

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**Meeting Room 24**  
**FINANCE COMMITTEE**  
**REGULAR MEETING AGENDA**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/84436945332?pwd=2pJNxW7EoZRyeM01mz35v5qejoSkrT.1>**

**Meeting ID: 844 3694 5332**

**Passcode: B36zeC**

**Tuesday May 14, 2024 - 4:15 PM**

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

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

Virtues: Hold Reverence - Have Courage - Build Friendships - Seek Wisdom - Show Compassion

**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 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.

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

**AGENDA**

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**OPEN SESSION - 4:15 PM**

**1. OPENING**

**1.1. Call Meeting to Order**

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

**1.3. Invocation - School Verse Read**

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

**1.4. Audience to Address the Committee**

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

- 1.5. Agenda Modifications
- 1.6. Approve Minutes - **April 9, 2024**
  
- 2. **FINANCIAL REPORTS**
  - 2.1. Charter Impact Monthly Report (December/January) Annie Gilbert-Charter Impact
  - 2.2. Attendance and Enrollment
    - 2.2.1. Cash Flow
    - 2.2.2. Balance Sheet Detail
    - 2.2.3. Warrants/Aged Payable
    - 2.2.4. Actual to Budget Summary (*part of the Financial Forecast in the Charter Impact Report*)
  - 2.3. Point of Sale Transactions/Check Register (April 2024)
  - 2.4. Credit Card Statement (April 2024)
  - 2.5. Accept New BOFC Parent Members
    - 2.5.1 Megan Davila
    - 2.5.2 Abigail Rasmussen
  
- 3. **BUSINESS**
  - 3.1 **BOCS Board Discussions**
    - 3.1.1 PSA for Miriam Park Property
    - 3.1.2 Discuss Chico Unified Agenda Item
    - 3.1.3 CUSD Bond Issue
  
  - 3.2 Teacher Remuneration
  - 3.3 Administrative Payscale
  
- 4. **NEXT MEETING - Tuesday June 11, 2024**
  
- 5. **ADJOURNMENT**

Minutes Taken By: Maggie Buckley

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

**Blue Oak Charter School  
450 W. East Avenue, Chico, CA 95926  
Meeting Room 24**

**FINANCE COMMITTEE  
REGULAR MEETING DRAFT MINUTES**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/84321654726?pwd=hmQc697ZPrbpE3YCUQI4xOUkDGPtE0.1>**

**Meeting ID: 843 2165 4726**

**Passcode: 5wTPgB**

**Tuesday April 9, 2024 - 4:15 PM**

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

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**AGENDA**

**OPEN SESSION - 4:15 PM**

**1. OPENING**

**1.1. Call Meeting to Order - 4:20pm**

**1.2. Roll Call of Committee Members and Establish Quorum -**

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Trisha Atehortua	X	
Susan Domenighini	X	
Kate McDonald	X	
Cheryl Grant	X	
Elizabeth Nail		X (online)

**1.3. Invocation - School Verse Read**

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

**1.4. Audience to Address the Committee - None**

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

**1.5. Agenda Modifications - None**

**1.6. Approve Minutes - March 12, 2024**

Motion to approve minutes by Trisha Atehortua. Second by Susan Domenighini.

➤ Vote.

Name	Yes	No	Abstain	Absent
Trisha Atehortua	X			
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			
Elizabeth Nail				X(online)

➤ Vote Passes.

**2. FINANCIAL REPORTS**

**2.1. Charter Impact Monthly Report (December/January)** Annie Gilbert-Charter Impact

**2.2. Attendance and Enrollment**

2.2.1. Cash Flow

2.2.2. Balance Sheet Detail

2.2.3. Warrants/Aged Payable

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

Annie reports on March Highlights. Enrollment is down (28) from budget. Revenue forecast increased by \$70k for Community Engagement Initiative.

Forecast deficit (\$102,269) with addition of Community Engagement

Based on the current level of spending, cash is forecast to be \$447k at June 30th, 2024 representing 38 days of cash on hand. Arts, Music & Instructional Materials Block Grant, the board approved a plan for the current year but would like more information before approving an additional funding to be allocated. Attendance Metrics are only available through December. Annie is able to provide more current data if the attendance data can be shared with her in advance of the meetings. One item of interest is the Revenue per ADA is \$18,655 however, Expenses are \$19,801 meaning we are spending over our budget at this time. The decrease in enrollment reduces ADA by \$311k for the current year. It is imperative that we be conscientious and intentional when planning the budget for next year. Forecast is a reduction in one time funding from \$779k to \$214,764 for 2024-25 school year. Overall expenses are forecasted to be higher than budget (\$127k). Certificated Salaries increased \$101 and

Classified staff budget decreased \$3k from February 2024. Surplus/Deficit & Fund Balance - Forecast deficit (\$102,269). Year end fund balance projected at 14.3% which is healthy. Cash Balance -current cash \$677k. Year end projected to be \$447k = 38 days cash on hand.

The goal is to continue on with current ELOP but with reduced funding. Susan says that this year we spent money to establish ELOP. Next year we will keep the programs that were well attended and worked best from the experience we had this year in planning and implementing. Susan also mentions that the authorizer is concerned that if the State is slow to release funding then this could impact our cash flow. Annie says that she and Susan have been looking at the budget. Currently, we are looking at a \$280k deficit for next year. Which will factor into the process moving forward. Even considering a 3% increase for staff that equals \$80k increase in expenses. Compliance Deadlines review. Questions from the last meeting included the \$50k in budget that was not clearly identified. This was for MTSS training for staff last summer. The other question was there was a negative balance of \$59k that was not clear what it was for.

**2.3. Point of Sale Transactions/Check Register (March 2024)**

Question about duplicate check #12025 in the amount of \$422.37 on the check register from Charter Impact. There are two line items with the same check number. Both appear to be the same check # 12025 and the same amount on both line items. However, one line is listed for airbnb and the second line is for mileage. The Finance Committee would like clarification on why this is so. Susan will have a response by the next meeting.

Motion to approve Kate McDonald. Second by Trisha Atehortua.

➤ Vote

Name	Yes	No	Abstain	Absent
Trisha Atehortua	X			
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			
Elizabeth Nail				X(online)

➤ Vote passes.

**2.4. Credit Card Statement (March 2024) Motion to approve by Trisha Atehortua. Second by Kate McDonald.**

➤ Vote

Name	Yes	No	Abstain	Absent
Trisha Atehortua	X			
Susan Domenighini	X			
Kate McDonald	X			
Cheryl Grant	X			

Elizabeth Nail				X(online)
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➤ Vote passes.

### 3. BUSINESS

#### 3.4 Executive Directors Report

Susan Domenighini

Susan has made the decision to eliminate this item and report from the Finance Committee's Agenda. There are currently three Executive Directors reports going out each month and it has become confusing and cumbersome. The alternative is that her reporting for this meeting will be more focused on school finance in conjunction with Annie Gilbert's reporting. In future meetings if there is an item that comes up that Susan has to report on she will add it to the agenda as an action or discussion item.

**3.5 Advanced Document Proposal/Contract -** From time to time we have photocopiers that either wear out or come up for contract renewal. Currently we have an outdated machine in the administrative hallway. We have an option to lease a new copier. The monthly service and expenses will decrease and the machine will function more efficiently and have capabilities that the present machine does not such as AI. We would like to recommend to the board an approval of the new contract.

**3.6 Overnight Field Trip Approval (24-25 6th Machek) Discussion.** Recommend to the board. Usually not on this agenda.

**3.7 Administrative Payscale (with corrections)** The overall increase in cost is \$75k for the 2024-25 school year. The remainder of this school year the increase is estimated at \$19k for April, May, and June. Elizabeth asks Susan to check these numbers for accuracy. Discussion regarding the increase to the overall budget. Minimum wage increases. No action. This will be passed on to the board for further discussion and decision.

#### 4. NEXT MEETING - Tuesday May 14, 2024

#### 5. ADJOURNMENT - 5:17pm

Minutes Taken By: Maggie Buckley

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



➤ Vote.

Name	Yes	No	Abstain	Absent
Trisha Atehortua				
Susan Domenighini				
Kate McDonald				
Cheryl Grant				
Elizabeth Nail				

➤ Vote passes.

DRAFT





# Blue Oak Charter School

Monthly Financial Presentation – April 2024



# April Highlights

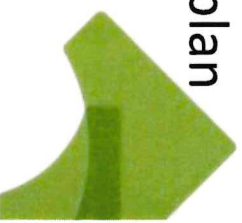


## Highlights

- Enrollment forecast 233, down **(29)** from budget, April ADA 211.5
- Revenue forecast +116K from March due to January apportionment recognized
- Forecast deficit (\$20K) **with Actuals through April**
- Based on current level of spending, cash is forecast to be \$257K at June 30<sup>th</sup>, 2024 representing 21 days cash on hand.

## Compliance and Reporting

- Arts, Music & Instructional Materials Block Grant Board approved plan required before utilizing funding.



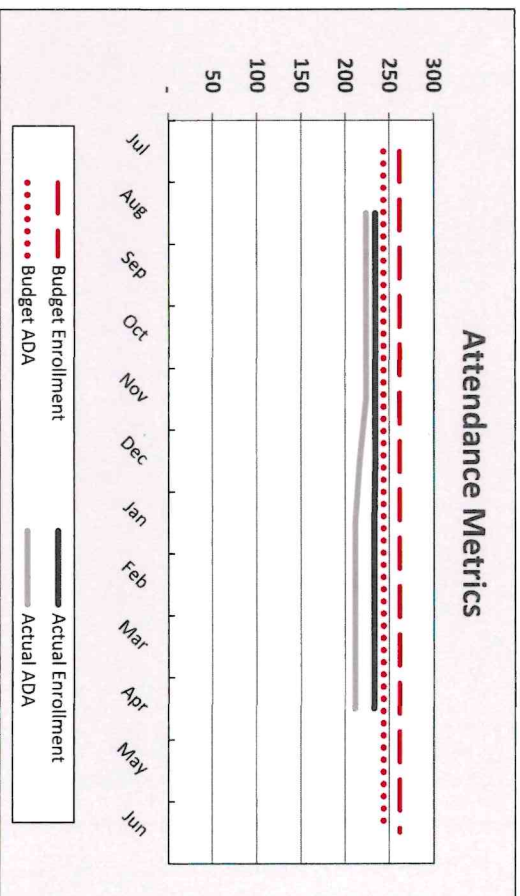
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	234	234	262
ADA	211	213	244
Attendance Rate	90.2%	91.0%	93.0%
Unduplicated %	60.0%	60.0%	58.4%
Revenue per ADA	\$20,526	\$17,280	
Expenses per ADA	\$20,618	\$17,161	

## Attendance Metrics



Expenses per ADA higher than revenue per ADA (\$20,618 vs \$20,526)

Enrollment 234, down from budget 262.

91% ADA forecast (216.7) and rolling UPP 60%.

LCFF is calculated at approx. \$12,000 per ADA.

# Revenue



- April Updates
- Reduced ADA cuts (\$314K)+ from budget.
- Additional \$70K Revenue from Community Engagement Initiative included in current year
- Forecast includes additional \$779K one-time funding, declining in future years.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Revenue</b>						
State Aid-Rev Limit	\$ 2,019,638	\$ 2,155,693	\$ (136,055)	\$ 2,593,775	\$ 2,908,486	\$ (314,710)
Federal Revenue	117,728	152,719	(34,991)	322,497	244,096	78,401
Other State Revenue	466,908	661,884	(194,976)	1,364,148	997,758	366,390
Other Local Revenue	83,773	53,400	30,373	90,373	60,000	30,373
<b>Total Revenue</b>	<b>\$ 2,688,047</b>	<b>\$ 3,023,697</b>	<b>\$(335,650)</b>	<b>\$ 4,370,793</b>	<b>\$ 4,210,340</b>	<b>\$ 160,453</b>

	2022/23	2023/24	2024/25	2025/26
Educator Effectiveness Block Grant	\$ 30,637	\$ 25,446	\$ 20,257	\$ -
Arts, Music and Instructional Materials Prop 28	\$ -	\$ 51,516	\$ 51,516	\$ 51,516
Learning Recovery	\$ -	\$ 142,992	\$ 142,992	\$ -
Extended Learning FY23	\$ -	\$ 308,103	\$ 192,007	\$ 192,007
Community Schools Planning	\$ -	\$ 100,000	\$ 85,220	\$ -
Community Engagement Initiative	\$ -	\$ 70,000	\$ -	\$ -
MTSS	\$ -	\$ 49,159	\$ -	\$ -
ESSER III	\$ 388,778	\$ 101,822	\$ -	\$ -
<b>One-Time Funding plan</b>	<b>\$ 937,472</b>	<b>\$ 849,038</b>	<b>\$ 532,896</b>	<b>\$ 284,428</b>



# Expenses



## April Updates

- Overall expenses forecasted increase of \$209Kk higher than budget
- Books and Supplies +6K, Subagreement (9K), Legal +6K, Field Trips +15K from March 2024.

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
<b>Expenses</b>						
Certificated Salaries	\$ 1,486,136	\$ 1,550,748	\$ 64,611	\$ 1,572,201	\$ 1,590,901	\$ 18,700
Classified Salaries	567,072	564,964	(2,108)	661,926	643,281	(18,646)
Benefits	622,699	614,535	(8,164)	691,394	666,803	(24,591)
Books and Supplies	163,725	94,667	(69,058)	183,822	106,200	(77,622)
Subagreement Services	109,977	59,382	(50,595)	146,102	72,096	(74,006)
Operations	161,134	141,612	(19,522)	180,899	170,064	(10,835)
Facilities	556,672	558,333	1,662	667,500	670,000	2,500
Professional Services	234,928	219,267	(15,661)	286,521	262,023	(24,498)
Depreciation	-	-	-	-	-	-
Interest	-	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 3,902,343</b>	<b>\$ 3,803,509</b>	<b>\$ (98,835)</b>	<b>\$ 4,390,366</b>	<b>\$ 4,181,368</b>	<b>\$ (208,998)</b>

# Surplus / (Deficit) & Fund Balance

- Forecast deficit (\$20K).
- Year End Fund balance projected at 15.9%.

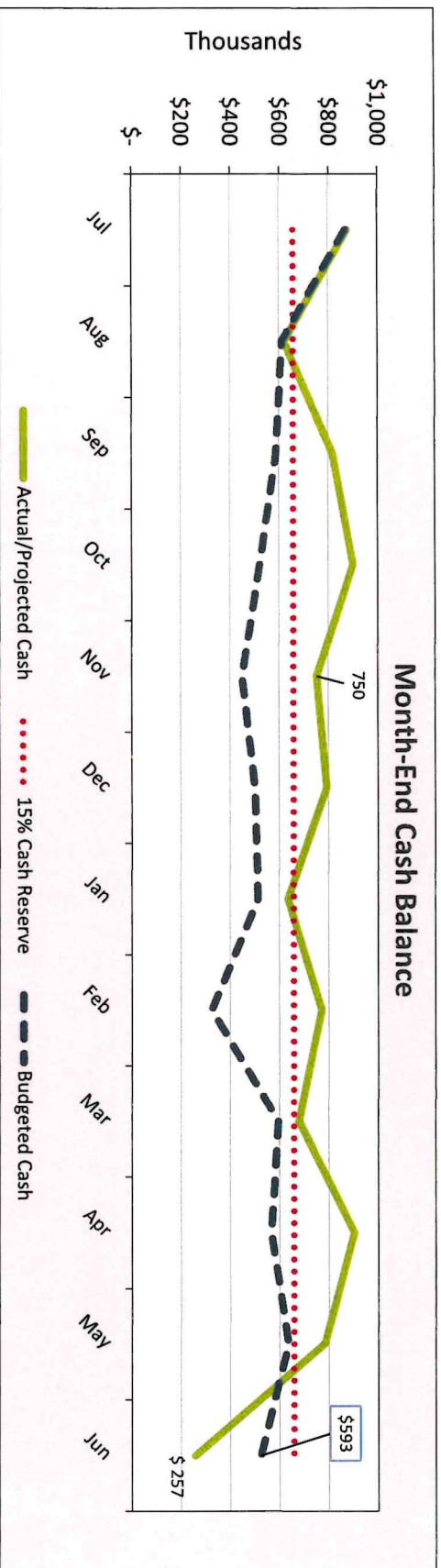
	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (1,214,296)	\$ (779,812)	\$ (434,485)	\$ (19,573)	\$ 28,972	\$ (48,546)
Beginning Fund Balance	719,439	719,439		719,439	719,439	
Ending Fund Balance	\$ (494,857)	\$ (60,373)		\$ 699,866	\$ 748,411	
As a % of Annual Expenses	-11.3%	-1.4%		15.9%	17.9%	



# Cash Balance



- Current cash \$901K . Year end projected to be \$257K = 21 days Cash on Hand



# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Meet Approve	Signature Required	Additional Information
FINANCE	May-31	Special Education Low Incidence Reimbursement Request due to SELVA - Report are due to El Dorado Charter SELVA.	Client	No	No	<a href="http://www.charter.org/finance">http://www.charter.org/finance</a>
DATA	May-07	CAPIADS End-of-Year 1, 2, 3 and 4 - The data submission window opens on May 7, 2024 and closes on July 26, 2024. End-of-Year data includes: Course completion, program eligibility/participation, homeless students, student discipline, cumulative enrollment, student absence, postsecondary, IEPF count, work-based learning indicator, CTE, postsecondary outcomes for Students with Disabilities and SPED.	Charter Impact with Client support	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	TBD - was May-08 in 2023	Student 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 section impacts how your school receives revenue payments. All charter schools must be either directly or locally funded. For example, LCF apportionment funds for a locally funded charter school flow through the 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 LCF. This decision may be reconsidered on an annual basis.	Charter Impact with Client support	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
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.	Client/Audit firm	Yes	No	<a href="http://www.cde.ca.gov/ea/ops/2024/">http://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	May-31	Universal PreK/Kindergarten (UPK) Planning and Implementation Grant Expenditure report 3 - Report #4 for resource code 0033 due May 31, 2024 - Expenditure reports for the reporting period of November 1, 2023, to April 30, 2024. Charter schools that have received the CDE of their intent to return these funds are not required to submit this report. If the LEA has spent all UPK PFI grant funds, they are not required to submit any further expenditure reports. Additional information: <a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>	Charter Impact with Client support	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-05	99-340 Charter School Facility Grant Program applications (Certificate of Need) - The 2024/25 Online Application opened April 15th. Late applications will NOT be accepted. Charter schools that have received the CDE of their intent to return these funds are not required to submit a new application and the Authority will determine eligibility on an annual basis. Charter schools must also meet the FPIFY eligibility requirements each year.	Charter Impact	No	Yes	<a href="http://www.charter.org/finance">http://www.charter.org/finance</a>
FINANCE	Jun-30	Certification of the Second Principal Appointment - The Principal Appointment includes funding for the local Center of Funding formula, which is the primary source of an LEC's general purpose funding. Special Education (SE) and Universal Child Care (UCC) reports (P-2), certified by June 30, is based on the second period data that LEAs report to CDE in April and May; P-2 supersedes the P-1 Appointment. Expenditure reports and the final state aid payment for the fiscal year ending June.	PI	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-28	Special Education Low Incidence Reimbursement Request due to SELVA - Report are due to Los Angeles County Charter SELVA.	Client	No	No	<a href="https://www.lacountycharter.org/">https://www.lacountycharter.org/</a>
FINANCE	Jun-30	2021 Kitchen Infrastructure and Training (KIT) Funds Expenditure Deadline - KIT funding can be used to purchase, repair, or fund infrastructure improvements, including those needed to implement the Universal Meals Program, at the district or school-site level such as electrical, plumbing, and construction related to the following four categories: Cooking equipment and supporting infrastructure needs; service equipment; refrigeration and storage; transportation between sites.	PI	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-30	California Community Schools Partnership Program (CCSP) Annual Progress Report (APR) and Annual Expenditure report - There are two parts to annual reporting: 1. LEA/Consortium-level APR, due June 30, 2024, and 2. Annual Expenditure Report, due June 30, 2024. Grantees should receive email with report info from CCSP@cedc.ca.gov. The APR should be developed by each LEA/Consortium's CCSP shared decision-making team or council to ensure participation from students, staff, families and community partners. The APR process encourages local teams/councils to identify and reflect on areas for growth, learning and decision of progress.	Client with Charter Impact support	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-30	2021-22 CA Community Schools Partnership Program: Planning Grant Expenditure Deadline - The 2021-22 California Community Schools Partnership Program Planning Grant funds are to be used to support local educational agencies (LEA) in the development of a community school implementation plan.	PI	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-30	Middle College and Early College Grantees (MCECG) Progress Report and Expenditure Report Due	Client with Charter Impact support	No	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>
FINANCE	Jun-30	Local Control and Accountability Plan - The LCAP is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs. The components of the LCAP for the 2024-2025 LCAP year must be posted as one document assembled in the following order: LCFF Budget Overview for Parents 2023-24 LCAP Annual Update Plan Summary Engaging Educational Partners Goals and Actions Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students Action Tables Instructions  The LCAP must be presented at the same public meeting as the budget, preceding the budget hearing. LCAP and budget adoption must be at least 1 day after the public hearing.	Client with Charter Impact support	Yes	No	<a href="https://www.cde.ca.gov/ea/ops/2024/">https://www.cde.ca.gov/ea/ops/2024/</a>




# Compliance Deadlines (next 60 days)




Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Jun-30	Submit Preliminary Budget Plan to Authorizer - Charter Schools are required to submit their annual budgets to their authorizer by the authorizer-imposed deadline. Authorizers then use the budget to determine if the Charter School has reasonable financial health to sustain operations.  The budget must be presented at the same public meeting as the LCAP, following the budget hearing.  LCAP and budget adoption must be at least 1 day after the public hearing.	Charter Impact	Yes	No	<a href="https://www.cde.ca.gov/fg/fg/calendar23adistrict.asp">https://www.cde.ca.gov/fg/fg/calendar23adistrict.asp</a>
FINANCE	Jun-30	Education Protection Account (EPA) spending plan - The governing board is required to approve a spending plan for EPA funds prior to recording allocable expenses for the year. This approval is not required by June 30th but is commonly approved during the annual budget adoption meeting for the upcoming year.	Charter Impact	Yes	No	<a href="https://www.cde.ca.gov/fg/fg/pa/parlaq.asp">https://www.cde.ca.gov/fg/fg/pa/parlaq.asp</a>
FINANCE	Jun-30	Complete Consolidated Application reporting - Spring - The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. Annually, in May, each local educational agency (LEA) submits the Spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program.	Charter Impact with Client support	Yes	No	<a href="https://www.cde.ca.gov/fg/fg/cal/index.asp">https://www.cde.ca.gov/fg/fg/cal/index.asp</a>
FINANCE	Jun-30	School Nutrition Application Due for Community Eligibility or Provision 2 - School Nutrition Program Provisions 1, 2, 3, and the Community Eligibility Provision are alternative ways for local educational agencies to claim student meals.  Provisions are methods for reducing paperwork and other administrative burdens at the local level by simplifying the traditional operating procedures for meal eligibility and meal counting. Schools must apply to participate in Provisions and receive approval from the California Department of Education (CDE) prior to implementation.	Client	No	No	<a href="https://www.cde.ca.gov/fg/fg/nut/nuceba.asp">https://www.cde.ca.gov/fg/fg/nut/nuceba.asp</a>
DATA	Jun-30	Principal Appointment Data Collection - End-of-Year ADA data must be reconciled and submitted to Charter School authorizers for funding purposes. All attendance data collected from the first day of school to June 30 must be included in this submission. Due dates may vary and are prescribed by the school's authorizer. The Principal Appointment includes funding for the Local Control Funding Formula, which is the primary source of an LEA's general purpose funding; Special Education (AB 602); Expanded Learning Opportunities Program; and funding for several other programs. The Principal Appointment is a series of appointment calculations that adjust the flow of state funds throughout the fiscal year as information becomes known.	Charter Impact with Client support	No	Yes	<a href="https://www.cde.ca.gov/fg/fg/pa/index.asp">https://www.cde.ca.gov/fg/fg/pa/index.asp</a>
DATA	Jun-30	English Language Proficiency Assessment - Students must be reclassified as fluent English proficient (RFEP) on or before 6/30 per the school's reclassification criteria. Reclassification is the process whereby a student is reclassified from English learner (EL) status to Fluent English Proficient (RFEP) status. Reclassification can take place at any time during the academic year, immediately upon the student meeting all the criteria. General information on how to setup, monitor and report students' RFEP status can be found at the website within the Notes column.	Client with Charter Impact support	No	No	<a href="https://www.cde.ca.gov/sp/er/er/">https://www.cde.ca.gov/sp/er/er/</a>
FINANCE	Jun-30	CSFA Charter School Revolving Loan Application - The CA School Finance Authority's Charter School Revolving Loan Fund provides low-interest loans of up to \$250,000 to new charter schools in their first charter term to assist them with meeting the purposes of the school's approved charter. The program is available to any charter school that is not a conversion of an existing public school, and that has not yet completed the full term of its initial charter.	Client with Charter Impact support	Yes	Yes	<a href="http://www.treasure.ca.gov/csa/csr/index.asp">http://www.treasure.ca.gov/csa/csr/index.asp</a>
OPERATIONS	Jun-30	Approve school calendar and instructional minutes - 180/175 days charter schools and are allowed to shorten instructional year by 5 days without fiscal penalty. Kindergarten - 600 hours; Grades 1-3 - 840 hours; Grades 4-8 - 900 hours; Grades 9-12 - 1080 hours.	Client with Charter Impact support	Yes	No	<a href="https://www.cde.ca.gov/fg/fg/cal/initial.asp">https://www.cde.ca.gov/fg/fg/cal/initial.asp</a>
FINANCE	Jun-30	Executive School Leadership Review Evaluation - The board of directors is responsible for hiring and establishing the compensation (salary and benefits) of the executive director by identifying compensation that is "reasonable and not excessive". The board conducting the review should document who was involved and the process used to conduct the review, as well as the disposition of the full board's decision to approve the executive director's compensation (minutes of a meeting are fine for this). The documentation should demonstrate that the board took the comparable data into consideration when it approved the compensation.	Client	Yes	No	This is an IRS requirement for Executive Director positions.  If needed, Charter Impact can provide data on comparable salaries for your organization's Board of Directors.
GOVERNANCE	Jun-30	Review your Homeless Education Policy - A Homeless Education Policy is used to ensure that your school is compliant with key provisions of the Education for Homeless Children and Youth Act. It is also used to collect the contact information for your required designated homeless liaisons at your school. All schools are required to establish a board approved Homeless Education Policy.	Client	No	No	<a href="https://www.cde.ca.gov/sp/hs/cv/statelges.asp">https://www.cde.ca.gov/sp/hs/cv/statelges.asp</a>
GOVERNANCE	Jun-30	Review your Parental Involvement Policy - Every local educational agency (LEA) in California must have a parental involvement policy. Federal requirement (LEAs accepting Title I funds). State requirement (California Education Code [EC] for non-Title I schools). Parents must be involved in how the funds reserved for parental involvement will be allocated for parental involvement activities. Keep minutes and sign-in sheets documenting these discussions. The California Department of Education (CDE) reviews the Consolidated Application and Reporting System (CARS) to see if the required reservation has been made.	Client	Yes	No	<a href="https://www.cde.ca.gov/sp/svt/1/parent/amy/mvch.asp">https://www.cde.ca.gov/sp/svt/1/parent/amy/mvch.asp</a>

# Appendices



## **As of April 30, 2024**

- 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
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Blue Oak Charter School

Statement of Activities

For the period ended April 30, 2024

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Revenues</b>							
State Aid - Revenue Limit							
LCFF State Aid	\$ 33,173	\$ 127,449	\$ (94,276)	\$ 891,648	\$ 958,364	\$ (66,716)	\$ 1,340,711
Education Protection Account	369,478	190,330	179,148	548,666	570,991	(22,325)	761,321
State Aid - Prior Year	(335)	-	(335)	2,069	-	2,069	-
In Lieu of Property Taxes	105,896	60,038	45,858	577,255	626,339	(49,084)	806,454
Total State Aid - Revenue Limit	508,212	377,817	130,394	2,019,638	2,155,693	(136,055)	2,908,486
Federal Revenue							
Special Education - Entitlement	-	-	-	-	-	-	34,190
Federal Child Nutrition	25,670	-	25,670	77,087	-	77,087	-
Title I, Part A - Basic Low Income	31,196	-	31,196	31,196	48,442	(17,246)	64,589
Title II, Part A - Teacher Quality	-	-	-	4,445	4,421	24	8,842
Title III - Limited English	-	-	-	-	5,000	(5,000)	10,000
Title V, Part B - PCSGP	-	-	-	-	-	-	-
Other Federal Revenue	5,000	31,619	(26,619)	5,000	94,856	(89,856)	126,475
Total Federal Revenue	61,866	31,619	30,247	117,728	152,719	(34,991)	244,096
Other State Revenue							
State Special Education	13,562	19,938	(6,376)	179,011	169,862	9,149	209,737
State Child Nutrition	1,422	-	1,422	7,092	-	7,092	-
School Facilities (SB740)	165,397	-	165,397	165,397	168,276	(2,878)	336,551
Mandated Cost	-	-	-	61	4,614	(4,554)	4,614
State Lottery	18,972	13,773	5,199	18,972	27,545	(8,574)	57,747
Prior Year Revenue	17,369	-	17,369	33,253	-	33,253	-
Other State Revenue	4,772	95,328	(90,556)	63,123	291,587	(228,464)	389,108
Total Other State Revenue	221,494	129,038	92,456	466,908	661,884	(194,976)	997,758
Other Local Revenue							
Other Fees and Contracts	-	-	-	26,250	-	26,250	-
School Fundraising	12,677	6,600	6,077	57,523	53,400	4,123	60,000
Total Other Local Revenue	12,677	6,600	6,077	83,773	53,400	30,373	60,000
<b>Total Revenues</b>	<b>804,249</b>	<b>545,074</b>	<b>259,175</b>	<b>2,688,047</b>	<b>3,023,697</b>	<b>(335,650)</b>	<b>4,210,340</b>
<b>Expenses</b>							
Certificated Salaries							
Teachers' Salaries	123,397	126,404	3,006	1,192,233	1,264,036	71,803	1,264,036
Teachers' Substitute Hours	3,700	3,792	92	47,631	34,129	(13,502)	37,921
Teachers' Extra Duty/Stipends	2,630	1,500	(1,130)	24,423	13,500	(10,923)	15,000
Pupil Support Salaries	3,871	6,194	2,323	58,138	55,750	(2,388)	61,944
Administrators' Salaries	16,371	19,333	2,962	163,711	183,333	19,622	212,000
Total Certificated Salaries	149,969	157,223	7,254	1,486,136	1,550,748	64,612	1,590,901
Classified Salaries							
Instructional Salaries	18,705	17,216	(1,489)	239,524	154,945	(84,578)	172,162
Clerical and Office Staff Salaries	17,684	21,485	3,801	179,370	205,078	25,708	238,276
Other Classified Salaries	12,919	22,130	9,211	148,179	204,941	56,762	232,843
Total Classified Salaries	49,309	60,831	11,522	567,072	564,964	(2,108)	643,281
Benefits							
State Teachers' Retirement System, certificated	26,651	30,030	3,379	279,296	296,193	16,897	303,862
Public Employees' Retirement System, classified	15,758	16,230	472	182,394	150,732	(31,662)	171,627
OASDI/Medicare/Alternative, certificated	3,711	3,772	61	42,920	35,028	(7,892)	39,883
Medicare/Alternative, certificated	2,830	3,162	332	28,899	30,678	1,779	32,396
Health and Welfare Benefits, certificated	4,049	7,583	3,534	73,576	75,833	2,257	91,000
State Unemployment Insurance, certificated	98	508	410	988	9,145	8,158	10,162
Workers' Compensation Insurance, certificated	3,483	1,744	(1,738)	13,464	16,926	3,462	17,874
Other Benefits, certificated positions	135	-	(135)	1,162	-	(1,162)	-
Total Benefits	56,714	63,029	6,315	622,700	614,535	(8,164)	666,804

**Blue Oak Charter School**

*Statement of Activities*

For the period ended April 30, 2024

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
<b>Books &amp; Supplies</b>							
Textbooks and Core Materials	-	-	-	9,382	5,000	(4,382)	5,000
Books and Reference Materials	-	-	-	2,429	22,000	19,571	22,000
School Supplies	5,882	3,000	(2,882)	30,317	30,000	(317)	36,000
Software	89	1,500	1,411	10,498	15,000	4,502	18,000
Office Expense	1,456	1,167	(290)	11,566	11,667	101	14,000
Business Meals	589	100	(489)	1,698	1,000	(698)	1,200
School Fundraising Expense	2,520	-	(2,520)	2,682	-	(2,682)	-
Noncapitalized Equipment	14,164	-	(14,164)	31,220	10,000	(21,220)	10,000
Food Services	6,557	-	(6,557)	63,933	-	(63,933)	-
<b>Total Books &amp; Supplies</b>	<b>31,258</b>	<b>5,767</b>	<b>(25,491)</b>	<b>163,724</b>	<b>94,667</b>	<b>(69,057)</b>	<b>106,200</b>
<b>Subagreement Services</b>							
Nursing	2,597	2,167	(431)	24,175	21,667	(2,508)	26,000
Special Education	1,608	4,000	2,392	83,431	36,000	(47,431)	44,000
Security	300	191	(109)	2,371	1,715	(656)	2,096
<b>Total Subagreement Services</b>	<b>4,505</b>	<b>6,357</b>	<b>1,852</b>	<b>109,976</b>	<b>59,382</b>	<b>(50,595)</b>	<b>72,096</b>
<b>Operations &amp; Housekeeping</b>							
Auto and Travel	1,905	327	(1,577)	9,749	2,945	(6,804)	3,600
Dues & Memberships	-	750	750	8,438	7,500	(938)	9,000
Insurance	2,764	4,348	1,584	47,497	43,483	(4,013)	52,180
Utilities	6,187	7,000	813	77,124	70,000	(7,124)	84,000
Janitorial Services	837	807	(30)	8,379	8,070	(309)	9,684
Communications	890	833	(56)	9,042	8,333	(709)	10,000
Postage and Shipping	104	160	56	904	1,280	376	1,600
<b>Total Operations &amp; Housekeeping</b>	<b>12,686</b>	<b>14,226</b>	<b>1,540</b>	<b>161,134</b>	<b>141,612</b>	<b>(19,521)</b>	<b>170,064</b>
<b>Facilities, Repairs &amp; Other Leases</b>							
Rent	54,000	54,000	-	537,500	540,000	2,500	648,000
Equipment Leases	1,334	1,167	(167)	13,659	11,667	(1,992)	14,000
Repairs and Maintenance	189	667	478	5,513	6,667	1,154	8,000
<b>Total Facilities, Repairs &amp; Other Leases</b>	<b>55,523</b>	<b>55,833</b>	<b>311</b>	<b>556,672</b>	<b>558,333</b>	<b>1,662</b>	<b>670,000</b>
<b>Professional/Consulting Services</b>							
IT	3,251	1,383	(1,868)	13,433	13,833	400	16,600
Audit & Taxes	-	-	-	15,225	16,000	775	16,000
Legal	5,950	1,333	(4,617)	11,823	13,333	1,510	16,000
Professional Development	2,430	2,545	115	18,920	20,357	1,437	25,446
General Consulting	197	2,885	2,687	31,942	23,076	(8,866)	28,845
Special Activities/Field Trips	11,161	-	(11,161)	28,340	20,000	(8,340)	20,000
Bank Charges	50	24	(26)	415	192	(223)	240
Printing	-	200	200	-	1,600	1,600	2,000
Other Taxes and Fees	254	360	106	5,752	2,880	(2,872)	3,600
Payroll Service Fee	1,851	667	(1,184)	7,268	6,667	(601)	8,000
Management Fee	8,528	7,017	(1,511)	68,189	70,172	1,983	84,207
District Oversight Fee	7,376	1,875	(5,501)	17,877	21,557	3,680	29,085
SPED Encroachment	222	-	(222)	2,266	-	(2,266)	-
Public Relations/Recruitment	1,163	1,200	37	13,479	9,600	(3,879)	12,000
<b>Total Professional/Consulting Services</b>	<b>42,434</b>	<b>19,489</b>	<b>(22,945)</b>	<b>234,930</b>	<b>219,267</b>	<b>(15,663)</b>	<b>262,023</b>
<b>Total Expenses</b>	<b>402,398</b>	<b>382,755</b>	<b>(19,643)</b>	<b>3,902,343</b>	<b>3,803,509</b>	<b>(98,835)</b>	<b>4,181,368</b>
<b>Change in Net Assets</b>	<b>401,851</b>	<b>162,320</b>	<b>239,532</b>	<b>(1,214,296)</b>	<b>(779,812)</b>	<b>(434,484)</b>	<b>28,972</b>
Net Assets, Beginning of Period	(896,708)			719,439			
<b>Net Assets, End of Period</b>	<b>\$ (494,857)</b>			<b>\$ (494,857)</b>			

# Blue Oak Charter School

## Statement of Financial Position

April 30, 2024

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ 901,360	\$ 1,026,453	\$ (125,093)	-12%
Accounts Receivable	11,705	875,943	(864,239)	-99%
Public Funding Receivables	28,543	54,554	(26,011)	-48%
Prepaid Expenses	65,075	77,540	(12,466)	-16%
<b>Total Current Assets</b>	<b>1,006,682</b>	<b>2,034,490</b>	<b>(1,027,808)</b>	<b>-51%</b>
<b>Long-Term Assets</b>				
Deposits	28,000	28,000	-	0%
Leased Asset	3,428,153	3,428,153	-	0%
<b>Total Long Term Assets</b>	<b>3,456,153</b>	<b>3,456,153</b>	<b>-</b>	<b>0%</b>
<b>Total Assets</b>	<b>\$ 4,462,835</b>	<b>\$ 5,490,643</b>	<b>\$ (1,027,808)</b>	<b>-19%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ 1,460	\$ 31,152	\$ (29,692)	-95%
Accrued Liabilities	188,850	419,836	(230,986)	-55%
Deferred Revenue	1,279,866	832,700	447,166	54%
Other Current Liabilities	441,612	441,612	-	0%
<b>Total Current Liabilities</b>	<b>1,911,788</b>	<b>1,725,300</b>	<b>186,488</b>	<b>11%</b>
<b>Long-Term Liabilities</b>				
Other Long-Term Liabilities	3,045,904	3,045,904	-	0%
<b>Total Long-Term Liabilities</b>	<b>3,045,904</b>	<b>3,045,904</b>	<b>-</b>	<b>0%</b>
<b>Total Liabilities</b>	<b>4,957,692</b>	<b>4,771,204</b>	<b>186,488</b>	<b>4%</b>
<b>Total Net Assets</b>	<b>(494,857)</b>	<b>719,439</b>	<b>(1,214,296)</b>	<b>-169%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 4,462,835</b>	<b>\$ 5,490,643</b>	<b>\$ (1,027,808)</b>	<b>-19%</b>

## Blue Oak Charter School

### Statement of Cash Flows

For the period ended April 30, 2024

###	Month Ended 04/30/24	YTD Ended 04/30/24
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ 401,851	\$ (1,214,296)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	39,785	864,239
Grants, Contributions & Pledges Receivable	-	26,011
Prepaid Expenses	(1,972)	12,466
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	3,580	(29,692)
Accrued Expenses	(74,028)	(230,986)
Deferred Revenue	(144,465)	447,166
<b>Total Cash Flows from Operating Activities</b>	<b>224,751</b>	<b>(125,093)</b>
Change in Cash & Cash Equivalents	224,751	(125,093)
Cash & Cash Equivalents, Beginning of Period	676,609	1,026,453
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 901,360</b>	<b>\$ 901,360</b>

**Blue Oak Charter School**

**Accounts Payable Aging**

April 30, 2024

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
Blue Shield of California	2.4106E+11	4/15/2024	5/15/2024	\$ -	\$ 310	\$ -	\$ -	\$ -	\$ 310
Charter Impact	PR043024	4/30/2024	5/30/2024	504	-	-	-	-	504
Angie Ernest	ERNE042324-01	4/23/2024	5/23/2024	72	-	-	-	-	72
Cheryl Grant	GRAN032924	4/15/2024	5/15/2024	18	-	-	-	-	18
Kari Madera	MADE042124	4/22/2024	5/22/2024	537	-	-	-	-	537
Kate McDonald	MCDO041824	4/23/2024	5/23/2024	20	-	-	-	-	20
<b>Total Outstanding Invoices</b>				<b>\$ 1,150</b>	<b>\$ 310</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,460</b>

Blue Oak Charter School

Check Register

for the period ended April 30, 2024

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
07354	YUBA River Charter School	Field Trip - 6th Grade - 03/10/24	4/9/2024	\$ 100.00
7355	YUBA River Charter School	Field Trip - 6th Grade - 5/10/24	4/9/2024	2,364.00
7356	Grant Cunningham	Lodging - 8th Grade Field Trip	4/11/2024	2,880.00
7360	Ellen Shepherd	Field Trip - Refund	4/25/2024	400.00
7361	Cassandra Sarver	Field Trip Refund	4/29/2024	200.00
12039	Alicia Trider	Reimb - School Supplies - 03/08/24	4/5/2024	66.24
12040	AT&T	Communication Svcs - 03/15/24 - 04/14/24	4/5/2024	1.24
12041	Blue Shield of California	Health Ins - 04/24	4/5/2024	77.70
12042	Caren Lehe	Reimb - Travel - 03/20/24 - 03/28/24; Parking - 03/20/24 - 03/21/24; Meals - 03/20/24 - 03/21/24	4/5/2024	635.57
12043	Certified/Fortress Security & Fire Systems	Security Svcs - 04/24	4/5/2024	300.00
12044	Charter Impact	Payroll Svcs - 03/24 & 04/24; Business Mgmt Svcs - 04/24	4/5/2024	9,874.75
12045	Comcast	Communication Svcs - 03/12/24 - 04/11/24	4/5/2024	332.09
12046	J C Nelson Supply Co	Janitorial Supplies	4/5/2024	187.55
12047	North State Parent	Advertising Svcs	4/5/2024	845.00
12048	PG&E	Utility Svcs - 02/09/24 - 03/11/24	4/5/2024	5,331.27
12049	Tahoe Pure Water Co	Office Supplies	4/5/2024	37.00
12050	The Danielsen Company	Food Svcs	4/5/2024	503.36
12051	US Foods, Inc.	Food Svcs	4/5/2024	1,332.49
12052	Confidential	Confidential	4/8/2024	50.00
12053	Advanced Document Concepts for Business	Copier Lease - 03/01/24 - 03/31/24	4/12/2024	548.02
12054	Advantage Therapy Services Inc	SpEd Svcs - 03/24	4/12/2024	1,607.70
12055	Amanda Hurd	Reimb - School Supplies - 04/02/24	4/12/2024	297.27
12056	Butte County Office of Education	Credentialed Librarian Svcs - 23/24 Melissa Dolan	4/12/2024	197.25
12057	California Water Service	Utility Svcs - 02/14/24 - 03/14/24	4/12/2024	384.28
12058	Chico Country Day School	Nursing Costs - 04/24	4/12/2024	2,597.43
12059	City of Chico	Sewer svcs - 02/29/24 - 03/28/24	4/12/2024	471.71
12060	Cornell Distributing	Meals - 03/01/24 - 03/29/24	4/12/2024	1,117.76
12061	Granite Data Solutions	Laptops (10)	4/12/2024	13,446.00
12062	Kate McDonald	Reimb - First Aid /CPR Training - 04/03/24	4/12/2024	30.00
12063	NCS Pearson Inc	School Supplies	4/12/2024	658.11
12064	Philadelphia Insurance Companies	Specialty & Training - 03/21	4/12/2024	2,764.36
12065	Tekk International Inc.	5 Watt UHF Radios (5)	4/12/2024	718.00
12066	The Danielsen Company	Food Svcs	4/12/2024	623.38
12067	US Foods, Inc.	Food Svcs - 03/28/24	4/12/2024	808.34
12068	CliftonLarsonAllen LLP	Audit Svcs - 04/05/2024	4/17/2024	5,950.35
12069	Group Sales Oregon Shakespeare Festival	Oregon Shakespeare Festival - 04/25/24	4/17/2024	2,657.00
12070	ODP Business Solutions LLC	Office Supplies	4/17/2024	340.26
12071	Recology Butte Colusa Counties	Janitorial Svcs - 03/01/24 - 03/31/24	4/17/2024	836.53
12072	US Foods, Inc.	Food Svcs - 04/04/24	4/17/2024	1,188.94
12073	Leen-Liberty Park	Rent - 05/24	4/24/2024	54,000.00
12074	Anthem Blue Cross	Health Ins - 05/01/24 - 06/01/24	4/24/2024	8,963.48
12075	Chico Womens Club Inc.	School Fundraiser Rent - 04/21/24	4/24/2024	300.00
12076	Comcast	Communication Svcs - 04/12/24 - 05/11/24	4/24/2024	331.21
12077	Humana Insurance Co	Health Ins - 04/24	4/24/2024	1,801.20
12078	Katherine Lehman	Prof. Development - 03/05/24 - 04/11/24; Reimb - Hotel - 11/30/24	4/24/2024	2,467.33
12079	North State Parent	Advertising Svcs	4/24/2024	295.00
12080	Sinkie's Heating & Cooling	Repairs and Maintenance - 04/15/24	4/24/2024	75.00
12081	Tahoe Pure Water Co	Office Water	4/24/2024	37.00
12082	The Danielsen Company	Food Svcs	4/24/2024	703.35
12083	US Foods, Inc.	Food Svcs - 04/24	4/24/2024	957.57
12084	Confidential	Confidential	4/30/2024	100.00



**Blue Oak Charter School**

**Check Register**

for the period ended April 30, 2024

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
121144270000003	Maggie Buckley	Reimb - 03/07/24 - Meals	4/24/2024	53.73
ACH	T-Mobile	Communication Svcs - 02/10/24 - 03/09/24	4/1/2024	25.06
ACH	Employers Preferred Ins. Co.	Workers Compensation Ins	4/4/2024	3,482.60
ACH	Zoom Video Communications Inc	Zoom Communications	4/9/2024	10.00
ACH	Benefit Resource, Inc	Benefit Resource	4/11/2024	186.32
ACH	California Department of Tax and Fee Administration	Use Tax FY2023	4/12/2024	118.00
ACH	Employment Development Dept	State Tax Payment PPE041024 & 041024S	4/12/2024	148.10
ACH	Employment Development Dept	State Tax Payment SDI PPE041024 & 041024S	4/12/2024	212.01
ACH	Internal Revenue Services	Federal Tax Pmt PPE041024 & 041024S	4/12/2024	4,026.02
ACH	Macquarie Equipment Capital Inc.	Copier Lease - 03/16/24 - 04/15/24	4/15/2024	324.75
ACH	American Express	CC Payment - 02/14/24 - 03/17/24	4/15/2024	6,458.41
ACH	Benefit Resource, Inc	Benefit Resource	4/16/2024	124.00
ACH	Everbank	Copier Lease - Contract# 42003734	4/18/2024	298.77
ACH	Macquarie Equipment Capital Inc.	Copier Lease	4/25/2024	162.38
ACH	Benefit Resource, Inc	Benefit Resource	4/25/2024	836.32
ACH	Employment Development Dept	State Tax Payment SDI PPE042524	4/26/2024	2,031.31
ACH	Employment Development Dept	State Tax Payment PPE042524	4/26/2024	4,916.02
ACH	Internal Revenue Services	Federal Tax Pmt PPE042524	4/29/2024	26,225.04
ACH	Golden Valley Bank	Bank Fee - Positive Pay Charge	4/30/2024	50.00

**Total Disbursements Issued in April \$ 182,480.93**

# Business Checking – XXXXX0889

## Search transactions

Activity: Date range; Start date: Apr 01, 2024; End date: Apr 30, 2024; Type: Debits

## Transactions

 Pending  Posted

Date	Description	Debit	Credit	Balance
Apr 30, 2024	<u>Check 12083</u>	957.57		
Apr 30, 2024	<u>Check 12082</u>	703.35		
Apr 30, 2024	<u>Check 12076</u>	331.21		
Apr 30, 2024	<u>Check 12079</u>	295.00		
Apr 30, 2024	<u>Check 12081</u>	37.00		
Apr 29, 2024	<u>Check 12073</u>	54,000.00		
Apr 29, 2024	<u>Check 12071</u>	836.53		
Apr 29, 2024	<u>Check 7361</u>	200.00		
Apr 29, 2024	ACH Payment IRS USATAXPYMT	26,225.04		
Apr 26, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	4,916.02		
Apr 26, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	2,031.31		
Apr 25, 2024	<u>Check 7359</u>	2,219.94		
Apr 25, 2024	<u>Check 7360</u>	400.00		
Apr 25, 2024	<u>Check 12070</u>	340.26		
Apr 25, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	84,378.19		
Apr 25, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	26,261.34		
Apr 25, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	17,223.21		
Apr 25, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	5,828.58		
Apr 25, 2024	ACH Payment BENEFIT RESOURCE BRI XFER	836.32		

FCA

•	Apr 25, 2024	ACH Payment ASSET FINANCE ACH0425 <i>Copier - lease agreement</i>	162.38
•	Apr 23, 2024	<u>Check 12064</u>	2,764.36
•	Apr 23, 2024	<u>Check 12069</u>	2,657.00
•	Apr 23, 2024	<u>Check 12072</u>	1,188.94
•	Apr 23, 2024	<u>Check 12055</u>	297.27
•	Apr 23, 2024	<u>Check 12052</u>	50.00
•	Apr 22, 2024	<u>Check 12068</u>	5,950.35
•	Apr 22, 2024	<u>Check 12039</u>	66.24
•	Apr 19, 2024	<u>Check 12056</u>	197.25
•	Apr 18, 2024	<u>Check 12058</u>	2,597.43
•	Apr 18, 2024	<u>Check 12060</u>	1,117.76
•	Apr 18, 2024	<u>Check 12065</u>	718.00
•	Apr 18, 2024	<u>Check 12057</u>	384.28
•	Apr 18, 2024	ACH Payment EverBank, N.A. EverBank <i>Copier - lease agreement</i>	298.77
•	Apr 17, 2024	<u>Check 12054</u>	1,607.70
•	Apr 17, 2024	<u>Check 12063</u>	658.11
•	Apr 17, 2024	<u>Check 12053</u>	548.02
•	Apr 17, 2024	<u>Check 12059</u>	471.71
•	Apr 17, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,308.41
•	Apr 17, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	327.10
•	Apr 16, 2024	<u>Check 12061</u>	13,446.00
•	Apr 16, 2024	<u>Check 7358</u>	3,104.20
•	Apr 16, 2024	<u>Check 12067</u>	808.34
•	Apr 16, 2024	<u>Check 12066</u>	623.38
•	Apr 16, 2024	<u>Check 12043</u>	300.00

●	Apr 16, 2024	<u>Check 12040</u>	1.24
●	Apr 16, 2024	ACH Payment BENEFIT RESOURCE BRI XFER	124.00
		<i>FSA</i>	
●	Apr 15, 2024	<u>Check 7357</u>	125.00
●	Apr 15, 2024	ACH Payment AMEX EPAYMENT ACH PMT	6,458.41
●	Apr 15, 2024	ACH Payment ASSET FINANCE ACH0415	324.75
		<i>Copier - lease agreement</i>	
●	Apr 12, 2024	<u>Check 12047</u>	845.00
●	Apr 12, 2024	<u>Check 12045</u>	332.09
●	Apr 12, 2024	ACH Payment IRS USATAXPYMT	4,026.02
●	Apr 12, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	212.01
●	Apr 12, 2024	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	148.10
●	Apr 12, 2024	ACH Payment CA DEPT TAX FEE CDTFA EPMT	118.00
●	Apr 11, 2024	<u>Check 12044</u>	9,874.75
●	Apr 11, 2024	ACH Payment BENEFIT RESOURCE BRI XFER	186.32
		<i>FSA</i>	
●	Apr 10, 2024	<u>Check 12048</u>	5,331.27
●	Apr 10, 2024	<u>Check 12042</u>	635.57
●	Apr 10, 2024	<u>Check 12046</u>	187.55
●	Apr 10, 2024	<u>Check 12030</u>	55.00
●	Apr 10, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	13,655.37
●	Apr 10, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	4,279.35
●	Apr 10, 2024	ACH Payment BLUE OAK CHARTER PAYROLL	916.01
●	Apr 09, 2024	<u>Check 7355</u>	2,364.00
●	Apr 09, 2024	<u>Check 12051</u>	1,332.49
●	Apr 09, 2024	<u>Check 12050</u>	503.36
●	Apr 09, 2024	<u>Check 7354</u>	100.00
●	Apr 09, 2024	<u>Check 12041</u>	77.70

•	Apr 09, 2024	<u>Check 12049</u>	37.00
•	Apr 08, 2024	<u>Check 12037</u>	2,739.36
•	Apr 08, 2024	<u>Check 12022</u>	300.50
•	Apr 04, 2024	<u>Check 12035</u>	7,235.00
•	Apr 04, 2024	ACH Payment Employers Insura VENDOR PMT EFT Payments	3,482.60
•	Apr 04, 2024	ACH Payment Employers Insura VENDOR PMT EFT Payments	3,482.60
•	Apr 03, 2024	<u>Check 12034</u>	4,972.15
•	Apr 03, 2024	<u>Check 12023</u>	1,856.61
•	Apr 02, 2024	<u>Check 12033</u>	7,245.94
•	Apr 02, 2024	<u>Check 7356</u>	2,880.00
•	Apr 02, 2024	<u>Check 11991</u>	408.72
•	Apr 02, 2024	<u>Check 12017</u>	400.51
•	Apr 02, 2024	<u>Check 12028</u>	340.26
•	Apr 02, 2024	<u>Check 12024</u>	276.71
•	Apr 01, 2024	<u>Check 11988</u>	5,492.40
•	Apr 01, 2024	<u>Check 12016</u>	3,896.20
•	Apr 01, 2024	<u>Check 11997</u>	322.09
•	Apr 01, 2024	<u>Check 12036</u>	121.46
•	Apr 01, 2024	<u>Check 12018</u>	33.00
•	Apr 01, 2024	ACH Payment T-MOBILE PCS SVC 800-937-8997	25.06

*School Cell Phone*



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

BLUE OAK CHARTER SCH  
SUSAN DOMENIGHINI  
Closing Date 04/18/24 Next Closing Date 05/19/24  
Account Ending 8-42008

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

**New Balance** **\$2,362.08**  
**Minimum Payment Due** **\$35.00**  
**Payment Due Date** **05/13/24**

**Late Payment Warning:** If we do not receive your Minimum Payment Due by the Payment Due Date of 05/13/24, you may have to pay a late fee of up to \$39.00 and your APRs may be increased to the Penalty APR of 29.99%.

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

Available and Pending as of 03/31/24  
**121,284**  
For up to date point balance and full program details, visit [membershiprewards.com](http://membershiprewards.com)

**Account Summary**

Previous Balance \$6,513.82  
Payments/Credits -\$6,513.82  
New Charges +\$2,362.08  
Fees +\$0.00  
Interest Charged +\$0.00

**New Balance** **\$2,362.08**  
**Minimum Payment Due** **\$35.00**

Credit Limit \$25,000.00  
Available Credit \$22,637.92

Days in Billing Period: 30

**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	10 years	\$4,853
\$91	3 years	\$3,268 (Savings = \$1,585)

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 for any changes to your Account terms and any other communications on pages 7 - 8.

↓ 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](http://americanexpress.com/business)

**Pay by Phone**  
1-800-472-9297

**Account Ending 8-42008**

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  
**05/13/24**  
New Balance  
**\$2,362.08**  
Minimum Payment Due  
**\$35.00**

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

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

\$ \_\_\_\_\_  
Amount Enclosed



0000349993059480190 000236208000003500 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](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 Business<sup>SM</sup> Plus Credit Card

BLUE OAK CHARTER SCH  
SUSAN DOMENIGHINI  
Closing Date 04/18/24

Account Ending 8-42008



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

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



Website: americanexpress.com

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

**Payments**  
PO BOX 60189  
CITY OF INDUSTRY  
CA  
91716-0189

**Hearing Impaired**

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

## Payments and Credits

### Summary

	Total
Payments	-\$6,458.41
Credits	-\$55.41
<b>Total Payments and Credits</b>	<b>-\$6,513.82</b>

### Detail \*Indicates posting date

Payments	Amount
04/12/24* ONLINE PAYMENT - THANK YOU	-\$6,458.41
Credits	Amount
03/24/24 AMAZON MARKETPLACE NA PA AMZN.COM/BILL WA MERCHANDISE	-\$18.47
03/24/24 AMAZON MARKETPLACE NA PA AMZN.COM/BILL WA MERCHANDISE	-\$36.94

## New Charges

### Summary

	Total
<b>Total New Charges</b>	<b>\$2,362.08</b>

### Detail



**SUSAN DOMENIGHINI**  
Card Ending 8-42008

	Amount
03/26/24 PAR, INC. 1234384 CC 959267 <i>4500 - Supplies</i> LUTZ FL	\$197.68
03/27/24 ASHLAND HILLS HOTEL 618827 ASHLAND OR <i>5806 - Field Trip</i>	\$300.00
Arrival Date 03/26/24 Departure Date 03/27/24 00000000 LODGING CARDEPOSIT	
03/27/24 STAMPS.COM 855-889-7867 CA <i>5901 - Postage</i>	\$19.99
0517741582 95926	
03/27/24 USPS STAMPS ENDICIA 900000002 888-434-0055 DC <i>5901 - Postage</i>	\$50.00
517690515 20260	
03/29/24 AMAZON MARKETPLACE NA PA AMZN.COM/BILL WA <i>5310 - Kitchen</i>	\$87.97
MERCHANDISE	



**Detail Continued**

				Amount
04/01/24	JACKRABBIT TECHNOLOGIES, INC.*JACKRABB EDUCATIONAL SERVICE	HUNTERSVILLE	NC 2600-ELDP	\$89.00
04/05/24	AMAZON.COM MERCHANDISE	AMZN.COM/BILL	WA 4302-SUPPLMS	\$186.68
04/05/24	POSTAL PLUS 930553410008320 CHICO@POSTALPLUS.BIZ	CHICO	CA 5901-Postage	\$26.34
04/05/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA 2600-ELDP	\$41.67
04/05/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA 5101-NURSE	\$30.31
04/08/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA 5101-NURSE	\$61.60
04/12/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA 4310-Office	\$13.91
04/16/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA 4302-SUPPLMS	\$9.73
04/17/24	AMERICAN AIRLINES American Airlines From: SACRAMENTO METROPO To: PHOENIX SKY HARBOR CHARLOTTE MANCHESTER PHILADELPHIA INTER Ticket Number: 0012133585724 Passenger Name: MADERA/KARI Document Type: PASSENGER TICKET	800-433-7300	TX 9015-CFI CCEE	\$1,175.20
04/17/24	ALLIANZ TRAVEL INS 8006285404	RICHMOND	VA 9015-CFI CCEE	\$72.00

**Fees**

		Amount
<b>Total Fees for this Period</b>		<b>\$0.00</b>

**Interest Charged**

		Amount
<b>Total Interest Charged for this Period</b>		<b>\$0.00</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.

**2024 Fees and Interest Totals Year-to-Date**

		Amount
Total Fees in 2024		\$0.00
Total Interest in 2024		\$0.00



**Blue Business<sup>SM</sup> Plus Credit Card**  
BLUE OAK CHARTER SCH  
SUSAN DOMENIGHINI  
Closing Date 04/18/24

### Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.  
Variable APRs will not exceed 29.99%.

	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge
Purchases	29.99% (v)	\$0.00	\$0.00
<b>Total</b>			<b>\$0.00</b>
(v) Variable Rate			





**IMPORTANT NOTICES**

**Notice of Important Changes to Your Cardmember Agreement**

We are making changes to your American Express Cardmember Agreement (*Agreement*) for the Account referenced by this notice. We encourage you to read this notice, share it with Additional Card Members on your Account, and file it for future reference. The detailed changes to your Agreement can be found after the below summary chart.

Summary of Changes, Effective June 1, 2024	
<b>Replacement Basic Cardmember</b>	In the event that the Basic Cardmember is no longer an employee of the Company and no other person has been approved to replace them, we may close the Account.
<b>Cancelling or suspending your Account</b>	We may at any time and for any reason cancel or suspend your Account.

ID 13483

**Detail of Changes to Your Cardmember Agreement**

This notice amends your Agreement as described below. Any terms and conditions in the Agreement conflicting with these changes are completely replaced. Terms and conditions not changed by this notice continue to apply. If you have any questions, please call the number on the back of your Card.

Effective June 1, 2024, we are amending the following sub-sections in Part 2 of the Agreement as follows:

- We are adding the following sentence within the *Replacement Basic Cardmember* section:  
"We may close the Account if the Basic Cardmember is no longer an employee or officer of the Company, and no other person has been approved to replace the Basic Cardmember."
- We are adding the words "at any time and for any reason" after the words "We may" within the *Cancelling or suspending your Account* section.

CMLENGDPRUS0279

**IMPORTANT NOTICES CONTINUED**

### **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.

### **Your Cardmember Agreement**

To access the most up to date version of your Cardmember Agreement, please log in to your Account at [www.americanexpress.com](http://www.americanexpress.com).

### **Corrected Car Rental Loss and Damage Insurance Phone Numbers**

The phone number for Car Rental Loss and Damage Insurance is 1-800-338-1670 (US) and 1-303-273-6497 (International). Please update your records.

### **Membership Rewards® Program Updates**

You can view a summary of updates to the Membership Rewards® program anytime, including information about the availability of redemption options, by visiting [americanexpress.com/mrupdates](http://americanexpress.com/mrupdates).



16204 N. Florida Avenue • Lutz, FL • 33549  
 800.331.8378 • www.parinc.com  
 GST#: 12978 7842 RT  
 FED ID#: 59-1913294

4302-

Web Order ID: 11625020  
 Account Number: CU-10003689  
 Order Date: 3/25/2024

**Bill To:** CU-10003689  
 Blue Oak School  
 450 W East Ave  
 Chico, Ca 95926

**Delivery Address:**  
 Blue Oak School  
 450 W East Ave  
 Chico, CA 95926-7238  
 Phone: 5308797483

SHIP VIA: GRND

Item #	Description	Qty	List Price	Unit Price	Extended Price
10970-TM	BRIEF2 MANUAL/FAST GUIDE	1.00	\$166.00	\$166.00	\$166.00

---

<b>Subtotal:</b>	\$166.00
<b>Shipping &amp; Handling:</b>	\$16.60
<b>Tax:</b>	\$15.08
<b>Total:</b>	\$197.68

**Special Instructions**

---

Jolynn

# SHIPPING INFORMATION

## 1. Select or Add Delivery Address

Add Delivery Address

450 W East Ave  
 Chico, CA 95926-7238  
 United States

Sherwood Montessori  
 1010 Cleveland Avenue  
 Chico, CA 95928  
 United States

## 2. Confirm Delivery Address and Phone Number

\* Deliverable items will be shipped to (include additional info such as Attention Name, Company, Department, Suite, etc.):

Blue Oak Charter School

35-character limit

12/35 remaining

450 W East Ave  
 Chico, CA 95926-7238  
 United States

\* Recipient Phone Number ☎

\* Recipient Phone Number

## ACCOUNT INFORMATION

Blue Oak Charter School  
 450 W East Ave  
 Chico, CA 95926-7238  
 USA

APPROVED



## SHIPPING METHOD

Click here for more details about shipping

- Ground - Regular delivery (4-10 business days, FedEx Ground®)
- Priority - Next business day by 10:30 a.m. (FedEx Priority Overnight®)
- 2 Day Air - 2nd business day by 5 p.m. (FedEx 2Day®)

## SPECIAL INSTRUCTIONS



Luis Ortega <luisortega@blueoakcharterschool.org>

**E-slip**

Message

Maggie Buckley <maggie@blueoakcharterschool.org>  
To: Luis Ortega <luisortega@blueoakcharterschool.org>

Tue, Mar 12, 2024 at 2:48 PM

Hi Luis,  
Please reply to Jolynn's e-slip by Friday if you can and include me in your response.  
Thanks,  
Maggie

3/11/2024 10:44:25	jolynnaanenson@blueoakcharterschool.org	Jolynn	Aanenson	Psychological testing materials for Special Education  To access ordering, I've set up an account with my credentials at parinc.com:  jolynnaanenson@blueoakcharterschool.org Psycho#60	<a href="https://drive.google.com/id=1HJ7uQkj2jYO99zt67Jcu7hu4GWy3eX">https://drive.google.com/id=1HJ7uQkj2jYO99zt67Jcu7hu4GWy3eX</a>
--------------------	---	--------	----------	--	---

**Maggie Buckley**  
**Executive Assistant/Human Resources Coordinator/Office Manager**  
**Blue Oak School**  
**Phone: (530) 879-7483 ext. 2006**  
**Fax: (530) 879-7490**

*CONFIDENTIALITY NOTICE: This communication and any documents, files or previous e-mail messages attached to it, constitute an electronic communication within the scope of the Electronic Communication Privacy Act, 18 USCA 2510. This communication may contain non-public, confidential, or legally privileged information intended for the sole use of the designated recipient(s). The unlawful interception, use or disclosure of such information is strictly prohibited. If you are not the intended recipient, or have received this communication in error, then you are: (1) notified that any disclosure, copying, distribution, saving, reading or use of this information is strictly prohibited. (2) Requested to discard an or by telephone and delete this e-mail and any attachments, and delete all copies of this communication, including attachments, without reading, forwarding or saving them electronically. 3) requested to immediately notify me by e-mail that you mistakenly received this message.*





16204 N. Florida Ave. | Lutz, FL 33549  
 1.800.331.8378 | parinc.com

GST# 12978 7842 RT  
 Fed ID# 59-1913294  
 Funds expressed in U.S. dollars.

## Packing Slip

Page	Page 1 of 1
Packing slip	PK-00311333
Date	03/26/2024
Sales order	SO-00317806
PO Number	CC
CS rep	
Order Origin	Web
Mode of delivery	FXGround
Terms of delivery	Std S&H
Freighted by	Carrier
Customer account	CU-10003689
Payment Terms	CreditCard

**Bill To**  
 Blue Oak School  
 450 W East Ave  
 Chico, CA 95926-7238  
 USA

Item number	Description	Quantity Ordered	Unit Sales Price	Line total amount	Bin Loc	Quantity shipped	Remaining quantity
10970-TM	BRIEF2 MANUAL/FAST GUIDE	1.00	\$166.00	\$166.00	124G/B5E	<del>1.00</del>	0.00
				<u>\$166.00</u>			

Special instructions

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5806-



**BLUE OAK SCHOOL**  
ESTABLISHED 1997

Luis Ortega <luisortega@blueoakcharterschool.org>

---

## Blue Oak Charter School - Ashland trip 2024

1 message

---

**Karolina Lavagnino** <Karolina.Lavagnino@neumanhotelgroup.com>  
To: "Karimadera@blueoakcharterschool.org" <Karimadera@blueoakcharterschool.org>,  
"luisortega@blueoakcharterschool.org" <luisortega@blueoakcharterschool.org>  
Cc: Lisa Jones <Lisa.Jones@neumanhotelgroup.com>

Fri, Mar 15, 2024 at 9:34 AM

Good morning Kari and Luis,

Thank you for your call Kari! As discussed, for your upcoming **Blue Oak Charter School** group stay in Ashland I would like to suggest our resort like Ashland Hills Hotel & Suites.

On **May 23, 2024** we can offer the following discounted room rates:

Queen-Queen room at \$149 based on double occupancy. Please add \$10 for extra person per room.

King room \$139

Above rates are exclusive of 12.07% lodging tax.

With overnight stay we offer:

- Complimentary hot continental breakfast
- Outdoor pool and jacuzzi
- Free WiFi
- Free parking
- Tennis and pickleball courts
- Waterstone Spa Studio
- Onsite LUNA Café
- Cruiser bikes available to hotel guests
- Business center
- Fitness center

Please let me know if you have any questions or if you would like to secure this group booking.

Thank you.

**Karolina Wyszynska Lavagnino**  
Director of Sales & Marketing

212 East Main Street, Ashland OR 97520

P: 541-631-2004 F: 541.488.1701

NeumanHotelGroup.com

**APPROVED**



**NEUMAN**  
HOTEL GROUP

# ASHLAND HILLS Hotel & Suites

2525 Ashland Street, Ashland, OR 97520 US

541.482.8310 |

Reservation Number 684991

Send to **Blue Oak Charter School**

95416, OR NA

Phone 503-879-7483

Group Blue Oak Charter School

Arrival Date

5/23/24

Departure Date

5/24/24

Bill To Blue Oak Charter School

95416, OR NA

Phone 503-879-7483

Folio Number 598624

Trans Date	Description		Voucher	Amount
3/27/24	American Express	#####2008	0000685324	-300.00
		Subtotal		-300.00
	Total Payments			-300.00
			Balance Due:	-300.00

5901-



Luis Ortega &lt;luisortega@blueoakcharterschool.org&gt;

---

**Fwd: Important Information Regarding Your Stamps.com Account**

1 message

---

**Maggie Buckley** <maggie@blueoakcharterschool.org>  
To: Luis Ortega <luisortega@blueoakcharterschool.org>

Tue, Oct 31, 2023 at 3:41 PM

----- Forwarded message -----

From: **Stamps.com** <support@stamps.com>  
Date: Fri, Apr 28, 2023 at 8:15 AM  
Subject: Important Information Regarding Your Stamps.com Account  
To: <maggie@blueoakcharterschool.org>

**stamps**  
com

Dear Susan Domenighini,

Thank you for choosing Stamps.com. We're updating our monthly subscription fees so we can continue providing the service and innovation you deserve. Your monthly subscription fee will be adjusted to \$19.99 plus applicable taxes, starting on your billing date in June of 2023. We are committed to the mission of improving your mailing/shipping experience while saving you money with features and services such as:

- The lowest rates in the industry with savings of up to 84% off retail prices
- Access to the most reliable carriers
- Comprehensive mailing/shipping options
- Advanced automation rules
- Tracking & branding capabilities
- Ship from anywhere with our mobile app

For more information about managing your Stamps.com account, visit our **Learning Center**. If you still have questions, please call us at 1-844-878-7212 Monday - Friday from 6 AM to 6 PM PST.

5310



Final Details for Order #111-6712301-3525007

Paid By: Blue Oak Charter School  
Placed By: Maggie Buckley  
Order Placed: March 25, 2024  
Amazon.com order number: 111-6712301-3525007  
Order Total: \$87.97

Shipped on March 31, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 of: <i>VITUER Bread Knife with Cover, 8 inch Serrated Bread Knife for homemade bread, Bread Cutter Ideal for Slicing Homemade Bread, Bagels, Cake (8-Inch Blade with 5-Inch Handle)</i> Sold by: vituer ( <a href="#">seller profile</a> ) Condition: New	\$6.99
1 of: <i>Eisinly Strainer Skimmer Spoon for Cooking and Frying, 6.3 Inches Strainer with Handle Stainless Steel Kitchen Utensils Fryer Scoop Strainer Spoon</i> Sold by: Eisinly ( <a href="#">seller profile</a> ) Business Price Condition: New	\$8.29
1 of: <i>HappyTrends Kitchen Floor Mat - 3/4 Inch Thick Anti-Fatigue Kitchen Rug, Waterproof Non-Slip Kitchen Mats and Rugs Heavy Duty Ergonomic Comfort Rug for Kitchen, Office, Sink</i> Sold by: Happytrends ( <a href="#">seller profile</a> ) Condition: New	\$65.99
<b>Shipping Address:</b> Blue Oak Charter School 450 W EAST AVE CHICO, CA 95926-7238 United States	Item(s) Subtotal: \$81.27 Shipping & Handling: \$9.99 Free Shipping: -\$9.99 ----- Total before tax: \$81.27 Sales Tax: \$6.70 -----
<b>Shipping Speed:</b> FREE Shipping	<b>Total for This Shipment: \$87.97</b> -----

Payment information	
<b>Payment Method:</b> American Express   Last digits: 1000	Item(s) Subtotal: \$81.27 Shipping & Handling: \$9.99 Promotion applied: -\$9.99 ----- Total before tax: \$81.27 Estimated Tax: \$6.70 -----
	<b>Grand Total: \$87.97</b>
<b>Credit Card transactions</b>	American Express ending in 1000: March 31, 2024: \$87.97

To view the status of your order, return to [Order Summary](#) .

2600

Luis Ortega <luisortega@blueoakcharterschool.org>



**BLUE OAK SCHOOL**  
A Waldorf-Inspired Public Charter

---

## Fwd: Your Jackrabbit Service Payment Confirmation

1 message

---

**Susan Domenighini** <sdomenighini@blueoakcharterschool.org>  
To: Luis Ortega <luisortega@blueoakcharterschool.org>

Mon, Apr 1, 2024 at 2:20 PM

*S. Domenighini*

Susan Domenighini  
Executive Director  
Blue Oak School  
A Waldorf-Inspired Public Charter  
(530) 879-7483

**Privileged and Confidential Communication.**

This electronic transmission, and any documents attached hereto, (a) are protected by the Electronic Communications Privacy Act (18 USC §§ 2510-2521), (b) may contain confidential and/or legally privileged information, and (c) are for the sole use of the intended recipient named above. If you have received this electronic message in error, please notify the sender and delete the electronic message. Any disclosure, copying, distribution, or use of the contents of the information received in error is strictly prohibited.

----- Forwarded message -----

From: <billing@jackrabbittech.com>  
Date: Mon, Apr 1, 2024 at 5:06 AM  
Subject: Your Jackrabbit Service Payment Confirmation  
To: <sdomenighini@blueoakcharterschool.org>

[Click here](#) to access your account.

**From:**  
**Jackrabbit Technologies**  
9820 Northcross Center Court  
Huntersville, NC 28078

**For:**  
Blue Oak Charter School

Fee based on TOTAL STUDENT count(active+inactive). Students in LEAD FILE are EXCLUDED from calculating fee. Your TOTAL STUDENT count was taken at the end of last month to determine your rate for this month. Fees can change month-to-month depending on the TOTAL number of students. Please retain this copy for your records.

Please retain a copy of this for your records.

**Payment Summary**

Fee Date	Type	Student	Class/Event	Amount	Tax	Amount Paid
04/01/2024	Tuition Fee - Monthly Bill: APR Note: April	Amanda Hurd	101-250 Students	89.00	0.00	89.00

**Payment: 89.00**

**Billing Information**

Susan Domenighini 450 W East Ave N/A Chico, CA 95926  sdomenighini@blueoakcharterschool.org  Customer ID: 28179574	Amex    xxxx-xxxx-xxxx-2008  <b>SUCCESS</b>  Authorization Code: 136907  PSP Reference:SMV7N5BL2XPQ9S25  <b>Transaction Date: 04/01/2024 08:05 AM</b>
---	---

4302 Supplies



Final Details for Order #111-5453280-3921034

**Paid By:** Blue Oak Charter School  
**Placed By:** Maggie Buckley  
**Order Placed:** April 5, 2024  
**Amazon.com order number:** 111-5453280-3921034  
**Order Total:** \$186.68

Shipped on April 6, 2024

Items Ordered	Price
2 of: GoSports Indoor / Outdoor Rubber Basketballs - Six Pack of Size 7 Balls with Pump & Carrying Bag - Choose Your Size Sold by: Amazon ( <a href="#">seller profile</a> ) Business Price Condition: New	\$42.67
2 of: GoSports Indoor / Outdoor Rubber Basketballs - Six Pack of Size 6 or Size 7 Balls with Pump & Carrying Bag - Choose Your Size Sold by: Amazon ( <a href="#">seller profile</a> ) Business Price Condition: New	\$43.56
<b>Shipping Address:</b> Blue Oak Charter School 450 W EAST AVE CHICO, CA 95926-7238 United States	Item(s) Subtotal: \$172.46 Shipping & Handling: \$22.21 Free Shipping: -\$22.21 ----- Total before tax: \$172.46 Sales Tax: \$14.22 -----
<b>Shipping Speed:</b> FREE Shipping	<b>Total for This Shipment: \$186.68</b> -----

Payment information

<b>Payment Method:</b> American Express   Last digits: 1000	Item(s) Subtotal: \$172.46 Shipping & Handling: \$22.21 Promotion applied: -\$22.21 ----- Total before tax: \$172.46 Estimated Tax: \$14.22 -----
	<b>Grand Total: \$186.68</b>

**Credit Card transactions** American Express ending in 1000: April 6, 2024: \$186.68

To view the status of your order, return to [Order Summary](#) .



5901-



Postal Plus  
236 W East Ave Ste A  
CHICO, CA 95926  
Phone: 530-891-1626 | Fax: 530-891-0618

Invoice # 289541 Total Due: \$26.34 Due Date: April 5, 2024 Page: 1

Bill To:

Blue Oak Charter School  
450 W EAST AVE  
  
CHICO, CA, 95926

Invoice Date: April 5, 2024  
Customer ID: 31810  
Terms: ON ACCOUNT  
Account Name: Account 1  
Purchase Order / Ref:

QUANTITY	DESCRIPTION	PRICE	EXTENDED
1	CredAcctPmt: Account 1	\$26.34	\$26.34

**APPROVED**

*[Handwritten Signature]*

Workstation: 18 - Desk Station

Notes:

Subtotal:	\$26.34
Sales Tax:	\$0.00
<b>Total Sale:</b>	<b>\$26.34</b>
Deposit:	\$0.00
<b>Total Due:</b>	<b>\$26.34</b>

**SCANNED**

*to CI 4/22/24  
CA*



**BLUE OAK SCHOOL**  
A Division of Blue Oak Charter School, Inc.

Luis Ortega <luisortega@blueoakcharterschool.org>

---

## Fwd: Purchase receipt

1 message

---

**Kellie Machi** <kellie@blueoakcharterschool.org>  
To: Luis Ortega <luisortega@blueoakcharterschool.org>

Fri, Apr 5, 2024 at 11:19 AM

----- Forwarded message -----

From: **Postal Plus** <mailserver@notify.postalmate.net>  
Date: Fri, Apr 5, 2024 at 11:04 AM  
Subject: Purchase receipt  
To: <kellie@blueoakcharterschool.org>

**e-Receipt**

\*\*\* Postal Plus \*\*\*  
236 W East Ave Ste A  
Chico, CA. 95926  
530-891-1626

Save Mart Shopping Center

CredAcctPmt: Account 1	26.34
SUBTOTAL	26.34
TAX	0.00
TOTAL	26.34
TEND American Expres	26.34
Credit account: Account 1	
Open balance: 0.00	

Total shipments: 0  
Blue Oak Charter School

04/05/2024  
10:55 AM

#289541  
Workstation: 18 - Desk Station  
CCTran# 360430c4-3222-4b39-a011-  
70fb3b4adae1

\*\*\*\*\*  
 Thank you for shopping local!  
 \*\*\*\*\*  
 www.postalpluschico.com  
 Since 1987!

2600-



Final Details for Order #111-1537982-8485828

Paid By: Blue Oak Charter School  
Placed By: Maggie Buckley  
Order Placed: April 5, 2024  
Amazon.com order number: 111-1537982-8485828  
Order Total: \$41.67

Shipped on April 6, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 Of: 2 Pack Feelings Wheel Aluminum Round Metal Mood Wheel Therapy Emotions, Mental Health Color Wheel Social Work Feelings Poster Sign for Office School Decor, 12 Inch 6 Inch (Bright Colors) Sold by: Yyithuxiang (seller profile)   Product question? (Ask Seller) Condition: New	\$11.99
1 Of: Smead Organized Up Poly Translucent Slash File Jacket, Three-Hole Punched, Letter Size, Assorted Colors, 10 per Pack (85754) Sold by: Amazon (seller profile) Business Price Condition: New	\$11.92
1 Of: EXPO Low Odor Dry Erase Markers, Ultra-Fine Tip, Assorted Colors, 8 Count Sold by: Amazon (seller profile) Business Price Condition: New	\$7.59
<b>Shipping Address:</b> Blue Oak Charter School 450 W EAST AVE CHICO, CA 95926-7238 United States	Item(s) Subtotal: \$31.50 Shipping & Handling: \$6.99 ----- Total before tax: \$38.49 Sales Tax: \$3.18 -----
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$41.67</b> -----

Payment information	
<b>Payment Method:</b> American Express   Last digits: 1000	Item(s) Subtotal: \$31.50 Shipping & Handling: \$6.99 ----- Total before tax: \$38.49 Estimated Tax: \$3.18 ----- <b>Grand Total: \$41.67</b>
<b>Credit Card transactions</b>	American Express ending in 1000: April 6, 2024: \$41.67

To view the status of your order, return to [Order Summary](#) .

5101 - Nurse



Final Details for Order #111-9959772-6245808

**Paid By:** Blue Oak Charter School  
**Placed By:** Maggie Buckley  
**Order Placed:** April 5, 2024  
**Amazon.com order number:** 111-9959772-6245808  
**Order Total:** \$30.31

Shipped on April 8, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 of: Oral B Glide Dental Floss Picks, Complete With Scope Outlast, Mint, 75 Count, Pack Of 6 Sold by: VOI Products (seller profile) Condition: New	\$28.00
<b>Shipping Address:</b> Blue Oak Charter School 450 W EAST AVE CHICO, CA 95926-7238 United States	Item(s) Subtotal: \$28.00 Shipping & Handling: \$0.00 ----- Total before tax: \$28.00 Sales Tax: \$2.31 -----
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$30.31</b> -----

Payment information	
<b>Payment Method:</b> American Express   Last digits: 1000	Item(s) Subtotal: \$28.00 Shipping & Handling: \$0.00 ----- Total before tax: \$28.00 Estimated Tax: \$2.31 ----- <b>Grand Total: \$30.31</b>
<b>Credit Card transactions</b>	American Express ending in 1000: April 8, 2024: \$30.31

To view the status of your order, return to [Order Summary](#) .

5101-NWSE



Final Details for Order #111-9808278-4285000

Paid By: Blue Oak Charter School  
Placed By: Maggie Buckley  
Order Placed: April 5, 2024  
Amazon.com order number: 111-9808278-4285000  
Order Total: \$61.60

Shipped on April 8, 2024

Items Ordered

Price

1 Of: U by Kotex Balance Sized for Teens Ultra Thin Pads with Wings, Heavy Absorbency, 56 Count (4 Packs of 14) (Packaging May Vary) Sold by: Amazon (seller profile) Business Price Condition: New	\$13.96
1 Of: U by Kotex Balance Sized for Teens Ultra Thin Overnight Pads with Wings, 48 Count (4 Packs of 12) (Packaging May Vary) Sold by: Amazon (seller profile) Business Price Condition: New	\$14.78
1 Of: Ziploc 682255 Resealable Sandwich Bags, 1.2mil, 6 1/2 x 6, Clear, Box of 500 Sold by: Amazon.com Condition: New	\$24.88
1 Of: Sderoq 100pcs Womens Elastics Hair Tie, 4MM Black Ponytail Holders Hair Bands, 2 Inch in Diameter Elastic Band for Medium to Thick Hair (4mm Black) Sold by: YING XUN (seller profile) Condition: New	\$5.48

Shipping Address:  
Blue Oak Charter School  
450 W EAST AVE  
CHICO, CA 95926-7238  
United States

Shipping Speed:  
FREE Shipping

Item(s) Subtotal:	\$59.10
Shipping & Handling:	\$9.79
Free Shipping:	-\$9.79
	----
Total before tax:	\$59.10
Sales Tax:	\$2.50
	----
<b>Total for This Shipment:</b>	<b>\$61.60</b>
	----

Payment information

Payment Method:  
American Express | Last digits: 1000

Item(s) Subtotal:	\$59.10
Shipping & Handling:	\$9.79
Promotion applied:	-\$9.79
	----
Total before tax:	\$59.10
<b>Estimated Tax:</b>	<b>\$2.50</b>
	----
<b>Grand Total:</b>	<b>\$61.60</b>

4310-Office



Final Details for Order #111-2622578-1674655

**Paid By:** Blue Oak Charter School  
**Placed By:** Maggie Buckley  
**Order Placed:** April 10, 2024  
**Amazon.com order number:** 111-2622578-1674655  
**Order Total:** \$13.91

Shipped on April 13, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 of: LiCB A23 23A 12V Alkaline Battery (5-Pack)	\$5.86
Sold by: LiCB ( <a href="#">seller profile</a> )   Product question? ( <a href="#">Ask Seller</a> )	
Business Price	
Condition: New	
<b>Shipping Address:</b>	<b>Item(s) Subtotal:</b> \$5.86
Blue Oak Charter School	<b>Shipping &amp; Handling:</b> \$6.99
450 W EAST AVE	-----
CHICO, CA 95926-7238	<b>Total before tax:</b> \$12.85
United States	<b>Sales Tax:</b> \$1.06
<b>Shipping Speed:</b>	-----
Standard Shipping	<b>Total for This Shipment:</b> \$13.91
	-----

Payment information	
<b>Payment Method:</b>	<b>Item(s) Subtotal:</b> \$5.86
American Express   Last digits: 1000	<b>Shipping &amp; Handling:</b> \$6.99
	-----
	<b>Total before tax:</b> \$12.85
	<b>Estimated Tax:</b> \$1.06
	-----
	<b>Grand Total:</b> \$13.91
<b>Credit Card transactions</b>	American Express ending in 1000: April 13, 2024: \$13.91

To view the status of your order, return to [Order Summary](#) .



4302 - Supplies

Final Details for Order #111-3077820-7643467

**Paid By:** Blue Oak Charter School  
**Placed By:** Maggie Buckley  
**Order Placed:** April 16, 2024  
**Amazon.com order number:** 111-3077820-7643467  
**Order Total:** \$9.73

Shipped on April 16, 2024	
<b>Items Ordered</b>	<b>Price</b>
1 of: <i>Aunt Lydia Classic Crochet Thread, 1 Pack, Mexicana, 900 Foot</i>	\$8.99
Sold by: Fireside ( <a href="#">seller profile</a> )	
Condition: New	
<b>Shipping Address:</b> Blue Oak Charter School 450 W EAST AVE CHICO, CA 95926-7238 United States	Item(s) Subtotal: \$8.99 Shipping & Handling: \$0.00 ----- Total before tax: \$8.99 Sales Tax: \$0.74 -----
<b>Shipping Speed:</b> Standard Shipping	<b>Total for This Shipment: \$9.73</b> -----

Payment information	
<b>Payment Method:</b> American Express   Last digits: 1000	Item(s) Subtotal: \$8.99 Shipping & Handling: \$0.00 ----- Total before tax: \$8.99 Estimated Tax: \$0.74 ----- <b>Grand Total: \$9.73</b>
<b>Credit Card transactions</b>	American Express ending in 1000: April 16, 2024: \$9.73

To view the status of your order, return to [Order Summary](#) .



9015-



Luis Ortega <luisortega@blueoakcharterschool.org>

**BLUE OAK SCHOOL**  
CHARTER SCHOOL

**E-slip**

1 message

Maggie Buckley <maggie@blueoakcharterschool.org>  
To: Luis Ortega <luisortega@blueoakcharterschool.org>

Thu, Apr 4, 2024 at 6:31 PM

4/2/2024 15:36:59	karimadera@blueoakcharterschool.org	Kari	Madera	I would like to have a meeting with Luis to go over traveling to New Hampshire for the Waldorf Mentor training from June 30th - July 5th. I need his help to purchase an airline ticket as soon as possible. Additionally, I need to figure out how to get from the airport to Wilton where the training is. Possibly a car rental?
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Hi Luis

I would check in with Susan to see if she has approved reimbursement for this request. You can let Susan know that you and I will be meeting on Monday as this is part of the summer training scheduling that we will go over then.

I let Kari know that her e-slip was received and assigned and that she would receive a response on or before 4-15-24. This gives you a little time to have a plan before talking to her.  
Maggie

**Maggie Buckley**  
**Executive Assistant/Human Resources Coordinator/Office Manager**  
**Blue Oak School**  
**Phone: (530) 879-7483 ext. 2006**  
**Fax: (530) 879-7490**

*Handwritten signature and notes:*  
CEI  
\$70,000

**CONFIDENTIALITY NOTICE:** This communication and any documents, files or previous e-mail messages attached to it, constitute an electronic communication within the scope of the Electronic Communication Privacy Act, 18 USCA 2510. This communication may contain non-public, confidential, or legally privileged information intended for the sole use of the designated recipient(s). The unlawful interception, use or disclosure of such information is strictly prohibited. If you are not the intended recipient, or have received this communication in error, then you are: (1) notified that any disclosure, copying, distribution, saving, reading or use of this information is strictly prohibited. (2) Requested to discard an or by telephone and delete this e-mail and any attachments, and delete all copies of this communication, including attachments, without reading, forwarding or saving them electronically. 3) requested to immediately notify me by e-mail that you mistakenly received this message.



**BLUE OAK SCHOOL**  
A MEMORIAL UNIVERSITY PUBLIC CHARTER SCHOOL

Kari Madera <karimadera@blueoakcharterschool.org>

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## Your trip confirmation (SMF - MHT)

1 message

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American Airlines <no-reply@info.email.aa.com>  
To: KARIMADERA@blueoakcharterschool.org

Wed, Apr 17, 2024 at 9:28 AM

American



Issued: April 17, 2024







### Your trip confirmation and receipt

We charged \$1,175.20 to your card ending in 2008 for your ticket purchase.

You can check in via the American app 24 hours before your flight and get your mobile boarding pass.

Confirmation code: **LKQEBK**

**Saturday, June 29, 2024**

   	<p><b>SMF</b> Sacramento <b>6:00 AM</b></p> <p><b>PHX</b> Phoenix <b>7:54 AM</b></p> <p><b>PHX</b> Phoenix <b>8:36 AM</b></p> <p><b>CLT</b> Charlotte <b>3:45 PM</b></p>	<p><b>AA 464</b> </p> <p>Seat: <b>22A</b> Class: <b>Economy (L)</b> Meals:</p> <p><b>AA 1093</b> </p> <p>Seat: <b>22A</b> Class: <b>Economy (L)</b> Meals: <b>Food for purchase</b></p>
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**Manage your trip**

9015-

## Your purchase

**Kari Madera**

Join the AAdvantage<sup>®</sup> Program

New ticket (0012133585724) \$1,175.20

[\$1,038.14 + Taxes & carrier-imposed fees \$137.06]

**Total cost \$1,175.20**

## Your payment

AmericanExpress (ending 2008) \$1,175.20

Total paid \$1,175.20

## Bag information

### Checked Bag (Airport)

SMF - MHT

1<sup>st</sup> bag \$40.00

2<sup>nd</sup> bag \$45.00

SMF - MHT

### Checked Bag (Online\*)

SMF - MHT

1<sup>st</sup> bag \$35.00

2<sup>nd</sup> bag \$45.00

Maximum dimensions: 62 inches or 158 centimeters calculated as (length + width + height)

Maximum weight: 50 pounds or 23 kilograms

For information regarding American Airlines checked baggage policies, please visit: Bag and optional fees

Bag fees apply at each Check-in location. Additional allowances and/or discounts may apply. Bag and optional fees

If your flight is operated by a partner airline, see the other airline's website for carry-on and checked bag policies.

\*Online payment available beginning 24 hours (and up to 4 hours) before departure.

### Carry-on bags (American Airlines)

#### 1<sup>st</sup> carry-on

Includes purse, briefcase, laptop bag, or similar item that must fit under the seat in front of you.

#### 2<sup>nd</sup> carry-on

Maximum dimensions not to exceed: 22" long x 14" wide x 9" tall (56 x 35 x 23 cm).

\*Offers may vary over time and this offer may not be available in other places where the card is offered. Offer available if you apply here on the day that this email was sent unless an offer expiration date is provided.

Additional Services are subject to credit card approval at time of ticketing. Additional Services may appear on multiple accompanied documents as a matter of reference.

If you have purchased a NON-REFUNDABLE fare, the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. Once canceled, your refund will be processed automatically. Refunds.

Some American Airlines check-in counters do not accept cash as a form of payment. For more information, visit our Airport Information page.

The policy for traveling with Emotional Support and Service animals has changed. Visit Traveling with Service Animals for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

#### NOTICE OF INCORPORATED TERMS OF CONTRACT

Air Transportation, whether it is domestic or international (including domestic portions of international journeys), is subject to the individual terms of the transporting air carriers, which are herein incorporated by reference and made part of the contract of carriage. Other carriers on which you may be ticketed may have different conditions of carriage. International air transportation, including the carrier's liability, may also be governed by applicable tariffs on file with the U.S. and other governments and by the Warsaw Convention, as amended, or by the Montreal Convention. Incorporated terms may include, but are not restricted to: 1. Rules and limits on liability for personal injury or death, 2. Rules and limits on liability for baggage, including fragile or perishable goods, and availability of excess valuation charges, 3. Claim restrictions, including time periods in which passengers must file a claim or bring an action against the air carrier, 4. Rights on the air carrier to change terms of the contract, 5. Rules on reconfirmation of reservations, check-in times and refusal to carry, 6. Rights of the air carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of alternate air carriers or aircraft and rerouting.

You can obtain additional information on items 1 through 6 above at any U.S. location where the transporting air carrier's tickets are sold. You have the right to inspect the full text of each transporting air carrier's terms at its



# Car reservation confirmation

Booking number : 44738418US4

Need to change your reservation? Book a new car »

Book a new car before canceling your old reservation in case availability has changed.

## Pick it up

## Drop it off

## Booking summary

Saturday, June 29, 2024 @ 7:30 PM

Saturday, July 6, 2024 @ 11:30 AM

Manchester-Boston Regional (MHT)

Manchester-Boston Regional (MHT)

Avis

Avis

### Location details

1 Airport Rd  
Manchester, NH 03103

### Location details

1 Airport Rd  
Manchester, NH 03103

Phone: 1 - 6036244000

Phone: 1-6036244000

### Car rental

7 days @ \$445.49 USD

\$63.65 USD/day

Estimated taxes and fees \$153.08 USD

Mileage included Unlimited mileage

Additional mileage charge --

### Rental additions

Car damage protection \$72.00 USD

Total due now \$72.00 USD

Total due at rental counter \$598.57 USD

## Rental car damage protection information



Payment submitted. Purchase amount \$72.00 USD.

Purchase amount will appear as a separate charge from Allianz

### Please note:

- Policy is not valid until your credit card has been approved. You will receive a separate confirmation shortly from Allianz for the rental car protection purchase.
- Within 10 days of purchase, you may cancel coverage and receive a full refund provided you have not yet departed on your trip or filed a claim. Beyond 10 days from purchase, you may cancel coverage prior to the day of departure and receive a full refund provided you have cancelled your car reservation.

For questions, assistance, or to cancel rental Car Damage Protection, please contact Allianz directly at 1-800-628-5404.

## Your selected car

### Compact

Group B - Kia Soul or similar

Passengers: - Luggage: - Avis

## Add-ons

We noticed you did not choose any add-on items, such as a car seat or navigation system. You can still request these items at the rental counter or by calling the rental car company directly.

## Driver information

Driver's name: KARI MADERA  
 Phone number: 1- 5305208062  
 Email address: karimadera@blueoakcharterschool.org  
 Arriving flight #: 5405



PLAN TRAVEL TRAVEL INFORMATION ADVANTAGE®



# Passengers

« New search

## ROUND TRIP

### Sacramento, CA to Manchester, NH

Saturday, June 29, 2024 to Saturday, July 6, 2024

Your trip total  
**\$1,175.20**

Price for all passengers

Price and tax information [\[i\]](#)

Includes taxes and carrier imposed fees

Bag and optional fees [\[i\]](#)

Special offer: Earn up to a \$400 statement credit

Plus, 30,000 bonus miles with this credit card offer.

Terms apply.



Learn more [\[i\]](#)

Pay today:	\$1,175.20
Card statement credit:	- \$400.00
<b>Total after statement credit:</b>	<b>\$775.20</b>

## Passenger details

Enter names as printed on each passenger's government-issued photo ID. TSA Secure Flight rules

We collect your personal data in accordance with applicable laws and regulations. Read how we use and protect your personal information. [American Airlines privacy policy \[i\]](#)

### Passenger 1

( • Required)

# Use caution when packing

Some everyday products, like electronic cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:



Lithium batteries



Explosives



Aerosol



Flammables



Oxidizers



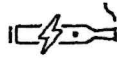
Toxins



Radioactive



Corrosives



E - cigarettes

By clicking Continue, I agree to the above Hazardous materials policy and the liquids, aerosols and gels regulations.

Continue

## Help

- Contact American
- Receipts and refunds
- FAQs
- Agency reference
- Cargo [↗](#)
- Bag and optional fees
- Customer service and contingency plans
- Conditions of carriage

## About American

- About us
- We're hiring! Join our team [↗](#)
- Investor relations [↗](#)
- Newsroom [↗](#)
- Legal, privacy, copyright
- Environmental, social and governance [↗](#)
- Combating human trafficking
- Browser compatibility
- Web accessibility

## Extras

- Business programs
- Gift cards [↗](#)
- American Airlines credit card
- Trip insurance



# Review and pay

« New search

Please follow the instructions from your card issuer in the box below, or close this dialog to use a different form of payment. X

## DEPART

### Sacramento, CA to Manchester, NH

Saturday, June 29, 2024

Flight	Depart	Arrive	Travel time	Class	Seats
<b>464</b> American Airlines	6:00 AM SMF	7:54 AM PHX	1h 54m	Economy	<u>22A</u>
Stop: Phoenix (PHX)					
<b>1093</b> American Airlines	8:36 AM PHX	3:45 PM CLT	4h 9m	Economy	<u>22A</u>
Stop: Charlotte (CLT)					
<b>5405</b> American Airlines Operated by PSA Airlines as American Eagle	4:25 PM CLT	6:42 PM MHT	2h 17m	Economy	<u>17A</u>

## RETURN

### Manchester, NH to Sacramento, CA

Saturday, July 6, 2024



Pay today: \$1,175.20  
 Card statement credit: \$400.00  
 Total after statement credit: **\$775.20**

Special offer: Earn up to a \$400 statement credit



Plus, 30,000 bonus miles with this credit card offer. Terms apply. Learn more



## How would you like to pay for your trip?

Add a travel credit

**Add Flight Credit**

**Add Trip Credit**

### Select a payment option

Credit card



Monthly payments

**affirm** starting at \$107/mo with **affirm**. Learn more

Other forms of payment



Hold



### Fare Rules

- You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. Refund policy [↗](#)
- We may give the government your information to comply with federal security regulations
- Optional service fees include bags, seats and upgrades. Optional service fees [↗](#)

Detailed fare rules [↗](#)



Log in



# Your trip is booked

We'll email your confirmation shortly. Thanks for choosing American Airlines.

## \$1,175.20

Your trip to Manchester, NH

Your trip to Manchester, NH

Record Locator: LKQEBK

Trip name: SMF/MHT

## \$1,175.20

### DEPART

## SMF to MHT

Sat, Jun 29, 2024

6:00 AM → 6:42 PM

Includes travel operated by Psa Airlines As American Eagle

### RETURN

## MHT to SMF

Sat, Jul 6, 2024

1:08 PM → 9:44 PM

Includes travel operated by Piedmont Airlines As American Eagle

View trip details, request upgrades, change seats and more.

[Manage your trip](#)

### Passengers

Kari Madera

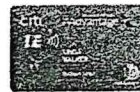
Ticket number: 0012133585724

Status: Ticketed



### Don't leave miles behind

Earn miles from this flight and redeem them for flights, hotels, cars and more.



### Travel with benefits


Get your first checked bag free on domestic American Airlines itineraries with this credit card offer.

[Search hotels](#)



# Offset the footprint of your trip

Through our partnership with Cool Effect, you can make a difference in the fight against climate change.

[Donate now](#) 

## Baggage information


### Checked bags

Online*	1st bag \$35	2nd bag \$45
Airport	1st bag \$40	2nd bag \$45

Maximum dimensions: 62 inches / 158 Centimeters  
Maximum weight: 50 pounds / 23 kilograms

Dimensional size is calculated as follows: (Length + Width + Height)

\*Available beginning 24 hours (and up to 4 hours) before departure.

Other baggage and optional charges 

### Carry-on bags

#### American Airlines (no charge)

##### Personal Item

Includes: purse, briefcase, laptop bag or similar item that must fit under the seat in front of you.

##### Carry-On

Maximum dimensions not to exceed:  
22" long x 14" wide x 9" tall (56 x 35 x 23 cm)

If your flight is operated by a partner airline, see the other airline's website for carry-on and checked bag policies.  
[Other airlines](#)

## Help

[Contact American](#)

[Receipts and refunds](#)

[FAQs](#)

[Agency reference](#)

[Cargo](#) 

[Bag and optional fees](#)

[Customer service and contingency plans](#)

[Conditions of carriage](#)

## About American



# Reserve your car

## Your rental car

### Compact

Group B - Kia Soul or similar



Additional details:

- Automatic
- Air conditioning
- Unlimited mileage



### Pick-up location details

Manchester-Boston Regional (MHT)  
 Saturday, June 29, 2024 @ 7:30 PM  
 Phone: 1-6036244000

Your total price for 7 days

\$598.57

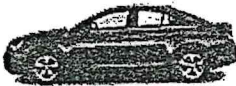
Estimated taxes and fees included

### Drop-off location details

Manchester-Boston Regional (MHT)  
 Saturday, July 6, 2024 @ 11:30 AM  
 Phone: 1-6036244000

## Upgrade your experience

### Midsize



Group C - Toyota Corolla or similar



Additional details:

- Automatic
- Air conditioning
- Unlimited mileage

+ \$3<sup>85</sup> /day

Total: \$631.12

Upgrade

### Standard



Group D - Volkswagen Jetta or similar



Additional details:

- Automatic
- Air conditioning
- Unlimited mileage

+ \$39<sup>08</sup> /day

Total: \$928.41

Upgrade

## Enhance your rental

Protect your smaller, lighter passengers.\*

Stay on track and be prepared.

9015-

City • State • ZIP code • Name on card •

Card type •

Expiration month • Expiration year •

Credit card number •

# Complete your booking

## Rental details

(\* Required)

## Booking summary

### Driver information

First name • Last name •

Primary email • Confirm primary email •

Phone type • Country / region • Area code • Phone number •

### Car rental

7 days @	\$445.49 USD
\$63.65 USD/day	
Estimated taxes and fees	\$153.08 USD
Mileage included	Unlimited mileage
Additional mileage charge	--

### Arriving flight information ⓘ Enter loyalty numbers ⓘ

Arriving flight # Airline AAdvantage # ⓘ Wizard number ⓘ

Reminder: Enter your AAdvantage number and provide it at the rental counter to earn miles for this car.

### Rental additions

Car damage protection	\$72.00 USD
<b>Total due now</b>	<b>\$72.00 USD</b>
<b>Total due at rental counter</b>	<b>\$598.57 USD</b>

By continuing, you agree to the Terms and Conditions ⓘ

# CHICO UNIFIED SCHOOL DISTRICT

## BOND ALLOCATION OPTIONS

**\$239,000,000**

	Less 5.46%	Less 1.25% Bond	
Charter Enrollment		Indirect Cost	Net Bond Dollars
2,366		(2,102,764)	\$35,927,991
CUSD Enrollment	16.11%	Issuance Cost	<b>15.03%</b>
12,317		(481,402)	
<u>14,683</u>			

	Revised <b>Charter</b>
	Net Bond Dollars
Revised <b>CUSD Net</b>	\$35,927,991
Bond Dollars	(\$9,000,000)
Less Fremont Project	(\$1,000,000)
Remaining Bond Dollars	<u>\$26,927,991</u>

	In-District Enrollment	Percentage of Charter Enrollment	35% of Net Bond Dollars
Achieve	180	8.63%	813,261
Blue Oak	204	9.78%	921,696
CCDS	535	25.65%	2,417,194
CORE Butte	617	29.58%	2,787,680
FRCS	108	5.18%	487,957
Inspire	N/A	0.00%	-
Nord	192	9.20%	867,479
Sherwood	104	4.99%	469,884
Wildflower	146	7.00%	659,645
Charter Total	<u>2,086</u>	<u>100.00%</u>	<u>9,424,797</u>

Total Net Bond Dollars	\$ 26,927,991
35% Allocated to All Charters	\$ 9,424,797
Dollars Available for Charter Facility Plans	<u>\$ 17,503,194</u>

Total Dollars	
Allocated to Charter Schools	\$35,927,991
	\$1,000,000
	<u>\$36,927,991</u>
	Ballot Percentage <b>15.45%</b>

## Teacher Remuneration

To address stipend for required summer training when taken online/distance education.

Teachers completing "Art of" summer training will receive the equivalent of one day of stipend for every 8 hours of training. The weekend will be treated the same as a weekday stipend.



CURRENT Payscale

**Administrative/Management Salary Schedule**

To go into effect January 1, 2023

Annual Increase 3% year 1 / 2% years 2-6

Credit up to 3 years given

Steps	Assistant Director	Executive Director
Number of Days:		
190/195/200/205/210/215/220		
Daily Rate:		
1	\$415.08	\$463.95
2	\$427.53	\$473.23
3	\$440.36	\$482.69
4	\$453.57	\$492.35
5	\$467.18	\$502.19
6	\$481.19	\$512.24

Current contract days		
	210	210
Longevity to be determined		
Annual Increase 3%		

<b>Facilities/Safety/Food Services Manager</b>	
12 months / 240 days	
1	\$64,047.27
2	\$65,968.69
3	\$67,947.75
4	\$69,986.18
5	\$72,085.77
6	\$74,248.34

BOCC Approved 12-14-22





**Administrative/Management Salary Schedule Proposal**

*To go into effect April 1, 2024*

Steps	Assistant Director	Executive Director	
	Number of Days:		
190/195/200/205/210/215/220			
Daily Rate:			
1	428.36	478.80	3%
2	436.93	488.38	2%
3	445.67	498.14	2%
4	454.58	508.11	2%
5	463.67	518.27	2%
6	472.94	528.63	2%

Current contract days

210

210

Longevity to be determined

<b>Facilities/Safety/Food Services Manager</b>		
12 months / 240 days		
1	\$65,968.69	3%
2	\$67,947.75	3%
3	\$69,986.18	3%
4	\$72,085.77	3%
5	\$74,248.34	3%
6	\$76,475.79	3%

Board Approval \_\_\_\_\_