

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

Monday, October 8, 2024 4:15 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/87476543382?pwd=oXDK4KrbWPhImOijCKuJp2u3SRbaaQ.1>

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

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 - September 10, 2024

(5min)

2. FINANCIAL REPORTS

- 2.1. Charter Impact Monthly Report (September 2024) Annie Gilbert-Charter Impact
- 2.2. Attendance and Enrollment (15min)
 - 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 (September 2024)
- 2.4. Credit Card Statement (September 2024)

3. BUSINESS

- 3.1. Deep Dive into Budget Discussion/Action (30min)
- 3.2. Update on New School Site Discussion(10 min)
- 3.3. Administrative Pay Scale Review Discussion/Action(20min)
- 3.4. Classroom Accounts Balances Review (Q2) Discussion (10min)
- 3.5. Approval of Grant Application Discussion/Action(10 min)

4. NEXT MEETING - Tuesday November 12, 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 AGENDA
Monday, September 10, 2024 4:15 PM

September 10, 2024 04:15 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85154682868?pwd=vPYazlrcblxlyAJkGvS1NCuOpgzE2K.1>

Meeting ID: 851 5468 2868

Passcode: C3Yrr1

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AGENDA

OPEN SESSION - 4:15 PM

1. OPENING

- 1.1.** Call Meeting to Order 4:25pm by Ryan Sanders
- 1.2.** Roll Call of Committee Members and Establish Quorum

Name	Present	Absent
Ryan Sanders	X	
Kate McDonald	X	
Elizabeth Nail	X	
Susan Domenighini	X	

1.3. Invocation - School Verse Read

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1.5. Agenda Modifications 3.5 Teacher Remuneration tabled for a future meeting TBD as the work on this item is still in progress. No report ready at this time.

1.6. Approve Minutes - August 12, 2024 (5min)
Motion to approve the minutes by Kate McDonald. Second by Elizabeth Nail.

➤ Vote.

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Kate McDonald	X			
Elizabeth Nail	X			
Susan Domenighini	X			

➤ Vote passes.

2. FINANCIAL REPORTS

2.1. Charter Impact Monthly Report (August 2024) Annie Gilbert-Charter Impact

August Highlights -

End of August enrollment 215 (P/Y 234);ADA @ 91% 195,65

Forecast deficit (\$294K) This is based on what we budgeted as expenses, this is including the current staffing that we have and this is including the actual enrollment at the end of August.

Based on current level of spending, cash is forecast to be \$194K at June 30th, 2024 representing 17 days cash on hand.

Compliance & Reporting

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

Revenue per ADA forecast is \$19,221 budgeted \$18,871

Expenses per ADA forecast is \$20,727 budgeted \$18,890

This is just through the first month of school, not a full month. We will see a pattern reveal itself as the months progress.

The ADA cuts 190K from the budget. It also unfortunately impacts funding, SB740 23K less which covers rent and rent costs. The forecast includes \$532,897 in one time funding which is lower than the previous year. This forecast does not include Universal Pre K Funding \$55,978. We have until the end of the year to spend this. There are two

parts to the budget deficit. In reviewing the line items, the unfavorable revenue number is \$240K. Then you look at expenses, you have an additional \$50K trending higher than the budget. When you add those 2 pieces together that gets you at the deficit of \$293K. The main thing is certificated salaries that show a \$79K deficit. A deep review is needed to determine if we have added something to this area in the budget that should not be there. For instance if the budget forecast shows that we're paying the same level of salaries in April, and June as we are in January, February and March. Then that would be something to look at because that could be why we are over budget. Books and supplies are over budget but that is expected at the beginning of the year. Susan and Annie to meet this month to review. Sub agreements are coming in less than what was budgeted because we do not pay these in July and August. Sometimes billing/invoicing are delayed.

Unfortunately, the bigger picture is that the \$50K (\$49,778) deficit is coming from this revised version of the budget. It can change but we see the need to drill down deeper into the details. The driver of this is the reduction in enrollment. The fund balance requirement in California is at least 5% and ours is just below that at 4.8%. We need to be sure to not fall under the threshold. Right now we have 54 days cash on hand. We would have about 17 days cash on hand at year end if the budget stayed the same and there were no changes to enrollment.

Review of check register. We are still awaiting our ERC funding which has not been paid to us yet however, we have been charged a fee for processing. The amount we are waiting for is \$500K. We are not going to include it in the receivables until it actually arrives.

2.2 Attendance and Enrollment

(15min)

We had included a report that had to be removed from the packet as it included student names so my apologies. We will review this next time we meet.

2.1.1. Cash Flow

2.1.2. Balance Sheet Detail

2.1.3. Warrants/Aged Payable

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

2.1.5. Recommend these financial reports go to the board for review.

2.3 Point of Sale Transactions/Check Register (August 2024)

2.4 Credit Card Statement (August 2024)

Elizabeth Nail motion to recommend Charter Impact budget reports to the Charter Council with the exception and stipulation of review of the certified salaries. Kate McDonald seconds.

➤ Vote

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			

➤ Vote passes.

3. BUSINESS

3.1. Accept New Parent Member/s

Discussion/Action (5 min)

Michelle Greene is present and ready to join the committee. She is highly recommended by Susan and Ryan. Susan motions to recommend to the board that they accept Michelle Greene as a new member of the Finance Committee. Ryan seconds the motion.

➤ Vote

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			

➤ Vote passes.

3.2. New Meeting Schedule 2024-25

Discussion/Action (10 min)

3.3. Review of meeting dates. TBD for the month of August 2025. Motion to approve meeting dates by Elizabeth Nail. Second by Ryan Sanders.

➤ Vote

Name	Yes	No	Abstain	Absent
Ryan Sanders	X			
Susan Domenighini	X			
Kate McDonald	X			
Elizabeth Nail	X			

➤ Vote passes.

3.4. Update on New School Site

Discussion(10 min)

Chico Unified has purchased the property for the site of our new school. We are starting to talk about leasing the property. The lease will be at no cost to us for 30-40 years. We can actually start building on the property.

3.5. Proposal of increase to experience credit for Classified Staff

Discussion(15 min)

More research to be done. Classified employees, especially Paraprofessional/ Instructional Aides are given credit upon hire. The credit is only for 3 years. We would like to increase this to 5 years credit upon hire. We struggle with hiring experienced classified staff due to the low starting wage. More information is needed to determine the fiscal impact if any to the existing classified staff. Will table this item for a future date when we have more researched information.

- | | |
|--|--------------------------|
| 3.6. Teacher Remuneration
This item was tabled - more information needed. | Discussion/Action(15min) |
| 3.7. Administrative Pay Scale Review
This item was tabled - more information needed. | Discussion/Action(15min) |

4. NEXT MEETING - Tuesday October 8, 2024

5. ADJOURNMENT 5:18pm

Minutes Taken By: Maggie Buckley



Approved by: _____ Date: _____

Business Checking – XXXXX0889

Search transactions

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

Transactions

 Pending  Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
 Sep 30, 2024	<u>Check 12264</u>	322.82		
 Sep 30, 2024	Stop Pmt Charge Stop Payment Charge	20.00		
 Sep 30, 2024	<u>Check 12280</u>	35.00		
 Sep 30, 2024	<u>Check 12311</u>	155.83		
 Sep 30, 2024	Treasury Mgmt Fee POSITIVE PAY MONTHLY SERVICE CHARGE	50.00		
 Sep 30, 2024	ACH Payment CALPERS 3100	12,258.34		
 Sep 27, 2024	<u>Check 12296</u>	35.00		
 Sep 26, 2024	<u>Check 12309</u>	325.00		
 Sep 26, 2024	<u>Check 12302</u>	4,533.30		
 Sep 26, 2024	<u>Check 12297</u>	1,285.38		
 Sep 26, 2024	<u>Check 12304</u>	6,529.88		
 Sep 26, 2024	<u>Check 12306</u>	45.00		
 Sep 25, 2024	<u>Check 12305</u>	43.30		
 Sep 25, 2024	ACH Payment ASSET FINANCE ACH0925 <i>Copier lease agreement</i>	162.38		
 Sep 25, 2024	ACH Payment BENEFIT RESOURCE BRI XFER <i>PSA</i>	585.00		
 Sep 25, 2024	<u>Check 12310</u>	120.00		
 Sep 24, 2024	<u>Check 12307</u>	869.00		

Sep 24, 2024	<u>Check 12303</u>	285.85
Sep 24, 2024	<u>Check 12315</u>	1,760.70
Sep 24, 2024	ACH Payment BLUE OAK CHARTER EE DIR DEP	119,533.07
Sep 24, 2024	<u>Check 12267</u>	35.00
Sep 24, 2024	<u>Check 12313</u>	40.00
Sep 24, 2024	ACH Payment INOVA PAYROLL OF TAX COL	32,116.79
Sep 24, 2024	<u>Check 12312</u>	1,752.12
Sep 24, 2024	<u>Check 12285</u>	35.00
Sep 24, 2024	<u>Check 12314</u>	1,468.82
Sep 23, 2024	<u>Check 12284</u>	892.94
Sep 23, 2024	<u>Check 12277</u>	295.00
Sep 23, 2024	<u>Check 12292</u>	2,660.00
Sep 23, 2024	<u>Check 12298</u>	600.00
Sep 23, 2024	<u>Check 50012</u>	50.00
Sep 20, 2024	<u>Check 12300</u>	300.00
Sep 20, 2024	POS Purchase AMAZON MKTPL*3P9 AMZN.COM/BILL WA #3136	14.24
Sep 19, 2024	<u>Check 12293</u>	7,508.00
Sep 18, 2024	<u>Check 12291</u>	331.76
Sep 18, 2024	<u>Check 12295</u>	842.10
Sep 18, 2024	<u>Check 12294</u>	471.70
Sep 17, 2024	Stop Pmt Charge Stop Payment Charge	20.00
Sep 17, 2024	<u>Check 12301</u>	1,142.69
Sep 17, 2024	ACH Payment BENEFIT RESOURCE BRI XFER	129.00
Sep 16, 2024	ACH Payment ASSET FINANCE ACH0916 <i>FSA</i> <i>copier lease agreement</i>	324.75

☛ Sep 16, 2024	<u>Check 12281</u>	551.91
☛ Sep 13, 2024	ACH Payment AMEX EPAYMENT ACH PMT	3,940.22
☛ Sep 13, 2024	<u>Check 12287</u>	45.00
☛ Sep 12, 2024	<u>Check 12283</u>	360.00
☛ Sep 11, 2024	ACH Payment BENEFIT RESOURCE BRI XFER	160.00
☛ Sep 11, 2024	<u>Check 12265</u>	600.00
☛ Sep 10, 2024	<u>Check 12288</u>	570.00
☛ Sep 10, 2024	<u>Check 50011</u>	50.00
☛ Sep 10, 2024	<u>Check 12289</u>	1,863.32
☛ Sep 10, 2024	<u>Check 12282</u>	410.53
☛ Sep 10, 2024	<u>Check 12290</u>	1,990.77
☛ Sep 09, 2024	<u>Check 12266</u>	160.00
☛ Sep 09, 2024	ACH Payment BLUE OAK CHARTER EE DIR DEP	29,335.01
☛ Sep 09, 2024	<u>Check 12263</u>	180.97
☛ Sep 09, 2024	<u>Check 12268</u>	1,520.40
☛ Sep 09, 2024	ACH Payment INOVA PAYROLL OF TAX COL	8,262.68
☛ Sep 09, 2024	<u>Check 12278</u>	420.86
☛ Sep 06, 2024	<u>Check 12275</u>	11,111.23
☛ Sep 06, 2024	<u>Check 12274</u>	340.26
☛ Sep 06, 2024	<u>Check 12259</u>	1,552.50
☛ Sep 05, 2024	<u>Check 12261</u>	557.28
☛ Sep 05, 2024	<u>Check 12273</u>	600.00
☛ Sep 05, 2024	<u>Check 12258</u>	19.84
☛ Sep 04, 2024	<u>Check 12269</u>	367.11

• Sep 04, 2024	<u>Check 12272</u>	570.00
• Sep 04, 2024	<u>Check 12276</u>	9.00
• Sep 04, 2024	<u>Check 12257</u>	33,267.00
• Sep 04, 2024	<u>Check 12271</u>	540.47
• Sep 03, 2024	ACH Payment CALPERS 3100	9,949.82
• Sep 03, 2024	<u>Check 12248</u>	87.78
• Sep 03, 2024	<u>Check 12270</u>	55,670.00
• Sep 03, 2024	ACH Payment T-MOBILE PCS SVC 800-937-8997 <i>School cell phone</i>	55.98
• Sep 03, 2024	ACH Payment CALPERS 3100	3,073.30
• Sep 03, 2024	<u>Check 12229</u>	25.00
• Sep 03, 2024	ACH Payment ASSET FINANCE ACH0903 <i>Copier lease agreement</i>	261.97
• Sep 03, 2024	<u>Check 12262</u>	276.70

**Blue BusinessSM Plus Credit Card**BLUE OAK CHARTER SCH
SUSAN DOMENIGHINIClosing Date 09/18/24 Next Closing Date 10/18/24
Account Ending 8-42008

p. 1/7

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

New Balance	\$4,956.95
Minimum Payment Due	\$50.00
Payment Due Date	10/13/24

Membership Rewards[®] Points

Available and Pending as of 08/31/24

143,173For up to date point balance and full program details, visit membershipewards.com**Late Payment Warning:** If we do not receive your Minimum Payment Due by the Payment Due Date of 10/13/24, 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%.**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	16 years	\$11,777
\$192	3 years	\$6,905 (Savings = \$4,872)

Account Summary

Previous Balance	\$4,193.14
Payments/Credits	-\$4,193.14
New Charges	+\$4,956.95
Fees	+\$0.00
Interest Charged	+\$0.00

New Balance	\$4,956.95
Minimum Payment Due	\$50.00

Credit Limit	\$25,000.00
Available Credit	\$20,043.05

Days in Billing Period: 30

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.

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

**Payment Coupon**

Do not staple or use paper clips

**Pay by Computer**americanexpress.com/business**Pay by Phone**

1-800-472-9297

Account Ending 8-42008Enter 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	10/13/24
New Balance	\$4,956.95
Minimum Payment Due	\$50.00

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 000495695000005000 15 H

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

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

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

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

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

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

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

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

Billing Dispute Procedures

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

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

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

In your letter, give us the following information:

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

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

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

You must contact us:

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

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

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

What Will Happen After We Receive Your Letter

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

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

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

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

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

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

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

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

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

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

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

Change of Address, phone number, email

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

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

Pay Your Bill with AutoPay

Deduct your payment from your bank account automatically each month.

- Avoid late fees
- Save time

Visit americanexpress.com/autopay today to enroll.

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

**Blue BusinessSM Plus Credit Card**

BLUE OAK CHARTER SCH
SUSAN DOMENIGHINI
Closing Date 09/18/24

p. 3/7

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

Hearing ImpairedOnline chat at americanexpress.com or use Relay dial 711 and 1-800-521-6121Website: americanexpress.com

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

Payments
PO BOX 60189
CITY OF INDUSTRY
CA
91716-0189

Payments and Credits**Summary**

	Total
Payments	-\$3,940.22
Credits	-\$252.92
Total Payments and Credits	-\$4,193.14

Detail

*Indicates posting date

	Amount
Payments	
09/12/24* ONLINE PAYMENT - THANK YOU	-\$3,940.22
Credits	
09/03/24 LOWE'S	-\$149.34
CHICO CA	
530-895-5130	
09/05/24 O-REPS	-\$103.58
PORT TOWNSEND WA	
0000002770 95926	
COMMERCIAL EQUIP/SUPPLY	

New Charges**Summary**

	Total
Total New Charges	\$4,956.95

Detail

SUSAN DOMENIGHINI
Card Ending 8-42008

	Amount
08/19/24 CHEFSTORE 7565 16231412004	\$141.19
495808 95926	
TOMATO, GRAPE RED FRE	
DRSG, RANCH REF PLST	
CELERY, HEART FRESH R	
08/19/24 AMAZON MARKETPLACE NA PA	\$10.60
MERCHANDISE	
08/20/24 AMAZON MARKETPLACE NA PA	\$142.34
MERCHANDISE	
08/22/24 AMAZON MARKETPLACE NA PA	\$80.82
MERCHANDISE	
08/22/24 BEARING BELT CHAIN CO.	\$114.40
530-343-6025	

S310-

2600-

2600-

5101-

5610-

Continued on reverse

Detail Continued

				Amount
08/23/24	CHEFSTORE 7565 16231412004 162203 95926 CELERY,HEART FRESH R LETTUCE,RMN HEART BA	CHICO	CA	\$37.52
08/23/24	PAYPAL *CREATIVESPI 4029357733	4029357733	AZ	\$31.00
08/24/24	JOANN STORES ONLINE*JOANN.COM 4000 330-735-6576	HUDSON	OH	\$205.74
08/25/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$95.21
08/26/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$9.72
08/27/24	STAMPS.COM 0535013230 95926	855-889-7867	CA	\$19.99
08/27/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$116.72
08/28/24	PAYPAL *CREATIVESPI 4029357733	4029357733	AZ	\$62.00
08/30/24	MERISTEM INC 936200017280629 KATIEP@MERISTEM.PRO	FAIR OAKS	CA	\$400.00
09/01/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$10.38
09/02/24	JACKRABBIT BILLING EDUCATIONAL SERVICE	HUNTERSVILLE	NC	\$89.00
09/03/24	LOWES.COM 800-445-6937	1-800-445-6937	NC	\$896.05
09/05/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$38.95
09/05/24	POSTAL PLUS 930553410008320 CHICO@POSTALPLUS.BIZ	CHICO	CA	\$94.41
09/06/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$63.33
09/06/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$624.29
09/08/24	ZOOM.US 888-799-9666 +18887999666	SAN JOSE	CA	\$10.00
09/11/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$59.96
09/12/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$147.70
09/12/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$72.95
09/12/24	YOUNG, MINNEY & CORR +19166461400	SACRAMENTO	CA	\$75.00
09/12/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$88.01
09/12/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$98.99
09/12/24	AMAZON.COM MERCHANDISE	AMZN.COM/BILL	WA	\$173.59
09/12/24	RMCF SACRAMENTO 000000001 9167612495	SACRAMENTO	CA	\$254.70
09/13/24	AMAZON MARKETPLACE NA PA MERCHANDISE	AMZN.COM/BILL	WA	\$54.10
09/13/24	IN *UPGRADED LIVING 19767 959263	CHICO	CA	\$295.00

Continued on next page



Blue BusinessSM Plus Credit Card
BLUE OAK CHARTER SCH
SUSAN DOMENIGHINI
Closing Date 09/18/24

p. 5/7

Account Ending 8-42008

Detail Continued

					Amount
09/13/24	IN *UPGRADED LIVING 19223 959263	CHICO	CA	5815	\$295.00
09/15/24	AMAZON.COM MERCHANDISE	AMZN.COM/BILL	WA	5802	\$48.29

Fees

					Amount
Total Fees for this Period					\$0.00

Interest Charged

					Amount
Total Interest Charged for this Period					\$0.00

About Trailing Interest

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

2024 Fees and Interest Totals Year-to-Date

	Amount
Total Fees in 2024	\$39.00
Total Interest in 2024	\$198.12

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
Total			\$0.00

(v) Variable Rate



IMPORTANT NOTICES

EFT Error Resolution Notice

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

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

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

Update to your Membership Rewards® Program Benefit

Effective September 10, 2024, a purchase can only earn up to one 2X bonus. Purchases eligible for the amextravel.com 2X bonus will not be eligible to also earn 2X as part of your first \$50,000 in purchases per calendar year. For instance, if you make a single eligible purchase of \$1,000 at amextravel.com and it is within your first \$50,000 in purchases, you will receive a total of 2,000 points, or 2X points per dollar. Purchases eligible for the amextravel.com 2X bonus will not count toward your first \$50,000.

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.



Blue Oak Charter School

Monthly Financial Presentation – September 2024



September Highlights

Highlights

- End of September enrollment 219 (P/Y 234); ADA @ 93% 204.6
- Forecast deficit (\$130K)
- Based on current level of spending, cash is forecast to be \$414K at June 30th, 2024 representing 38 days cash on hand.

Compliance and Reporting

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

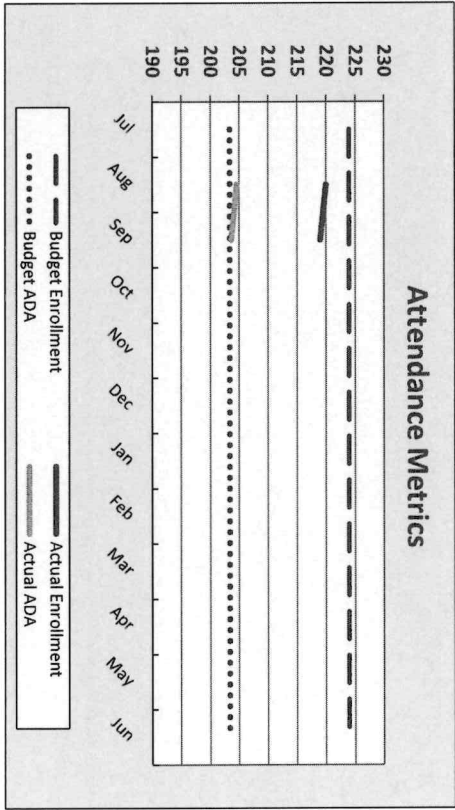
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
Average Enrollment	220	220	224
ADA	204	205	212
Attendance Rate	93.0%	93.0%	90.8%
Unduplicated %	61.7%	61.7%	61.7%
Revenue per ADA		\$19,019	\$18,871
Expenses per ADA		\$19,658	\$18,890

Attendance Metrics



Enrollment 219, down from budget 234.

93% ADA forecast (204) and rolling UPP 61.7%.

Revenue

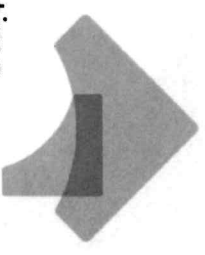
September Updates

- Reduced ADA cuts (\$78K)+ from budget.
- Forecast includes additional \$532K one-time funding, declining in future years. UPK \$55,978

Revenue	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 283,423	\$ 325,899	\$ (42,476)	\$ 2,481,581	\$ 2,559,752	\$ (78,171)
Federal Revenue	94	18,754	(18,660)	209,490	211,322	(1,832)
Other State Revenue	38,232	19,827	18,405	1,115,164	1,133,033	(17,869)
Other Local Revenue	4,405	5,839	(1,434)	85,074	88,238	(3,164)
Total Revenue	\$ 326,154	\$ 370,319	(44,165)	\$ 3,891,308	\$ 3,992,345	\$ (101,037)

Source	Resource	Expiration		FY23-24	FY24-25
ELOP Recurring	2600	Ongoing		308,103	192,007
AMG - Prop 28	6770	3-years		40,905	40,905
FY24 AMG - Prop 28 Award		6/30/2026		40,905	-
FY25 AMG - Prop 28 Award		6/30/2027			40,905
UPK	6053	6/30/2026		-	-
Community Schools Planning (CCSP)	6331	6/30/2024		100,000	85,220
EEBG	6266	6/30/2026		25,446	20,257
AMIMBG	6762	6/30/2026		51,516	51,516
LREBG	7435	6/30/2028		142,992	142,992
TOTAL				668,962	532,897

Expenses



- Salaries over by (\$33k) YTD expected to even out. Overage due to start of year plus one time stipends.
- Nursing +10k from budget; Special Education +4k from budget

Expenses	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Certificated Salaries	\$ 379,519	\$ 278,847	\$ (100,671)	\$ 1,381,486	\$ 1,366,607	\$ (14,879)
Classified Salaries	138,167	120,473	(17,695)	568,335	550,640	(17,695)
Benefits	145,232	134,637	(10,595)	611,588	627,122	15,533
Books and Supplies	52,286	40,213	(12,073)	163,372	160,492	(2,880)
Subagreement Services	21,732	27,485	5,753	155,468	141,418	(14,050)
Operations	63,963	45,782	(18,181)	193,462	186,668	(6,794)
Facilities	169,816	172,057	2,241	685,837	688,228	2,391
Professional Services	38,170	41,580	3,410	262,350	275,340	12,990
Depreciation	-	-	-	-	-	-
Interest	61	-	(61)	61	-	(61)
Total Expenses	\$ 1,008,946	\$ 861,073	\$ (147,873)	\$ 4,021,959	\$ 3,996,514	\$ (25,444)

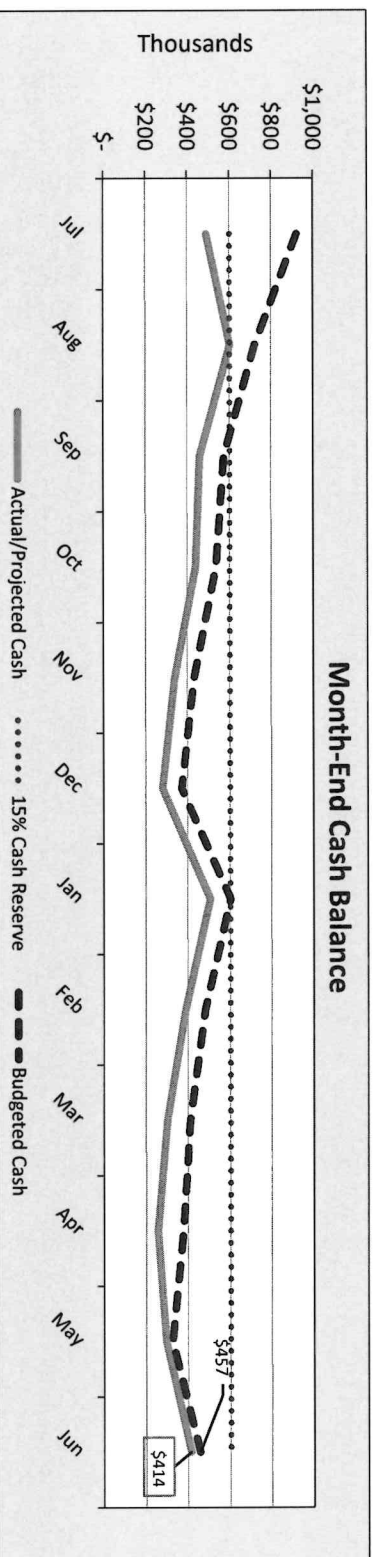
Surplus / (Deficit) & Fund Balance

- Forecast **deficit (\$131K)**.
- Year End Fund balance projected at 8.8%. Min requirement 5%

	Year-to-Date			Annual/Full Year		
	Actual	Budget	Fav/(Unf)	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ (682,792)	\$ (490,754)	\$ (192,038)	\$ (130,651)	\$ (4,169)	\$ (126,482)
Beginning Fund Balance	486,056	486,056		486,056	486,056	
Ending Fund Balance	\$ (196,736)	\$ (4,698)		\$ 355,405	\$ 481,887	
<i>As a % of Annual Expenses</i>	-4.9%	-0.1%		8.8%	12.1%	

Cash Balance

- Current cash \$461K = 55 days Cash on Hand; At June 30th, 38 days cash on hand



Appendices

As of September 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

Statement of Activities

For the period ended September 30, 2024

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Revenues							
State Aid - Revenue Limit							
LCFF State Aid	\$ 75,062	\$ 94,243	\$ (19,181)	\$ 150,124	\$ 188,486	\$ (38,362)	\$ 1,832,412
Education Protection Account	-	10,578	(10,578)	-	10,578	(10,578)	42,313
State Aid - Prior Year	-	-	-	1,772	-	1,772	-
In Lieu of Property Taxes	85,835	84,556	1,279	131,527	126,835	4,692	685,027
Total State Aid - Revenue Limit	160,897	189,378	(28,481)	283,423	325,899	(42,476)	2,559,752
Federal Revenue							
Special Education - Entitlement	-	1,415	(1,415)	-	2,829	(2,829)	27,503
Federal Child Nutrition	-	-	-	-	-	-	110,118
Title I, Part A - Basic Low Income	-	13,980	(13,980)	-	13,980	(13,980)	55,920
Title II, Part A - Teacher Quality	-	1,945	(1,945)	-	1,945	(1,945)	7,781
Title V, Part B - PCSGP	-	-	-	-	-	-	10,000
Prior Year Federal Revenue	94	-	94	94	-	94	-
Total Federal Revenue	94	17,340	(17,246)	94	18,754	(18,660)	211,322
Other State Revenue							
State Special Education	16,725	9,384	7,341	36,448	18,769	17,679	182,466
State Child Nutrition	-	-	-	-	-	-	15,629
School Facilities (SB740)	-	-	-	-	-	-	300,421
Mandated Cost	-	-	-	-	-	-	5,896
State Lottery	-	-	-	-	-	-	52,679
Prior Year Revenue	-	-	-	-	-	-	32,467
Other State Revenue	892	529	363	1,784	1,058	726	543,475
Total Other State Revenue	17,617	9,913	7,704	38,232	19,827	18,405	1,133,033
Other Local Revenue							
Other Fees and Contracts	-	-	-	-	-	-	25,630
School Fundraising	510	2,920	(2,410)	4,405	5,839	(1,434)	62,608
Total Other Local Revenue	510	2,920	(2,410)	4,405	5,839	(1,434)	88,238
Total Revenues	179,118	219,550	(40,432)	326,154	370,319	(44,165)	3,992,345
Expenses							
Certificated Salaries							
Teachers' Salaries	110,714	107,751	(2,963)	284,116	215,501	(68,615)	1,077,507
Teachers' Substitute Hours	18,396	3,102	(15,295)	18,896	6,204	(12,693)	31,019
Teachers' Extra Duty/Stipends	1,135	675	(460)	12,052	1,350	(10,702)	6,750
Pupil Support Salaries	9,622	6,194	(3,428)	15,028	12,389	(2,639)	61,944
Administrators' Salaries	16,475	17,097	621	49,426	43,403	(6,022)	189,386
Total Certificated Salaries	156,343	134,819	(21,524)	379,519	278,847	(100,671)	1,366,607
Classified Salaries							
Instructional Salaries	28,109	11,588	(16,522)	32,761	23,176	(9,586)	115,878
Supervisors' and Administrators' Salaries	16,987	5,662	(11,325)	16,987	16,987	0	67,948
Clerical and Office Staff Salaries	19,658	18,428	(1,230)	54,541	48,436	(6,105)	207,442
Other Classified Salaries	9,446	15,937	6,492	33,878	31,875	(2,004)	159,373
Total Classified Salaries	74,200	51,616	(22,584)	138,167	120,473	(17,695)	550,640
Benefits							
State Teachers' Retirement System, certificated	22,078	25,750	3,673	60,568	53,260	(7,308)	261,022
Public Employees' Retirement System, classified	24,264	14,349	(9,915)	46,910	33,491	(13,418)	153,078
OASDI/Medicare/Alternative, certificated	6,649	3,200	(3,449)	11,687	7,469	(4,218)	34,140
Medicare/Alternative, certificated	3,268	2,703	(565)	7,288	5,790	(1,498)	27,800
Health and Welfare Benefits, certificated	4,232	8,667	4,434	14,534	26,000	11,466	104,000
State Unemployment Insurance, certificated	113	1,012	899	251	3,036	2,785	20,241
Workers' Compensation Insurance, certificated	1,738	2,610	872	3,994	5,590	1,596	26,841
Total Benefits	62,341	58,292	(4,049)	145,232	134,637	(10,595)	627,122

Blue Oak Charter School

Statement of Activities

For the period ended September 30, 2024

	Current Period Actual	Current Period Budget	Current Period Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget
Books & Supplies							
Textbooks and Core Materials	-	2,275	2,275	15,877	4,550	(11,327)	9,100
Books and Reference Materials	-	660	660	2,370	1,980	(390)	3,300
School Supplies	4,053	2,717	(1,337)	13,534	8,150	(5,384)	32,600
Software	268	1,000	732	1,155	3,000	1,845	12,000
Office Expense	1,214	1,325	111	2,766	3,975	1,209	15,900
Business Meals	23	233	210	23	700	677	2,800
School Fundraising Expense	-	317	317	-	950	950	3,800
Noncapitalized Equipment	1,696	2,000	304	1,696	4,000	2,304	10,000
Food Services	12,600	6,454	(6,146)	14,865	12,908	(1,957)	70,992
Total Books & Supplies	19,854	16,980	(2,874)	52,286	40,213	(12,073)	160,492
Subagreement Services							
Nursing	6,530	2,167	(4,363)	6,530	6,500	(30)	26,000
Special Education	13,350	10,238	(3,112)	14,903	20,476	5,574	112,618
Security	300	255	(45)	300	509	209	2,800
Total Subagreement Services	20,180	12,659	(7,521)	21,732	27,485	5,753	141,418
Operations & Housekeeping							
Auto and Travel	870	981	111	1,014	1,961	947	10,786
Dues & Memberships	2,660	753	(1,907)	7,306	2,258	(5,048)	9,031
Insurance	3,328	5,363	2,035	18,840	16,088	(2,752)	64,351
Utilities	14,231	6,842	(7,389)	30,363	20,525	(9,838)	82,100
Janitorial Services	1,764	750	(1,014)	2,686	2,250	(436)	9,000
Communications	1,275	867	(409)	3,350	2,600	(750)	10,400
Postage and Shipping	120	100	(20)	404	100	(304)	1,000
Total Operations & Housekeeping	24,247	15,654	(8,593)	63,963	45,782	(18,181)	186,668
Facilities, Repairs & Other Leases							
Rent	55,670	55,670	-	165,340	167,010	1,670	668,040
Equipment Leases	1,778	1,199	(579)	3,542	3,597	55	14,388
Repairs and Maintenance	934	483	(451)	934	1,450	516	5,800
Total Facilities, Repairs & Other Leases	58,382	57,352	(1,029)	169,816	172,057	2,241	688,228
Professional/Consulting Services							
IT	-	1,608	1,608	1,440	4,825	3,385	19,300
Audit & Taxes	-	-	-	-	-	-	18,500
Legal	325	1,775	1,450	325	5,325	5,000	21,300
Professional Development	319	2,620	2,301	4,524	2,620	(1,904)	26,200
General Consulting	(400)	2,310	2,710	7,150	2,310	(4,840)	23,100
Special Activities/Field Trips	(3,957)	-	3,957	(3,957)	-	3,957	35,900
Bank Charges	90	50	(40)	190	50	(140)	500
Printing	43	-	(43)	43	-	(43)	-
Other Taxes and Fees	574	660	86	1,131	660	(471)	6,600
Payroll Service Fee	854	783	(71)	2,562	2,350	(212)	9,400
Management Fee	6,654	6,270	(384)	19,962	18,811	(1,151)	75,242
District Oversight Fee	1,609	1,894	285	2,817	3,259	442	25,598
SPED Encroachment	242	-	(242)	510	-	(510)	-
Public Relations/Recruitment	652	1,370	718	1,472	1,370	(102)	13,700
Total Professional/Consulting Services	7,005	19,341	12,335	38,170	41,579	3,410	275,340
Interest							
Interest Expense	-	-	-	61	-	(61)	-
Total Interest	-	-	-	61	-	(61)	-
Total Expenses	422,552	366,713	(55,839)	1,008,946	861,073	(147,873)	3,996,514
Change in Net Assets	(243,434)	(147,162)	(96,272)	(682,792)	(490,754)	(192,038)	(4,169)
Net Assets, Beginning of Period	46,698			486,056			
Net Assets, End of Period	\$ (196,736)			\$ (196,736)			

Blue Oak Charter School
Statement of Financial Position
September 30, 2024

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 461,059	\$ 771,546	\$ (310,487)	-40%
Accounts Receivable	28,543	28,543	-	0%
Public Funding Receivables	112,371	720,453	(608,082)	-84%
Prepaid Expenses	67,419	68,963	(1,544)	-2%
Total Current Assets	669,391	1,589,504	(920,113)	-58%
Long-Term Assets				
Deposits	28,000	28,000	-	0%
Leased Asset	2,957,311	2,957,311	-	0%
Total Long Term Assets	2,985,311	2,985,311	-	0%
Total Assets	\$ 3,654,702	\$ 4,574,815	\$ (920,113)	-20%
Liabilities				
Current Liabilities				
Accounts Payable	\$ -	\$ 58,634	\$ (58,634)	-100%
Accrued Liabilities	108,169	336,913	(228,745)	-68%
Deferred Revenue	697,366	647,308	50,058	8%
Other Current Liabilities	491,281	491,281	-	0%
Total Current Liabilities	1,296,815	1,534,136	(237,321)	-15%
Long-Term Liabilities				
Other Long-Term Liabilities	2,554,623	2,554,623	-	0%
Total Long-Term Liabilities	2,554,623	2,554,623	-	0%
Total Liabilities	3,851,438	4,088,759	(237,321)	-6%
Total Net Assets	(196,736)	486,056	(682,792)	-140%
Total Liabilities and Net Assets	\$ 3,654,702	\$ 4,574,815	\$ (920,113)	-20%

Blue Oak Charter School

Statement of Cash Flows

For the period ended September 30, 2024

###

	Month Ended 09/30/24	YTD Ended 09/30/24
Cash Flows from Operating Activities		
Change in Net Assets	\$ (243,434)	\$ (682,792)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	42,280	608,082
Prepaid Expenses	(1,915)	1,544
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	-	(58,634)
Accrued Expenses	45,831	(228,745)
Deferred Revenue	15,351	50,058
Total Cash Flows from Operating Activities	(141,887)	(310,487)
Change in Cash & Cash Equivalents	(141,887)	(310,487)
Cash & Cash Equivalents, Beginning of Period	602,946	771,546
Cash and Cash Equivalents, End of Period	\$ 461,059	\$ 461,059

Blue Oak Charter School

Check Register

For the period ended September 30, 2024

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
12280	Abigail Segobia	Fingerprinting - 07/31/24	9/5/2024	\$ 35.00
12281	Brown Sheep Co	School Supplies	9/5/2024	551.91
12282	Granite Data Solutions	Monitor (2)	9/5/2024	410.53
12283	Jessee Heating & Air Conditioning	Maintenance Svcs - 08/20/24	9/5/2024	360.00
12284	Kari Madera	Reimb Mileage 7/7,7/11,7/22 Meals 7/5,7/7 Parking 6/29/24	9/5/2024	892.94
12285	Kathleen Oman	Fingerprinting - 08/07/24	9/5/2024	35.00
12286	Marlena Moreno	Fingerprinting - 08/24/24	9/5/2024	62.68
12287	Michelle Breeze	Fingerprinting - 08/02/24	9/5/2024	45.00
12288	North State Parent	Advertising Svcs	9/5/2024	570.00
12289	The Danielsen Company	Food Svcs	9/5/2024	1,863.32
12290	US Foods, Inc.	Food Svcs	9/5/2024	1,990.77
12291	Advanced Document Concepts for Business	Copier Lease - 08/01/24 - 08/31/24	9/13/2024	331.76
12292	Alliance for Public Waldorf Education	Membership Dues 2024/25	9/13/2024	2,660.00
12293	Charter Impact	Payroll Svcs & Business Mgmt- 08/24	9/13/2024	7,508.00
12294	City of Chico	Utility Svcs - 07/29/24 - 08/28/24	9/13/2024	471.70
12295	Cornell Distributing	Food Svcs - 08/02, 8/16, 8/23, 8/27, 8/30	9/13/2024	842.10
12296	Cristina Solis-Herrera	Fingerprinting - 07/30/24	9/13/2024	35.00
12297	Granite Data Solutions	Precision 3591 Contract (1)	9/13/2024	1,285.38
12298	Nourish Partners	Consulting Fee - FY 24-25	9/13/2024	600.00
12299	Philadelphia Insurance Companies	Specialty & Training - 07/31/24 - 06/30/25	9/13/2024	3,327.90
12300	Sinkie's Heating & Cooling	Maintenance Svcs - 08/19/24	9/13/2024	300.00
12301	The Danielsen Company	Food Svcs	9/13/2024	1,142.69
12302	Advantage Therapy Services Inc	SpEd Svcs - 08/19/24 - 08/29/24	9/18/2024	4,533.30
12303	Buck Ernest	Reimb Maintenace 8/18-9/11 Cleaning Svcs Landfill 8/18-9/11	9/18/2024	285.85
12304	Chico Country Day School	Nursing Costs - 09/24	9/18/2024	6,529.88
12305	Creative Composition, Inc.	Printing Svcs (250) - Business Cards	9/18/2024	43.30
12306	Dustin Foster	Live Scan - 08/28/24	9/18/2024	45.00
12307	Employers Preferred Ins. Co	Workers Compensation Ins	9/18/2024	869.00
12308	Jolynn Aanenson	SpEd Svcs	9/18/2024	3,000.00
12309	Law Offices of Young, Minney & Corr, LLP	Legal Svcs - 08/08/24 - 08/12/24	9/18/2024	325.00
12310	Meristem Inc	Move Conference - BnB Rental	9/18/2024	120.00
12311	ODP Business Solutions LLC	Office Supplies	9/18/2024	155.83
12312	Recology Butte Colusa Counties	Janitorial Svcs -07/01/24 - 07/31/24, 08/01/24 - 08/31/24	9/18/2024	1,752.12
12313	Tahoe Pure Water Co	Office Water	9/18/2024	40.00
12314	The Danielsen Company	Food Svcs	9/18/2024	1,468.82
12315	US Foods, Inc.	Food Svcs	9/18/2024	1,760.70
12316	Advanced Document Concepts for Business	Copier Lease - 07/01/24 - 07/31/24	9/27/2024	37.09
12317	Advantage Therapy Services Inc	SpEd Svcs - 08/31/24 - 09/13/24	9/27/2024	5,816.70
12318	Anthem Blue Cross	Health Ins - 10/01/24 - 11/01/24	9/27/2024	11,478.00
12319	AT&T	Communication Svcs - 09/15/24 - 10/14/24	9/27/2024	696.60
12320	Blue Shield of California	Health Ins - 10/01/24 - 10/31/24	9/27/2024	270.70
12321	Brown Sheep Co	School Supplies	9/27/2024	81.08
Voided-12322	VOID	VOID	9/27/2024	VOID
12323	Comcast	Communication Svcs - 09/12/24 - 10/11/24	9/27/2024	332.82
12324	Cool School Studios	School Supplies	9/27/2024	32.14
12325	Dustin Foster	Livescan & CPR Reimb - 08/28/24	9/27/2024	75.00
12326	Employers Preferred Ins. Co	Workers Compensation Ins	9/27/2024	869.00
12327	J C Nelson Supply Co	Janitorial Supplies	9/27/2024	225.99
12328	Leen-Liberty Park	Rent - 10/24	9/27/2024	55,670.00
12329	Mercurius Art Makes Sense	School Supplies	9/27/2024	456.72
12330	PG&E	Utility Svcs - 07/11/24 - 08/08/24	9/27/2024	13,758.96
12331	Riverside Insights	School Supplies	9/27/2024	338.58
12332	The Danielsen Company	Food Svcs	9/27/2024	1,207.44
12333	US Foods, Inc.	Food Svcs	9/27/2024	2,531.37

Blue Oak Charter School

Check Register

For the period ended September 30, 2024

Check Number	Vendor Name	Transaction Description	Check Date	Check Amount
12334	Certified/Fortress Security & Fire Systems	Security Svcs 4/1/24-6/30/24, 7/1/24-9/30/24, 10/01/24-12/31/24	9/30/2024	960.00
Voided-12232	VOID	VOID	9/17/2024	VOID
ACH	T-Mobile	Communication Svcs - 07/10/24 - 08/09/24	9/3/2024	55.98
ACH	Macquarie Equipment Capital Inc.	Copier Lease	9/3/2024	261.97
ACH	CalPERS	PERS 07/24	9/3/2024	3,073.30
ACH	CalPERS	PERS 07/24	9/3/2024	9,949.82
ACH	Inova	State Tax Payment PPE091024, Federal Tax Payment PPE091024	9/9/2024	8,262.68
ACH	Benefit Resource, Inc	Benefit Resource	9/11/2024	160.00
ACH	American Express	CC Pmt 09/13/24	9/13/2024	3,940.22
ACH	Macquarie Equipment Capital Inc.	Copier Lease	9/16/2024	324.75
ACH	Golden Valley Bank	Bank Fee - Stop Payment Fee	9/17/2024	20.00
ACH	Inova	Federal Tax Payment PPE092524, State Tax Payment PPE092524	9/24/2024	32,116.79
ACH	Benefit Resource, Inc	Benefit Resource	9/25/2024	585.00
ACH	CalPERS	PERS 08/24	9/30/2024	12,258.34
ACH	Golden Valley Bank	Bank Fee - Stop Payment Fee	9/30/2024	20.00
ACH	Golden Valley Bank	Bank Fee - Positive Pay Charge	9/30/2024	50.00

Total Disbursements Issued in September \$ 212,167.52

Blue Oak Charter School

Accounts Payable Aging

September 30, 2024

[illegible]

Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
DATA TEAM	Oct-02	California Basic Educational Data System (CBEDS) Information Day - The first Wed in Oct is CBEDS Information Day, used to collect information on student and staff demographics. Schools must complete the School Information Form (SIF). The SIF is used to report the count of classified staff, kindergarten program type, educational calendars, work visa applications, multilingual instructional programs, and languages of instruction. Data is due to CDE on October 31st .	Client	No	No	http://www.cde.ca.gov/ds/dc/cbl/
FINANCE	Oct-11	Federal Stimulus Reporting - Local educational agencies (LEAs) are required to report to the California Department of Education (CDE) on funds received through the CARES Act, the CRBSA Act, and the ARP, including ESSER I, GEER I, ESSER II, ESSER III and ELO-G.	Charter Impact	No	No	https://www.cde.ca.gov/fg/cfr/reporting.asp
FINANCE	Oct-20	ADA Report #1 - EDCOE SELPA requires the reporting of Enrollment/ADA 3 times a year for their planning and to better assist their charter members.	Charter Impact	No	No	http://charteriselpa.org/fiscal/
DATA TEAM	Oct-31	CBEDS-01A - Collection of FTE of classified staff, estimated teacher hires, Kindergarten program types, H-1B work visa application, education calendar, multilingual instructional programs, languages of instruction and district of choice transfer	Client	No	No	https://www.cde.ca.gov/ds/dc/cb/
FINANCE	Oct-31	Expanded Learning Opportunities Program Expenditure Report - Reporting due October 31 for 2021-22 and 2022-23 grant final expenditures through September 30, 2024. CDE shall initiate collection of any unexpended funds.	Charter Impact	No	No	http://www2.cde.ca.gov/elod
FINANCE	Oct-31	Federal Cash Management - Period 2 - Charter schools that are awarded a grant under any of these programs: Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; and Title III Immigrant programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter. CDE will apportion funds to LEAs whose cash	Charter Impact	No	No	http://www.cde.ca.gov/fg/aa/cml/
FINANCE	Oct-31	ASES -1st Quarter Expenditure Report - The ASES Program funds the establishment of local after school education and enrichment programs. These programs are created through partnerships between schools and local community resources to provide literacy, academic enrichment and safe constructive alternatives for students in kindergarten through ninth grade	Charter Impact or After School Provider	No	No	http://www.cde.ca.gov/fg/aa/as/
FINANCE	Oct-31	Collect National School Lunch Program (NSLP) applications - Schools must collect or receive National School Lunch Program (NSLP) applications by October 31. Schools may process those applications after October 31, and if students are found to be eligible for free or reduced-price meals (FRPMs), those schools may update FRPM program records for eligible	Client	No	No	https://www.cde.ca.gov/fg/aa/pa/cslun
DATA TEAM	Oct-31	Complete 20-Day Attendance Report - Charter schools in their first year of operation that begin instruction by September 30th, and continuing charter schools that are expanding by adding one or more grade levels, may apply for a special advance on their funding for LCFF State Aid and EPA State Aid. The special advance is based on actual ADA and pupil demographic	Client	No	Yes	https://www.cde.ca.gov/fg/aa/pa/cslun ding.asp?tabsection=2
FINANCE	Oct-31	Reporting Interest Earned on Federal Funds CDE federal program grantees are required to report and remit interest earned on advances to the CDE at least quarterly. Although grantees are allowed to keep interest amounts up to \$500 per year for administrative purposes, the \$500 is in total for all federal programs, not for each federal program.	Charter Impact with Client support	No	No	https://www.cde.ca.gov/fg/aa/collntfedf unds-calculating.asp
DATA TEAM	Oct-31	Collect Alternative Income Forms from Families Alternative income forms can be used in place of, or in conjunction with, federal meal applications to determine students whose household income meets FRPM eligibility levels. Determination is required to calculate UPC (Unduplicated Pupil Count) for Supplemental and Concentration funding, as well as other state grants.	Client	No	No	https://www.cde.ca.gov/fg/aa/pa/atinc omeforms.asp
FINANCE	Nov-13	School-Based Medi-Cal Administrative Activities (SMAA) - All charter schools participating in the SMAA program are required to participate in this reporting. The SMAA program reimburse schools for the federal share (50%) of the certain	Client with Charter Impact	No	No	https://www.dhcs.ca.gov/procgovpact/P ages/SMAA
DATA TEAM	Nov-15	Complete Nutrition Verification process (requirement of School Nutrition Program) - Verification is the annual, mandatory process that confirms the eligibility of a sample of completed household meal eligibility applications in the National School Lunch and School Breakfast Programs. Each LEA must select and verify a sample of applications approved for free and reduced-price meal benefits. The required sample size of applications to be verified is based on the number of approved	Client	No	Yes	https://www.cde.ca.gov/fg/aa/pa/atlnc ationreport.asp
FINANCE	Nov-15	Review and/or Update Non-Profit IRS Form 990 Policies - although not required, it is recommended to review these policies annually. The IRS Form 990 is the annual information return filed by most non-profit charter schools. The IRS Form 990 includes a Governance, Management and Disclosure section. Charter Schools are required to disclose the following policies: Conflict of Interest Policy, Whistleblower Policy, Document Retention and Destruction Policy, Expense Reimbursement Policy, Gift Receiving Policy, and Compensation Approval Policy. A Form 990 must be filed by the 15th day of the 5th month after the close of the NPO's fiscal year. Most schools extend this deadline to the following May 15th.	Client	Yes	No	http://www.publiccounsel.org/useful_in aletteris216-0025.

Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Nov-30	Universal Prekindergarten (UPK) Planning and Implementation Grant Expenditure report #3 - Report #5 for resource code 6053 due date November 30, 2024 - Expenditure reports for the reporting period of May 1, 2024, to October 31, 2024. If your LEA or CDE missed the reporting window for previous reports, or needs to submit a revision, please use the same link below to submit a separate report at this time. Charter schools that have informed the CDE of their intent to return these funds are not required to submit this report. If the LEA has spent all UPK P&I grant funds, they are not required to submit any further expenditure reports. Additional information: https://www.cde.ca.gov/ci/gs/em/upkpi.asp	Charter Impact with Client support	No	No	https://www.cde.ca.gov/ci/gs/em/kinderfaq.asp
FINANCE	Set by Authorizer (by Dec 15)	1st Interim Financial Report - Local educational agencies (LEAs) are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report for the period ending October 31 is due by the date set by the charter authorizer (no later than December 15th). CALPADS - Fall 1 Certification deadline - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 1 data within CALPADS, which can impact a number of things, including LCFF funding, reclassified fluent-English proficient (RFEPP)	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/fin/interimstatus.asp
DATA TEAM	Dec-13	CALPADS - Fall 1 Certification deadline - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 1 data within CALPADS, which can impact a number of things, including LCFF funding, reclassified fluent-English proficient (RFEPP)	Charter Impact with Client support	No	No	https://www.cde.ca.gov/ds/sp/ci/ircalendat.asp
FINANCE	Dec-15	Annual Audit Review and Board Approval - Charter Schools are required to submit an independent audit report to the CDE, the State Controller's Office (SCO), the local County Superintendent of Schools, and, if applicable, the chartering entity, by the date set by the charter authorizer (no later than December 15th). LREBG Interim Expenditure Reporting - LEAs receiving LREBG apportionments are required to report interim expenditures of those apportioned funds by December 15, 2024. The LREBG Interim Expenditure Report will be completed and submitted through the CDE's Grant Management and Reporting Tool (GMART). Please see the CDE GMART Instructions web page for more information on how to complete, submit, and export the Interim Expenditure Report.	Client with Charter Impact	Yes	No	https://www.cde.ca.gov/fg/au/ag/submitauditrpt.asp
FINANCE	Dec-15	LREBG Interim Expenditure Reporting - LEAs receiving LREBG apportionments are required to report interim expenditures of those apportioned funds by December 15, 2024. The LREBG Interim Expenditure Report will be completed and submitted through the CDE's Grant Management and Reporting Tool (GMART). Please see the CDE GMART Instructions web page for more information on how to complete, submit, and export the Interim Expenditure Report.	Charter Impact with Client support	No	No	https://www.cde.ca.gov/fg/aa/ca/lebgpgrminfo.asp

Salary based on 12 months / 240 days
Annual 3% increase

The current pay scale copied below was used to review and compare current salaries in Northern California with similar demographics to develop a payscale that is competitive and sustainable for Blue Oak School.

The committee obtained pay scales for Executive Directors and Management Positions in our own district and multiple surrounding counties. Obtaining local data proved to be quite difficult. The following schools were contacted however declined sharing Administrative salaries.

Core, Achieve, Children's Community Charter, Wildflower, Stream, and Hearthstone, various reasons were given. We enlisted the help of Jim at Charter Impact to provide Executive Director Compensation Comparison data from a wide demographic of schools in California. Attached are the salary scales from Chico Unified School District, Butte County Office of Education, Chico Country Day School, Glenn Co. Office of Education, Tehama Co. Department of Education and the Compensation Comparison from Charter Impact.

It was determined that the current salary of the Facility/Safety Manager position will remain the same with an annual 3% increase. The committee recommends annual reviews as additional adjustments to this part of the pay scale may be necessary as the needs of the school change.

Additional work will also be necessary as we move forward with planning for the future of the school and the Executive Director and Assistant Director positions. We anticipate that the salary review process will be ongoing, as annual job descriptions are reviewed, updated and the administrative design shifts to adapt to future school needs. We recommend a 3% overall increase to the Executive Director/Assistant Directors current pay scale. Doing this will assure that we are in a competitive salary range for small to mid sized charter schools with similar demographics.

CURRENT PAY SCALE 2022-23		
Years	Assistant Director	Executive Director
1	415.08	463.95
2	427.53	477.87
3	440.36	492.20
4	453.57	506.97
5	467.18	522.18
6	481.19	537.85
10	495.63	553.98
15	510.50	570.60
20	525.81	587.72



BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

ADMINISTRATIVE/MANAGEMENT SALARY SCHEDULE PROPOSAL Effective July 1, 2023

Years	Assistant Director	Executive Director
1	427.53	477.87
2	440.36	492.20
3	453.57	506.97
4	467.18	522.18
5	481.19	537.85
6	495.63	553.98
10	510.50	570.60
15	525.81	587.72

Salary based on 190/195/200/205/210/215/220 days

3% increase years 1 - 6, 10, 15 and 20

Credit of up to years for previous experience

Masters Stipend \$1,250 per year

	Facility/Safety Manager
Steps	
1	\$64,047.27
2	\$65,968.69
3	\$67,947.75
4	\$69,986.18
5	\$72,085.77
10	\$74,248.34
15	\$76,475.79
20	\$78,770.06



K-8 WALDORF-METHODS PUBLIC CHARTER SCHOOL

Administrative/Management Salary Schedule Proposal

To go into effect

August 1, 2024

Steps

Assistant Director	Executive Director
Number of Days:	
190/195/200/205/210/215/220	
Daily Rate:	
1	427.53
2	436.08
3	444.80
4	453.70
5	462.77
6	472.03
7	481.47
8	491.10

Current		1.03 yr. 1 / 1.02 yrs 2-8		Current		
2023		2024 Aug		2023		
Assist.Dir				Director		
1	\$415.08	1.03%	\$427.53	463.95	1.03%	\$477.87
2	\$427.53	1.02%	\$436.08	477.87	1.02%	\$487.43
3	\$440.36	1.02%	\$444.80	492.21	1.02%	\$497.17
4	\$453.57	1.02%	\$453.70	506.97	1.02%	\$507.12
5	\$467.18	1.02%	\$462.77	522.18	1.02%	\$517.26
6	\$481.19	1.02%	\$472.03	537.85	1.02%	\$527.61
7		1.02%	\$481.47		1.02%	\$538.16
8		1.02%	\$491.10		1.02%	\$548.92

current pay scale was based on yearly 3% increase
proposed pay scale is based on 3% 1st yr. 2% yrs 2-8

Current contract days -240
Longevity to be determined

Facilities/Safety/Food Services Manager	
12 months / 240 days	
1	\$65,968.69
2	\$67,288.06
3	\$68,633.82
4	\$70,006.50
5	\$71,406.63
6	\$72,834.76
7	\$74,291.45
8	\$75,777.28

Board Approval Date:

Current		1.03 yr. 1 / 1.02 yrs 2-8	
2023			
Manager			
1	\$64,047.27	1.03%	\$65,968.69
2	\$65,968.69	1.02%	\$67,288.06
3	\$67,947.75	1.02%	\$68,633.82
4	\$69,986.18	1.02%	\$70,006.50
5	\$72,085.77	1.02%	\$71,406.63
6	\$74,248.34	1.02%	\$72,834.76
7		1.02%	\$74,291.46
8		1.02%	\$75,777.29

Blue Oak Charter School

Statement of Activity by Class

July 1 - October 7, 2024

	89- Student Council	91- Classroom	2nd Jones- 2027	3rd Meier- 2026	4th Bryan- 2024	5th McDonald- 2020	6th Nystrom- 2019	7th S.Lee 2026	8th Madera- 2022	Handwork 1	Handwork 2	K - Grant
Revenue												
8685 School Site Fundraising	122.64		2,378.37	411.85	2,640.87	7,155.90	705.39	3,854.28	2,044.35	1,280.00	1,037.76	4,076.94
Total Revenue	\$ 122.64	\$ 0.00	\$ 2,378.37	\$ 411.85	\$ 2,640.87	\$ 7,155.90	\$ 705.39	\$ 3,854.28	\$ 2,044.35	\$ 1,280.00	\$ 1,037.76	\$ 4,076.94
Gross Profit	\$ 122.64	\$ 0.00	\$ 2,378.37	\$ 411.85	\$ 2,640.87	\$ 7,155.90	\$ 705.39	\$ 3,854.28	\$ 2,044.35	\$ 1,280.00	\$ 1,037.76	\$ 4,076.94
Expenditures												
4300 Materials & Supplies												68.27
Total Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 632.99	\$ 0.00	\$ 68.27
Net Operating Revenue	\$ 122.64	\$ 0.00	\$ 2,378.37	\$ 411.85	\$ 2,640.87	\$ 7,155.90	\$ 705.39	\$ 3,854.28	\$ 2,044.35	\$ 647.01	\$ 1,037.76	\$ 4,008.67
Net Revenue	\$ 122.64	\$ 0.00	\$ 2,378.37	\$ 411.85	\$ 2,640.87	\$ 7,155.90	\$ 705.39	\$ 3,854.28	\$ 2,044.35	\$ 647.01	\$ 1,037.76	\$ 4,008.67

92-

Raley's 93-BO

Kindergar Music/Ba Music/Stri Total 91- Garden Grant Garden

K- Moss ten Food nd ngs Classroom Fund TOTAL

984.15	2,000.00	0.00	2,991.38	31,561.24	368.70	231.60	60,210.39
\$ 984.15	\$ 2,000.00	\$ 0.00	\$ 2,991.38	\$ 31,561.24	\$ 368.70	\$ 231.60	\$ 60,210.39
\$ 984.15	\$ 2,000.00	\$ 0.00	\$ 2,991.38	\$ 31,561.24	\$ 368.70	\$ 231.60	\$ 60,210.39

19.51 720.77 720.77

\$ 19.51	\$ 0.00	\$ 0.00	\$ 0.00	\$ 720.77	\$ 0.00	\$ 0.00	\$ 720.77
\$ 964.64	\$ 2,000.00	\$ 0.00	\$ 2,991.38	\$ 30,840.47	\$ 368.70	\$ 231.60	\$ 59,489.62
\$ 964.64	\$ 2,000.00	\$ 0.00	\$ 2,991.38	\$ 30,840.47	\$ 368.70	\$ 231.60	\$ 59,489.62