<b>\$ 4,166,352</b>	<b>\$ 3,777,738</b>	<b>\$ (388,614)</b>

# Surplus / (Deficit) & Fund Balance

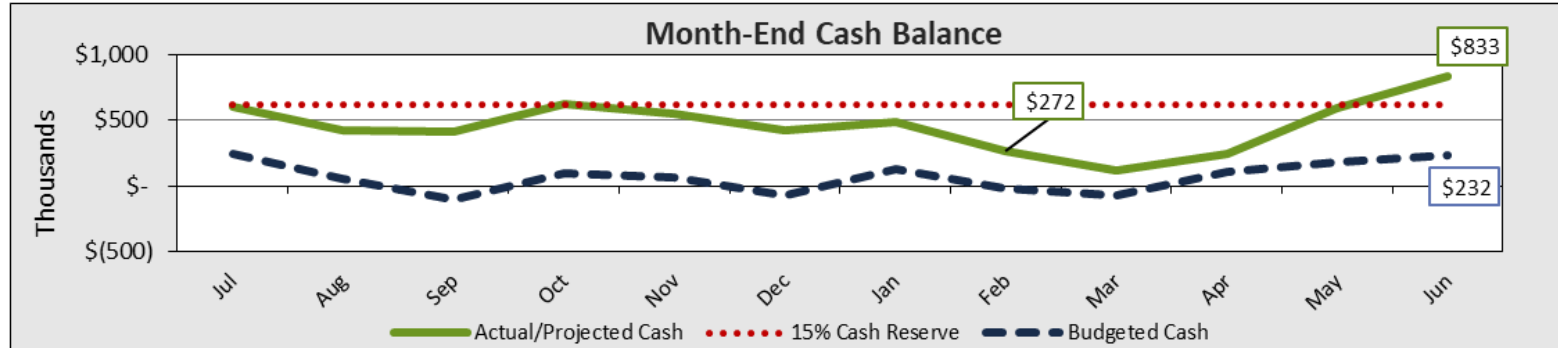
- Forecast gain **\$133K** includes **\$435K** ADA hold harmless for 2021/22, **net (\$302K) loss**.
- Budget did not include 2021/22 hold harmless revenue.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ (863,495)	\$ (750,277)	\$ (113,218)	\$ 133,274	\$ 186,234	\$ (52,959)
Beginning Fund Balance	<u>623,177</u>	<u>623,177</u>		<u>623,177</u>	<u>623,177</u>	
<b>Ending Fund Balance</b>	<u><b>\$ (240,319)</b></u>	<u><b>\$ (127,100)</b></u>		<u><b>\$ 756,451</b></u>	<u><b>\$ 809,411</b></u>	
<i>As a % of Annual Expenses</i>	-5.8%	-3.4%		18.2%	21.4%	



# Cash Balance

- Current cash **\$272K**.
- Receivables factoring repaid, cash running low until receivables collected (May/June).
- Increased expenses creating more cash stress into May.
- June 30<sup>th</sup> cash balance uncertainty - \$500K AR and grants should boost balance to \$800K+.



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Mar-01	<b>Every Student Succeeds Act Per-Pupil Expenditure Application</b> - The Elementary and Secondary Education Act of 1965 (ESEA), as reauthorized by the Every Student Succeeds Act (ESSA), requires state educational agencies (SEAs) and their local educational agencies (LEAs) to prepare and publish annual report cards that contain specified data elements, including LEA and school-level per-pupil expenditures (PPE).	Charter Impact	No	No	<a href="https://www3.cde.ca.gov/essars">https://www3.cde.ca.gov/essars</a>
DATA	Mar-10	<b>CALPADS - Fall 2 deadline</b> - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 2 data within CALPADS, which can impact a number of things, including LCFF funding, student course enrollments, staff assignments and English learner education services. Students' course enrollments, teacher course assignments, staff job assignments, FTE count and English Learner education services are reported datasets.	BOCS	No	No	<a href="https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp">https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp</a>
FINANCE	Mar-15	<b>2nd Interim Financial Report</b> - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second is due March 15 for the period ending January 31.	Charter Impact	Yes	Yes	<a href="https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp">https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp</a>
FINANCE	Mar-24	<b>El Dorado SELPA Pre-Test for Year-End Maintenance of Effort (Special Education)</b> - Report due to Charter school's SELPA. Maintenance of Effort (MOE) is a requirement that you spend each year at least what you spent last year in the area of special education (with some exceptions). If you reduce your special education budget (or expenditures) in a given year, you need to be careful to ensure that you have met the MOE requirement. This does not mean you can't reduce costs, but you must do so within the guidelines of federal MOE.	Charter Impact	No	No	<a href="http://charterselpa.org/fiscal/">http://charterselpa.org/fiscal/</a>
FINANCE	Mar-28	<b>Federal Stimulus Annual Report</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period July 1, 2021 - June 30, 2022.	Charter Impact with BOCS support	No	No	<a href="https://www.cde.ca.gov/fg/cr/anreporthelp.asp">https://www.cde.ca.gov/fg/cr/anreporthelp.asp</a>
FINANCE	Mar-28	<b>E-Rate FCC Form 471 Due date (FY2023)</b> - To apply for program discounts, applicants file an FCC Form 471 in EPC to provide USAC with information about the services they are requesting and the discount(s) for which they are eligible. The FCC Form 471 must be certified by March 28, 2023.	BOCS	No	No	<a href="https://www.usac.org/sl/tools/forms/">https://www.usac.org/sl/tools/forms/</a>
FINANCE	Mar-30	<b>Pre-Kindergarten Planning and Implementation Grant Plan (if original 6/30/22 deadline was missed)</b> - State law requires each LEA to create a plan articulating, how all children in the attendance area of the LEA will have access to full-day learning programs the year before kindergarten that meet the needs of parents, including through partnerships with the LEA's expanded learning offerings, the After-School Education and Safety Program, the California state preschool program, Head Start programs, and other community-based early learning and care programs (EC Section 8281.5). Under state law, the plan must be developed for consideration by the LEA's governing board or body at a public meeting on or before March 30, 2023 (extended from June 30, 2022.)	BOCS	Yes	No	<a href="https://www.cde.ca.gov/ci/gs/em/">https://www.cde.ca.gov/ci/gs/em/</a>
FINANCE	Mar-31	<b>Consolidated Application (ConApp) reporting</b> - Winter - The ConApp is used by the CDE to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. The winter release is submitted in January of each year and contains the LEA's entitlements for each funded program.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/co/cars.asp">https://www.cde.ca.gov/fg/aa/co/cars.asp</a>
FINANCE	Apr-01 or sooner based on Authorizer	<b>Audit Firm Selection</b> - In accordance with Education Code (EC) Section 41020 (b) (3), if the governing board of a Local Educational Agency (LEA) does not have an audit contract in place by April 1, the County Superintendent of Schools, having jurisdiction over the LEA, shall provide for the audit and charge the LEA's fund for the cost incurred.	BOCS with Charter Impact support	Yes	No	<a href="https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=41020.&amp;lawCode=EDC">https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=41020.&amp;lawCode=EDC</a>

# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Apr-01	<b>File a Form 700 - Statement of Economic Interests (SEI):</b> The requirement is part of the Political Reform Act enacted in 1974, which was passed by California voters to promote integrity in state and local government by helping agency decision makers avoid conflicts between their personal interests and official duties. Depending on your local authorizer's conflict of interest policies, certain charter school officers and employees may be required to file Statements of Economic Interest with a filing officer by the April 1 deadline.	BOCS	Yes	Yes	<a href="https://www.fppc.ca.gov/Form700.html">https://www.fppc.ca.gov/Form700.html</a>
FINANCE	Apr-14	<b>Federal Stimulus Reporting</b> - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period January 1, 2023- March 31, 2023.	Charter Impact with BOCS support	No	No	<a href="https://www.cde.ca.gov/fg/cr/reporting.asp">https://www.cde.ca.gov/fg/cr/reporting.asp</a>
FINANCE	Apr-18	<b>Special Education Federal Expenditure Report #2, Dispute Prevention, Learning Recovery Funding Reports due to SELPA</b> - Interim financial reporting for actuals through March 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No	<a href="http://charterselpa.org/fiscal/">http://charterselpa.org/fiscal/</a>
FINANCE	Apr-21	<b>Special Education ADA/Enrollment Report #3 due to SELPA</b> - Report are due to El Dorado Charter SELPA.	Charter Impact	No	No	<a href="http://charterselpa.org/fiscal/">http://charterselpa.org/fiscal/</a>
FINANCE	Apr-30	<b>Federal Cash Management - Period 4</b> - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; Title III Immigrant; and Title IV programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/cm/">https://www.cde.ca.gov/fg/aa/cm/</a>

# Appendices

**As of February 28, 2023**

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

# ***Blue Oak Charter School***

**Financial Package**

**February 28, 2023**

*Presented by:*



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

Revised 03/20/2023



ADA = 234.60

Revenues

State Aid - Revenue Limit

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
															ADA =	265.08
8011 LCFF State Aid	-	66,397	66,396	119,512	119,512	119,512	119,512	119,512	81,090	81,090	81,090	81,090	199,849	1,254,562	1,450,370	(195,807)
8012 Education Protection Account	-	-	-	161,709	-	-	161,709	-	-	200,204	-	-	107,161	630,783	668,465	(37,683)
8019 State Aid - Prior Year	-	-	-	-	-	60,347	(1)	967	(64)	-	-	(61,249)	-	-	-	-
8096 In Lieu of Property Taxes	-	45,692	91,673	61,115	60,922	61,308	61,115	61,115	80,723	40,362	40,362	40,362	29,215	673,964	701,094	(27,131)
	-	112,089	158,069	342,336	180,434	241,167	342,335	181,594	161,749	321,656	121,452	60,203	336,225	2,559,309	2,819,929	(260,620)

Federal Revenue

8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	31,875	31,875	34,000	(2,125)
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	-	15,718	48,270	-	-	601	-	-	64,589	68,790	(4,201)
8291 Title II, Part A - Teacher Quality	-	-	-	-	-	-	-	2,217	-	-	2,211	-	4,415	8,842	9,453	(611)
8296 Other Federal Revenue	-	-	-	-	-	-	342,500	2,500	-	-	2,500	-	26,625	374,125	374,125	-
	-	-	-	-	-	-	358,218	52,987	-	-	5,312	-	62,915	479,431	486,368	(6,937)

Other State Revenue

8311 State Special Education	9,569	9,569	17,224	17,130	17,130	17,130	17,130	-	33,535	16,767	16,767	13,697	-	185,648	209,825	(24,176)
8545 School Facilities (SB740)	-	-	-	-	-	-	-	-	-	157,934	-	-	122,422	280,356	307,529	(27,173)
8550 Mandated Cost	-	-	-	-	-	4,412	-	-	-	-	-	-	-	4,412	4,436	(24)
8560 State Lottery	-	-	-	-	-	-	17,780	-	-	14,254	-	-	23,566	55,600	60,438	(4,838)
8598 Prior Year Revenue	-	-	-	-	-	1,467	13,372	-	-	-	-	-	-	14,839	-	14,839
8599 Other State Revenue	-	1,202	1,083	1,083	1,083	1,083	1,083	-	-	-	435,092	204,207	5,383	651,299	25,446	625,853
	9,569	10,771	18,307	18,213	18,213	24,092	49,365	-	33,535	188,955	451,859	217,904	151,371	1,192,154	607,675	584,480

Other Local Revenue

8689 Other Fees and Contracts	-	-	-	-	-	-	-	-	-	-	-	18,732	-	18,732	-	18,732
8699 School Fundraising	155	3,628	5,920	4,206	2,041	6,803	3,534	6,169	4,167	4,167	4,167	5,045	-	50,000	50,000	-
	155	3,628	5,920	4,206	2,041	6,803	3,534	6,169	4,167	4,167	4,167	23,777	-	68,732	50,000	18,732

Total Revenue

	9,724	126,488	182,296	364,755	200,688	272,062	753,452	240,750	199,451	514,778	582,789	301,884	550,511	4,299,626	3,963,972	335,654
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Expenses

Certificated Salaries

1100 Teachers' Salaries	99,077	126,264	126,564	126,620	124,881	122,982	143,225	130,587	129,345	129,345	18,000	-	-	1,276,890	1,159,245	(117,645)
1170 Teachers' Substitute Hours	-	5,249	5,169	6,779	9,633	5,400	5,148	18,728	3,880	3,880	3,880	-	-	67,748	34,777	(32,971)
1175 Teachers' Extra Duty/Stipends	715	11,241	1,035	835	835	1,090	835	1,118	625	625	-	15,000	-	33,954	35,000	1,046
1200 Pupil Support Salaries	-	-	10,152	12,002	15,413	12,002	12,168	19,302	10,751	10,751	10,751	-	-	113,293	-	(113,293)
1300 Administrators' Salaries	8,825	8,825	8,825	8,825	8,825	8,825	15,784	13,964	15,005	15,005	15,005	9,194	-	136,906	107,150	(29,756)
	108,617	151,579	151,745	155,061	159,587	150,298	177,161	183,699	159,607	159,607	47,636	24,194	-	1,628,791	1,336,173	(292,618)

Classified Salaries

2100 Instructional Salaries	1,785	14,535	25,421	24,071	19,488	13,949	13,310	34,196	16,918	16,918	16,918	-	-	197,511	159,030	(38,481)
2200 Support Salaries	-	-	116	116	(10)	-	106	-	-	-	-	-	-	327	-	(327)
2400 Clerical and Office Staff Salaries	9,309	15,923	16,824	16,231	15,009	11,400	11,292	23,304	16,488	16,488	16,488	13,435	-	182,193	164,084	(18,109)
2900 Other Classified Salaries	7,550	12,074	16,368	16,192	15,596	13,164	12,860	20,341	19,683	19,683	19,683	6,114	-	179,309	165,737	(13,572)
	18,645	42,532	58,728	56,610	50,083	38,513	37,569	77,841	53,090	53,090	53,090	19,549	-	559,340	488,851	(70,489)

Benefits

3101 STRS	18,732	25,437	25,663	26,093	26,859	25,972	28,335	29,693	30,755	30,755	9,179	4,662	-	282,133	255,209	(26,924)
3202 PERS	6,817	14,736	18,214	17,981	15,173	12,301	12,312	23,572	13,578	13,578	13,578	5,000	-	166,842	124,021	(42,821)
3301 OASDI	1,520	3,610	4,558	4,499	4,126	3,212	3,092	6,232	3,318	3,318	3,318	1,222	-	42,027	30,309	(11,718)
3311 Medicare	1,729	2,697	2,968	2,970	2,941	2,686	3,014	3,687	3,111	3,111	1,473	640	-	31,027	26,463	(4,565)
3401 Health and Welfare	10,086	5,369	9,457	1,604	7,777	8,187	8,464	6,542	9,750	9,750	9,750	9,750	-	96,486	104,000	7,514
3501 State Unemployment	596	930	1,024	1,024	1,014	926	1,039	1,272	164	82	82	82	-	8,235	1,466	(6,769)
3601 Workers' Compensation	1,059	1,059	1,059	1,059	1,435	1,059	1,275	1,089	1,716	1,716	813	353	-	13,692	14,600	909
3901 Other Benefits	72	87	87	87	87	87	110	117	-	-	-	-	-	734	-	(734)
	40,610	53,925	63,031	55,317	59,413	54,430	57,642	72,204	62,393	62,311	38,194	21,708	-	641,176	556,068	(85,108)

### Monthly Cash Flow/Forecast FY22-23

Revised 03/20/2023

**ADA = 234.60**



ADA = 234.60		Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Books and Supplies																	
4100	Textbooks and Core Materials	1,379	-	-	48	-	-	-	-	893	893	893	893	-	5,000	5,000	-
4200	Books and Reference Materials	995	-	12,557	268	-	2,493	2,361	3,676	81	81	81	81	-	22,674	18,000	(4,674)
4302	School Supplies	1,463	15,520	9,795	2,468	1,036	1,930	891	1,282	903	903	903	903	-	38,000	32,000	(6,000)
4305	Software	3,197	157	200	-	10,877	240	-	355	1,243	1,243	1,243	1,243	-	20,000	20,000	-
4310	Office Expense	49	315	93	1,948	1,890	798	693	2,010	1,551	1,551	1,551	1,551	-	14,000	20,000	6,000
4311	Business Meals	-	84	160	-	-	-	-	-	839	839	839	839	-	3,600	3,600	-
4400	Noncapitalized Equipment	-	-	225	2,359	-	4,400	18,733	277	181	181	181	181	-	26,718	6,000	(20,718)
		7,084	16,077	23,030	7,092	13,803	9,861	22,678	7,599	5,692	5,692	5,692	5,692	-	129,992	104,600	(25,392)
Subagreement Services																	
5101	Nursing	-	-	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	2,583	-	25,828	24,000	(1,828)
5102	Special Education	-	-	118	3,820	2,269	3,820	11,358	1,378	7,656	7,656	7,656	7,656	-	53,384	220,754	167,370
5105	Security	-	-	524	-	-	524	-	-	366	366	366	366	-	2,510	2,510	-
5106	Other Educational Consultants	-	-	-	-	46	14,560	5,492	2,080	3,640	3,640	3,640	3,640	-	36,738	-	(36,738)
		-	-	3,224	6,402	4,898	21,486	19,433	6,040	14,244	14,244	14,244	14,244	-	118,460	247,264	128,804
Operations and Housekeeping																	
5201	Auto and Travel	-	955	515	102	-	111	-	-	829	829	829	829	-	5,000	5,000	-
5300	Dues & Memberships	4,638	-	-	-	855	2,660	1,030	-	-	-	-	-	-	9,183	5,025	(4,158)
5400	Insurance	4,213	2,141	3,743	3,247	10,151	4,073	2,942	5,555	3,190	3,190	3,190	3,190	-	48,825	42,113	(6,713)
5501	Utilities	6,593	10,312	15,716	15,716	2,495	2,922	5,476	7,519	813	813	813	813	-	70,000	70,000	-
5502	Janitorial Services	-	-	1,615	807	828	807	807	807	1,687	1,687	1,687	1,687	-	12,420	12,420	-
5900	Communications	438	2,630	2,694	470	183	(10)	342	237	754	754	754	754	-	10,000	6,000	(4,000)
5901	Postage and Shipping	275	18	18	50	114	43	38	92	238	238	238	238	-	1,600	1,600	-
		16,158	16,055	24,300	20,391	14,626	10,607	10,635	14,210	7,511	7,511	7,511	7,511	-	157,028	142,158	(14,870)
Facilities, Repairs and Other Leases																	
5601	Rent	48,867	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	51,500	-	615,367	618,000	2,633
5603	Equipment Leases	354	781	1,369	1,498	485	1,716	1,245	1,146	1,333	1,333	1,333	1,333	-	13,928	16,000	2,072
5610	Repairs and Maintenance	-	-	583	600	1,551	-	2,985	885	349	349	349	349	-	8,000	6,000	(2,000)
		49,221	52,281	53,452	53,598	53,537	53,216	55,730	53,532	53,182	53,182	53,182	53,182	-	637,295	640,000	2,705
Professional/Consulting Services																	
5801	IT	-	-	5,349	3,993	4,150	1,865	-	-	311	311	311	311	-	16,600	10,000	(6,600)
5802	Audit & Taxes	-	-	-	-	6,405	-	4,200	4,358	0	0	0	0	-	14,963	14,000	(963)
5803	Legal	-	-	-	-	5,557	7,781	1,668	1,311	921	921	921	921	-	20,000	6,000	(14,000)
5804	Professional Development	1,734	521	1,895	-	-	190	6,428	-	3,670	3,670	3,670	3,670	-	25,446	25,446	0
5805	General Consulting	-	-	3,640	1,885	31,438	(10,550)	3,520	-	192	192	192	192	-	30,699	28,700	(1,999)
5806	Special Activities/Field Trips	-	-	6,005	528	115	(200)	-	9,056	1,124	1,124	1,124	1,124	-	20,000	20,000	-
5807	Bank Charges	21	5	13	15	15	-	-	-	39	39	39	39	-	226	-	(226)
5809	Other taxes and fees	383	392	1,937	821	53	1,307	632	(3,502)	1,994	1,994	1,994	1,994	-	10,000	10,000	-
5810	Payroll Service Fee	20	361	952	480	658	703	517	973	834	834	834	834	-	8,000	8,000	-
5811	Management Fee	6,607	6,607	6,607	6,607	6,709	6,607	9,303	7,955	7,166	7,166	7,166	7,492	-	85,993	79,279	(6,713)
5812	District Oversight Fee	-	-	1,296	2,685	1,068	1,068	2,685	6,464	1,617	3,217	1,215	602	3,676	25,593	28,199	2,606
5815	Public Relations/Recruitment	4,545	172	233	1,270	4,331	1,511	715	864	0	0	0	0	-	13,641	12,000	(1,641)
		13,310	8,058	27,926	18,283	60,499	10,281	29,668	27,479	17,868	19,467	17,465	17,179	3,676	271,161	241,625	(29,536)
Depreciation																	
6900	Depreciation Expense	1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619	-	(1,619)
		1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619	-	(1,619)
Interest																	
7438	Interest Expense	13,328	-	-	-	8,164	-	-	-	-	-	-	-	-	21,492	21,000	(492)
		13,328	-	-	-	8,164	-	-	-	-	-	-	-	-	21,492	21,000	(492)
Total Expenses		268,591	340,507	405,435	372,753	424,610	348,693	410,516	442,604	373,587	375,104	237,015	163,260	3,676	4,166,352	3,777,738	(388,614)
Monthly Surplus (Deficit)		(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(76,631)	342,936	(201,855)	(174,137)	139,673	345,774	138,624	546,835	133,274	186,233	(52,959)

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

Revised 03/20/2023

ADA = 234.60



Cash Flow Adjustments

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

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
Monthly Surplus (Deficit)	(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(76,631)	342,936	(201,855)	(174,137)	139,673	345,774	138,624	546,835	133,274		
Cash flows from operating activities																
Depreciation/Amortization	1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619		
Public Funding Receivables	394,921	(66,397)	208,735	100,754	(45,520)	96,280	(263,826)	-	21,650	(12,567)	21,650	378,335	(550,511)	283,504		
Prepaid Expenses	5,906	14,471	(17,736)	(1,961)	(5,811)	(1,143)	(1,620)	3,469	1,665	1,665	1,665	1,665	-	2,236		
Accounts Payable	(28,187)	-	-	-	20,265	-	(401)	12,407	(11,823)	(20,265)	-	-	3,676	(24,328)		
Accrued Expenses	53,847	84,115	(64,691)	46,664	(1,126)	(33,472)	(57,624)	55,175	(12,761)	(12,761)	(12,761)	(238,229)	-	(193,625)		
Summer Holdback	-	6,412	6,412	5,329	6,080	6,080	6,080	1,616	6,080	6,080	(25,085)	(25,085)	-	-		
Deferred Revenue	17,275	983	77,931	72,504	115,463	90,904	39,925	22,258	19,789	19,789	19,789	(17,368)	-	479,242		
Cash flows from financing activities														-		
Proceeds from Factoring	263,328	-	-	-	268,164	-	-	-	-	-	-	-	-	531,492		
Payments on Factoring	-	-	-	-	(212,000)	(205,158)	-	(114,333)	-	-	-	-	-	(531,492)		
Total Change in Cash	449,842	(174,435)	(12,489)	215,293	(78,408)	(123,141)	65,469	(221,263)	(149,537)	121,614	351,032	237,943				
Cash, Beginning of Month	151,125	600,967	426,531	414,043	629,335	550,928	427,787	493,256	271,993	122,457	244,071	595,103				
Cash, End of Month	600,967	426,531	414,043	629,335	550,928	427,787	493,256	271,993	122,457	244,071	595,103	833,046				



**Blue Oak Charter School**  
**Statement of Financial Position**

February 28, 2023

###	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ (402,531)	\$ 151,125	\$ (553,656)	-366%
Restricted Cash	674,524	-	674,524	0%
Total Cash & Cash Equivalents	271,993	151,125	120,869	80%
Public Funding Receivables	425,238	850,185	(424,947)	-50%
Prepaid Expenses	77,595	73,169	4,425	6%
<b>Total Current Assets</b>	<b>774,826</b>	<b>1,074,479</b>	<b>(299,653)</b>	<b>-28%</b>
<b>Long-Term Assets</b>				
Property & Equipment, Net	-	1,619	(1,619)	-100%
Deposits	28,000	28,000	-	0%
<b>Total Long Term Assets</b>	<b>28,000</b>	<b>29,619</b>	<b>(1,619)</b>	<b>-5%</b>
<b>Total Assets</b>	<b>\$ 802,826</b>	<b>\$ 1,104,098</b>	<b>\$ (301,272)</b>	<b>-27%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ 32,088	\$ 28,004	\$ 4,084	15%
Accrued Liabilities	336,531	220,964	115,568	52%
Deferred Revenue	674,524	231,953	442,572	191%
<b>Total Current Liabilities</b>	<b>1,043,144</b>	<b>480,921</b>	<b>562,223</b>	<b>117%</b>
<b>Total Liabilities</b>	<b>1,043,144</b>	<b>480,921</b>	<b>562,223</b>	<b>117%</b>
<b>Total Net Assets</b>	<b>(240,319)</b>	<b>623,177</b>	<b>(863,495)</b>	<b>-139%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 802,826</b>	<b>\$ 1,104,098</b>	<b>\$ (301,272)</b>	<b>-27%</b>

## Blue Oak Charter School

### Statement of Cash Flows

For the period ended February 28, 2023

###

	Month Ended 02/28/23	YTD Ended 02/28/23
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ (201,855)	\$ (863,495)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	-	1,619
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	-	424,947
Factored Receivables	(114,333)	-
Prepaid Expenses	3,469	(4,425)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	12,407	4,084
Accrued Expenses	56,791	115,568
Deferred Revenue	22,258	442,572
<b>Total Cash Flows from Operating Activities</b>	<b>(221,263)</b>	<b>120,869</b>
Change in Cash & Cash Equivalents	(221,263)	120,869
Cash & Cash Equivalents, Beginning of Period	493,256	151,125
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 271,993</b>	<b>\$ 271,993</b>

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 119,512	\$ 119,109	\$ 403	\$ 730,353	\$ 727,888	\$ 2,465	\$ 1,450,370
Education Protection Account	-	-	-	323,418	334,233	(10,815)	668,465
State Aid - Prior Year	967	-	967	61,313	-	61,313	-
In Lieu of Property Taxes	61,115	51,179	9,936	442,940	371,046	71,894	701,094
Total State Aid - Revenue Limit	181,594	170,288	11,306	1,558,024	1,433,166	124,858	2,819,929
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	34,000
Title I, Part A - Basic Low Income	48,270	-	48,270	63,988	34,395	29,593	68,790
Title II, Part A - Teacher Quality	2,217	-	2,217	2,217	4,727	(2,510)	9,453
Other Federal Revenue	2,500	-	2,500	345,000	187,063	157,938	374,125
Total Federal Revenue	52,987	-	52,987	411,205	226,184	185,021	486,368
Other State Revenue							
State Special Education	-	17,231	(17,231)	104,882	105,303	(421)	209,825
School Facilities (SB740)	-	-	-	-	153,765	(153,765)	307,529
Mandated Cost	-	-	-	4,412	4,436	(24)	4,436
State Lottery	-	-	-	17,780	13,787	3,993	60,438
Prior Year Revenue	-	-	-	14,839	-	14,839	-
Other State Revenue	-	-	-	6,617	16,540	(9,923)	25,446
Total Other State Revenue	-	17,231	(17,231)	148,530	293,831	(145,302)	607,675
Other Local Revenue							
School Fundraising	6,169	4,167	2,002	32,455	33,333	(879)	50,000
Total Other Local Revenue	6,169	4,167	2,002	32,455	33,333	(879)	50,000
Total Revenues	240,750	191,686	49,064	2,150,214	1,986,515	163,699	3,963,972
Expenses							
Certificated Salaries							
Teachers' Salaries	130,587	115,924	(14,663)	1,000,199	927,396	(72,804)	1,159,245
Teachers' Substitute Hours	18,728	3,478	(15,250)	56,107	27,822	(28,285)	34,777
Teachers' Extra Duty/Stipends	1,118	3,500	2,382	17,704	28,000	10,296	35,000
Pupil Support Salaries	19,302	-	(19,302)	81,039	-	(81,039)	-
Administrators' Salaries	13,964	8,929	(5,035)	82,698	71,434	(11,264)	107,151
Total Certificated Salaries	183,699	131,831	(51,868)	1,237,747	1,054,651	(183,096)	1,336,173
Classified Salaries							
Instructional Salaries	34,196	15,903	(18,293)	146,756	111,321	(35,436)	159,030
Support Salaries	-	-	-	327	-	(327)	-
Clerical and Office Staff Salaries	23,304	14,110	(9,194)	119,292	110,262	(9,030)	164,084
Other Classified Salaries	20,341	16,040	(4,301)	114,145	112,280	(1,866)	165,737
Total Classified Salaries	77,841	46,053	(31,789)	380,521	333,863	(46,658)	488,851
Benefits							
State Teachers' Retirement System, certificated	29,693	25,180	(4,514)	206,783	201,438	(5,344)	255,209
Public Employees' Retirement System, classified	23,572	11,684	(11,889)	121,108	84,701	(36,407)	124,021
OASDI/Medicare/Alternative, certificated	6,232	2,855	(3,376)	30,850	20,699	(10,151)	30,309
Medicare/Alternative, certificated	3,687	2,579	(1,108)	22,693	18,351	(4,342)	26,463
Health and Welfare Benefits, certificated	6,542	8,667	2,125	57,486	69,333	11,848	104,000
State Unemployment Insurance, certificated	1,272	293	(978)	7,825	1,100	(6,725)	1,466
Workers' Compensation Insurance, certificated	1,089	1,423	334	9,093	10,125	1,032	14,600
Other Benefits, certificated positions	117	-	(117)	734	-	(734)	-
Total Benefits	72,204	52,681	(19,523)	456,571	405,748	(50,823)	556,068

## Blue Oak Charter School

### Statement of Activities

For the period ended February 28, 2023

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	-	-	1,427	5,000	3,573	5,000
Books and Reference Materials	3,676	-	(3,676)	22,350	18,000	(4,350)	18,000
School Supplies	1,282	2,667	1,385	34,386	21,333	(13,053)	32,000
Software	355	1,667	1,312	15,027	13,333	(1,693)	20,000
Office Expense	2,010	1,667	(343)	7,795	13,333	5,538	20,000
Business Meals	-	300	300	244	2,400	2,156	3,600
Noncapitalized Equipment	277	-	(277)	25,994	6,000	(19,994)	6,000
Total Books & Supplies	7,599	6,300	(1,299)	107,223	79,400	(27,823)	104,600
Subagreement Services							
Nursing	2,583	2,000	(583)	15,497	16,000	503	24,000
Special Education	1,378	20,069	18,691	22,762	140,480	117,718	220,754
Security	-	228	228	1,047	1,597	550	2,510
Other Educational Consultants	2,080	-	(2,080)	22,178	-	(22,178)	-
Total Subagreement Services	6,040	22,297	16,256	61,484	158,077	96,593	247,264
Operations & Housekeeping							
Auto and Travel	-	455	455	1,683	3,182	1,499	5,000
Dues & Memberships	-	419	419	9,183	3,350	(5,833)	5,025
Insurance	5,555	3,509	(2,045)	36,064	28,075	(7,989)	42,113
Utilities	7,519	5,833	(1,686)	66,748	46,667	(20,082)	70,000
Janitorial Services	807	1,035	228	5,672	8,280	2,608	12,420
Communications	237	500	263	6,983	4,000	(2,983)	6,000
Postage and Shipping	92	160	68	649	960	311	1,600
Total Operations & Housekeeping	14,210	11,911	(2,299)	126,982	94,514	(32,468)	142,158
Facilities, Repairs & Other Leases							
Rent	51,500	51,500	-	409,367	412,000	2,633	618,000
Equipment Leases	1,146	1,333	187	8,594	10,667	2,072	16,000
Repairs and Maintenance	885	500	(385)	6,605	4,000	(2,605)	6,000
Total Facilities, Repairs & Other Leases	53,532	53,333	(198)	424,566	426,667	2,101	640,000
Professional/Consulting Services							
IT	-	833	833	15,357	6,667	(8,690)	10,000
Audit & Taxes	4,358	-	(4,358)	14,963	14,000	(962)	14,000
Legal	1,311	500	(811)	16,317	4,000	(12,317)	6,000
Professional Development	-	2,545	2,545	10,768	15,268	4,500	25,446
General Consulting	-	2,870	2,870	29,933	17,220	(12,713)	28,700
Special Activities/Field Trips	9,056	6,667	(2,389)	15,504	20,000	4,496	20,000
Bank Charges	-	-	-	69	-	(69)	-
Other Taxes and Fees	(3,502)	1,000	4,502	2,023	6,000	3,977	10,000
Payroll Service Fee	973	667	(306)	4,663	5,333	670	8,000
Management Fee	7,955	6,607	(1,348)	57,002	52,853	(4,149)	79,279
District Oversight Fee	6,464	1,703	(4,761)	15,266	14,332	(934)	28,199
Public Relations/Recruitment	864	1,200	336	13,641	7,200	(6,441)	12,000
Total Professional/Consulting Services	27,479	24,591	(2,888)	195,504	162,872	(32,632)	241,625
Depreciation							
Depreciation Expense	-	-	-	1,619	-	(1,619)	-
Total Depreciation	-	-	-	1,619	-	(1,619)	-
Interest							
Interest Expense	-	-	-	21,492	21,000	(492)	21,000
Total Interest	-	-	-	21,492	21,000	(492)	21,000
<b>Total Expenses</b>	<b>442,604</b>	<b>348,997</b>	<b>(93,607)</b>	<b>3,013,709</b>	<b>2,736,792</b>	<b>(276,917)</b>	<b>3,777,738</b>
<b>Change in Net Assets</b>	<b>(201,855)</b>	<b>(157,312)</b>	<b>(44,543)</b>	<b>(863,495)</b>	<b>(750,277)</b>	<b>(113,218)</b>	<b>186,233</b>
Net Assets, Beginning of Period	(38,464)			623,177			
<b>Net Assets, End of Period</b>	<b>\$ (240,319)</b>			<b>\$ (240,319)</b>			

## Blue Oak Charter School

### Accounts Payable Aging

February 28, 2023

Vendor Name	Invoice/Credit Number	Invoice Date	Date Due	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total
Butte County Office Of Education	4323-00005	10/11/2022	4/30/2023	\$ 20,265	\$ -	\$ -	\$ -	\$ -	\$ 20,265
American Express	AMER021623	2/16/2023	3/13/2023	3,680	-	-	-	-	3,680
Anna Meehan	MEEH021623	2/16/2023	2/16/2023	-	18	-	-	-	18
AT&T	2762303303-011523	1/15/2023	2/14/2023	-	(250)	-	-	-	(250)
AT&T	2762303303-121522	12/15/2022	1/14/2023	-	-	(401)	-	-	(401)
Blue Shield of California	230440017725	2/13/2023	3/1/2023	272	-	-	-	-	272
Evergreen Janitorial Supply Inc	61344	2/16/2023	3/18/2023	521	-	-	-	-	521
Family First	5777298	2/17/2023	3/17/2023	1,378	-	-	-	-	1,378
Maggie Buckley	BUCK021323	2/13/2023	2/13/2023	-	10	-	-	-	10
PG&E	PGEX021323-4816	2/13/2023	3/2/2023	6,760	-	-	-	-	6,760
Susan Whittlesey	WHIT021023	2/10/2023	2/10/2023	-	18	-	-	-	18
TIAA, FSB	8857563	4/10/2022	4/30/2022	-	-	-	-	(183)	(183)
<b>Total Outstanding Invoices</b>				<u>\$ 32,876</u>	<u>\$ (204)</u>	<u>\$ (401)</u>	<u>\$ -</u>	<u>\$ (183)</u>	<u>\$ 32,088</u>

## Blue Oak Charter School

### Check Register

For the period ended February 28, 2023

#	Check Number	Vendor Name	Check Date	Check Amount
	11423	Voya Financial FBO CalSTRS Pension2	2/3/2023	\$ 6,700.00
	11424	VOID	2/10/2023	VOID
	11425	Blue Shield of California	2/10/2023	307.50
	11426	Buck Ernest	2/10/2023	377.28
	11427	ODP Business Solutions LLC	2/10/2023	386.01
	11428	Syncb/Amazon	2/10/2023	637.86
	11429	Tahoe Pure Water Co	2/10/2023	34.00
	11430	Confidential	2/17/2023	105.91
	11431	Advanced Document Concepts for Business	2/17/2023	367.74
	11432	Brown Sheep Co	2/17/2023	564.70
	11433	Chico Country Day School	2/17/2023	2,582.79
	11434	CliftonLarsonAllen LLP	2/17/2023	4,357.50
	11435	Emma Todd	2/17/2023	2,080.00
	11436	Evergreen Janitorial Supply Inc	2/17/2023	287.25
	11437	Law Offices of Young, Minney & Corr, LLP	2/17/2023	1,311.00
	11438	Miller Glass Inc.	2/17/2023	507.88
	11439	North State Parent	2/17/2023	570.00
	11440	ODP Business Solutions LLC	2/17/2023	113.58
	11441	Philadelphia Insurance Companies	2/17/2023	2,408.07
	11442	Recology Butte Colusa Counties	2/17/2023	807.38
	11443	Sutter County Schools Office	2/17/2023	4,025.00
	11444	William H Sadlier Inc	2/17/2023	3,676.32
	11445	Document Tracking Services	2/23/2023	355.00
	11446	Leen-Liberty Park	2/23/2023	51,500.00
	11447	Anthem Blue Cross	2/24/2023	12,001.64
	11448	California Water Service	2/24/2023	759.09
	11449	Comcast	2/24/2023	303.55
	11450	Department of Justice	2/24/2023	32.00
	11451	Humana Insurance Co	2/24/2023	1,759.71
	11452	Schools Excess Liability Fund	2/24/2023	349.58
	11453	Tahoe Pure Water Co	2/24/2023	46.00
	ACH	Charter Impact	2/10/2023	582.00
	ACH	Charter Impact	2/10/2023	391.00
	ACH	Charter Impact	2/17/2023	7,955.00
	ACH	Google	2/1/2023	293.63
	ACH	Postal Plus	2/3/2023	73.56
	ACH	Sprint	2/3/2023	33.12
	ACH	Internal Revenue Services	2/3/2023	227.75
	ACH	Employment Development Dept	2/6/2023	8.39
	ACH	Employment Development Dept	2/6/2023	14.93
	ACH	Monterey Bay Kayaks	2/9/2023	1,200.00

## Blue Oak Charter School

### Check Register

For the period ended February 28, 2023

#	Check Number	Vendor Name	Check Date	Check Amount
	ACH	Employment Development Dept	2/13/2023	367.83
	ACH	Employment Development Dept	2/13/2023	753.47
	ACH	Internal Revenue Services	2/13/2023	8,232.38
	ACH	Benefit Resource, Inc	2/14/2023	134.00
	ACH	Benefit Resource, Inc	2/15/2023	100.00
	ACH	Macquarie Equipment Capital Inc.	2/15/2023	321.75
	ACH	Ring LLC	2/28/2023	100.00
	ACH	TIAA, FSB	2/21/2023	296.01
	ACH	American Express	2/28/2023	35.00
	ACH	Santa Cruz Beach Boardwalk	2/23/2023	1,000.85
	ACH	American Express	2/28/2023	142.08
	ACH	Macquarie Equipment Capital Inc.	2/27/2023	160.88
	ACH	Employment Development Dept	2/27/2023	1,632.46
	ACH	Employment Development Dept	2/27/2023	4,632.35
	ACH	Internal Revenue Services	2/27/2023	<u>24,470.49</u>



**Total Disbursements Issued in February    \$ 152,473.27**

# Business Checking – XXXXX0889

## Search transactions

Activity: Date range; **Start date:** Feb 01, 2023; **End date:** Feb 28, 2023; **Type:** Debits

## Transactions

 Pending    Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Feb 28, 2023	<u>Check 11437</u>	1,311.00		
 Feb 28, 2023	<u>Check 11401</u>	286.47		
 Feb 28, 2023	<u>Check 11453</u>	46.00		
 Feb 28, 2023	<u>Check 11409</u>	19.64		
 Feb 27, 2023	<u>Check 11446</u>	51,500.00		
 Feb 27, 2023	<u>Check 11432</u>	564.70		
 Feb 27, 2023	ACH Payment IRS USATAXPYMT	24,470.49		
 Feb 27, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,632.35		
 Feb 27, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,632.46		
 Feb 27, 2023	ACH Payment ASSET FINANCE ACH0227 <i>Equip Lease (copy machine)</i>	160.88		
 Feb 24, 2023	<u>Check 11433</u>	2,582.79		
 Feb 24, 2023	<u>Check 11440</u>	113.58		
 Feb 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	89,275.94		
 Feb 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	21,668.36		
 Feb 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	7,605.92		
 Feb 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	6,464.78		
 Feb 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	3,939.81		
 Feb 23, 2023	<u>Check 11434</u>	4,357.50		
 Feb 23, 2023	Check 11443	4,025.00		



● Feb 23, 2023	<u>Check 11444</u>	3,676.32
● Feb 23, 2023	<u>Check 11431</u>	367.74
● Feb 23, 2023	<u>Check 11430</u>	105.91
● Feb 23, 2023	ACH Payment AMEX EPAYMENT ACH PMT <i>School credit Card</i>	142.08
● Feb 23, 2023	POS Purchase BOARDWALK ONLINE 831- 4235590 CA #3136 <i>8th Gr. Field Trip Expense</i>	1,000.85
● Feb 22, 2023	<u>Check 11441</u>	2,408.07
● Feb 22, 2023	<u>Check 11435</u>	2,080.00
● Feb 22, 2023	<u>Check 11442</u>	807.38
● Feb 22, 2023	<u>Check 11439</u>	570.00
● Feb 22, 2023	<u>Check 11438</u>	507.88
● Feb 22, 2023	<u>Check 11436</u>	287.25
● Feb 22, 2023	ACH Payment AMEX EPAYMENT ACH PMT ER AM <i>School credit Card</i>	35.00
● Feb 21, 2023	ACH Payment TIAA, FSB TIAA <i>Equip lease (copiers)</i>	296.01
● Feb 17, 2023	<u>Check 11428</u>	637.86
● Feb 17, 2023	<u>Check 11427</u>	386.01
● Feb 16, 2023	<u>Check 11426</u>	377.28
● Feb 15, 2023	ACH Payment ASSET FINANCE ACH0215 <i>Equip Lease (copiers)</i>	321.75
● Feb 15, 2023	ACH Payment BENEFIT RESOURCE BRI XFER <i>Employee FSA</i>	100.00
● Feb 14, 2023	<u>Check 11429</u>	34.00
● Feb 14, 2023	ACH Payment BENEFIT RESOURCE BRI XFER <i>Employee FSA</i>	134.00
● Feb 13, 2023	<u>Check 11425</u>	307.50
● Feb 13, 2023	ACH Payment IRS USATAXPYMT	8,232.38
● Feb 13, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	753.47
● Feb 13, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	367.83

●	Feb 10, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	22,420.43
●	Feb 10, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	8,036.24
●	Feb 09, 2023	POS Purchase MONTEREY BAY KAY MONTEREY CA #3136 <i>8th Grade Field Trip Expense</i>	1,200.00
●	Feb 07, 2023	<u>Check 11423</u>	6,700.00
●	Feb 06, 2023	<u>Check 11420</u>	1,745.96
●	Feb 06, 2023	<u>Check 11415</u>	379.29
●	Feb 06, 2023	<u>Check 11416</u>	263.46
●	Feb 06, 2023	<u>Check 11398</u>	30.00
●	Feb 06, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	14.93
●	Feb 06, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	8.39
●	Feb 03, 2023	<u>Check 11412</u>	11,672.44
●	Feb 03, 2023	<u>Check 11422</u>	260.40
●	Feb 03, 2023	ACH Payment IRS USATAXPYMT	227.75
●	Feb 03, 2023	ACH Payment SPRINT8006396111 ACHBILLPAY T6EAFK48JSVTQ7RO <i>Emergency Cell Phone</i>	33.12
●	Feb 03, 2023	POS Purchase POSTAL PLUS 530-8911626 CA #3136 <i>Postage</i>	73.56
●	Feb 02, 2023	<u>Check 11421</u>	4,722.52
●	Feb 02, 2023	<u>Check 11419</u>	2,517.50
●	Feb 01, 2023	<u>Check 11414</u>	753.28
●	Feb 01, 2023	<u>Check 11410</u>	105.91



**Blue Business<sup>SM</sup> Plus Credit Card**BLUE OAK CHARTER SCH  
SUSAN DOMENIGHINIClosing Date 02/16/23 Next Closing Date 03/19/23  
Account Ending 8-41000

p. 1/5

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

**New Balance** **\$3,903.05**

**Minimum Payment Due** **\$172.00**  
Includes the past due amount of \$35.00

**Payment Due Date** **03/13/23**

**Late Payment Warning:** If we do not receive your Minimum Payment Due by the Payment Due Date of 03/13/23, 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%.

**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	14 years	\$8,674

If you would like information about credit counseling services, call 1-888-733-4139.

See page 2 for important information about your account.

⚠ Your account is past due.

Please refer to the **IMPORTANT NOTICES** section on page 5.

**Membership Rewards<sup>®</sup> Points**

Available and Pending as of 01/31/23

**15,284**

For up to date point balance and full program details, visit [membershiprewards.com](http://membershiprewards.com)

**Account Summary**

Previous Balance **PAID 2/22** → \$142.08  
 Payments/Credits → -\$0.00  
 New Charges → +\$3,661.89  
 Fees **PAID 2/21** → +\$35.00  
 Interest Charged → +\$64.08

**New Balance** **\$3,903.05**  
**Minimum Payment Due** **\$172.00**

Credit Limit \$25,000.00  
 Available Credit \$21,096.95

Days in Billing Period: 28

RECEIVED  
2/22/23

Continued on page 3

↓ Please fold on the perforation below, detach and return with your payment ↓

**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 012017 89269 H 49 B

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

Payment Due Date  
**03/13/23**

New Balance  
**\$3,903.05**

Minimum Payment Due  
**\$172.00**

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

0000349993059480190 000390305000017200 15 H

**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 establishment: (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](http://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](http://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](http://www.americanexpress.com/privacy).





BLUE OAK CHARTER SCH  
SUSAN DOMENIGHINI

Closing Date 02/16/23

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](http://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.

End of Important Notices.

**Interest Charged**

	Amount
02/16/23 Interest Charge on Purchases	\$0.09
02/16/23 Interest Charge on Promotional Balances	\$63.99
<b>Total Interest Charged for this Period</b>	<b>\$64.08</b>

**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	\$35.00
Total Interest in 2023	\$64.08

**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	29.99% (v)	\$3.75	\$0.09
Introductory Purchase Rate Expires 12/19/2023 then will go to 17.74% (v)	29.99% (v)	\$2,780.34	\$63.99
<b>Total</b>			<b>\$64.08</b>

(v) Variable Rate



**Blue Business<sup>SM</sup> Plus Credit Card**

BLUE OAK CHARTER SCH

SUSAN DOMENIGHINI

Closing Date 02/16/23

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Account Ending 8-41000

**Customer Care & Billing Inquiries**

International Collect

Cash Advance at ATMs Inquiries

Large Print &amp; 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](http://americanexpress.com) or use **Relay dial 711** and **1-800-521-6121**MEMBERSHIP  
**rewards<sup>®</sup>**

Because your payment was received late, you may have forfeited Membership Rewards<sup>®</sup> points. Please visit our website at [www.membershiprewards.com/terms](http://www.membershiprewards.com/terms) or call **1-800-AXP-EARN** (297-3276) for more information or to reinstate points. There is a \$35.00 fee for each month of points you want to reinstate.

**New Charges****Summary**

	Total
<b>Total New Charges</b>	<b>\$3,661.89</b>

**Detail****SUSAN DOMENIGHINI**

Card Ending 8-41000

				Amount
01/21/23	THE MYSTERY SPOT 0197 831-423-8897 <i>8TH GR TRIP EXPENSE</i>	SANTA CRUZ	CA	\$250.00
01/24/23	AMAZON MARKETPLACE NA PA BOOK STORES <i>NURSING OFFICE SUPPLIES CUPS</i>	AMZN.COM/BILL	WA	\$30.00
01/24/23	AMAZON MARKETPLACE NA PA BOOK STORES <i>TECH DEVICE LABELS OFFICE EXPENSE</i>	AMZN.COM/BILL	WA	\$18.36
01/26/23	AMAZON MARKETPLACE NA PA BOOK STORES <i>OFFICE EXPENSE TONER</i>	AMZN.COM/BILL	WA	\$144.08
01/26/23	AMAZON.COM <i>TWO HOLE PUNCH</i> MERCHANDISE <i>OFFICE EXPENSE</i>	AMZN.COM/BILL	WA	\$22.82
01/27/23	AIRBNB * HMDYBRTJ35 4158005959 <i>8TH GR TRIP LODGING</i>	SAN FRANCISCO	CA	\$2,580.12
01/27/23	STAMPS.COM 0467220246 95926 <i>POSTAGE</i>	855-889-7867	CA	\$17.99
02/02/23	WESTERN PSYCHOLOGICAL SER 000109544 95926 <i>SPED TESTING MATERIALS</i> Diagnostic Assessments	TORRANCE	CA	\$346.84
02/03/23	BOOKSOURCE 0385 314-647-0600 <i>BOOK COVER FILM - OFFICE EXPENSE</i>	SAINT LOUIS	MO	\$87.10
02/13/23	SCHOOL NURSE SUPPLY INC. 0217700217446 LHARRINGTON@SCHOOLNURSESU <i>NURSING OFFICE SUPPLIES</i>	SCHAUMBURG	IL	\$164.58

**Fees**

	Amount
02/13/23 Late Payment Fee	\$35.00
<b>Total Fees for this Period</b>	<b>\$35.00</b>

Continued on reverse

**Agenda Item:** Accept Employee Resignation

**Prepared by:** Alexandra Archer

**Charter Council Date:** 03/21/2023

**Background Information:**

Blue Oak would like to accept the following employee resignations:

- Hannah Madera, Paraprofessional

**Agenda Item:** Accept Offers of Employment

**Prepared by:** Alexandra Archer

**Charter Council Date:** 03/21/2023

**Background Information:**

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

- Mallory Boyle, Substitute Teacher
- Angela Evans, Substitute Teacher

**Agenda Item:** Overnight School Field Trip

**Prepared by:** Alexandra Archer

**Charter Council Date:** 03/21/2023

**Background Information:**

Blue Oak would like to approve the following overnight field trips:

- Ally Welch's Class - Exploratorium and California Academy of Sciences -
  - Location: San Francisco, CA
  - Dates: 04/14/23 to 04/15/23
- Sara Lee's Class - Forebay Aquatic Center
  - Location: Oroville, CA
  - Dates: 04/13/23 to 04/14/23



# BLUE OAK SCHOOL

## Faculty Field Trip Request Form

*This form is due to the Executive Assistant 5 or more weeks in advance for all field trips (day, overnight and walking). Overnight Field Trips will also need Charter Council approval. To get your overnight trip request on the BOCC agenda for approval, submit this form to the Executive Assistant by the first Tuesday of the month no less than 5 weeks prior to your trip. All trips are not approved until confirmation is received from the Admin.*

Faculty Name: Allyson Welch

Number of students attending: 13

List of chaperones (required):

Amber Pierce

Maria Olson

Caleb Donahoo

Matt Hambek

Jaime Hawthorne

Who is responsible for the cost:

☐ Student -- Cost per student: \_\_\_\_\_

☐ School

☒ Class Funds

☐ Other

Departure Site: BOCS Date: 04/14/23 Time: 8:30A

Destination Site: Exploratorium → Cal Academy of Sci sleepover Date: 11 Time: 11:00A

Return Site: BOCS Date: 04/15/23 Time: 11:00A

Method of transportation:

☒ Parent Driver's

☐ B-Line Bus

☐ Other \_\_\_\_\_

How does the field trip relate to the curriculum?

physics, biology

Teacher's Signature: AWelch Date: \_\_\_\_\_

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOCC Approval Date (if required): \_\_\_\_\_



## Faculty Field Trip Request Form

*This form is due to the Executive Assistant 5 or more weeks in advance for all field trips (day, overnight and walking). Overnight Field Trips will also need Charter Council approval. To get your overnight trip request on the BOCC agenda for approval, submit this form to the Executive Assistant by the first Tuesday of the month no less than 5 weeks prior to your trip. All trips are not approved until confirmation is received from the Admin.*

Faculty Name: Sarah Lee

Number of students attending: 26

List of chaperones (required):

Brandy Jellison

Karen or Dan Winchester

Michelle Greene

Ann Perrin

Wendi/ Ron Putnam

Who is responsible for the cost:

- ☒ Student -- Cost per student: \$40  
☐ School  
☒ Class Funds  
☐ Other

Departure Site: Blue Oak Charter School Date: 4/13/23 Time: 9 AM

Destination Site: Forebay Aquatic Center, Oroville, CA Date: 4/13/23 Time: 9:30 am

Return Site: Blue Oak Charter School Date: 4/14/23 Time: 2:00 PM

Method of transportation:

- ☒ Parent Driver's  
☐ B-Line Bus  
☐ Other \_\_\_\_\_

How does the field trip relate to the curriculum?

Ecology and earth/life sciences

Teacher's Signature: Sarah Lee Date: 3/8/23

Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

BOCC Approval Date (if required): \_\_\_\_\_

**Agenda Item: Accept Donations**

**Prepared by: Alexandra Archer**

**Charter Council Date: 03/21/23**

**Background Information:**

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

Donors who gave \$500.00 or more in the month of February 2023:

- 02/24/23 - Michelle Greene - \$1,545.14

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

**Agenda Item:** Accept Employee Dismissal

**Prepared by:** Alexandra Archer

**Charter Council Date:** 03/21/2023

**Background Information:**

Blue Oak would like to accept the following employee dismissal:

- Vanessa Toman, Custodian





Board Policy: #3350  
Section: Business and  
Non-Instructional Operation  
Adopted: TBD  
Revised: None

## **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 less than 50 miles from home and/or meals including 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 or designee 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.~~ Employees 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.



Board Policy: #3350  
Section: Business and  
Non-Instructional Operation  
Adopted: TBD  
Revised: None

### **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~~ \$20

Lunch - up to ~~\$11~~ \$25

Dinner - up to ~~\$23~~ \$25

~~Incidentals - up to \$5~~

### **Tips Allowable for 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.



Board Policy: #3350  
Section: Business and  
Non-Instructional Operation  
Adopted: TBD  
Revised: None

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~~ \$25.00, then the maximum allowable reimbursement for a ~~\$23.00~~ \$25.00 dinner plus tip is ~~\$23.00~~ \$25.00.

### **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 Time Frames:**

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 6AM - Breakfast may be claimed
  - Trip begins at or before 11AM - Lunch may be claimed
  - Trip begins at or before 5PM - Dinner may be claimed
- Continuing travel after 24 hours:
  - Trip ends at or after 8AM - Breakfast may be claimed
  - Trip ends at or after 2PM - Lunch may be claimed
  - Trip ends at or after 7PM - Dinner may be claimed
- Fractional day travel (trips less than 24 hours):



Board Policy: #3350  
 Section: Business and  
 Non-Instructional Operation  
 Adopted: TBD  
 Revised: None

- Trip begins at or before 6AM and ends at or after 9AM - Breakfast may be claimed
- Trip begins at or before 4PM and ends at or after 7PM - 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. However, mileage reimbursement for 1 day trips of 50 miles round trip minimum will be reimbursed.
- 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 of California Department of Human Resources – 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
<del>Sacramento, Napa, Riverside</del>	<del>\$95</del>
Marin, Sacramento, Napa, Riverside	\$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

## **Health Care Emergencies**

Blue Oak Charter Council recognizes the importance of taking appropriate action whenever an emergency threatens the safety, health, or welfare of a student at school or during school-sponsored activities.

Blue Oak shall require parents/guardians to provide emergency information in order to facilitate immediate contact with parents/guardians if an accident or illness occurs.

### **Do Not Resuscitate Orders**

Staff members should not be placed in the position of determining whether or not to follow any parental or medical "do not resuscitate" orders. Staff shall not accept or follow any such orders unless they have been informed by the Executive Director or designee that the request to accept such an order has been submitted and signed by the parent/guardian, supported by a written statement from the student's physician and an order from an appropriate court.

### **Accidents**

Although Blue Oak makes every reasonable effort to prevent student accidents and injuries, accidents occur. The Executive Director or designee shall develop procedures to ensure that first aid and/or medical attention is provided as quickly as possible and that parents/guardians are notified of accidents. Universal precautions shall be observed whenever it is possible that students, employees, or others may have contact with blood or body fluids as a result of the accident.

Staff shall appropriately report and document student accidents.

### **Automated External Defibrillators**

Blue Oak Charter Council authorizes the SExecutive Director or designee to place automated external defibrillators (AEDs) at the school site for use by school employees in an emergency. The authorization of AEDs in district schools shall not be deemed to create a guarantee that an AED will be present or will be used in the case of an emergency, or that a trained employee will be present and/or able to use an AED in an emergency, or that the AED will operate properly

### **Naloxone**

It is the policy of Blue Oak Charter School to provide assistance to any person(s) who may be suffering from an opioid overdose following protocols and procedures of the National Association of School Nurses. Staff members trained in accordance with the policy shall make every reasonable effort, including the use of Naloxone combined with rescue breaths, to revive the victim of any apparent drug overdose.

## Purpose

The purpose of the policy is to outline provisions that maximize protection against communicable diseases in the school setting.

## Reporting

Reportable diseases, as defined by the state health department and designated on the communicable disease chart in the school clinic, will be reported to the local health department. These diseases include chickenpox, measles, pertussis, meningitis, hepatitis A, shigella, salmonella, mumps, T.B., E. coli, COVID-19, and hepatitis B.

## Exclusion From School For Health Reasons

The guidelines below have been developed for the exclusion of students who have communicable or contagious diseases. These regulations are in compliance with the requirements of the local health department. **\*See COVID-19 section for COVID-19 specific exclusion information\***

- **If a student will be absent for more than 3 consecutive days for illness reasons a letter from a doctor, or a visit to the school health office, may be necessary to excuse the absence.**
- If fever or vomiting is present, the student must be fever or vomit free for 24 hours without the aid of medication
- A student with any of the following symptoms will be excluded from school until such time as the student is free of symptoms, has been satisfactorily treated, or submits a signed physician's statement that he/she is no longer contagious.
  - A temperature of 100 degrees or more. Student must be fever free for 24 hours, without medication, before re-entry.
  - A deep, barking, unusually persistent cough/fits of coughing, or productive cough of colored mucus.
  - An undetermined rash, blisters, or scaly patches over any part of the body.
  - Nausea, vomiting, or diarrhea. A student must be symptom-free for 24 hours without medication before re-entry.
  - Red, draining eyes.
  - Sore throat with fever.
  - Intense itching with signs and symptoms of secondary infection.
  - Open, draining lesions.
  - Jaundice-a yellowish tint to eyes or skin for unknown reasons.
  - Pain and/or swelling at angle of jaw.
  - An unusual behavior change such as irritability, lethargy, or listlessness.
- The school will segregate the ill child from well children at the school until he/she can go home to limit the spread of disease. Students exhibiting symptoms MUST be picked up immediately from the school.
- Parents of children possibly exposed to infectious diseases, as well as staff, will be informed.
- The school will adhere to the exclusion and readmission recommendations.

- The staff will watch for signs and symptoms of communicable diseases in classrooms where one is identified.

### **Communicable Disease Transmission Routes**

- Airborne
- Respiratory droplets from an infected person spread by sneezing, coughing and speaking.
- Direct skin contact with wounds or discharges from an infected person.
- Fecal-oral route when effective hand washing is not done after toileting and there is contamination of hands, food, drink, or of objects put in mouth.
- Indirect contact when microorganisms linger on objects such as door knobs, faucet handles, desk tops, phones, handrails, and computer keypads.

### **Common Infectious Diseases**

- Flu, viral illness, and COVID-19
  - Flu season is typically from October through March. Preparation is the key. management is a team effort between staff, parents, students, and healthcare Professionals.
  - Watch for symptoms

People with these symptoms may have COVID-19, flu, or another viral illness and should NOT attend school or any social gatherings:

    - Fever or chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue
    - Muscle or body aches
    - Headache
    - New loss of taste or smell
    - Sore throat
    - Congestion or runny nose
    - Nausea or vomiting
    - Diarrhea

\*This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.\*

- **If students or staff exhibit symptoms of flu or COVID-19, they must be separated, and sent home. Students exhibiting symptoms MUST be picked up immediately from the school.**
  - Blue Oak Charter School will follow current state guidance regarding Covid-19 quarantine and isolation.
- COVID-19/Flu and other Viral Illness Transmission Reduction is EVERYONE'S Responsibility
  - The school helps by:
    - Teaching/encouraging proper hand washing technique.

- Teaching effective coughing and sneeze technique such as coughing in sleeve or Kleenex.
  - Encouraging staff and students to remain home when ill.
- Parents help by:
  - Encouraging proper hand, sneeze, and cough techniques at home.
  - Consulting their health care provider when flu-like or COVID-19 illness symptoms begin. Flu like symptoms include: fever, cough, sore throat, body aches, fatigue, and nasal congestion.
  - Keeping your child home when ill.
- Students help by:
  - Washing hands with soap and water before and after eating, after sneezing or coughing in hands, after using restroom, after playing outdoors, and any other time their hands are dirty.
  - Using tissues for sneezing and coughing or sleeve.
  - Not sharing food or drink.
- Noroviruses
  - Most common cause of epidemic gastroenteritis and is extremely contagious. Characterized by an acute onset of non-bloody diarrhea, nausea, vomiting, and abdominal cramps. There may also be a low grade fever and body aches.
  - Transmission: Person to person might occur through the fecal-oral route, by ingestion of aerosolized vomitus or by indirect exposure via environmental surfaces. All food service workers will wear gloves when serving food.
- MRSA (Methicillin-resistant staphylococcus aureus)
  - Staph is a bacterium commonly found on skin or in the nose of healthy people. MRSA is a type of staph bacteria that is resistant to certain antibiotics that may cause skin and other infections. Community associated MRSA cases are usually manifested as skin infections such as pimples, boils, and abscesses. People might describe an initial lesion as a “spider bite.” The involved area is swollen, red, and painful and pus may be present. MRSA is usually spread through direct skin-to-skin contact between an infected person and another individual, often on contaminated hands or by contact with surfaces that have come into contact with someone else’s infection.
  - Factors related to transmitting staph from one person to another include:
    - Poor hygiene, especially the lack of hand washing.
    - Close physical contact and crowded conditions.
    - Sharing personal products (towels, razors).
    - Puncturing boils with fingernails or tweezers
    - Activities that result in burns, cuts, or abrasions or require sharing Equipment.



- Exclusion of students with MRSA infections from school and extracurricular Activities:
  - Implemented if directed by an M.D.
  - Reserved for those with wound drainage (pus) that cannot be covered and contained with a clean, dry bandage and for those who cannot maintain good personal hygiene.
- Advice for teachers:
  - If a student is observed with an open, draining wound, they are to be referred to the school nurse.
  - Enforce hand washing with soap and water before /after eating, after using the restroom, and playing outside.
- Meningitis:
  - Meningitis is an inflammation of the covering of the brain and spinal cord. It can be caused by viruses, parasites, fungi, or bacteria. Most people with viral meningitis fully recover. Parasitic and fungal meningitis are rare. Bacterial meningitis is very serious.
  - Symptoms: can progress rapidly in a matter of hours.
    - Severe headache, high fever
    - Vomiting
    - Sensitivity to bright lights
    - Neck stiffness, joint pains
    - Drowsiness or confusion
    - Possible tiny red-purple spots or bruises caused by bleeding under the Skin.
  - In some cases of bacterial meningitis, the illness can be fatal or may result in permanent disability such as deafness, blindness, amputations, or brain damage.
  - Transmission: It is transmitted when people exchange saliva (such as kissing, sharing drinks or utensils). The highest risk group for the most serious form, meningococcal meningitis, is children 2-18 years.
- Pertussis
  - Pertussis is also known as whooping cough. It is a highly contagious bacterial infection. The bacterium is sprayed into the air when an infected person sneezes, coughs, or talks.
  - Symptoms:
    - Runny nose.
    - Sneezing that progresses to cough, followed 1-2 weeks later by spasms of coughing characterized by a series of short convulsive-like coughs, followed by a high pitched gasp of air called a whoop, and might be followed by vomiting.
    - Fever can be minimal or absent.
    - Symptoms wane gradually over weeks to months.
  - Duration of classic pertussis is 6-10 weeks in children.

- Lice
  - Scientific evidence supports that exclusion from school for nits alone is not Indicated.
  - When it is determined live lice are present:
    - The parent will be contacted for treatment to begin.
    - After treatment has begun and no live lice are present, the student should be checked by the nurse prior to re-entry.
  - The school nurse will remind parents to check their child's hair periodically, especially after overnight visits with other children. Parents should educate their child to avoid the spread of lice by head-to-head contact, sharing of hats, combs, brushes, pillows, etc.

### **Prevention Strategies For Communicable Diseases**

- The school environment:
  - Cleaning and disinfecting surfaces to reduce the risk of spreading infection.
  - If surfaces or objects are soiled with body fluids or blood, gloves and other standard precautions are to be used to avoid coming in contact with fluid. Remove spill, then the surface is to be cleaned and disinfected.
  - Custodians are called for episodes of vomiting, large amounts of blood, feces, or urine that contaminate the floor, carpet, or restroom to be cleaned by an approved disinfectant.
    - Material soiled with vomit, blood, feces or other body fluid will be double bagged to throw away. Extra attention to periodic vigilant cleaning will be utilized in common areas such as desks, tables, drinking fountains and in high touch areas, such as computer keyboards, doorknobs and handles, and telephones.
      - Kleenex and protective equipment such as gloves will be kept available.
  - Staff will be reminded about infection control and blood borne infection control procedures annually.
- Universal Precautions: a set of guidelines that assume all blood and certain other bodily potentially infectious. Universal precautions are to be followed when providing care to any individual whether or not the person is known to be infectious. These include:
  - Hand washing: Hand washing is one of the best tools for controlling the spread of infections. Hands are to be washed thoroughly with running water and soap for at least 15-20 seconds with scrubbing between fingers, under fingernails and around the tops and palms of hands. Hand washing should be done before and after eating, after using the restroom, after playing outside or sports, and after field trips to farms or places with animals. A shower is recommended for those students involved in contact sports as soon as possible
  - Personal protective equipment.
    - Gloves are to be used when in contact with blood or body fluids.
    - Protective eyewear or masks should be worn in situations where it is possible body fluids could come in contact with eyes or mouth.
  - Cleaning:
    - Blood or body spills are to be wiped up as soon as possible.

- Spills are to be double-bagged and disposed of in the trash.
  - The area is to be cleaned with an approved disinfectant or bleach Solution.
  - All soiled clothing should be double-bagged and sent home with the person.
- Immunizations:
  - The state health regulations require students attending school to be up to date on all immunizations.
  - A valid medical exemption is required for exemption.
  - The school will keep documentation of the immunization status of all students on file.
  - If a reportable communicable disease is known, parents of students without that vaccine will be notified to check with their doctor regarding exclusion from school for a designated time.



**Mary Sakuma**

Superintendent  
msakuma@bcoe.org

**Blair Hendry**

Accountant II  
LEA Services  
(530) 532-5605  
bhendry@bcoe.org

**Board of Education**

*Mike Walsh  
Karin Matray  
Brenda J. McLaughlin  
Daniel Alexander  
Amy Christianson  
Julian Diaz  
Emily Holtom*

**Administrative  
Services**

1859 Bird Street  
Oroville, CA 95965  
(530) 532-5823  
Fax (530) 532-5759  
<http://www.bcoe.org>

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**M E M O R A N D U M**

TO: Principal / Executive Director  
FROM: Blair Hendry  
DATE: February 1, 2023  
SUBJECT: Resolution of 2021-22 Audit Findings/ 2021-22 Audit Certification

The Butte County Office of Education has oversight responsibilities in regards to charter schools. Our office reviews the annual audit report and any audit exceptions identified by a charter school's independent auditor and determines whether the exceptions have been corrected or have an acceptable plan of correction.

An audit certification is required and enclosed for all charters.

Our office has created an Audit Activity Reporting Calendar which specifies the established timelines, along with the materials to be completed by your charter school:

- 2021-22 Audit Activity Reporting Calendar
- Audit Certification – **Due March 15, 2023.**
- Resolutions of Audit findings (where applicable) - **Due March 15, 2023.**
- Independent Auditor Selection Form (where applicable) – **Due April 3, 2023** (a list of potential firms is included)

For those who have prior year Audit Findings to resolve, please complete and return with the current year forms.

If any of the above materials are not included, or if you have any questions, please email me at [bhendry@bcoe.org](mailto:bhendry@bcoe.org).

**BUTTE COUNTY OFFICE OF EDUCATION**  
2021/22 AUDIT ACTIVITY REPORTING CALENDAR

DATE	RESPONSIBILITY	ACTIVITY
December 15	District/Charter	Extension request for audit completion due date must be received by the County Office for processing to the SCO.
December 15	Auditor	Audit completed.
December 15	Auditor	Audit report and management letter, if any, submitted to the SCO, CDE, and County Office. (Coordination between Local Education Agency (LEA) and auditor may be required.)
March 15	District/Charter	On or before this date, the LEA shall submit to the County Office the Resolutions of 2019/20 Audit Findings (if applicable).
March 15	District/Charter	On or before this date, the LEA shall submit to the County Office their Audit Certification.
April 3	District/Charter	On or before this date, the LEA must submit to the County Office verification that their Governing Board has approved a contract for audit service for the current fiscal year and must also submit a copy of the contract.
May 1	County Office	The County Office shall provide for an audit contract for any LEA that has not secured an auditor for the current fiscal year.
May 15	County Office	The County Office shall certify to the Superintendent of Public Instruction (SPI) that all LEA audits were reviewed and corrections were made, except as noted, or an acceptable plan was submitted.
	SPI	In accordance with EC 41020(m), the Superintendent of Public Instruction (SPI) shall be responsible for assuring that LEAs have either corrected or developed a plan of correction for any or all of the following:  (a) All Federal and State compliance audit exceptions identified in the audit.  (b) Any exceptions that the county superintendent certifies as of June 16 have not been corrected.

(c) Any repeat audit exceptions that are not assigned to a county superintendent to correct.

State Controller

In accordance with EC 41020(n), the Controller annually shall select a sampling of County Superintendents of Schools and perform a follow-up of the audit resolution process of those County Superintendents of Schools and report the results of that follow-up to the SPI and the County Superintendents of Schools that were reviewed.

\*Dates have been modified from typical schedule due to provisions included in Senate Bill (SB) 130.

**BUTTE COUNTY OFFICE OF EDUCATION**

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**AUDIT CERTIFICATION  
2021-2022 FINANCIAL REPORT/AUDIT**

\_\_\_\_\_ CHARTER SCHOOL

BUTTE COUNTY, CALIFORNIA

The Governing Board has reviewed and accepted the prior year's Financial Report/Audit, at a public meeting, on or before January 31st and

THEREBY, as written verification of said review, the Governing Board reviewed and accepted on \_\_\_\_\_ the Annual Financial Report as of June 30, 2022.  
(Date)

\_\_\_\_\_  
(Signature) Charter School Official

\_\_\_\_\_  
(Date)

Email the Audit Certification March 15, 2023 to:  
Butte County Office of Education, District Services  
**finrep@bcoe.org**

## INDEPENDENT AUDITOR SELECTION FORM

Butte County Office of Education

Butte County, California

Please complete the following:

Charter Name: \_\_\_\_\_

Audit Firm: \_\_\_\_\_

Address: \_\_\_\_\_

City and Zip Code: \_\_\_\_\_

Audit Fee per year: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please email a copy of the Audit Contract to the County Office for any multiple year information.**

\_\_\_\_\_  
Authorized Charter School Representative (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Email the Independent Auditor Selection Form and Contract by **April 3, 2023** to:

Financial Reports  
finrep@bcoe.org

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**BUTTE COUNTY OFFICE OF EDUCATION  
POTENTIAL AUDIT FIRMS  
For Audits Conducted for the period ending 6/30/2022**

***Christy White Accountancy Corp.***

348 Olive Street  
San Diego, CA 92103  
www.christywhite.com

***Cichella & Tokunaga, LLP***

Attn: Gary T. Cichella, CPA  
4671 Golden Foothill Parkway, Suite 101  
El Dorado Hills, CA 95762  
(877) 359-9588

***Clifton Larson Allen LLP***

Attn: Elizabeth M. Spencer  
2210 East Route 66  
Glendora, CA 91740  
(626) 857-7300

***Crowe Horwath LLP***

Attn: Matthew Nethaway  
400 Capitol Mall, Suite 1400  
Sacramento, CA 95814-4434  
(916) 441-1000

***Eide Bailey LLP***

Attention: Marilyn Brindle  
2151 River Plaza Drive, Ste. 308  
Sacramento, CA 95833-4133  
(909) 755-2825

***Gilbert Associates, Inc.***

Attn: Thomas M. Gilbert, CPA  
2880 Gateway Oaks Drive, Suite 100  
Sacramento, CA 95833  
(916) 646-6464

***HM&S - Horton, McNulty, & Saeteurn***

3013 Ceres Avenue  
Chico, CA 95973-7898  
(530) 893-6673

These are the Auditors that have a close proximity to Butte County. If you wish to go to the state website to see the entire list, please click the link:

***James Marta & Company LLP***

Attn: James P. Marta, CPA  
701 Howe Avenue, Suite E3  
Sacramento, CA 95825  
(916) 993-9494  
contact@jpmcpa.com

***Mann, Urrutia, Nelson, CPAs & Associates, LLP***

Attn: Michelle O. Nelson, CPA  
2515 Venture Oaks Way, Suite 135  
Sacramento, CA 95833  
(916) 929-0540

***SingletonAuman PC***

Attn: Clay Singleton  
1740 Main Street  
Susanville, CA 96130  
(530) 257-1040

***Squar Milner LLP***

Attn: James A. Rotherham  
3655 Nobel Drive, Suite 300  
San Diego, CA 92122  
(858) 597-4100

***Steven Roatch Accountancy Corp.***

Attn: Steven Roatch  
P.O. Box 2196  
Folsom, CA 95763-2196  
(916) 966-3883

***Vincenti, Lloyd, Stutzman LLP***

2210 E. Route 66, Suite 100  
Glendora, CA 91740  
www.vlsllp.com  
info@vlsllp.com

<https://cpads.sco.ca.gov/CPAList.aspx>

If you have any questions about any of the firms listed, feel free to email Blair at bhendry@bcoe.org.



## **Executive Director's Report**

Charter Council

Susan Domenighini

March 2023



## **Favorite Moments**

I had a blast with the first graders this week during morning verse. Their excitement to do the verse each day had me smiling. Their energy was infectious and it always had me leaving the morning verse with a huge smile on my face! Thank you first grade!

My class has started a 'High Tea Station' and they have been bringing in fancy tea cups and lots of types of tea. We had a blast brainstorming on what the rules (aka tea etiquette) would be today. Examples included: thou shalt consume solely tea from thine own chalice. This activity also included students googling things like "old English words for water jug" and a student telling me they found a "really cool resource online called a thesaurus!"

I had so much fun celebrating with all of the students today. The (Blue Oak Leaf) parties were great and the students were happy, kind, and followed directions quickly and without (too much) complaint. I needed a day of fun. Thank you for sharing your students with me and recognizing them with so many Blue Oak Leaves. Here's to many more 💜

## **Other Items**

Scholastic Success - the goal of books sold met and approved change collection \$200 teachers will be able to get credit for books decorated doors

Wellness & Relationship Surveys for students going out relationship check and survey questions

## Personal Gratitude

February and March turned out to be a tough period for my husband and me. A heartfelt thank you to each and every one of you for your support, compassion, and kindness. We are on the way to recovery and normalcy.

## Staffing Report

We have made an offer to an applicant interested in the kitchen position. Preparations for next year's staffing are in progress.

## Spring Break

Yes, that happened. It started with rain and wind. It ended with sunshine.

I was able to attend two days of the California Charter Schools Association. It was time well spent. Here are my highlights:

### 1. Restorative Practices

#### a. The three core elements of Restorative Practice

- i. **The Encounter:** The Mis-Step The Transgression The Infraction
- ii. **Repair:** Acceptance Accountability Apology Atonement
- iii. **Transform:** a restorative encounter creates space for transformation to take place for students.

### 2. DEI The story of New West Charter School, their journey addressing alumni complaints about racism. This was heart-wrenching and thought-provoking. So grateful for their willingness to share

### 3. Legal policy advise

Information from vendors

1. SEL Curriculums
2. Food vendors

## Attachment 1: California Community Schools Partnership Program: Cohort 2 Planning Grants

The following is the proposed list of 2022–23 California Community Schools Partnership Program (CCSPP) Planning Grant Cohort 2 grantees.

\*Items indicate they have been revised from the previous version of this document.

No.	County-District-School Code	Local Educational Agency	Preliminary Award Amount
1	43 69427 0125617	ACE Charter High	\$200,000
2	43 69450 0129247	ACE Esperanza Middle	\$200,000
3	43 69666 0131656	ACE Inspire Academy	\$200,000
4	51 10512 0138040	AeroSTEM Academy	\$200,000
5	02 10025 0000000	Alpine County Office of Education	\$200,000
6	03 10033 0000000	Amador County Office of Education	\$200,000
7	03 73981 0000000	Amador County Unified School District	\$200,000
8	23 65540 0000000	Anderson Valley Unified School District	\$200,000
9	07 61648 0000000	Antioch Unified School District	\$159,734
10	36 75077 0000000	Apple Valley Unified School District	\$200,000
11	16 63875 0000000	Armona Union Elementary School District	\$200,000
12	34 67447 0121467	Aspire Alexander Twilight Secondary	\$200,000
13	39 68676 0121541	Aspire Apex Academy	\$200,000
14	01 61259 0118224	Aspire Golden State College Preparatory	\$200,000
15	19 64733 0122721	Aspire Pacific Academy	\$200,000
16	24 65631 0000000	Atwater Elementary School District	\$200,000
17	31 66787 0000000	Auburn Union School District	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
18	36 67876 0133892	Ballington Academy for the Arts and Sciences - San Bernardino	\$200,000
19	37 77172 0138099	Baypoint Preparatory Academy-San Diego	\$200,000
20	41 68858 0000000	Bayshore Elementary School District	\$200,000
21	37 68452 0128223	Bella Mente Montessori Academy	\$200,000
22	10 10108 0119628	Big Picture Educational Academy	\$182,543
23	04 61424 6119523	Blue Oak Charter	\$185,220
24	13 63073 0000000	Brawley Elementary School District	\$200,000
25	13 63081 0000000	Brawley Union High School	\$200,000
26	19 10199 0140798	Bridges Preparatory Academy	\$200,000
27	12 62729 0000000	Bridgeville Elementary	\$200,000
28	42 69138 0000000	Buellton Union Elementary School District	\$200,000
29	54 71837 0000000	Burton Elementary School District	\$200,000
30	41 68890 0000000	Cabrillo Unified School District	\$200,000
31	37 67991 0000000	Cajon Valley Union School District	\$200,000
32	13 63099 0000000	Calexico Unified School District	\$200,000
33	34 76505 0139584	California Innovative Career Academy	\$200,000
34	10 75598 0000000	Caruthers Unified School District	\$200,000
35	44 69799 0117804	Ceiba College Preparatory Academy	\$200,000
36	09 10090 0930123	Charter Community Home Study Academy	\$200,000
37	19 64378 0000000	Charter Oak Unified School District	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
38	04 61424 0000000	Chico Unified School District	\$199,807
39	19 64733 0126193	Citizens of the World – Mar Vista	\$200,000
40	19 64733 0126177	Citizens of the World – Silver Lake	\$200,000
41	42 69179 0000000	College Elementary School District	\$200,000
42	36 67686 0000000	Colton Joint Unified School District	\$200,000
43	52 71498 0000000	Corning Union Elementary School District	\$200,000
44	52 71506 0000000	Corning Union High School District	\$199,900
45	12 62737 0000000	Cuddeback Union Elementary	\$200,000
46	43 69419 0000000	Cupertino Union School District	\$199,980
47	12 62745 0000000	Cutten Elementary School District	\$200,000
48	14 63271 0000000	Death Valley Unified School District	\$200,000
49	48 70532 0000000	Dixon Unified School District	\$200,000
50	24 75317 0000000	Dos Palos Oro Loma Joint Unified School District	\$200,000
51	53 71696 0000000	Douglas City Elementary School	\$200,000
52	19 64451 0000000	Downey Unified School District	\$200,000
53	47 70243 0000000	Dunsmuir Elementary School District	\$150,000
54	37 68338 0127647	e3 Civic High	\$200,000
55	19 64501 0000000	El Monte City School District	\$200,000
56	19 10199 0140681	Environmental Charter High - Gardena	\$200,000
57	19 64691 1996438	Environmental Charter High - Lawndale	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
58	19 10199 0121772	Environmental Charter Middle	\$200,000
59	19 10199 0127498	Environmental Charter Middle - Inglewood	\$200,000
60	19 64733 0119982	Equitas Academy Charter Schools	\$200,000
61	36 10363 3630761	Excelsior Charter Schools	\$200,000
62	48 70540 0000000	Fairfield-Suisun Unified School District	\$200,000
63	54 75325 0000000	Farmersville Unified School District	\$200,000
64	19 64733 6017016	Fenton Avenue Charter	\$200,000
65	19 64733 0131722	Fenton Charter Leadership Academy	\$200,000
66	19 64733 0115048	Fenton Primary Center	\$200,000
67	19 64733 0131466	Fenton STEM Academy	\$200,000
68	56 72454 0000000	Fillmore Unified School District	\$200,000
69	36 67710 0000000	Fontana Unified School District	\$200,000
70	23 65565 0000000	Fort Bragg Unified School District	\$200,000
71	18 75036 0000000	Fort Sage Unified School District	\$200,000
72	10 62158 0000000	Fowler Unified School District	\$200,000
73	19 64733 0108886	Gabriella Charter	\$199,688
74	15 63487 0000000	General Shafter School District	\$200,000
75	54 72256 0135863	Global Learning Charter School	\$200,000
76	10 62166 0140764	Golden Charter Academy	\$200,000
77	10 75234 0000000	Golden Plains Unified	\$200,000
78	29 66332 0000000	Grass Valley Elementary	\$199,750

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
79	37 68130 0000000	Grossmont Union High	\$200,000
80	37 68452 3730942	Guajome Park Academy	\$200,000
81	11 76562 0000000	Hamilton Unified School District	\$200,000
82	47 70334 0000000	Happy Camp Union Elementary	\$200,000
83	37 68411 0126082	Hawking S.T.E.A.M. Charter School	\$200,000
84	01 10017 0138867	Hayward Collegiate Charter	\$200,000
85	49 75390 0000000	Healdsburg Unified School District	\$200,000
86	36 67736 0000000	Helendale Elementary School District	\$200,000
87	34 76505 013757	Highlands Community Charter School	\$200,000
88	24 65698 0000000	Hilmar Unified School District	\$200,000
89	37 68395 6040505	Imperial Beach Charter School	\$200,000
90	19 10199 0134346	Intellectual Virtues Academy	\$200,000
91	14 10140 0000000	Inyo County Office of Education	\$200,000
92	41 68916 0000000	Jefferson Elementary School District	\$200,000
93	37 68171 0000000	Julian Union High School District	\$200,000
94	37 68163 0000000	Julian Union School District	\$200,000
95	37 68338 0109033	King-Chavez Arts and Athletics Academy	\$200,000
96	37 68338 0111906	King-Chavez Preparatory Academy	\$200,000
97	37 68338 6040190	King-Chavez Primary Academy	\$200,000
98	10 62265 0000000	Kings Canyon Joint Unified School District	\$200,000
99	19 64733 0121699	KIPP Empower Academy	\$200,000



<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
100*	41 68940 0000000	La Honda-Pescadero Unified School	\$166,633
101*	54 10546 5430327	La Sierra High	\$200,000
102*	09 61903 0000000	Lake Tahoe Unified	\$200,000
103*	16 63966 0000000	Lakeside Union Elementary School District	\$200,000
104*	15 63552 0000000	Lakeside Union School District	\$200,000
105*	01 77180 0138289	Latitude 37.8 High	\$199,972
106*	53 71746 0000000	Lewiston Elementary	\$200,000
107*	54 71993 0000000	Lindsay Unified School District	\$200,000
108*	24 65755 0000000	Los Banos Unified School District	\$200,000
109*	20 10207 0000000	Madera County Superintendent of Schools	\$200,000
110*	37 68338 0109157	Magnolia Science Academy San Diego	\$199,753
111*	34 67421 0137950	Marconi Learning Academy	\$200,000
112*	22 65532 0000000	Mariposa County Office of Education	\$200,000
113*	06 61606 0000000	Maxwell Unified School District	\$200,000
114*	12 62950 0000000	McKinleyville Union School District	\$200,000
115*	13 63198 0000000	Meadows Union Elementary School District	\$200,000
116*	24 65771 0000000	Merced City Elementary School District	\$200,000
117*	24 73726 0000000	Merced River Union School District	\$200,000
118*	25 10256 0000000	Modoc County Office of Education	\$200,000
119*	43 69575 0000000	Moreland School District	\$200,000
120*	36 67777 0000000	Morongo Unified School District	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
121*	09 61929 0000000	Mother Lode Union School District	\$200,000
122*	47 70425 0000000	Mount Shasta Union Elementary School District	\$200,000
123*	37 68221 0000000	National School District	\$200,000
124*	01 61234 0000000	Newark Unified School District	\$200,000
125*	12 62687 0000000	Northern Humboldt Union High School District	\$200,000
126*	21 65417 0000000	Novato Unified	\$200,000
127*	10 62331 0000000	Orange Center School District	\$180,000
128*	43 69633 0000000	Orchard School District	\$200,000
129*	42 69260 0000000	Orcutt Union School District	\$189,000
130*	11 75481 0000000	Orland Joint Unified School District	\$200,000
131*	04 61507 0000000	Oroville City Elementary School District	\$200,000
132*	56 72546 0000000	Oxnard Union High School District	\$200,000
133*	23 65557 6116669	Pacific Community Charter School	\$119,309
134*	04 61523 0000000	Palermo Union Elementary	\$200,000
135*	30 66423 6027379	Palm Lane Global Academy	\$200,000
136*	19 64857 0000000	Palmdale School District	\$200,000
137*	15 63362 0000000	Panama-Buena Vista Union School District	\$200,000
138*	34 67421 0132019	Paseo Grande Charter	\$200,000
139*	29 76877 0000000	Penn Valley Union Elementary School District	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
140*	49 70862 0000000	Petaluma Joint Union High School	\$200,000
141*	06 61614 0000000	Pierce Joint Unified School District	\$200,000
142*	54 72041 0000000	Pixley Union Elementary School District	\$200,000
143*	09 61952 0000000	Placerville Union School District	\$200,000
144*	54 72058 0000000	Pleasant View Elementary School District	\$200,000
145*	32 66969 3230083	Plumas Charter School	\$200,000
146*	28 66282 0000000	Pope Valley Union Elementary School District	\$200,000
147*	19 64733 0112201	PUC Excel Charter Academy	\$200,000
148*	10 62380 0000000	Raisin City Elementary School District	\$200,000
149*	36 67850 0000000	Rialto Unified School District	\$200,000
150*	15 63578 0000000	Richland Union Elementary School District	\$200,000
151*	36 67868 0000000	Rim of the World Unified	\$200,000
152*	15 73544 0000000	Rio Bravo-Greeley Union School District	\$200,000
153*	19 64733 0136994	Rise Kohyang Elementary School	\$200,000
154*	19 64733 0133868	Rise Kohyang High School	\$200,000
155*	19 64733 0124222	Rise Kohyang Middle School	\$200,000
156*	34 67421 0000000	Robla School District	\$177,000
157*	31 75085 0000000	Rocklin Unified School District	\$200,000*
158*	15 63750 0000000	Rosedale Union School District	\$200,000
159*	27 66142 0000000	Salinas City Elementary	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
160*	30 10306 0126037	Samueli Academy	\$200,000
161*	41 69013 0000000	San Bruno Park Elementary School District	\$200,000
162*	43 69427 4330676	San Jose Conservation Corps Charter	\$200,000
163*	40 68825 6043319	San Miguel Joint Union School District	\$199,812
164*	37 68379 0000000	San Ysidro Elementary	\$200,000
165*	42 10421 0000000	Santa Barbara County Office of Education	\$200,000
166*	42 76786 0000000	Santa Barbara Unified School District	\$200,000
167*	43 69674 0000000	Santa Clara Unified School District	\$200,000
168*	42 69310 0000000	Santa Maria Joint Union High School District	\$200,000
169*	42 69120 0000000	Santa Maria-Bonita School District	\$200,000
170*	19 64733 6019079	Santa Monica Boulevard Community Charter	\$200,000
171*	49 70920 0000000	Santa Rosa High School District	\$200,000
172*	30 66696 0000000	Savanna Elementary School District	\$200,000
173*	12 63024 0000000	Scotia Union School District	\$200,000
174*	13 63222 0000000	Seeley Union School District	\$200,000
175*	40 68833 0000000	Shandon Joint Unified School District	\$198,115
176*	15 73742 0000000	Sierra Sands Unified School District	\$200,000
177*	36 73890 0000000	Silver Valley Unified School District	\$200,000
178*	47 70466 0000000	Siskiyou Union High School District	\$200,000
179*	36 67876 0117192	SOAR Charter Academy	\$200,000
180*	48 10488 0000000	Solano County Office of Education	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
181*	49 70953 0000000	Sonoma Valley Unified School District	\$200,000
182*	55 72389 0000000	Sonora Union High School District	\$200,000
183*	37 68395 0000000	South Bay Union School District	\$200,000
184*	19 65037 0000000	South Whittier Elementary School District	\$146,146
185*	53 73833 0000000	Southern Trinity School District	\$200,000
186*	19 64733 0137604	Stella Elementary Charter Academy	\$200,000
187*	19 64733 0112508	Stella High Charter Academy	\$200,000
188*	19 64733 0100669	Stella Middle Charter Academy	\$200,000
189*	39 68676 0000000	Stockton Unified School District	\$200,000
190*	11 62653 0000000	Stony Creek Joint Unified School District	\$150,000
191*	51 10512 0000000	Sutter County Superintendent of Schools	\$200,000
192*	37 68411 0000000	Sweetwater Union High School District	\$200,000
193*	52 10520 0000000	Tehama County Department of Education	\$200,000
194*	19 10199 0140962	The SEED School of Los Angeles County	\$200,000
195*	23 65615 6117386	Tree of Life Charter School	\$200,000
196*	53 71761 0000000	Trinity Center Elementary	\$200,000
197*	54 72231 0000000	Tulare City School District	\$200,000
198*	54 72249 0000000	Tulare Joint Union High School District	\$200,000
199*	29 66415 0000000	Twin Ridges Elementary School District	\$200,000
200*	30 10306 0133959	Unity Middle College High School	\$200,000
201*	36 75069 0000000	Upland Unified School District	\$200,000

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
202*	48 70581 0000000	Vallejo City Unified School District	\$200,000
203*	19 64733 0133694	Valor Academy Elementary School	\$200,000
204*	19 64733 0127894	Valor Academy High School	\$200,000
205*	19 64733 0120022	Valor Academy Middle School	\$200,000
206*	19 64733 6019715	Vaughn Next Century Learning Center	\$200,000
207*	56 10561 0000000	Ventura County Office of Education	\$200,000
208*	30 66423 0131417	Vibrant Minds Charter School	\$200,000
209*	36 67918 0000000	Victor Elementary School District	\$199,725
210*	36 67934 0000000	Victor Valley Union High School District	\$200,000
211*	19 64733 0122739	Vista Charter Middle School	\$200,000
212*	30 10306 0137000	Vista Condor Global Academy	\$200,000
213*	30 10306 0132613	Vista Heritage Global Academy	\$200,000
214*	19 64733 0139089	Vista Horizon Global Academy	\$200,000
215*	54 72264 0000000	Waukena Joint Union Elementary	\$200,000
216*	49 70607 0000000	West Sonoma County Union High School District	\$200,000
217*	31 66951 0000000	Western Placer Unified School District	\$197,177
218*	11 10116 1130103	William Finch Charter School	\$200,000
219*	47 70490 0000000	Willow Creek Elementary	\$200,000
220*	11 62661 0000000	Willows Unified School District	\$200,000
221*	49 75358 0000000	Windsor Unified School District	\$165,168

<b>No.</b>	<b>County-District-School Code</b>	<b>Local Educational Agency</b>	<b>Preliminary Award Amount</b>
222*	54 767940 000000	Woodlake Unified School District	\$130,000
223*	57 72710 0000000	Woodland Joint Unified School District	\$200,000
224*	54 72298 0000000	Woodville Union School District	\$200,000
225*	36 67876 0126714	Woodward Leadership Academy	\$200,000
226*	20 76414 0000000	Yosemite Unified School District	\$200,000

Total Award Amount: \$44,894,432\*

Total Number of 2022–23 grant awards: 226\*