

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, April 18th, 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.

Notice: Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

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

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

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

AGENDA

OPEN SESSION - 6:00 PM

1. OPENING

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

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

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

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

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

2. CONSENT AGENDA

- 2.1. Approve Minutes from March 21st, 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. Approve Donations
- 2.6. Approve Overnight Field Trip

Jim Weber, Charter Impact

3. FACULTY

- 3.1. Grade Level Report

Sarah Lee & Nick Meier

4. GOVERNANCE

- 4.1. Finance Committee Report
- 4.2. Parent Council Report
- 4.3. Equity & Inclusion Task Force Report
- 4.4. Policy Review
 - 4.4.1. Communicable Disease Policy (2nd Reading)
 - 4.4.2. Health Care Emergencies Policy (2nd Reading)
 - 4.4.3. Health Examinations, Immunizations, and Administration of Medications Policy (1st Reading)
- 4.5. Chico Fire-Rescue Stakeholders Meeting
- 4.6. Kindergarten Marketing

Vicki Wonacott

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, May 16th, 2023 at 6:00PM

8. ADJOURNMENT

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.

Notice: Any person with a disability may request the agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting at, 450 W. East Ave., Chico, CA or by calling (530) 879-7483 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (at least 48 hours before the meeting). All efforts will be made for reasonable accommodations.

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

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

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

AGENDA

OPEN SESSION - 6:00 PM

1. OPENING

1.1. Call Meeting to Order

- Chelsea Parker called the meeting to order at 6:05PM.

1.2. Roll Call of Council Members and Establish Quorum

- Present: Vicki Wonacott, Laurel Hill-Ward, Chelsea Parker, Leanna Glander, Trisha Atehortua, and Kristen Woods
- Absent: None

1.3. Invocation - School Verse Read

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

- Vicki Wonacott read the school invocation.

1.4. Agenda Modifications

- No agenda modifications were made.

1.5. Audience to Address the Council

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

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

- Nicole, a Blue Oak parent and the Parent Council (PC) chair, stated that at the last PC meeting she started discussion about an anti-bullying campaign called Walls and Stall. She would like to see this implemented at the school. It would consist of a 10 minute allotment at the end of the day to go in and check the walls and stalls for any type of graffiti as well as other anti-bullying practices. Nicole was hoping to get this curriculum on the BOCC agenda to see if we can implement it. Chelsea Parker will connect with Susan Domenighini to see if we can move forward with this idea.

2. CONSENT AGENDA

2.1. Approve Minutes from Tuesday, March 28th, 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. Accept Offers of Employment

2.6. Accept Employee Resignations

2.7. Approve Overnight Field Trip

2.8. Approve Donation

2.9. Acknowledge Employee Dismissal

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

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

- Vote passes.

3. FACULTY

3.1. Grade Level Report

Sarah Lee & Nick Meier

- Nick Meier shared the Grade Level Report via Google Slides. These slides can be found on our schools website under Parent Resources.

4. GOVERNANCE

4.1. Return to Brown Act Norms

Susan Domenighini

- As we have communicated to the board and the school via ParentSquare, the governor has removed the emergency act around COVID-19. One of the changes this brought was a return to regular brown act procedures. Zoom is still available for members of the public to attend from wherever they'd like but the board will be returning fully on-site. We also have available space for members of the public to join on-site as well.

4.2. Finance Committee Report

Vicki Wonacott

- Michelle Green made a generous donation to the school which was approved in the consent agenda, The BOFC also looked at the Travel Expense Policy and recommended that the board approve it. The school likes working with the CLA audit firm and are hoping to approve it later today to keep using it for next year. The council will also be talking about the Form 700 later in the meeting which is an obligation for board members. Ryan Sanders is no longer a parent member on the Finance Committee and we finished the meeting with the directors report. Jim did mention that we are forecasting a financial pinch for the school soon. Things will be a little tight as we wait for funds to show up near the end of the school year; it is a timing issue really. The school also got approved for a grant for mental health services; we will be talking about that later.
- The grant for mental health services, the CCSPP grant, is for next year. It is the grant that Mandy Kling and Amber Bass worked on to design a better mental health system for Blue Oak. The BOCC approved the application of the grant and we just recently found out that we were awarded funds. The purpose of the planning grant is to focus on what we need; working with stakeholders in the area, establishing relationships, sending out surveys, collecting data, etc. It will cover the funds of staffing someone to do all of that work. We have noticed we have a lot of good pieces at Blue Oak, we just need to put them all together and this grant will help support us to do that. After the planning grant will come an implementation grant.
- The BOFC now has at least 4 seats for parents to sit on the Finance Committee. We haven't really gotten responses from all-call to the whole school so now we are asking teachers if they know any parents specifically who would be interested to make more of an individual ask. Kristen Woods will share with PC as well. Parents don't have to have a background in finance; it's mostly just a committee to make recommendations to the board. The BOFC meetings almost never run the full length of the scheduled meeting; they are typically only about an hour.

4.3. Parent Council Report

Kristen Woods

- The PC talked about a few fundraising projects. One was a Cal Java fundraiser the other was the fundraiser for Ms. Jennifer. Nicole, the PC Chair, brought up the anti-bullying discussion earlier. Also, teacher appreciation week is coming up which is the second week of May. The May Faire is Saturday, May 6th.

4.4. Equity & Inclusion Task Force Report

Susan Domenighini

- There has not been a meeting recently due to Susan's outages last month. We are continuing to do monthly school-wide assemblies, however. Also, the Pedagogical Team is still working on reviewing the curriculum-at-a-glance which outlines what curriculum is covered each year. The Pedagogical Team is looking specifically at social studies and science to ensure everything is well-rounded. The Task Force would specifically like to look more closely at the social studies as well to ensure our grades are covering world-wide cultures. Finally, both teams are working to update the curriculum-at-a-glance to formalize what we are already doing that isn't documented correctly.

4.5. COVID-19 Response

- The emergency related to COVID-19 has been lifted in California. There has also been a reduction in time in isolation; no more than 5 days and a negative test is not required to return to school/work. Therefore, there is a much lower need to announce COVID exposures in classrooms. There were still a few in February but not as many as we had in January. We initially added this as a regular agenda item during a time of constant change to keep up with all of the new requirements, however, it may no longer be necessary. The intention for this agenda item has changed so board members feel we do not need it on the agenda anymore.
- Chelsea Parker gave Susan Domenighini direction to no longer add the COVID-19 Response item on the agenda. Susan can include any updates on the agenda and/or in her report if she sees fit but for now, it is no longer required every meeting.

4.6. Policy Review

- Moving forward, Susan Domenighini's goal is to try to write and share the standard operating procedures (SOPs) for each policy when they are approved so the board can see how we implement the policies. The SOPs need approval, it will simply just be informative.

4.6.1. Travel Expense Policy (2nd Reading)

- Chelsea Parker mentioned that a good addition to the SOP for this policy in particular is to require staff to submit the itemized receipts for their meal reimbursements to ensure the reimbursements are in compliance, such as not reimbursing for alcohol, etc. This is important for auditing. It would also be helpful to give staff a heads up in advance about this. The changes Susan Domenighini has made to this policy since the last reading include increasing the cost of reimbursements for meals as well as adjustments to lodging reimbursement rate as given direction by BOCC last time. This policy is originally based on the California State Human Resources policy and adjusted to match Blue Oak standards. We can always come back to review and adjust this policy as necessary with inflation, but this is a good starting point.
- Vicki Wonacott made a motion to accept the Travel Expense Policy. Laurel Hill-Ward seconded the motion.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			

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

- Vote passes.

4.6.2. Health Care Emergencies Policy (1st Reading)

- Chelsea Parker appreciated the clarity in this policy. This policy was drafted by our School Nurse with the help of the Executive Director. We are working on procedures as we write this as well. To clarify the Do Not Resuscitate (DNR) section, school staff are not held to the same standards as health care workers when it comes to DNR rules; the Good Samaritan Law applies for school employees when helping in an emergency.
- This is the first reading; no vote is required at this time.

4.6.3. Communicable & Infectious Diseases Policy (1st Reading)

- The document included in the packet was the SOP, not policy. The correct policy was presented during the meeting and will be posted on the website. The policy will also be brought back for a second reading at the next meeting. Susan Domenighini pointed out that the section regarding a doctor's note for absences is also included in the Attendance Policy. On that note, Amanda Hurd, the Assistant Director, is working on a new attendance plan for next year. Amanda will be sharing that with the board soon. We will talk with Natalie Wren, the School Nurse, to see if more diseases need to be added to the list or "etc" if needed.
- This is the first reading; no vote is required at this time.

4.7. Audit Firm Selection

- The firm selection is due to the county by the end of this month. CLA auditor firm has multiple auditors so they honor the recommendation of alternating auditors each year. This allows us to stay with the same firm but still have varying auditors. This went through the BOFC and is recommended we move forward with them.
- Kirsten Woods made a motion to approve the audit firm selection. 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.

4.8. Form 700

- This is just a reminder to please get your Form 700 submitted. It is required by all board members to complete and is due at the beginning of April. If you haven't done it before, we can help you with it. CSDC also has resources for members to help; if you'd like the link, please reach out. You can look online for this form. This form reports each individual's assets, investments, and individual finances to ensure there are no conflicts of interest with the school.

5. ADMINISTRATION

5.1. Executive Director's Report

Susan Domenighini

- Susan Domenighini gave her Executive Director's Report via Google document. You can find this document on the schools website under Councils & Committees.

6. CLOSED SESSION

6.1. Executive Director Evaluation

Public Employee Performance Evaluation (§54957)

- The BOCC will not be holding a closed session tonight as we are still waiting to complete the evaluation. We will be tabling this item until the next meeting.

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

8. ADJOURNMENT

- Chelsea Parker adjourned the meeting at 7:45PM.

Minutes Taken By: Alexandra Archer

Approved by: _____ Date: _____

Blue Oak Charter School

Monthly Financial Presentation – March 2023

March Highlights

Highlights

- P-1 ADA **238.48**, forecast P-2 **234.6**, no change from last month.
- Expenses forecast **\$4.16 million+**, no change from previous month.
- Enrollment 300+ recommended for \$4 million budget.
- Forecast surplus **\$188K (-\$247K + \$435)**, dependent on allocation of one-time grants.
- Cash ended month **\$333K**, cash stabilized with April collections.

Compliance and Reporting

- Arts, Music & Instructional Materials Block Grant plan required before utilizing funding.
- Quarterly reporting will be completed during April.

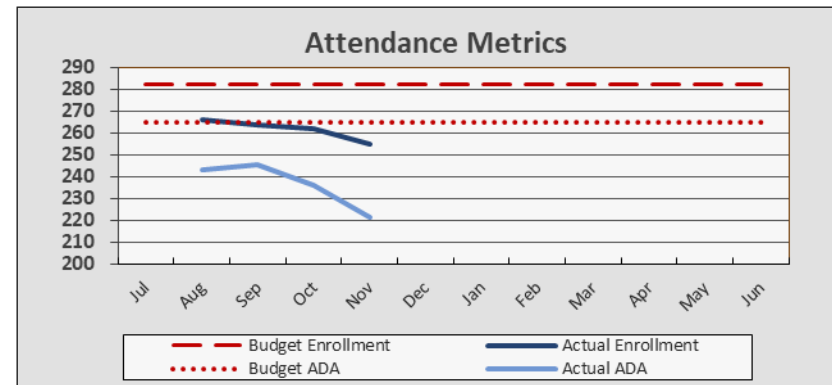
Attendance Data and Metrics



Enrollment and Per Pupil Data

<i>Enrollment & 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>		\$18,535	\$14,954
<i>Expenses per ADA</i>		\$17,733	\$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

March Updates

- **\$435K ADA hold harmless recovers 2021/22 loss.**
- **Special education funding increased +\$46K.**
- **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	-	-
One-Time Funding plan	\$ 504,636	\$ 1,003,424	\$ 247,717	\$ 121,242	\$ 95,796

Revenue

State Aid-Rev Limit
Federal Revenue
Other State Revenue
Other Local Revenue

Total Revenue

Year-to-Date		
Actual	Budget	Fav/(Unf)
\$ 1,760,239	\$ 1,687,679	\$ 72,560
418,420	226,184	192,236
360,466	314,736	45,730
35,923	37,500	(1,577)
\$ 2,575,048	\$ 2,266,098	\$ 308,950

Annual/Full Year		
Forecast	Budget	Fav/(Unf)
\$ 2,559,309	\$ 2,819,929	\$ (260,620)
481,431	486,368	(4,937)
1,238,867	607,675	631,192
68,732	50,000	18,732
\$ 4,348,339	\$ 3,963,972	\$ 384,367



Expenses

- **March Updates – expenses consistent with prior month**
 - 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	\$ 1,390,938	\$ 1,186,483	\$ (204,455)
Classified Salaries	416,676	379,916	(36,761)
Benefits	506,524	458,283	(48,241)
Books and Supplies	111,757	85,700	(26,057)
Subagreement Services	73,877	180,374	106,497
Operations	139,918	106,425	(33,493)
Facilities	478,027	480,000	1,973
Professional Services	212,124	181,639	(30,485)
Depreciation	1,619	-	(1,619)
Interest	21,492	21,000	(492)
Total Expenses	\$ 3,352,950	\$ 3,079,818	\$ (273,132)

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 1,622,375	\$ 1,336,173	\$ (286,202)
Classified Salaries	542,405	488,851	(53,554)
Benefits	630,250	556,068	(74,181)
Books and Supplies	129,992	104,600	(25,392)
Subagreement Services	120,020	247,264	127,244
Operations	182,088	142,158	(39,930)
Facilities	637,024	640,000	2,976
Professional Services	272,818	241,625	(31,193)
Depreciation	1,619	-	(1,619)
Interest	21,492	21,000	(492)
Total Expenses	\$ 4,160,082	\$ 3,777,738	\$ (382,343)

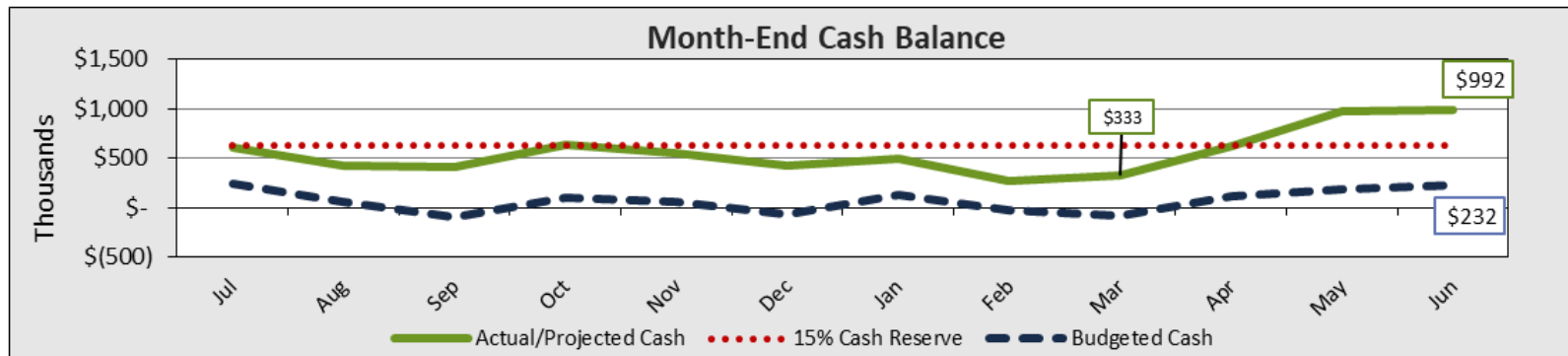
Surplus / (Deficit) & Fund Balance

- Forecast gain **\$188K** includes **\$435K** ADA hold harmless for 2021/22, **net (\$247K) loss**.
- Budget did not include 2021/22 hold harmless revenue.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (777,902)	\$ (813,720)	\$ 35,818	\$ 188,257	\$ 186,234	\$ 2,024
Beginning Fund Balance	<u>623,177</u>	<u>623,177</u>		<u>623,177</u>	<u>623,177</u>	
Ending Fund Balance	<u>\$ (154,725)</u>	<u>\$ (190,543)</u>		<u>\$ 811,434</u>	<u>\$ 809,411</u>	
<i>As a % of Annual Expenses</i>	<i>-3.7%</i>	<i>-5.0%</i>		<i>19.5%</i>	<i>21.4%</i>	

Cash Balance

- Current cash **\$333K**.
- April grant receipts stabilize cash, followed by forecast receipt of hold harmless funding in May.
- Timely receipt of grants would stabilize cash into next year.



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Apr-01	Audit Firm Selection - 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	https://leginfo.ca.gov/faces/codes_displaySection.xhtml?sectionNum=41020.&lawCode=EDC
FINANCE	Apr-01	File a Form 700 - Statement of Economic Interests (SEI) : 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	https://www.fppc.ca.gov/Form700.html
FINANCE	Apr-14	Federal Stimulus Reporting - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRRSA Act, and the ARP. (ESSER I, GEER, ESSER II, ESSER III). LEAs are required to report status of funds for the period January 1, 2023- March 31, 2023.	Charter Impact with BOCS support	No	No	https://www.cde.ca.gov/fg/cr/reporting.asp
FINANCE	Apr-18	Special Education Federal Expenditure Report #2, Dispute Prevention, Learning Recovery Funding Reports due to SELPA - Interim financial reporting for actuals through March 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
FINANCE	Apr-21	Special Education ADA/Enrollment Report #3 due to SELPA - Report are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
FINANCE	Apr-30	Federal Cash Management - Period 4 - 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	https://www.cde.ca.gov/fg/aa/cm/
FINANCE	May-08	Submit Charter Schools Annual Information Survey - The Charter Schools Annual Information Survey has 5 sections: location and school contact information, authorizing agency, site, curriculum and governance information, facilities, retirement and services information, and funding. The funding selection impacts how your school receives revenue payments. All charter schools must be either directly or locally funded. For example: LCFF apportionment funds for a locally funded charter school flow through its local chartering authority whereas funds for a direct funded charter school may flow directly to the county treasurer and then to the charter school. However, the funding type decision may impact the amount of other state and federal funds that a charter school receives, outside the LCFF. This decision may be reconsidered on an annual basis.	Charter Impact with BOCS support	No	No	https://www.cde.ca.gov/sp/ch/csinfosvy.asp
DATA	May-08	CALPADS End-of-Year 1, 2, 3 and 4 - The data submission window opens on May 8, 2023 and closes on July 28, 2023. End-of-Year data includes: Course completion, program eligibility/participation, homeless students, student discipline, cumulative enrollment, student absence, postsecondary, RFEP count, work-based learning indicator, CTE, postsecondary outcomes for Students with Disabilities and SpED.	BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/
FINANCE	May-15	Extended Due Date - Form 990 - The IRS Form 990 is the annual information return filed by most non-profit charter schools. The form should be reviewed and accepted by the Board prior to filing.	Audit firm with BOCS support	Yes	No	http://www.publiccounsel.org/useful_materials?id=0025
DATA	May-31	English Language Proficient Assessment - For public school students in California, English language proficiency (ELP) falls within the scope of state and federal laws. It is required that local educational agencies (LEAs) administer a state test of ELP, which for California is the ELPAC. Furthermore, state and federal laws require the ELPAC in California to be aligned with the state's English language development (ELD) standards. All students with an English Learner status must take the summative assessment.	BOCS	No	No	https://www.elpac.org/

Appendices

As of March 31, 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

March 31, 2023

Presented by:



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

Revised 04/11/2023



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	5,543	(5,607)	-	(61,249)	-	-	-	-
8096 In Lieu of Property Taxes	-	45,692	91,673	61,115	60,922	61,308	61,115	61,115	115,582	40,362	40,362	34,718	-	673,964	701,094	(27,131)
	-	112,089	158,069	342,336	180,434	241,167	342,335	181,594	202,215	316,049	121,452	54,559	307,010	2,559,309	2,819,929	(260,620)

Federal Revenue

8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	33,875	33,875	34,000	(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	4,715	-	1,910	-	-	8,842	9,453	(611)
8296 Other Federal Revenue	-	-	-	-	-	-	342,500	2,500	2,500	-	2,500	-	24,125	374,125	374,125	-
8299 Prior Year Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	358,218	52,987	7,215	-	5,011	-	58,000	481,431	486,368	(4,937)

Other State Revenue

8311 State Special Education	9,569	9,569	17,224	17,130	17,130	17,130	17,130	-	50,980	25,490	25,490	25,383	-	232,225	209,825	22,400
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	-	136	-	-	-	-	14,975	-	14,975
8599 Other State Revenue	-	1,202	1,083	1,083	1,083	1,083	1,083	-	2,886	-	435,092	204,207	2,497	651,299	25,446	625,853
	9,569	10,771	18,307	18,213	18,213	24,092	49,365	-	211,936	39,744	460,582	229,590	148,485	1,238,867	607,675	631,192

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	3,468	4,167	4,167	5,744	-	50,000	50,000	-
	155	3,628	5,920	4,206	2,041	6,803	3,534	6,169	3,468	4,167	4,167	24,476	-	68,732	50,000	18,732

Total Revenue

	9,724	126,488	182,296	364,755	200,688	272,062	753,452	240,750	424,834	359,959	591,211	308,625	513,496	4,348,339	3,963,972	384,367
--	-------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	---------	-----------	-----------	---------

Expenses

Certificated Salaries

1100 Teachers' Salaries	99,077	126,264	126,564	126,620	124,881	122,982	143,225	130,587	120,120	129,345	18,000	-	-	1,267,664	1,159,245	(108,420)
1170 Teachers' Substitute Hours	-	5,249	5,169	6,779	9,633	5,400	5,148	18,728	4,800	3,880	3,880	-	-	68,668	34,777	(33,890)
1175 Teachers' Extra Duty/Stipends	715	11,241	1,035	835	835	1,090	835	1,118	710	625	-	15,000	-	34,039	35,000	961
1200 Pupil Support Salaries	-	-	10,152	12,002	15,413	12,002	12,168	19,302	12,248	10,751	10,751	-	-	114,789	-	(114,789)
1300 Administrators' Salaries	8,825	8,825	8,825	8,825	8,825	8,825	15,784	13,964	15,313	15,005	15,005	9,194	-	137,214	107,150	(30,064)
	108,617	151,579	151,745	155,061	159,587	150,298	177,161	183,699	153,191	159,607	47,636	24,194	-	1,622,375	1,336,173	(286,202)

Classified Salaries

2100 Instructional Salaries	1,785	14,535	25,421	24,071	19,488	13,949	13,310	34,196	13,906	16,918	16,918	-	-	194,498	159,030	(35,469)
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	10,276	16,488	16,488	13,435	-	175,980	164,084	(11,896)
2900 Other Classified Salaries	7,550	12,074	16,368	16,192	15,596	13,164	12,860	20,341	11,973	19,683	19,683	6,114	-	171,599	165,737	(5,862)
	18,645	42,532	58,728	56,610	50,083	38,513	37,569	77,841	36,155	53,090	53,090	19,549	-	542,405	488,851	(53,554)

Benefits

3101 STRS	18,732	25,437	25,663	26,093	26,859	25,972	28,335	29,693	27,484	30,876	9,215	4,680	-	279,039	255,209	(23,830)
3202 PERS	6,817	14,736	18,214	17,981	15,173	12,301	12,312	23,572	12,018	14,002	14,002	5,156	-	166,286	124,021	(42,265)
3301 OASDI	1,520	3,610	4,558	4,499	4,126	3,212	3,092	6,232	2,845	3,422	3,422	1,260	-	41,799	30,309	(11,490)
3311 Medicare	1,729	2,697	2,968	2,970	2,941	2,686	3,014	3,687	2,645	3,144	1,489	647	-	30,618	26,463	(4,155)
3401 Health and Welfare	10,086	5,369	9,457	1,604	7,777	8,187	8,464	6,542	2,845	9,750	9,750	9,750	-	89,581	104,000	14,419
3501 State Unemployment	596	930	1,024	1,024	1,014	926	1,039	1,272	912	82	82	82	-	8,984	1,466	(7,517)
3601 Workers' Compensation	1,059	1,059	1,059	1,059	1,435	1,059	1,275	1,089	1,089	1,735	822	357	-	13,096	14,600	1,504
3901 Other Benefits	72	87	87	87	87	87	110	117	114	-	-	-	-	847	-	(847)
	40,610	53,925	63,031	55,317	59,413	54,430	57,642	72,204	49,953	63,012	38,782	21,932	-	630,250	556,068	(74,181)

Revised 04/11/2023

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	-	-	-	-	-	1,191	1,191	1,191	-	5,000	5,000	-
4200	Books and Reference Materials	995	-	12,557	268	-	2,493	2,361	3,676	-	108	108	108	-	22,674	18,000	(4,674)
4302	School Supplies	1,463	15,520	9,795	2,468	1,036	1,930	891	1,282	407	1,069	1,069	1,069	-	38,000	32,000	(6,000)
4305	Software	3,197	157	200	-	10,877	240	-	355	2,747	742	742	742	-	20,000	20,000	-
4310	Office Expense	49	315	93	1,948	1,890	798	693	2,010	1,230	1,658	1,658	1,658	-	14,000	20,000	6,000
4311	Business Meals	-	84	160	-	-	-	-	-	-	1,119	1,119	1,119	-	3,600	3,600	-
4312	School Fundraising Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	Noncapitalized Equipment	-	-	225	2,359	-	4,400	18,733	277	150	191	191	191	-	26,718	6,000	(20,718)
		7,084	16,077	23,030	7,092	13,803	9,861	22,678	7,599	4,534	6,078	6,078	6,078	-	129,992	104,600	(25,392)
Subagreement Services																	
5101	Nursing	-	-	2,583	2,583	2,583	2,583	2,583	2,583	3,053	2,426	2,426	2,426	-	25,828	24,000	(1,828)
5102	Special Education	-	-	118	3,820	2,269	3,820	11,358	1,378	3,617	9,002	9,002	9,002	-	53,384	220,754	167,370
5105	Security	-	-	524	-	-	524	-	-	524	313	313	313	-	2,510	2,510	-
5106	Other Educational Consultants	-	-	-	-	46	14,560	5,492	2,080	5,200	3,640	3,640	3,640	-	38,298	-	(38,298)
		-	-	3,224	6,402	4,898	21,486	19,433	6,040	12,393	15,381	15,381	15,381	-	120,020	247,264	127,244
Operations and Housekeeping																	
5201	Auto and Travel	-	955	515	102	-	111	-	-	-	1,106	1,106	1,106	-	5,000	5,000	-
5300	Dues & Memberships	4,638	-	-	-	855	2,660	1,030	-	60	-	-	-	-	9,243	5,025	(4,218)
5400	Insurance	4,213	2,141	3,743	3,247	10,151	4,073	2,942	5,555	4,073	4,563	4,563	4,563	-	53,825	42,113	(11,713)
5501	Utilities	6,593	10,312	15,716	15,716	2,495	2,922	5,476	7,519	7,526	5,242	5,242	5,242	-	90,000	70,000	(20,000)
5502	Janitorial Services	-	-	1,615	807	828	807	807	807	807	1,980	1,980	1,980	-	12,420	12,420	-
5900	Communications	438	2,630	2,694	470	183	(10)	342	237	469	849	849	849	-	10,000	6,000	(4,000)
5901	Postage and Shipping	275	18	18	50	114	43	38	92	-	317	317	317	-	1,600	1,600	-
		16,158	16,055	24,300	20,391	14,626	10,607	10,635	14,210	12,936	14,057	14,057	14,057	-	182,088	142,158	(39,930)
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	1,063	1,333	1,333	1,333	-	13,657	16,000	2,343
5610	Repairs and Maintenance	-	-	583	600	1,551	-	2,985	885	897	166	166	166	-	8,000	6,000	(2,000)
		49,221	52,281	53,452	53,598	53,537	53,216	55,730	53,532	53,461	52,999	52,999	52,999	-	637,024	640,000	2,976
Professional/Consulting Services																	
5801	IT	-	-	5,349	3,993	4,150	1,865	-	-	-	414	414	414	-	16,600	10,000	(6,600)
5802	Audit & Taxes	-	-	-	-	6,405	-	4,200	4,358	-	0	0	0	-	14,963	14,000	(963)
5803	Legal	-	-	-	-	5,557	7,781	1,668	1,311	1,020	888	888	888	-	20,000	6,000	(14,000)
5804	Professional Development	1,734	521	1,895	-	-	190	6,428	-	-	4,893	4,893	4,893	-	25,446	25,446	0
5805	General Consulting	-	-	3,640	1,885	31,438	(10,550)	3,520	-	34	244	244	244	-	30,699	28,700	(1,999)
5806	Special Activities/Field Trips	-	-	6,005	528	115	(200)	-	9,056	4,337	53	53	53	-	20,000	20,000	-
5807	Bank Charges	21	5	13	15	15	-	-	-	-	52	52	52	-	226	-	(226)
5809	Other taxes and fees	383	392	1,937	821	53	1,307	632	(3,502)	193	2,595	2,595	2,595	-	10,000	10,000	-
5810	Payroll Service Fee	20	361	952	480	658	703	517	973	502	945	945	945	-	8,000	8,000	-
5811	Management Fee	6,607	6,607	6,607	6,607	6,709	6,607	9,303	7,955	7,955	7,247	7,247	7,515	-	86,967	79,279	(7,687)
5812	District Oversight Fee	-	-	1,296	2,685	1,068	1,068	2,685	6,464	1,895	3,160	1,215	546	3,511	25,593	28,199	2,606
5815	Public Relations/Recruitment	4,545	172	233	1,270	4,331	1,511	715	864	684	-	-	-	-	14,324	12,000	(2,324)
		13,310	8,058	27,926	18,283	60,499	10,281	29,668	27,479	16,619	20,492	18,546	18,145	3,511	272,818	241,625	(31,193)
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	339,241	384,716	246,570	172,334	3,511	4,160,082	3,777,738	(382,343)
Monthly Surplus (Deficit)		(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(76,631)	342,936	(201,855)	85,593	(24,757)	344,641	136,290	509,984	188,257	186,233	2,024

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

Revised 04/11/2023

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

Total Change in Cash

Cash, Beginning of Month

Cash, End of Month

Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Year-End Accruals	Annual Forecast	Original Budget Total	Favorable / (Unfav.)
(258,867)	(214,019)	(223,139)	(7,998)	(223,922)	(76,631)	342,936	(201,855)	85,593	(24,757)	344,641	136,290	509,984	188,257		
1,619	-	-	-	-	-	-	-	-	-	-	-	-	1,619		
394,921	(66,397)	208,735	100,754	(45,520)	96,280	(263,826)	-	10,435	276,482	21,650	109,347	(513,496)	329,365		
5,906	14,471	(17,736)	(1,961)	(5,811)	(1,143)	(1,620)	3,469	(323)	1,665	1,665	1,665	-	248		
(28,187)	-	-	-	20,265	-	(401)	12,407	(2,174)	(30,557)	-	-	3,511	(25,136)		
53,847	84,115	(64,691)	46,664	(1,126)	(33,472)	(57,624)	55,175	(52,177)	(12,761)	(12,761)	(192,218)	-	(187,030)		
-	6,412	6,412	5,329	6,080	6,080	6,080	1,616	2,511	6,080	(23,300)	(23,300)	-	-		
17,275	983	77,931	72,504	115,463	90,904	39,925	22,258	17,289	76,219	19,789	(17,368)	-	533,172		
												-	-		
263,328	-	-	-	268,164	-	-	-	-	-	-	-	-	531,492		
-	-	-	-	(212,000)	(205,158)	-	(114,333)	-	-	-	-	-	(531,492)		
449,842	(174,435)	(12,489)	215,293	(78,408)	(123,141)	65,469	(221,263)	61,154	292,371	351,684	14,416				
151,125	600,967	426,531	414,043	629,335	550,928	427,787	493,256	271,993	333,148	625,519	977,203				
600,967	426,531	414,043	629,335	550,928	427,787	493,256	271,993	333,148	625,519	977,203	991,619				

Blue Oak Charter School
Statement of Financial Position

March 31, 2023

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ (358,666)	\$ 151,125	\$ (509,791)	-337%
Restricted Cash	691,813	-	691,813	0%
Total Cash & Cash Equivalents	333,147	151,125	182,023	120%
Public Funding Receivables	414,803	850,185	(435,382)	-51%
Prepaid Expenses	77,917	73,169	4,748	6%
Total Current Assets	825,867	1,074,479	(248,612)	-23%
Long-Term Assets				
Property & Equipment, Net	-	1,619	(1,619)	-100%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	28,000	29,619	(1,619)	-5%
Total Assets	\$ 853,867	\$ 1,104,098	\$ (250,230)	-23%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 29,914	\$ 28,004	\$ 1,910	7%
Accrued Liabilities	286,865	220,964	65,901	30%
Deferred Revenue	691,813	231,953	459,861	198%
Total Current Liabilities	1,008,593	480,921	527,672	110%
Total Liabilities	1,008,593	480,921	527,672	110%
Total Net Assets	(154,725)	623,177	(777,902)	-125%
Total Liabilities and Net Assets	\$ 853,867	\$ 1,104,098	\$ (250,230)	-23%

Blue Oak Charter School

Statement of Cash Flows

For the period ended March 31, 2023

###

	Month Ended 03/31/23	YTD Ended 03/31/23
Cash Flows from Operating Activities		
Change in Net Assets	\$ 85,593	\$ (777,902)
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	10,435	435,382
Factored Receivables	-	-
Prepaid Expenses	(323)	(4,748)
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	(2,174)	1,910
Accrued Expenses	(49,667)	65,901
Deferred Revenue	17,289	459,861
Total Cash Flows from Operating Activities	61,154	182,023
Change in Cash & Cash Equivalents	61,154	182,023
Cash & Cash Equivalents, Beginning of Period	271,993	151,125
Cash and Cash Equivalents, End of Period	\$ 333,147	\$ 333,147

Blue Oak Charter School

Statement of Activities

For the period ended March 31, 2023

	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	\$ 81,090	\$ 144,496	\$ (63,406)	\$ 811,443	\$ 872,384	\$ (60,941)	\$ 1,450,370
Education Protection Account	-	-	-	323,418	334,233	(10,815)	668,465
State Aid - Prior Year	5,543	-	5,543	66,856	-	66,856	-
In Lieu of Property Taxes	115,582	110,016	5,566	558,522	481,062	77,460	701,094
Total State Aid - Revenue Limit	202,215	254,513	(52,298)	1,760,239	1,687,679	72,560	2,819,929
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	34,000
Title I, Part A - Basic Low Income	-	-	-	63,988	34,395	29,593	68,790
Title II, Part A - Teacher Quality	4,715	-	4,715	6,932	4,727	2,206	9,453
Other Federal Revenue	2,500	-	2,500	347,500	187,063	160,438	374,125
Total Federal Revenue	7,215	-	7,215	418,420	226,184	192,236	486,368
Other State Revenue							
State Special Education	50,980	20,904	30,076	155,862	126,208	29,654	209,825
School Facilities (SB740)	157,934	-	157,934	157,934	153,765	4,170	307,529
Mandated Cost	-	-	-	4,412	4,436	(24)	4,436
State Lottery	-	-	-	17,780	13,787	3,993	60,438
Prior Year Revenue	136	-	136	14,975	-	14,975	-
Other State Revenue	2,886	-	2,886	9,503	16,540	(7,037)	25,446
Total Other State Revenue	211,936	20,904	191,032	360,466	314,736	45,730	607,675
Other Local Revenue							
School Fundraising	3,468	4,167	(698)	35,923	37,500	(1,577)	50,000
Total Other Local Revenue	3,468	4,167	(698)	35,923	37,500	(1,577)	50,000
Total Revenues	424,834	279,583	145,251	2,575,048	2,266,098	308,950	3,963,972
Expenses							
Certificated Salaries							
Teachers' Salaries	120,120	115,924	(4,195)	1,120,319	1,043,320	(76,999)	1,159,245
Teachers' Substitute Hours	4,800	3,478	(1,322)	60,907	31,300	(29,607)	34,777
Teachers' Extra Duty/Stipends	710	3,500	2,790	18,414	31,500	13,086	35,000
Pupil Support Salaries	12,248	-	(12,248)	93,287	-	(93,287)	-
Administrators' Salaries	15,313	8,929	(6,384)	98,011	80,363	(17,648)	107,151
Total Certificated Salaries	153,191	131,831	(21,359)	1,390,938	1,186,483	(204,455)	1,336,173
Classified Salaries							
Instructional Salaries	13,906	15,903	1,997	160,662	127,224	(33,438)	159,030
Support Salaries	-	-	-	327	-	(327)	-
Clerical and Office Staff Salaries	10,276	14,110	3,834	129,568	124,372	(5,196)	164,084
Other Classified Salaries	11,973	16,040	4,067	126,119	128,320	2,201	165,737
Total Classified Salaries	36,155	46,053	9,898	416,676	379,916	(36,761)	488,851
Benefits							
State Teachers' Retirement System, certificated	27,484	25,180	(2,304)	234,267	226,618	(7,649)	255,209
Public Employees' Retirement System, classified	12,018	11,684	(335)	133,126	96,385	(36,741)	124,021
OASDI/Medicare/Alternative, certificated	2,845	2,855	11	33,695	23,555	(10,140)	30,309
Medicare/Alternative, certificated	2,645	2,579	(66)	25,338	20,931	(4,408)	26,463
Health and Welfare Benefits, certificated	2,845	8,667	5,821	60,331	78,000	17,669	104,000
State Unemployment Insurance, certificated	912	147	(766)	8,737	1,246	(7,491)	1,466
Workers' Compensation Insurance, certificated	1,089	1,423	334	10,183	11,548	1,365	14,600
Other Benefits, certificated positions	114	-	(114)	847	-	(847)	-
Total Benefits	49,953	52,534	2,582	506,524	458,282	(48,242)	556,068

Blue Oak Charter School

Statement of Activities

For the period ended March 31, 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	-	-	-	22,350	18,000	(4,350)	18,000
School Supplies	407	2,667	2,259	34,794	24,000	(10,794)	32,000
Software	2,747	1,667	(1,080)	17,774	15,000	(2,773)	20,000
Office Expense	1,230	1,667	437	9,025	15,000	5,975	20,000
Business Meals	-	300	300	244	2,700	2,456	3,600
Noncapitalized Equipment	150	-	(150)	26,144	6,000	(20,144)	6,000
Total Books & Supplies	4,534	6,300	1,766	111,757	85,700	(26,057)	104,600
Subagreement Services							
Nursing	3,053	2,000	(1,053)	18,550	18,000	(550)	24,000
Special Education	3,617	20,069	16,452	26,378	160,548	134,170	220,754
Security	524	228	(295)	1,571	1,825	255	2,510
Other Educational Consultants	5,200	-	(5,200)	27,378	-	(27,378)	-
Total Subagreement Services	12,393	22,297	9,903	73,877	180,374	106,497	247,264
Operations & Housekeeping							
Auto and Travel	-	455	455	1,683	3,636	1,954	5,000
Dues & Memberships	60	419	359	9,243	3,769	(5,474)	5,025
Insurance	4,073	3,509	(564)	40,138	31,585	(8,553)	42,113
Utilities	7,526	5,833	(1,693)	74,274	52,500	(21,774)	70,000
Janitorial Services	807	1,035	228	6,479	9,315	2,836	12,420
Communications	469	500	31	7,452	4,500	(2,952)	6,000
Postage and Shipping	-	160	160	649	1,120	471	1,600
Total Operations & Housekeeping	12,936	11,911	(1,025)	139,918	106,425	(33,493)	142,158
Facilities, Repairs & Other Leases							
Rent	51,500	51,500	-	460,867	463,500	2,633	618,000
Equipment Leases	1,063	1,333	270	9,657	12,000	2,343	16,000
Repairs and Maintenance	897	500	(397)	7,502	4,500	(3,002)	6,000
Total Facilities, Repairs & Other Leases	53,461	53,333	(127)	478,027	480,000	1,973	640,000
Professional/Consulting Services							
IT	-	833	833	15,357	7,500	(7,857)	10,000
Audit & Taxes	-	-	-	14,963	14,000	(962)	14,000
Legal	1,020	500	(520)	17,337	4,500	(12,837)	6,000
Professional Development	-	2,545	2,545	10,768	17,812	7,045	25,446
General Consulting	34	2,870	2,837	29,966	20,090	(9,876)	28,700
Special Activities/Field Trips	4,337	-	(4,337)	19,841	20,000	159	20,000
Bank Charges	-	-	-	69	-	(69)	-
Other Taxes and Fees	193	1,000	807	2,216	7,000	4,784	10,000
Payroll Service Fee	502	667	165	5,165	6,000	835	8,000
Management Fee	7,955	6,607	(1,348)	64,957	59,460	(5,497)	79,279
District Oversight Fee	1,895	2,545	650	17,161	16,877	(284)	28,199
Public Relations/Recruitment	684	1,200	516	14,324	8,400	(5,924)	12,000
Total Professional/Consulting Services	16,619	18,766	2,147	212,124	181,639	(30,485)	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
Total Expenses	339,241	343,026	3,785	3,352,950	3,079,818	(273,132)	3,777,738
Change in Net Assets	85,593	(63,443)	149,036	(777,902)	(813,720)	35,818	186,233
Net Assets, Beginning of Period	(240,319)			623,177			
Net Assets, End of Period	\$ (154,725)			\$ (154,725)			

Blue Oak Charter School

Accounts Payable Aging

March 31, 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
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	230730023926	3/14/2023	4/1/2023	272	-	-	-	-	272
Butte County Office Of Education	4323-00005	10/11/2022	4/30/2023	20,265	-	-	-	-	20,265
Butte County Office of Education	SpEd 2023-136	3/3/2023	4/2/2023	1,598	-	-	-	-	1,598
Department of Justice	641936	3/2/2023	3/2/2023	-	32	-	-	-	32
Emma Todd	222305	3/17/2023	3/17/2023	-	5,200	-	-	-	5,200
Employers Preferred Ins. Co	EMPL0313223-1508	3/13/2023	4/12/2023	1,264	-	-	-	-	1,264
Live Oak Waldorf School	1	3/20/2023	4/19/2023	1,790	-	-	-	-	1,790
NCS Pearson Inc	21541224	3/20/2023	4/19/2023	135	-	-	-	-	135
T-Mobile	TMOB012122-2523	1/21/2022	2/13/2022	-	-	-	-	20	20
T-Mobile	TMOB022122-2523	2/21/2022	3/13/2022	-	-	-	-	20	20
T-Mobile	TMOB032122-2523	3/21/2022	3/21/2022	-	-	-	-	(460)	(460)
T-Mobile	TMOB082221-2523	8/22/2021	9/13/2021	-	-	-	-	291	291
T-Mobile	TMOB092121-2523	9/21/2021	10/13/2021	-	-	-	-	261	261
T-Mobile	TMOB102121-2523	10/21/2021	11/13/2021	-	-	-	-	19	19
T-Mobile	TMOB112121-2523	11/21/2021	12/13/2021	-	-	-	-	20	20
T-Mobile	TMOB122121-2523	12/21/2021	1/13/2022	-	-	-	-	20	20
TIAA, FSB	8857563	4/10/2022	4/30/2022	-	-	-	-	(183)	(183)
Total Outstanding Invoices				\$ 25,325	\$ 5,232	\$ (250)	\$ (401)	\$ 8	\$ 29,914

Blue Oak Charter School

Check Register

For the period ended March 31, 2023

#	Check Number	Vendor Name	Check Date	Check Amount
	11454	American Express	3/2/2023	\$ 3,679.89
	11455	Blue Shield of California	3/2/2023	272.30
	11456	Evergreen Janitorial Supply Inc	3/2/2023	521.20
	11457	Family First	3/2/2023	1,377.50
	11458	Anna Meehan	3/2/2023	18.06
	11459	PG&E	3/2/2023	6,759.92
	11460	Cameron Scott	3/2/2023	34.00
	11461	Susan Whittlesey	3/2/2023	17.61
	11462	Confidential	3/6/2023	105.91
	11463	Voya Financial FBO CalSTRS Pension2	3/7/2023	6,700.00
	11464	California Department of Education	3/8/2023	59.00
	11465	Amanda Kling	3/10/2023	30.00
	11466	Kevin Anderson	3/10/2023	30.00
	11467	Alarm Connections	3/17/2023	523.50
	11468	Amber Bass	3/17/2023	182.77
	11469	Cameron Scott	3/17/2023	34.00
	11470	CDW Government	3/17/2023	2,896.64
	11471	Ciaran Flanagan	3/17/2023	30.00
	11472	Creative Composition, Inc.	3/17/2023	181.26
	11473	Emily Wagner	3/17/2023	75.00
	11474	Family First	3/17/2023	2,018.75
	11475	ODP Business Solutions LLC	3/17/2023	930.26
	11476	Oscar Carrillo	3/17/2023	96.00
	11477	Philadelphia Insurance Companies	3/17/2023	2,408.07
	11478	Squyres Fire Protection	3/17/2023	723.45
	11479	Sta-Sharp	3/17/2023	90.00
	11480	Law Offices of Young, Minney & Corr, LLP	3/20/2023	1,020.00
	11481	Advanced Document Concepts for Business	3/23/2023	284.49
	11482	Anthem Blue Cross	3/23/2023	13,806.80
	11483	California Water Service	3/23/2023	766.10
	11484	Chico Country Day School	3/23/2023	3,053.28
	11485	Comcast	3/23/2023	303.55
	11486	Humana Insurance Co	3/23/2023	1,965.18
	11487	Jessee Heating & Air Conditioning	3/23/2023	174.00
	11488	Leen-Liberty Park	3/23/2023	51,500.00
	11489	Nicholas Meier	3/23/2023	82.14
	11490	North State Parent	3/23/2023	275.00
	11491	Patricia Wilcox	3/23/2023	33.50
	11492	Recology Butte Colusa Counties	3/23/2023	807.38
	11493	Susan Whittlesey	3/23/2023	7.58
	11494	Tahoe Pure Water Co	3/23/2023	28.00

Blue Oak Charter School

Check Register

For the period ended March 31, 2023

#	Check Number	Vendor Name	Check Date	Check Amount
	11495	Confidential	3/24/2023	211.82
	ACH	Charter Impact	3/10/2023	502.00
	ACH	Charter Impact	3/17/2023	7,955.00
	ACH	Maggie Buckley	3/2/2023	10.00
	ACH	Google	3/1/2023	408.90
	ACH	Benefit Resource, Inc	3/1/2023	754.00
	ACH	CalPERS	3/1/2023	5,094.43
	ACH	CalPERS	3/1/2023	18,275.29
	ACH	Sprint	3/3/2023	15.42
	ACH	Benefit Resource, Inc	3/13/2023	134.00
	ACH	Employment Development Dept	3/13/2023	246.74
	ACH	Employment Development Dept	3/13/2023	289.45
	ACH	Internal Revenue Services	3/13/2023	5,133.84
	ACH	Benefit Resource, Inc	3/15/2023	100.00
	ACH	Macquarie Equipment Capital Inc.	3/15/2023	321.75
	ACH	TIAA, FSB	3/20/2023	296.01
	ACH	Macquarie Equipment Capital Inc.	3/27/2023	160.88
	ACH	Employment Development Dept	3/27/2023	1,516.32
	ACH	Employment Development Dept	3/27/2023	4,259.45
	ACH	Benefit Resource, Inc	3/28/2023	754.00
	ACH	California Academy of Sciences	3/29/2023	2,451.00
	ACH	CalPERS	3/31/2023	4,467.90
	ACH	CalPERS	3/31/2023	16,118.90
	ACH	Internal Revenue Services	3/27/2023	<u>22,049.66</u>

Total Disbursements Issued in March \$ 195,428.85

Business Checking – XXXXX0889

Search transactions

Activity: Date range; **Start date:** Mar 01, 2023; **End date:** Mar 31, 2023; **Type:** Debits

Transactions

 Pending  Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Mar 31, 2023	<u>Check 11482</u>	13,806.80		
● Mar 31, 2023	<u>Check 11483</u>	766.10		
● Mar 31, 2023	ACH Payment CALPERS 3100	16,118.90		
● Mar 31, 2023	ACH Payment CALPERS 3100	4,467.90		
● Mar 30, 2023	<u>Check 11480</u>	1,020.00		
● Mar 30, 2023	<u>Check 11485</u>	303.55		
● Mar 30, 2023	<u>Check 11495</u>	211.82		
● Mar 29, 2023	<u>Check 1140</u>	3,053.28		
● Mar 29, 2023	<u>Check 11492</u>	807.38		
● Mar 29, 2023	<u>Check 11481</u>	284.49		
● Mar 29, 2023	<u>Check 11469</u>	34.00		
● Mar 29, 2023	<u>Check 11471</u>	30.00		
● Mar 29, 2023	POS Purchase CA ACAD. OF SCIE 415-379-8000 CA #3136	2,451.00		
● Mar 28, 2023	<u>Check 11488</u>	51,500.00		
● Mar 28, 2023	<u>Check 11490</u>	275.00		
● Mar 28, 2023	<u>Check 11476</u>	96.00		
● Mar 28, 2023	<u>Check 11494</u>	28.00		
● Mar 28, 2023	ACH Payment BENEFIT RESOURCE BRI XFER	754.00		
● Mar 27, 2023	<u>Check 11470</u>	2,896.64		

● Mar 27, 2023	<u>Check 11474</u>	2,018.75
● Mar 27, 2023	<u>Check 11487</u>	174.00
● Mar 27, 2023	ACH Payment IRS USATAXPYMT	22,049.66
● Mar 27, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,259.45
● Mar 27, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,516.32
● Mar 27, 2023	ACH Payment ASSET FINANCE ACH0327	160.88
● Mar 24, 2023	<u>Check 11478</u>	723.45
● Mar 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	84,976.75
● Mar 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	16,390.47
● Mar 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	6,682.80
● Mar 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	6,081.94
● Mar 24, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	3,939.80
● Mar 23, 2023	<u>Check 11467</u>	523.50
● Mar 23, 2023	<u>Check 11472</u>	181.26
● Mar 23, 2023	ACH Payment BLUE OAK CHARTER PAYMENTS	7,955.00
● Mar 23, 2023	ACH Payment BLUE OAK CHARTER PAYMENTS	502.00
● Mar 23, 2023	ACH Payment BLUE OAK CHARTER PAYMENTS	10.00
● Mar 22, 2023	<u>Check 11475</u>	930.26
● Mar 21, 2023	<u>Check 11477</u>	2,408.07
● Mar 20, 2023	ACH Payment TIAA, FSB TIAA	296.01
● Mar 17, 2023	<u>Check 11460</u>	34.00
● Mar 15, 2023	<u>Check 70162</u>	982.59
● Mar 15, 2023	<u>Check 70168</u>	838.83
● Mar 15, 2023	<u>Check 70166</u>	676.19
● Mar 15, 2023	<u>Check 70167</u>	524.67

● Mar 15, 2023	<u>Check 11462</u>	105.91
● Mar 15, 2023	<u>Check 11464</u>	59.00
● Mar 15, 2023	ACH Payment ASSET FINANCE ACH0315	321.75
● Mar 15, 2023	ACH Payment BENEFIT RESOURCE BRI XFER	100.00
● Mar 14, 2023	<u>Check 11459</u>	6,759.92
● Mar 14, 2023	<u>Check 11448</u>	759.09
● Mar 14, 2023	<u>Check 11461</u>	17.61
● Mar 13, 2023	<u>Check 11326</u>	30.00
● Mar 13, 2023	<u>Check 11392</u>	24.20
● Mar 13, 2023	ACH Payment IRS USATAXPYMT	5,133.84
● Mar 13, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	289.45
● Mar 13, 2023	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	246.74
● Mar 13, 2023	ACH Payment BENEFIT RESOURCE BRI XFER	134.00
● Mar 10, 2023	<u>Check 11458</u>	18.06
● Mar 10, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	15,228.25
● Mar 10, 2023	ACH Payment BLUE OAK CHARTER PAYMENTS	7,955.00
● Mar 10, 2023	ACH Payment BLUE OAK CHARTER PAYROLL	5,922.00
● Mar 10, 2023	ACH Payment BLUE OAK CHARTER PAYMENTS	973.00
● Mar 09, 2023	<u>Check 11463</u>	6,700.00
● Mar 09, 2023	<u>Check 11445</u>	355.00
● Mar 08, 2023	<u>Check 11447</u>	12,001.64
● Mar 08, 2023	<u>Check 11457</u>	1,377.50
● Mar 07, 2023	<u>Check 11456</u>	521.20
● Mar 06, 2023	<u>Check 11454</u>	3,679.89
● Mar 06, 2023	<u>Check 11451</u>	1,759.71

●	Mar 06, 2023	<u>Check 11455</u>	272.30
●	Mar 03, 2023	ACH Payment SPRINT8006396111 ACHBILLPAY N8PGNUBKK5RIKA3C	15.42
●	Mar 02, 2023	<u>Check 11449</u>	303.55
●	Mar 02, 2023	<u>Check 11450</u>	32.00
●	Mar 01, 2023	<u>Check 11452</u>	349.58
●	Mar 01, 2023	ACH Payment CALPERS 3100	18,275.29
●	Mar 01, 2023	ACH Payment CALPERS 3100	5,094.43
●	Mar 01, 2023	ACH Payment BENEFIT RESOURCE BRI XFER	754.00

**Blue BusinessSM Plus Credit Card**

BLUE OAK CHARTER SCH

SUSAN DOMENIGHINI

Closing Date 03/19/23 Next Closing Date 04/18/23

Account Ending 8-41000

p. 1/5

Customer Care: 1-800-521-6121**TTY:** Use Relay 711**Website:** americanexpress.com**New Balance** **\$610.94****Minimum Payment Due** **\$60.00****Payment Due Date** **04/13/23**

Late Payment Warning: If we do not receive your Minimum Payment Due by the Payment Due Date of 04/13/23, 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	21 months	\$751

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

➔ See page 2 for important information about your account.

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

Membership Rewards® Points

Available and Pending as of 02/28/23

22,324

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

Account Summary

Previous Balance	\$3,903.05
Payments/Credits	-\$3,877.34
New Charges	+\$530.73
Fees	+\$0.00
Interest Charged	+\$54.50

New Balance **\$610.94****Minimum Payment Due** **\$60.00**

Credit Limit	\$25,000.00
Available Credit	\$24,389.06

Days in Billing Period: 31

↓ 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.

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

Payment Due Date

04/13/23

New Balance

\$610.94

Minimum Payment Due

\$60.00

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 000061094000006000 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 establishments (such as airlines) will be billed at the rates such establishments use.

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

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

Billing Dispute Procedures

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

If you think there is an error on your statement, write to us at:

American Express, PO Box 981535, El Paso TX 79998-1535

In your letter, give us the following information:

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

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

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

You must contact us:

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

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

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

What Will Happen After We Receive Your Letter

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

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

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

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

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

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

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

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

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

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

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

Change of Address, phone number, email

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

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

Pay Your Bill with AutoPay

Deduct your payment from your bank account automatically each month.

- Avoid late fees
- Save time

Visit americanexpress.com/autopay today to enroll.

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

**Blue BusinessSM Plus Credit Card**

BLUE OAK CHARTER SCH

SUSAN DOMENIGHINI

Closing Date 03/19/23

p. 3/5

Account Ending 8-41000

**Customer Care & Billing Inquiries**

International Collect

Cash Advance at ATMs Inquiries

Large Print & Braille Statements

1-800-521-6121

1-623-492-7719

1-800-CASH-NOW

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

Payments and Credits**Summary**

	Total
Payments	-\$3,856.97
Credits	-\$20.37
Total Payments and Credits	-\$3,877.34

Detail

*Indicates posting date

Payments	Amount
02/21/23* CUSTOMER SERVICE PAYMENT - THANK YOU	-\$35.00
02/22/23* ONLINE PAYMENT - THANK YOU	-\$142.08
03/04/23* PAYMENT RECEIVED - THANK YOU	-\$3,679.89
Credits	Amount
03/01/23 AMAZON MARKETPLACE NA PA AMZN.COM/BILL WA BOOK STORES	-\$20.37

New Charges**Summary**

	Total
Total New Charges	\$530.73

Detail**SUSAN DOMENIGHINI**

Card Ending 8-41000

	Amount
02/23/23 AMAZON MARKETPLACE NA PA BOOK STORES <i>Visual timers - Student Support</i> AMZN.COM/BILL WA	\$203.70
02/27/23 STAMPS.COM <i>Monthly fee - online stamps</i> 0470879023 95926 855-889-7867 CA	\$17.99
03/02/23 POSTAL PLUS 930553410008320 CHICO@POSTALPLUS.BIZ <i>Postage</i> CHICO CA	\$16.20
03/08/23 LABOR LAW CENTER <i>Compliance Posters - Employees</i> 800-754-9970 GARDEN GROVE CA	\$141.78
03/16/23 AMAZON MARKETPLACE NA PA BOOK STORES <i>Nursing Office Supplies Rest & Recovery</i> AMZN.COM/BILL WA	\$11.74
03/16/23 AMAZON MARKETPLACE NA PA BOOK STORES <i>Visual timers - student support</i> AMZN.COM/BILL WA	\$20.37
03/16/23 AMAZON MARKETPLACE NA PA BOOK STORES <i>Nursing Office Supplies / Rest & Recovery</i> AMZN.COM/BILL WA	\$105.03

Continued on reverse

Detail Continued

				Amount
03/17/23	AMAZON MARKETPLACE NA PA BOOK STORES	AMZN.COM/BILL	WA	\$13.92
Manual Pencil Sharpeners Classroom Supplies				

Fees

				Amount
Total Fees for this Period				\$0.00

Interest Charged

		Amount
03/19/23	Interest Charge on Purchases	\$0.91
03/19/23	Interest Charge on Promotional Balances	\$53.59
Total Interest Charged for this Period		\$54.50

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		\$118.58

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)	\$35.52	\$0.91
Introductory Purchase Rate Expires 12/19/2023 then will go to 17.74% (v)	29.99% (v)	\$2,103.05	\$53.59
Total			\$54.50
(v) Variable Rate			



BLUE OAK CHARTER SCH
SUSAN DOMENIGHINI

Closing Date 03/19/23

p. 5/5
Account Ending 8-41000

IMPORTANT NOTICES

EFT Error Resolution Notice

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

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

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

Agenda Item: Accept Donations

Prepared by: Alexandra Archer

Charter Council Date: 04/18/23

Background Information:

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

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

- 03/29/23 - The Eighmy Foundation - \$1,044.62

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

Agenda Item: Overnight School Field Trip

Prepared by: Alexandra Archer

Charter Council Date: 04/18/2023

Background Information:

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

- Sara Lee's Class - Pacific Environmental Education Center
 - Location: Fort Bragg, CA
 - Dates: 10/10/2023 to 10/14/2023
- Brianna Lee's Class - Shakespeare Trip
 - Location: Ashland, OR
 - Dates: 05/18/2023 to 05/19/2023
- Kate McDonald's Class - Indian Grinding Rock State Park
 - Location: Pine Grove, CA
 - Dates: 10/04/2023 to 10/06/2023



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: 25

List of chaperones (required): These are projected chaperones

Brandy Jellison

Karen or Dan Winchester

Michelle Greene

Ashley Main

Wendi/ Ron Putnam

Who is responsible for the cost:

- ☒ Student -- Cost per student: \$245/student \$125/chaperone
☐ School
☒ Class Funds
☐ Other

Departure Site: Blue Oak Charter School Date: 10/10/23 Time: 7 AM

Destination Site: Pacific Environmental Education Center, Fort Bragg, CA Date: 10/10/23 Time: 11:30 am

Return Site: Blue Oak Charter School Date: 10/14/23 Time: 5:30 PM

Method of transportation:

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

How does the field trip relate to the curriculum?

Environmental Education/ Outdoor school

Teacher's Signature: Sarah Lee Date: 04/11/23

Administrator's Signature: _____ Date: _____

BOCC Approval Date (if required): _____



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: Brianna Lee

Number of students attending: 22

List of chaperones (required): subject to change
Jill Ayers Maryha Fletter
Hebekah Casey Melissa Lindaman
Angie/Buck Ernest Brian Lindaman
Grace Hambeck
Amanda Chambliss

Who is responsible for the cost:

- ☒ Student -- Cost per student: \$125
☐ School
☒ Class Funds
☐ Other

Departure Site: Blue Oak Date: 5/18 Time: 8:30am
 Destination Site: Ashland, OR Date: 5/18 Time: 12:00pm
 Return Site: Blue Oak Date: 5/19 Time: 2:30pm

Method of transportation:

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

How does the field trip relate to the curriculum?

Traditional 7th grade trip, ties to Elizabethan

Teacher's Signature: [Signature] Date: 3/13/23 History

Administrator's Signature: _____ Date: _____

BOCC Approval Date (if required): _____



BLUE OAK SCHOOL
A WILDCAT-INSPIRED PROGRAM CREATED IN 1962

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: Kate McDonald

Number of students attending: 26-28(?)

List of chaperones (required):

Alicia Trider
Trisha Atehortua
Tara Ayala
Ryan Sanders
Jessica Leeman

Who is responsible for the cost:

- ☒ Student -- Cost per student: \$60
☐ School
☒ Class Funds
☐ Other

Departure Site: Blue Oak School Date: 10/4/23 Time: 9AM
Destination Site: Indian Grinding Rock Sp Date: 10/4/23 Time: 11:30am
Return Site: Blue Oak School Date: 10/6/23 Time: 12:30pm

Method of transportation:

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

How does the field trip relate to the curriculum?

Indigenous Studies, California History

Teacher's Signature: Kate McDonald Date: 4/14/23

Administrator's Signature: _____ Date: _____

BOCC Approval Date (if required): _____



Board Policy: #5141.22

Section: Students

Adopted: TBD

Revised: None

COMMUNICABLE AND INFECTIOUS DISEASES

Blue Oak Charter Council desires to protect students from risks posed by exposure to infectious diseases while providing an appropriate education for all students. The Board recognizes that prevention and education are the most effective means of limiting the spread of infectious disease. All measures to limit the spread of infectious diseases shall be nondiscriminatory and ensure that equity is promoted

If the local health officer notifies Blue Oak Charter School (Blue Oak) of an outbreak of a communicable disease, or the imminent and proximate threat of a communicable disease outbreak or epidemic that threatens the public's health, the Blue Oak shall take any action that the health officer deems necessary to control the spread of the disease, and comply with all applicable state and federal privacy laws in regard to any such information received from the local health officer

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.

Students and staff shall observe universal precautions in order to prevent exposure to bloodborne pathogens and to prevent the spread of infectious diseases.

Students with Infectious Diseases

Students shall be excluded from on-campus instruction only in the case of causally transmitted diseases.

Parents/guardians are encouraged to inform Blue Oak if their child has an infectious disease so that school staff may work cooperatively with the student's parents/guardians to minimize the child's exposure to other diseases in the school setting. If necessary, the Executive Director or designee shall inform the local health official of any potential outbreak. Blue Oak will ensure that student confidentiality and privacy rights are strictly observed in accordance with law.



Board Policy: #5141

Section: Students

Adopted: TBD

Revised: None

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 Executive 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.

Health Examinations, Immunizations, and Administration of Medications

Blue Oak Charter Council recognizes students have a variety of health needs that may need to be addressed as part of the school day.

Health Examinations

Periodic health examinations of students may lead to the early detection and treatment of conditions that impact learning. Health examinations also may help in determining whether special adaptations of the school program are necessary. In addition to verifying that students have complied with legal requirements for health examinations and immunizations before enrolling in school, the district shall administer tests for vision, and hearing as mandated by the state.

Immunizations

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Blue Oak Charter Council desires to cooperate with state and local public health agencies to encourage and facilitate the immunization of all students against preventable diseases.

Each student enrolling for the first time or enrolling in or advancing to grade 7 shall present an immunization record from any authorized private or public healthcare provider certifying that the student has received all required immunizations in accordance with the law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law. Transfer students shall be requested to present immunization records upon registration at district schools if possible.

Administration of Medications

Medication (both over-the-counter and prescription) may be administered by the school nurse or other designated school personnel only when the School Director/designee has received a complete medication authorization form signed by the student's physician and a parent/guardian.

School staff who administer medication, including Naloxone or epinephrine auto-injections, to students shall receive training from qualified medical personnel on how such medication should be administered as well as training in the proper documentation and storage of the medication.



CITY OF CHICO FIRE-RESCUE

P.O. Box 3420
Chico, California 95927
(530) 897-3400

Executive Director Susan Domenighini
Blue Oak Charter
Email: sdomenighini@blueoakcharterschool.org

March 27, 2023

Dear Susan,

I would like to acknowledge and thank you for contributing your time, views, opinions, expertise, and ideas at the March 20, 2023, external community stakeholder meeting.

The process of improving our quality of services by establishing a community-driven component of our community risk assessment/standards of cover and community-driven strategic plan will be on-going. Both processes include important community feedback designed to look at the current expectations and concerns that the community has, and it requires us to determine how our fire department can best meet those expectations and overcome the concerns.

The community structured stakeholder input session held on March 20 allowed us to gain a better understanding of our customers' expectations, identified community concerns, and identified our community's priorities regarding programs and services we provide. Your feedback from the instruments used has allowed us to understand the broader community perspective on how we are doing and how we may serve our community better.

In closing, thank you for your participation as we know it reflects your dedication and commitment to our community. As fire chief, it's my honor to serve this community and am proud our personnel are committed to delivering the highest quality fire, rescue, and emergency services to our community in a caring and professional manner. We thank you for taking an active approach to helping Chico Fire evolve to better serve our community.

Sincerely,

Steve Standridge
Fire Chief

Fire Station 1

842 Salem Street
(530) 897-3411

Fire Station 2

182 E. 5th Ave.
(530) 897-3422

Fire Station 4

2405 Notre Dame Blvd.
(530) 897-3444

Fire Station 5

1777 Manzanita Ave.
(530) 897-3455



BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

A Kindergarten Experience That Engages All the Senses

Full and half day programs available for
TK & Kindergarten-aged students

23/24 enrollment now open

Come see for yourself! Call 530.879.7483 to schedule a tour / blueoakcharterschool.org

Along with teaching foundational learning skills, your child will engage in a variety of hands-on learning experiences through music, painting, nature observation, and even helping prepare their snacks.



Kindergarten Soup:

Our favorite winter soup this year has been Butternut Squash.

1 onion (diced)
3 stalks celery (chopped)
2 tbl. olive oil or butter
6 cloves of garlic (diced)
1 qt. vegetable broth
1 medium butternut squash (chopped)
2 sweet potatoes (cubed)

1 large potato (small chunks)
3 medium carrot (rounds)

Season with:

1/2 tsp. curry
1/4 tsp. cinnamon
dash of nutmeg
sprinkle of paprika

Sauté onion and celery in olive oil until the onions are just beginning to caramelize. Add garlic and sauté until fragrant. Add vegetable broth, seasonings and enough water to cover vegetables. Simmer until the vegetables are tender.

Blend and serve while hot with fresh baked Kindergarten bread.



Blue Oak Charter School

450 W. East Ave, Chico, CA 95926

Visit blueoakcharterschool.org or call 530.879.7483 to schedule a tour

