

Blue Oak Charter School
450 W. East Avenue, Chico, CA 95926
CHARTER COUNCIL
REGULAR MEETING
Zoom Meeting
<https://bcoe.zoom.us/j/97791455610>
Meeting ID: 977 9145 5610

Tuesday, April 21, 2020 - 6 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.

LCAP Goal Summary: Build the parent community, support success for all students, and prepare students for high school

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

All times noted on the agenda are approximate and listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

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

AGENDA

OPEN SESSION - 6 PM

1. OPENING - 5 Minutes

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

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

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

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

2. CONSENT AGENDA - 10 Minutes

- 2.1. Approve Minutes from March 24, 2020
- 2.2. Charter Impact Monthly Report
 - 2.2.1. Attendance and Enrollment
 - 2.2.2. Cash Flow

Jim Weber, Charter

- 2.2.3. Balance Sheet Detail
- 2.2.4. Warrants/Aged Payable
- 2.2.5. Point of Sale Transactions/Check Register
- 2.2.6. Actual to Budget Summary (*part of the Financial Forecast in the Charter Impact Report*)
- 2.3. Tax Return

3. GOVERNANCE - 15 minutes

- 3.1. Finance Committee Chelsea Parker, Finance Chair
 - 3.1.1. Parent Member Nomination, Frankie Boisseree
- 3.2. Policy Review
 - 3.2.1. Charter Council Bylaws
- 3.3. Charter Council Elections

4. FACULTY

- 4.1. Grade Level Report

5. ADMINISTRATION - 30 Minutes

- 5.1. Executive Director's Report Susan Domenighini, Executive Director
 - 5.1.1. Strategic Plan
 - 5.1.2. COVID 19
 - 5.1.3. Local Control Accountability Plan (LCAP)
 - 5.1.4. FEMA
 - 5.1.5. SBA Loan
 - 5.1.6. State Funding
 - 5.1.7. SB 740 reduction
- 5.2. Approve employment for Certificated Employees for 2020-2021

6. NEXT MEETING - Tuesday, May 19, 2020

ADJOURNMENT

Blue Oak Charter School
450 W. East Avenue, Chico, CA 95926
CHARTER COUNCIL
REGULAR MEETING
Band Room / Meeting Room; Zoom Meeting

MINUTES

Tuesday, March 24, 2020 at 6 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.

LCAP Goal Summary: Build the parent community, support success for all students, and prepare students for high school

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AGENDA

OPEN SESSION - 6 PM

1. OPENING - 5 Minutes

1.1. Call Meeting to Order

- Chelsea Parker called the meeting to order at 6:06PM

1.2. Roll Call of Council Members and Establish Quorum

- Present: Chelsea Parker, Trisha Atehortua, Laura Swanson, Vicki Wonacott, Laurel Hill-Ward
- Absent: Monica McDaniel

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, Love of life itself. Let us remember that as many hands build a house, So many hearts build a school.”

- Chelsea Parker read the school verse.

1.4. Agenda Modifications

- No modification.

1.5. Audience to Address the Council

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

- No audience requests.

2. **CONSENT AGENDA - 10 Minutes**

2.1. **Approve Minutes from February 18, 2020 and March 18, 2020**

2.2. **Charter Impact Monthly Report** **Jim Weber, Charter Impact**

2.2.1. **Attendance and Enrollment**

2.2.2. **Cash Flow**

2.2.3. **Balance Sheet Detail**

2.2.4. **Warrants/Aged Payable**

2.2.5. **Point of Sale Transactions/Check Register**

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

2.3. **Approval of Engagement Letter for Audit Services**

2.4. **Hiring**

2.4.1. **School Counselor, Emma Todd**

- Vicki Wonacott made a motion to approve the consent agenda. Trisha Atehortua seconds.
- No discussion
- Vote

Name	Yes	No	Abstain	Absent
Monica McDaniel				X
Chelsea Parker	X			
Trisha Atehortua	X			
Laura Swanson	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			

- Vote passes.

3. **GOVERNANCE - 15 minutes**

3.1. **Finance Committee**

Chelsea Parker, Finance Chair

- Chelsea Parker reviewed the work the finance committee has been doing regarding the strategic plan.

3.2. **Policy Review**

3.2.1. **Tobacco Policy**

- This is a second read of the tobacco policy.
- Vicki Wonacott made a motion to approve the tobacco policy. Laurel Hill-Ward seconds.
- No further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Monica McDaniel				X
Chelsea Parker	X			
Trisha Atehortua	X			

Laura Swanson	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			

- Vote passes.

3.3. Appoint Committee for Executive Director review

- The need for two volunteers from the Charter Council to serve as the committee for the executive director review was discussed. Laurel Hill-Ward and Laura Swanson both volunteered.
- Chelsea Parker made a motion to nominate and approve Laurel Hill-Ward and Laura Swanson as the committee for the executive directors review. Trisha Atehortua seconds.
- No further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Monica McDaniel				X
Chelsea Parker	X			
Trisha Atehortua	X			
Laura Swanson	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			

- Vote passes.

3.4. Approve Employment for Management Employees for 2020-2021

3.4.1. Susan Domenighini, Executive Director

3.4.2. Rachel Ceja, SPED Director, Assistant School Director

3.4.3. Buck Ernest, Campus Manager

- Management employees were discussed.
- Monica McDaniel arrived at 6:21PM.
- Laurel Hill-Ward made a motion to approve the employment for management employees for 2020-2021. Vicki Wonacott seconds.
- No further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Chelsea Parker	X			
Trisha Atehortua	X			
Laura Swanson	X			
Vicki Wonacott	X			

Laurel Hill-Ward	X			
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- Vote passes.

3.5. Charter Council Elections

- Current Charter Council members have been polled to see if they would like to run again. Concern was expressed as all of the members of the council are up for election. The term served for each one of them ends this year, 2019/2020. The option of changing from a 2 year to a 3 year term was brought up along with the benefits of staggering the terms so there is always a Charter Council member entering and exiting and not all members are up for election at one time.

3.6. Charter Council Bylaws

- The Charter Council bylaws were reviewed. It was suggested that the following be added to the bylaws:
 - In the event that a board member discontinues service during her/his term, the person replacing her/him will fulfill the remainder of the original member's term. Should a board member exit and her/his role (i.e. president, etc.) be fulfilled by another board member, it will be for the remainder of the school year and subject to re-election or resignation the following year.
- The Charter Council bylaws will be revised and brought back to the next meeting for a second read.

3.7. 2019/2020 Comprehensive School Safety Plan

- The comprehensive school safety plan for 2019/2020 was reviewed. The addition of ALICE training was discussed.
- Chelsea Parker made a motion to approve the 2019/2020 Comprehensive School Safety Plan. Vicki Wonacott seconds.
- No further discussion.
- Vote

Name	Yes	No	Abstain	Absent
Monica McDaniel	X			
Chelsea Parker	X			
Trisha Atehortua	X			
Laura Swanson	X			
Vicki Wonacott	X			
Laurel Hill-Ward	X			

- Vote passes.

4. FACULTY

4.1. Grade Level Report

- Brianna Lee shared the remote work that is being done, zoom meetings, packets, Google classroom use and social distancing. Overwhelmed parents were discussed along with the need for review and enrichment. The work of specialty teachers was shared and the need to just connect with students and families in general was shared.

5. **ADMINISTRATION - 30 Minutes**

5.1. Executive Director's Report

Susan Domenighini, Executive Director

5.1.1. Strategic Plan

- Work had begun to clarify each goal. In light of the Covid-19 situation forward movement on the strategic plan has been put on hold as the focus has become distance learning.

5.1.2. COVID 19 - beyond March 27th

- The situation regarding COVID-19 continues to be a fluid situation. Susan Domenighini continues to be in contact weekly and sometimes daily with state and county representatives to be aware of changes and expectations. The school's ADA was frozen as of February 29, thus attendance and enrollment are not as big as a focus. We will continue to monitor enrollment. State testing has been dismissed for this year.
- It is being suggested that the LCAP work be suspended for this year. At this time our Parent Town Hall Meeting has been cancelled, but we may need to reschedule this.
- The closure of onsite classes was extended through April 17. Blue Oak staff is focusing on building relationships and supporting the whole family.
- At the state level the focus has been on making sure staff are paid, that food is available and distributed to students, that children of essential workers have childcare and that instruction is provided to all students. Blue Oak has assured its staff that they will be paid. We are sharing with our families the information put forth by Chico Unified regarding meal pickup for all children under the age of 18 at four locations in Chico. CARD is providing childcare for those with essential jobs. This week we will begin distributing packets of work to families. We have surveyed our families and will continue to work to hear from every family in an effort to meet their needs.

6. **NEXT MEETING - Tuesday, April 14, 2020**

ADJOURNMENT

- Monica McDaniel adjourned the meeting at 7:01PM

Minutes taken by: Tess Slaton

Approved by : _____ Date: _____



Brown Act Partial Suspension



- Charter schools also must also notify the public about the means by which members of the public can observe the meeting and offer public comment.
- You must also make reasonable efforts to comply as closely as possible with the Brown Act's other provisions.
- **Pro Tip:** Some provisions uniquely applicable to charter schools are contained in the Education Code, not the Brown Act. As such, arguably these provisions still apply.



YOUNG, MINNEY & CORR, LLP



Blue Oak Charter School

Monthly Financial Presentation – March 2020

March Highlights

Highlights

- Forecast ADA (295.84) results in unrestricted surplus forecast **\$10K**.
- Revenue forecast below budget (**\$6K**).
- Expenses forecast above budget (**\$38K**).
- Cash is forecast to end year **\$103K**, 3% of expenses.

Compliance and Reporting

- Compliance reporting (Q3) will be completed during April.
- 990 informational return is due by May 15th

Enrollment and Revenues

- Forecast P-2 ADA 295.84.

Cash

- Month end cash **\$117K**, with \$51K outstanding factoring.
- Cash receipts timing creates cash stress, requiring slowing of payables prior to receipt of quarterly funding.
- Management and Charter Impact continue to actively monitor cash flow to ensure adequate bank balances.

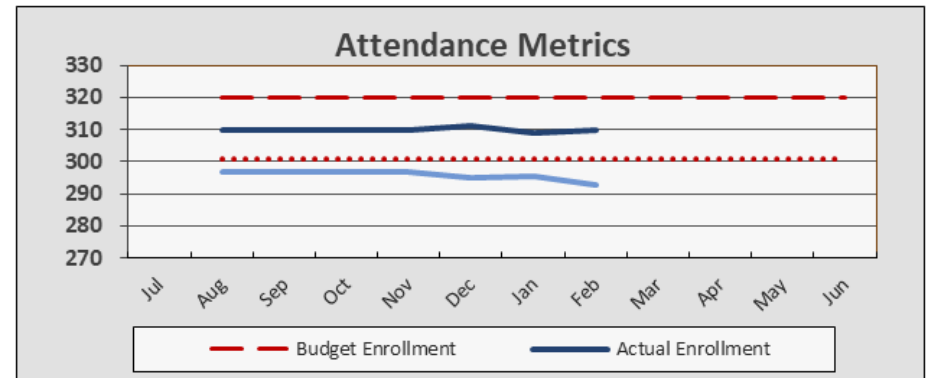
Attendance Data and Metrics



Enrollment and Per Pupil Data

Enrollment & Per Pupil Data			
	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>
<i>Average Enrollment</i>	310	310	320
<i>ADA</i>	296	296	301
<i>Attendance Rate</i>	95.4%	95.4%	94.0%
<i>Unduplicated %</i>		57.9%	57.9%
<i>Revenue per ADA</i>		\$12,023	\$11,838
<i>Expenses per ADA</i>		\$11,986	\$11,831

Attendance Metrics



Through February, forecast P-2 ADA is 295.84, (1) below P-1 and (4.5) below 1st interim budget. Variance in final P-2 will alter revenue by approx. \$9K LCFF per ADA.

Revenue

- **March Updates**
 - Revenues update – LCFF decreased with ADA, reduced fundraising, increased FEMA funding and LPSBG.
 - **Response to Closure**
 - State funding is maintained based on February ADA and unchanged funding rates.
 - SB117 providing \$5K funding for COVID-19 related expenses.

Revenue

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
State Aid-Rev Limit	\$ 2,645,080	\$ 2,724,729	\$ (79,649)
Federal Revenue	144,132	136,121	8,011
Other State Revenue	528,860	429,809	99,051
Other Local Revenue	238,830	272,430	(33,600)
Total Revenue	\$ 3,556,902	\$ 3,563,089	\$ (6,187)

Expenses



- **March Updates**
 - **Expenses update – Compensation maintained at budget, potential reductions for site-based expenses.**
 - **Response to Closure**
 - Compensation is forecast to continue at budget, with adjustments for pre-closure changes.
 - Site-based expenses are reduced for Mar-June, including field trips, fundraising and PD.
 - Actual expenses may continue to decline as distance learning develops.

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
Expenses			
Certificated Salaries	\$ 1,366,693	\$ 1,357,638	\$ (9,055)
Classified Salaries	455,203	548,986	93,783
Benefits	598,828	552,638	(46,190)
Books and Supplies	89,879	73,339	(16,540)
Subagreement Services	47,204	-	(47,204)
Operations	144,933	134,347	(10,586)
Facilities	610,977	612,595	1,618
Professional Services	212,045	217,907	5,862
Depreciation	12,170	2,133	(10,037)
Interest	8,106	8,000	(106)
Total Expenses	\$ 3,546,038	\$ 3,507,583	\$ (38,455)

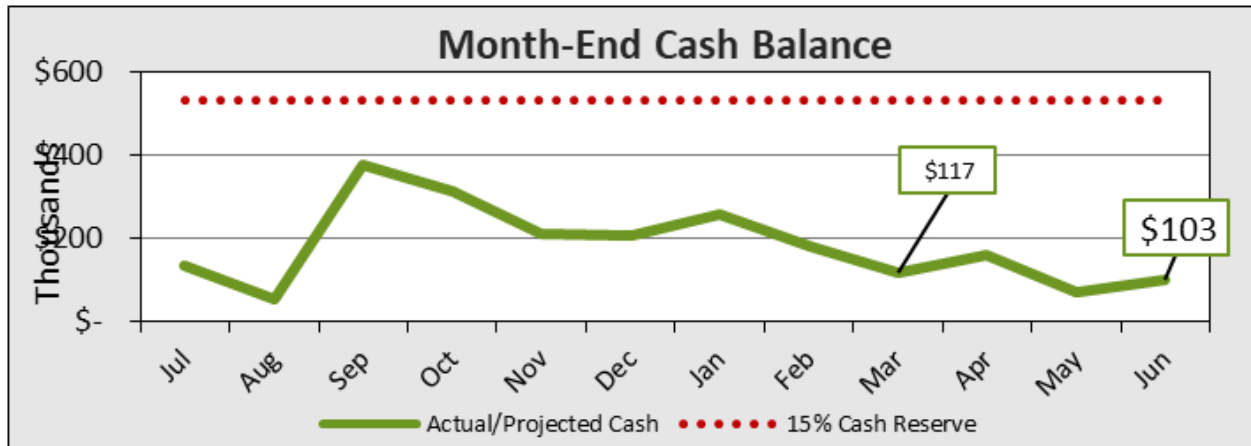
Surplus / (Deficit) & Fund Balance

- Forecast is surplus near break even due to decreased revenue forecast.
- Fund balance forecast **\$539K**, 15%, 55 days expenses.

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
Total Surplus(Deficit)	\$ 10,864	\$ 55,506	\$ (44,642)
Beginning Fund Balance	<u>528,054</u>	<u>528,054</u>	
Ending Fund Balance	<u>\$ 538,919</u>	<u>\$ 583,560</u>	
<i>As a % of Annual Expenses</i>	15.2%	16.6%	

Cash Balance

- Cash is forecast to end the year at \$103K, 3% of expenses, comparable to 18/19 ending balance.
- Lack of cash surplus creates stress to meet month-end expenses before receiving apportionments.
- Management and Charter Impact are monitoring activities to ensure adequate cash availability.



Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Apr-22	Federal Expenditure Report #2 (Special Education) - Interim financial reporting for actuals through March 31 are due to El Dorado Charter SELPA.	Charter Impact	No	No	http://charterselpa.org/fiscal/
DATA	Apr-24	CALPADS - Fall 2 amendment deadline (EXTENDED) - Please be mindful that Level-2 certification within CALPADS means that these data have been reviewed and approved by your superintendent or IRC administrator. Failure to properly review and amend these data in CALPADS within the allotted amendment window will result in the improper certification of official Fall 2 data within CALPADS, which can impact a number of things, including LCFF funding, student course enrollments, staff assignments and English learner education services.	BOCS	No	No	https://www.cde.ca.gov/ds/sp/cl/rptcalendar.asp
FINANCE	Apr-30	Federal Cash Management - Period 4 - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; Title III Immigrant; and Title IV programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/cm/
DATA	Apr-30	Period 2 (P2) Attendance Report - P2 ADA is total ADA from the beginning of the school year through the last school month ending on or before April 15. For the purpose of preventing losses of attendance based funding as a result of reductions in ADA due to COVID-19, SB 117 provides that the ADA used for both the second period and the annual period apportionment includes all full school months from July 1, 2019 to February 29, 2020.	BOCS	No	Yes	https://www.cde.ca.gov/fg/aa/pa/
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.	BOCS/Audit firm	Yes	No	http://www.publiccounsel.org/useful_materials?id=0025

Appendices

As of March 31, 2020

- Cash Flow – Monthly and Annual Forecast
- Statement of Financial Position (Balance Sheet)
- Accounts Payable Aging
- Check Register

Blue Oak Charter

Financial Package

March 31, 2020

Presented by:



Blue Oak Charter School

Monthly Cash Flow/Forecast FY19-20

Revised 4/13/2020

ADA = 295.84



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
Revenues																
State Aid - Revenue Limit																ADA = 300.39
8011 LCFF State Aid	-	89,069	89,069	160,324	160,324	160,324	160,324	160,324	111,241	111,241	111,241	111,241	126,278	1,551,000	1,540,591	10,409
8012 Education Protection Account	-	-	-	137,001	-	137,000	-	-	-	94,930	-	-	97,381	466,312	532,632	(66,320)
8019 State Aid - Prior Year	-	-	-	-	-	-	-	-	(11,677)	(10,976)	(10,976)	(10,976)	(10,976)	(55,581)	-	(55,581)
8096 In Lieu of Property Taxes	-	47,061	94,121	62,748	62,748	62,748	62,748	62,748	76,932	38,071	38,071	38,079	37,274	683,349	651,506	31,843
	-	136,130	183,190	360,073	223,072	360,072	223,072	223,072	176,496	233,266	138,336	138,344	249,957	2,645,080	2,724,729	(79,649)
Federal Revenue																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	11,250	11,250	22,500	45,000	37,600	7,400
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	-	-	-	18,460	49,133	-	-	10,090	77,683	77,067	616
8291 Title II, Part A - Teacher Quality	-	-	-	-	2,864	-	-	-	-	6,600	-	-	1,985	11,449	11,454	(5)
8296 Other Federal Revenue	-	-	-	-	2,370	-	-	-	-	6,732	-	-	898	10,000	10,000	-
	-	-	-	-	5,234	-	-	-	18,460	62,465	11,250	11,250	35,473	144,132	136,121	8,011
Other State Revenue																
8545 School Facilities (SB740)	-	-	-	-	-	-	-	-	-	195,205	-	83,191	54,369	332,765	361,848	(29,083)
8550 Mandated Cost	-	-	-	-	-	-	5,697	-	-	-	-	-	-	5,697	5,697	-
8560 State Lottery	-	-	-	-	-	-	17,816	-	-	17,245	-	-	26,179	61,240	62,264	(1,024)
8598 Prior Year Revenue	-	-	40	-	4,945	-	(1,304)	-	-	-	-	-	-	3,682	-	3,682
8599 Other State Revenue	-	-	120,332	-	-	-	-	-	-	5,145	-	-	-	125,477	-	125,477
	-	-	120,372	-	4,945	-	22,209	-	-	217,595	-	83,191	80,548	528,860	429,809	99,051
Other Local Revenue																
8689 Other Fees and Contracts	-	1,112	-	-	-	-	-	-	-	-	-	-	-	1,112	-	1,112
8699 School Fundraising	520	7,911	4,362	5,647	7,090	3,639	4,566	4,030	7,164	-	-	-	-	44,928	78,030	(33,102)
8792 Transfers of Apportionments	-	8,660	8,660	15,589	15,589	15,589	15,589	15,589	28,573	11,188	11,188	-	4,992	151,206	154,400	(3,194)
8980 Contributions, Unrestricted	1,084	-	-	500	-	-	-	-	19,415	-	-	20,585	-	41,584	40,000	1,584
	1,604	17,683	13,022	21,736	22,679	19,228	20,155	19,619	55,152	11,188	11,188	20,585	4,992	238,830	272,430	(33,600)
Total Revenue	1,604	153,813	316,584	381,809	255,930	379,300	265,436	242,691	250,108	524,514	160,774	253,370	370,969	3,556,902	3,563,089	(6,187)
Expenses																
Certificated Salaries																
1100 Teachers' Salaries	88,461	118,203	136,289	111,894	111,250	111,324	106,258	109,180	107,294	104,033	-	-	-	1,104,186	1,129,828	25,642
1170 Teachers' Substitute Hours	120	-	1,643	3,420	2,473	1,680	2,483	1,860	1,320	3,060	-	-	-	18,058	30,600	12,542
1175 Teachers' Extra Duty/Stipends	-	1,720	-	-	-	-	5,944	6,144	6,249	5,309	5,309	5,309	-	35,985	5,151	(30,834)
1200 Pupil Support Salaries	-	-	-	-	-	425	1,608	1,595	1,489	1,415	1,415	1,415	-	9,364	-	(9,364)
1300 Administrators' Salaries	22,631	12,732	12,732	12,732	21,440	14,116	13,962	13,962	13,962	14,116	14,116	14,116	-	180,613	174,144	(6,469)
1900 Other Certificated Salaries	2,198	850	(254)	2,309	1,337	1,579	1,699	1,818	1,699	2,336	2,336	584	-	18,488	17,915	(573)
	113,411	133,505	150,409	130,353	136,499	129,124	131,953	134,559	132,012	130,269	23,176	21,424	-	1,366,693	1,357,638	(9,055)
Classified Salaries																
2100 Instructional Salaries	1,644	5,944	15,286	14,896	10,606	10,671	10,049	9,413	8,687	12,497	12,497	3,124	-	115,315	147,615	32,300
2200 Support Salaries	-	1,750	3,823	3,425	1,113	1,248	-	-	-	-	-	-	-	11,359	16,350	4,991
2300 Classified Administrators' Salaries	3,086	4,516	5,946	4,516	4,516	4,516	-	-	-	-	-	-	-	27,096	49,668	22,572
2400 Clerical and Office Staff Salaries	7,499	9,517	15,427	18,410	14,606	10,870	8,716	7,835	7,585	11,515	11,051	10,531	-	133,560	199,476	65,916
2900 Other Classified Salaries	1,546	14,493	20,586	24,091	19,634	16,264	18,080	15,448	16,450	9,458	9,458	2,364	-	167,873	135,877	(31,996)
	13,776	36,220	61,067	65,338	50,475	43,569	36,845	32,696	32,722	33,470	33,006	16,019	-	455,203	548,986	93,783
Benefits																
3101 STRS	17,366	20,899	23,803	20,169	26,340	20,066	20,037	20,680	20,093	18,908	3,364	3,110	-	214,835	222,011	7,176
3202 PERS	4,941	8,568	16,924	13,508	6,380	7,496	7,483	11,946	8,630	8,084	2,774	1,849	-	98,583	95,860	(2,723)
3301 OASDI	1,505	2,881	4,191	4,583	3,703	2,594	2,205	4,031	2,830	2,541	872	581	-	32,517	36,695	4,178
3311 Medicare	1,769	2,383	2,941	2,712	2,589	2,204	2,223	2,611	2,281	2,374	815	543	-	25,445	26,807	1,362
3401 Health and Welfare	14,788	15,542	13,731	28,129	17,235	13,208	18,433	17,068	14,337	14,094	21,545	21,545	-	209,655	152,500	(57,155)
3501 State Unemployment	61	82	101	93	89	76	77	90	79	373	373	373	-	1,867	5,765	3,898
3601 Workers' Compensation	1,250	1,250	1,378	1,469	1,469	1,469	1,395	2,132	1,385	1,250	1,250	-	-	15,696	13,000	(2,696)
3901 Other Benefits	-	-	-	-	-	-	78	79	73	-	-	-	-	229	-	(229)
	41,680	51,605	63,071	70,663	57,806	47,113	51,930	58,637	49,707	47,624	30,991	28,000	-	598,828	552,638	(46,190)

Blue Oak Charter School

Monthly Cash Flow/Forecast FY19-20

Revised 4/13/2020

ADA = 295.84



	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
Books and Supplies																
4100 Textbooks and Core Materials	19,614	-	-	-	183	-	-	-	-	-	-	-	-	19,797	17,465	(2,332)
4200 Books and Reference Materials	-	-	-	-	-	-	-	7,673	-	-	-	-	-	7,673	2,149	(5,524)
4302 School Supplies	25,987	9,398	(80)	-	6,931	175	928	536	2,774	2,010	2,010	2,010	-	52,679	25,000	(27,679)
4305 Software	-	-	-	-	170	294	-	-	-	-	-	-	-	464	-	(464)
4310 Office Expense	203	343	265	1,360	1,444	637	848	1,237	520	-	-	-	-	6,857	24,225	17,368
4312 School Fundraising Expense	-	-	-	-	-	-	-	907	502	-	-	-	-	1,409	3,500	2,091
4400 Noncapitalized Equipment	-	-	-	-	-	-	-	-	-	333	333	333	-	1,000	1,000	-
	45,804	9,740	185	1,360	8,729	1,106	1,776	10,353	3,797	2,343	2,343	2,343	-	89,879	73,339	(16,540)
Subagreement Services																
5102 Special Education	-	-	-	-	-	-	-	-	3,840	13,720	13,720	13,720	-	45,000	-	(45,000)
5105 Security	-	-	-	-	-	-	1,227	-	428	-	-	-	-	1,654	-	(1,654)
5106 Other Educational Consultants	-	-	-	-	-	-	550	-	-	-	-	-	-	550	-	(550)
	-	-	-	-	-	-	1,777	-	4,268	13,720	13,720	13,720	-	47,204	-	(47,204)
Operations and Housekeeping																
5201 Auto and Travel	445	1,065	-	-	1,577	45	416	636	97	280	280	280	-	5,118	5,118	-
5300 Dues & Memberships	1,000	-	-	-	-	-	-	-	-	861	861	861	-	3,582	3,582	-
5400 Insurance	9,285	-	8,224	1,772	1,767	2,175	408	408	408	408	408	408	-	25,669	25,847	178
5501 Utilities	8,841	9,089	901	13,846	11,307	3,843	8,046	4,469	4,393	6,755	6,755	6,755	-	85,000	85,000	-
5502 Janitorial Services	-	-	-	-	-	-	957	5,699	2,314	1,410	1,410	1,410	-	13,200	3,200	(10,000)
5900 Communications	2,554	544	437	1,044	52	539	1,207	751	701	1,257	1,257	1,257	-	11,600	11,600	-
5901 Postage and Shipping	-	-	-	363	42	66	24	74	194	-	-	-	-	764	-	(764)
	22,125	10,699	9,562	17,025	14,745	6,668	11,056	12,037	8,106	10,970	10,970	10,970	-	144,933	134,347	(10,586)
Facilities, Repairs and Other Leases																
5601 Rent	47,379	48,718	47,379	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	-	583,279	583,995	717
5602 Additional Rent	-	-	-	-	231	-	-	-	-	-	-	-	-	231	-	(231)
5603 Equipment Leases	1,068	1,128	320	1,529	3,500	891	1,159	675	2,371	1,575	1,575	1,575	-	17,367	18,900	1,533
5604 Other Leases	-	-	-	-	-	-	-	400	-	-	-	-	-	400	-	(400)
5610 Repairs and Maintenance	-	85	608	-	393	-	950	-	390	2,425	2,425	2,425	-	9,700	9,700	-
	48,447	49,931	48,307	50,395	52,991	49,758	50,976	49,942	51,628	52,867	52,867	52,867	-	610,977	612,595	1,618
Professional/Consulting Services																
5801 IT	-	-	-	-	375	4,824	-	795	4,093	1,304	1,304	1,304	-	14,000	14,000	-
5802 Audit & Taxes	-	-	-	-	-	-	3,502	-	-	-	1,500	2,500	-	7,502	9,500	1,998
5803 Legal	926	711	4,500	-	892	-	-	-	-	1,657	1,657	1,657	-	12,000	12,000	-
5804 Professional Development	400	725	(725)	-	3,361	695	97	450	46	650	650	650	-	7,000	15,000	8,000
5805 General Consulting	1,422	-	1,015	5,180	10,701	9,030	2,900	2,893	6,048	-	-	-	-	39,189	10,000	(29,189)
5806 Special Activities/Field Trips	-	190	2,462	-	1,093	-	7,518	2,400	4,785	-	-	-	-	18,447	35,800	17,353
5807 Bank Charges	-	-	15	-	-	15	-	-	-	-	-	-	-	30	-	(30)
5808 Printing	-	-	-	-	-	445	-	-	-	-	-	-	-	445	-	(445)
5809 Other taxes and fees	-	32	-	20	321	140	660	697	1,480	650	650	650	-	5,300	1,500	(3,800)
5810 Payroll Service Fee	695	929	4	-	-	-	-	450	497	833	833	833	-	5,076	10,000	4,924
5811 Management Fee	7,084	7,084	7,084	7,084	1,500	5,967	5,967	5,967	5,967	5,967	5,967	5,967	-	71,605	74,250	2,645
5812 District Oversight Fee	-	1,362	1,832	3,601	2,231	2,231	2,973	1,603	1,003	2,333	1,383	1,383	4,515	26,451	30,857	4,406
5815 Public Relations/Recruitment	550	369	-	-	350	189	650	210	-	894	894	894	-	5,000	5,000	-
	11,076	11,402	16,187	15,885	20,824	23,536	24,267	15,465	23,919	14,289	14,840	15,840	4,515	212,045	217,907	5,862
Depreciation																
6900 Depreciation Expense	-	-	-	-	-	-	209	209	209	3,848	3,848	3,848	-	12,170	2,133	(10,037)
	-	-	-	-	-	-	209	209	209	3,848	3,848	3,848	-	12,170	2,133	(10,037)
Interest																
7438 Interest Expense	-	-	3,497	-	-	4,609	-	-	-	-	-	-	-	8,106	8,000	(106)
	-	-	3,497	-	-	4,609	-	-	-	-	-	-	-	8,106	8,000	(106)
Total Expenses	296,320	303,102	352,285	351,020	342,068	305,483	310,789	313,898	306,368	309,399	185,761	165,031	4,515	3,546,038	3,507,583	(38,455)
Monthly Surplus (Deficit)	(294,716)	(149,289)	(35,701)	30,789	(86,138)	73,817	(45,353)	(71,208)	(56,260)	215,115	(24,986)	88,339	366,454	10,864	55,506	(44,642)
														0%	2%	

Blue Oak Charter School
Monthly Cash Flow/Forecast FY19-20

Revised 4/13/2020

ADA = 295.84



Cash Flow Adjustments

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Year-End Accruals	Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
Monthly Surplus (Deficit)	(294,716)	(149,289)	(35,701)	30,789	(86,138)	73,817	(45,353)	(71,208)	(56,260)	215,115	(24,986)	88,339	366,454	10,864		
Cash flows from operating activities																
Depreciation/Amortization	-	-	-	-	-	-	209	209	209	3,848	3,848	3,848	-	12,170		
Public Funding Receivables	381,765	10,176	-	-	-	(137,000)	137,000	-	-	-	-	-	(370,969)	20,972		
Grants and Contributions Rec.	-	-	88,937	90,352	27,052	450	(15,613)	69,667	899	-	-	-	-	261,743		
Prepaid Expenses	-	-	74,538	-	(1,469)	(3,014)	(20,799)	3,590	(2,633)	408	408	4,142	-	55,171		
Accounts Payable	(24,716)	10,949	(16,543)	(33,099)	(7,098)	(5,986)	52,978	(11,881)	9,643	(52,643)	-	(11,908)	4,515	(85,788)		
Accrued Expenses	(31,636)	35,278	45,992	(10,065)	34,024	(25,559)	(19,975)	(26,948)	23,862	(82,924)	(15,544)	(254)	-	(73,748)		
Summer Holdback	-	12,138	14,785	10,190	11,563	11,628	11,628	11,628	11,628	11,628	(53,408)	(53,408)	-	-	-	-
Cash flows from investing activities																
Purchases of Prop. And Equip.	-	-	-	-	-	-	(50,185)	-	-	-	-	-	-	(50,185)	-	-
Cash flows from financing activities																
Proceeds from Factoring	-	-	200,000	-	-	150,000	-	-	-	-	-	-	-	350,000	-	-
Payments on Factoring	-	-	(50,679)	(150,000)	(80,000)	(68,888)	-	(52,000)	(52,000)	(50,609)	-	-	-	(504,176)	-	-
Total Change in Cash	30,697	(80,748)	321,329	(61,833)	(102,066)	(4,552)	49,890	(76,942)	(64,651)	44,823	(89,684)	30,759				
Cash, Beginning of Month	105,648	136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	161,595	71,911				
Cash, End of Month	136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	161,595	71,911	102,669				

Blue Oak Charter

Statement of Financial Position

March 31, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 116,772	\$ 105,648	\$ 11,124	11%
Accounts Receivable	(1,864)	651,820	(653,684)	-100%
Factored Receivables	(50,609)	(154,176)	103,568	-67%
Prepaid Expenses	28,059	78,272	(50,213)	-64%
Total Current Assets	92,358	681,564	(589,206)	-86%
Long-Term Assets				
Property & Equipment, Net	51,691	2,133	49,558	2323%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	79,691	30,133	49,558	164%
Total Assets	\$ 172,049	\$ 711,697	\$ (539,648)	-76%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 67,041	\$ 92,793	\$ (25,753)	-28%
Accrued Liabilities	211,011	90,848	120,163	132%
Total Current Liabilities	278,051	183,642	94,410	51%
Total Liabilities	278,051	183,642	94,410	51%
Total Net Assets	(106,003)	528,055	(634,058)	-120%
Total Liabilities and Net Assets	\$ 172,049	\$ 711,697	\$ (539,648)	-76%

Blue Oak Charter

Statement of Cash Flows

For the period ended March 31, 2020

	Month Ended 03/31/20	YTD Ended 03/31/20
Cash Flows from Operating Activities		
Change in Net Assets	\$ (56,260)	\$ (634,058)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	209	627
Decrease/(Increase) in Operating Assets:		
Grants, Contributions & Pledges Receivable	(51,101)	550,117
Prepaid Expenses	(2,633)	50,213
Accounts Payable	9,643	(25,753)
Accrued Expenses	35,490	120,163
Total Cash Flows from Operating Activities	(64,651)	61,309
Cash Flows from Investing Activities		
Purchase of Property & Equipment	-	(50,185)
Total Cash Flows from Investing Activities	-	(50,185)
Change in Cash & Cash Equivalents	(64,651)	11,124
Cash & Cash Equivalents, Beginning of Period	181,423	105,648
Cash and Cash Equivalents, End of Period	\$ 116,772	\$ 116,772

Blue Oak Charter

Accounts Payable Aging

March 31, 2020

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
Brette Heady	HEAD030520	3/5/2020	4/4/2020	\$ 30	\$ -	\$ -	\$ -	\$ -	\$ 30
California State University Chico	011041	2/21/2020	3/22/2020	-	20	-	-	-	20
Charter Impact	8325	3/1/2020	3/31/2020	5,967	-	-	-	-	5,967
CMEA North State	CMEA030420	3/4/2020	4/3/2020	150	-	-	-	-	150
CMEA North State	CMEA030420-01	3/4/2020	4/3/2020	150	-	-	-	-	150
CSMC	38777	9/15/2019	10/1/2019	-	-	-	-	7,084	7,084
Department of Justice	439583	3/3/2020	3/3/2020	-	64	-	-	-	64
Elizabeth Fuller	FULL022820	2/28/2020	3/28/2020	-	675	-	-	-	675
Elizabeth Fuller	FULL030220	3/2/2020	4/1/2020	225	-	-	-	-	225
Full Circle Speech Therapy	1	3/2/2020	3/17/2020	-	1,920	-	-	-	1,920
Hoffecker Burgess Consulting	HOFF031020	3/10/2020	4/9/2020	5,118	-	-	-	-	5,118
Jeeprail	1112	3/11/2020	4/10/2020	194	-	-	-	-	194
Jessee Heating & Air Conditioning	J19296CA1	10/24/2019	11/23/2019	-	-	-	-	30,000	30,000
Live Oak Waldorf School	570	2/21/2020	2/21/2020	-	-	1,760	-	-	1,760
Live Oak Waldorf School	571	2/21/2020	2/21/2020	-	-	1,565	-	-	1,565
PowerSchool Group LLC	INV183225	6/30/2019	7/30/2019	-	-	-	-	4,824	4,824
Quarry Park Adventures	519B3C	3/25/2020	4/24/2020	795	-	-	-	-	795
School Nurse Supply	0779391-IN	2/12/2020	3/13/2020	-	113	-	-	-	113
Shady Creek Outdoor School	SHAD022720	2/27/2020	3/28/2020	-	480	-	-	-	480
Susan Domenighini	DOME021420	2/14/2020	2/14/2020	-	-	97	-	-	97
Sutter County Schools Office	20-0051	8/21/2019	10/1/2019	-	-	-	-	3,000	3,000
Tekk International Inc.	28194	3/2/2020	4/1/2020	321	-	-	-	-	321
Total Outstanding Invoices				\$ 12,949	\$ 3,272	\$ 3,422	\$ -	\$ 44,908	\$ 64,551

Blue Oak Charter

Check Register

For the period ended March 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
10095	Advanced Document Concepts for Business	3/6/2020	\$ 276.11
10096	Blue Shield of California	3/6/2020	353.30
10097	Charter Impact	3/6/2020	497.22
10098	Comcast	3/6/2020	497.87
10099	Employment Development Dept	3/6/2020	1,384.80
10100	Ferguson Enterprises LLC # 686	3/6/2020	36.52
10101	Lash's Glass	3/6/2020	389.88
10102	PG&E	3/6/2020	3,903.06
10103	Pure Water Partners	3/6/2020	62.90
10104	Tess Slaton	3/6/2020	46.33
10105	Advanced Document Concepts for Business	3/27/2020	159.63
10106	Angie Ernest	3/27/2020	502.36
10107	Anthem Blue Cross	3/27/2020	18,696.23
10108	California Water Service	3/27/2020	490.19
10109	Certified/Fortress Security & Fire Systems	3/27/2020	427.50
10110	Cheryl Grant	3/27/2020	336.81
10111	Evergreen Janitorial Supply Inc	3/27/2020	232.40
10112	Full Circle Speech Therapy	3/27/2020	1,920.00
10113	Humana Insurance Co	3/27/2020	2,367.89
10114	J C Nelson Supply Co	3/27/2020	57.87
10115	Neptune Water Solutions	3/27/2020	128.70
10116	Office Depot Inc	3/27/2020	192.99
10117	Palos Sports, Inc.	3/27/2020	352.01
10118	Philadelphia Insurance Companies	3/27/2020	1,767.29
10119	Pure Water Partners	3/27/2020	42.90
10120	Recology Butte Colusa Counties	3/27/2020	2,313.82
10121	Tahoe Pure Water Co	3/27/2020	5.00
10122	Tess Slaton	3/27/2020	115.80
10123	TIAA Commercial Finance Inc	3/27/2020	665.19
10124	TIAA Commercial Finance, Inc.	3/27/2020	255.00
7282	Jessee Heating & Air Conditioning	3/7/2020	10,000.00
7283	Deer Creek Achery	3/9/2020	92.07
7284	Leen Brothers Enterprises	3/11/2020	48,866.97
ACH	Postal Plus	3/3/2020	144.46
ACH	Sprint	3/5/2020	52.83
ACH	United States Postal Service	3/6/2020	50.00
ACH	Employment Development Dept	3/11/2020	134.72
ACH	Benefit Resource, Inc	3/11/2020	155.00
ACH	Employment Development Dept	3/11/2020	187.59
ACH	Internal Revenue Services	3/11/2020	3,440.47
ACH	Butte Regional Transit	3/13/2020	97.33
ACH	Benefit Resource, Inc	3/16/2020	132.00
ACH	Benefit Resource, Inc	3/20/2020	1,659.00
ACH	CalPERS	3/25/2020	4,606.39
ACH	CalPERS	3/25/2020	10,540.26
ACH	The BEarth Institute	3/27/2020	1,250.00
ACH	Employment Development Dept	3/27/2020	1,411.14
ACH	Employment Development Dept	3/27/2020	2,845.07
ACH	Internal Revenue Services	3/27/2020	18,443.17
Total Disbursements Issued			\$ <u>142,586.04</u>

Business Checking – XXXXX0889

Search transactions

Activity: Date range; Start date: Feb 01, 2020; End date: Mar 31, 2020; Type: All

Transactions

🕒 Pending ● Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Mar 31, 2020	<u>Check 70058</u>	521.03		150,901.98
● Mar 31, 2020	<u>Check 10115</u>	128.70		151,423.01
● Mar 31, 2020	ACH Deposit EL DORADO COUNTY AP PAYMENT		11,049.00	151,551.71
● Mar 30, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	1,659.00		140,502.71
● Mar 30, 2020	ATM RCR Payment STAMPS.COM 855-608-2677 CA #3136	17.99		142,161.71
● Mar 27, 2020	ACH Payment IRS USATAXPYMT	18,443.17		142,179.70
● Mar 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	2,845.07		160,622.87
● Mar 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,411.14		163,467.94
● Mar 27, 2020	POS Purchase SQ *THE BEARTH INSTIT GOSQ.COM IA #3136 <i>EARTH SCHOOL - WALDORF HOME SCHOOL PROGRAM - (ADDITIONAL GRADES)</i>	1,250.00		164,879.08
● Mar 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	67,226.41		166,129.08
● Mar 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	14,266.67		233,355.49
● Mar 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	10,023.24		247,622.16
● Mar 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	3,805.55		257,645.40
● Mar 25, 2020	ACH Payment CALPERS 3100	10,540.26		261,450.95
● Mar 25, 2020	ACH Payment CALPERS 3100	4,606.39		271,991.21
● Mar 24, 2020	POS Purchase SMK*SURVEYMONKEY.COM 971-2445555 CA #3136 <i>* REDUCED COST^{5.00} DUE TO COVID-19</i>		5.00	276,597.60
● Mar 24, 2020	POS Debit Reversal SMK*SURVEYMONKEY.COM 971-2445555 CA #3136		276.00	276,602.60
● Mar 23, 2020	ATM RCR Payment SMK*SURVEYMONKEY.COM 971-2445555 CA #3136	276.00		276,326.60
● Mar 20, 2020	<u>Check 10076</u>	1,149.38		276,602.60
● Mar 20, 2020	ACH Deposit BENEFIT RESOURCE PAYMENT		6,295.74	277,751.98
● Mar 19, 2020	POS Debit Reversal CALIFORNIA CHARTER SC LOS ANGELES CA #3136 <i>REFUNDED -</i>		450.00	271,456.24

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Mar 18, 2020	<u>Check 10085</u>	2,518.00		271,006.24
● Mar 18, 2020	<u>Check 10095</u>	680.83		273,524.24
● Mar 17, 2020	<u>Check 10097</u>	497.22		274,205.07
● Mar 17, 2020	<u>Check 10103</u>	62.90		274,702.29
● Mar 17, 2020	<u>Check 10104</u>	46.33		274,765.19
● Mar 16, 2020	<u>Check 10102</u>	3,903.06		274,811.52
● Mar 16, 2020	<u>Check 10099</u>	1,384.80		278,714.58
● Mar 16, 2020	<u>Check 70055</u>	419.04		280,099.38
● Mar 16, 2020	<u>Check 10101</u>	389.88		280,518.42
● Mar 16, 2020	<u>Check 70052</u>	219.24		280,908.30
● Mar 16, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>MEDICAL FSA</i>	132.00		281,127.54
● Mar 16, 2020	<u>Deposit</u>		95,464.28	281,259.54
● Mar 16, 2020	<u>Deposit</u>		11,199.00	185,795.26
● Mar 16, 2020	<u>Deposit</u>		2,085.71	174,596.26
● Mar 16, 2020	<u>Deposit</u>		1,402.25	172,510.55
● Mar 16, 2020	ACH Deposit Square Inc 200316P2		274.37	171,108.30
● Mar 16, 2020	<u>Deposit</u>		150.00	170,833.93
● Mar 13, 2020	<u>Check 10086</u>	2,092.17		170,683.93
● Mar 13, 2020	<u>Check 10098</u>	497.87		172,776.10
● Mar 13, 2020	<u>Check 10096</u>	353.30		173,273.97
● Mar 13, 2020	<u>Check 70054</u>	262.03		173,627.27
● Mar 13, 2020	<u>Check 10100</u>	36.52		173,889.30
● Mar 13, 2020	POS Purchase BUTTE REGIONAL TRANSI CHICO CA #3136 <i>BAND FIELD TRIP BUSTICKETS (ROUND TRIP)</i> 97.33			173,925.82
● Mar 13, 2020	ACH Prenote Cr EL DORADO COUNTY AP PAYMENT		0.00	174,023.15
● Mar 12, 2020	<u>Check 10093</u>	350.00		174,023.15
● Mar 12, 2020	ACH Deposit Square Inc 200312P2		19.38	174,373.15
● Mar 11, 2020	<u>Check 7284</u>	48,866.97		174,353.77
● Mar 11, 2020	<u>Check 10090</u>	385.98		223,220.74

Date ▾	Description ◊	Debit ◊	Credit ◊	Balance
● Mar 11, 2020	ACH Payment IRS USATAXPYMT	3,440.47		223,606.72
● Mar 11, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	187.59		227,047.19
● Mar 11, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>MEDICAL FSA</i>	155.00		227,234.78
● Mar 11, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	134.72		227,389.78
● Mar 10, 2020	<u>Check 7282</u>	10,000.00		227,524.50
● Mar 10, 2020	<u>Check 10092</u>	665.19		237,524.50
● Mar 10, 2020	<u>Check 10091</u>	450.00		238,189.69
● Mar 10, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	13,221.89		238,639.69
● Mar 10, 2020	POS Purchase FLAGHOUSE INC 800-793-7900 NJ #3136 <i>P/C Approved</i>	90.59		251,861.58
	<i>GAMES PROGRAM PURCHASE</i>			
● Mar 10, 2020	ACH Deposit Square Inc 200310P2		4.67	251,952.17
● Mar 09, 2020	<u>Check 70026</u>	419.04		251,947.50
● Mar 06, 2020	<u>Check 10065</u>	44.08		252,366.54
● Mar 06, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	747.60		252,410.62
● Mar 06, 2020	POS Purchase USPS STAMPS ENDICIA 310-482-5800 CA #3136	50.00		253,158.22
● Mar 06, 2020	<u>Deposit</u>		6,475.00	253,208.22
● Mar 06, 2020	<u>Deposit</u>		692.50	246,733.22
● Mar 06, 2020	ACH Deposit Square Inc 200306P2		119.21	246,040.72
● Mar 05, 2020	<u>Check 10084</u>	2,200.00		245,921.51
● Mar 05, 2020	<u>Check 10083</u>	747.60		248,121.51
● Mar 05, 2020	<u>Check 10081</u>	566.09		248,869.11
● Mar 05, 2020	<u>Check 10082</u>	32.00		249,435.20
● Mar 05, 2020	<u>Check 10087</u>	17.84		249,467.20
	<i>* SCHOOL EMERGENCY CELL PHONE</i>			
● Mar 05, 2020	ACH Payment SPRINT8006396111 ACHBILLPAY P9J8O3LVNHBRZPL	52.83		249,485.04
● Mar 05, 2020	ACH Deposit CHARTER ASSET MA PREFUND		58,760.32	249,537.87
● Mar 05, 2020	ACH Deposit Square Inc 200305P2		9.50	190,777.55
● Mar 04, 2020	<u>Check 10094</u>	2,912.47		190,768.05
● Mar 04, 2020	<u>Check 10079</u>	695.00		193,680.52
● Mar 04, 2020	<u>Check 10088</u>	53.13		194,375.52

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Mar 04, 2020	<u>Check 10070</u>	22.49		194,428.65
● Mar 04, 2020	ACH Deposit Square Inc 200304P2		9.64	194,451.14
● Mar 03, 2020	<u>Check 10080</u>	15,931.82		194,441.50
● Mar 03, 2020	<u>Check 10089</u>	270.11		210,373.32
● Mar 03, 2020	POS Purchase POSTAL PLUS 530-8911626 CA #3136	144.46		210,643.43
● Mar 03, 2020	ACH Deposit Square Inc 200303P2		18.99	210,787.89
● Mar 02, 2020	POS Purchase DRG*LOGITECH STORE ORDERFIND.COM MN #3136 < WEBCAM FOR MEETINGS >	202.70		210,768.90
● Mar 02, 2020	<u>Deposit</u>		1,714.48	210,971.60
● Mar 02, 2020	ACH Deposit Square Inc 200302P2		119.21	209,257.12
● Mar 02, 2020	ACH Deposit Square Inc 200302P2		9.64	209,137.91
● Feb 28, 2020	POS Purchase J.W. PEPPER 800-345-6296 PA #3136 MUSIC/BAND/STRINGS 58.30			
● Feb 28, 2020	<u>Check 70005</u>	556.32		
● Feb 28, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	1,391.13		
● Feb 28, 2020	<u>Check 70025</u>	488.18		
● Feb 28, 2020	ATM RCR Payment STAMPS.COM 855-608-2677 CA #3136	17.99		
● Feb 28, 2020	<u>Check 10073</u>	5,967.00		
● Feb 28, 2020	<u>Check 10072</u>	795.00		
● Feb 28, 2020	<u>Check 10053</u>	956.63		
● Feb 28, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	2,816.32		
● Feb 27, 2020	POS Purchase CA SECRETARY OF STATE 916-6951338 CA #3136 91-100 20.00			
● Feb 27, 2020	ACH Payment IRS USATAXPYMT	17,554.82		
● Feb 27, 2020	<u>Check 70051</u>	3,056.42		
● Feb 27, 2020	<u>Check 10075</u>	210.00		
● Feb 27, 2020	ACH Deposit Square Inc 200227P2		9.64	
● Feb 27, 2020	ACH Payment BENEFIT RESOURCE BRI XFER MEDICAL FSA	1,659.00		
● Feb 27, 2020	<u>Check 10077</u>	10.00		
● Feb 27, 2020	<u>Check 10056</u>	75.00		
● Feb 27, 2020	<u>Check 10071</u>	4,550.00		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 27, 2020	<u>Check 10058</u>	400.00		
● Feb 26, 2020	<u>Check 10078</u>	4,760.61		
● Feb 26, 2020	Dep Item Rtn ACH CINSEPCREW EMPLOYEE/NAME ERROR * - R13-INVALID ROUTING NUMBER		0.00	
● Feb 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	18,448.66		
● Feb 26, 2020	Dep Item Rtn ACH CINSEPCREW EMPLOYEE/NAME ERROR * - R13- INVALID ROUTING NUMBER		0.00	
● Feb 26, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	72,759.25		
● Feb 26, 2020	<u>Check 10064</u>	422.05		
● Feb 25, 2020	POS Debit Reversal CALIFORNIA CHARTER SC LOS ANGELES CA #3136 REFUND		100.00	
● Feb 25, 2020	<u>Check 10074</u>	375.00		
● Feb 25, 2020	<u>Check 70007</u>	615.44		
● Feb 25, 2020	<u>Check 7281</u>	150.00		
● Feb 25, 2020	<u>Check 10068</u>	101.61		
● Feb 24, 2020	POS Purchase AIRBNB HMCWDECYXX AIRBNB.COM CA #3136 HOEFECKER/BURGESS LODGING	520.38		
● Feb 21, 2020	Dep Item Rtn ACH BLUE OAK CHARTER - R13 - ACCT NOT FND EMPLOYEE ERROR *		0.00	
● Feb 21, 2020	<u>Check 10044</u>	3,120.00		
● Feb 20, 2020	<u>Deposit</u>		410.00	
● Feb 20, 2020	<u>Check 70013</u>	1,277.88		
● Feb 20, 2020	<u>Check 7259</u>	50.00		
● Feb 20, 2020	<u>Check 10069</u>	725.17		
● Feb 20, 2020	POS Purchase CALIFORNIA CHARTER SC LOS ANGELES CA #3136	550.00		
● Feb 20, 2020	<u>Deposit</u>		264.96	
● Feb 20, 2020	POS Purchase DESI TELEPHONE LABELS 360-571-0713 WA #3136 FOR SCHOOL PHONES	37.00		
● Feb 20, 2020	ACH Deposit PAYBRIDGE LLC PB TAX		76.57	
● Feb 20, 2020	<u>Check 10066</u>	137.54		
● Feb 20, 2020	<u>Deposit</u>		600.00	
● Feb 20, 2020	<u>Deposit</u>		145.00	
● Feb 20, 2020	<u>Deposit</u>		1,220.00	
● Feb 19, 2020	<u>Check 10067</u>	1,767.29		

Date ▾	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 19, 2020	ACH Deposit AMZNEU2JFBZ8 AmazonSmil		180.77	
● Feb 19, 2020	<u>Check 70004</u>	109.62		
● Feb 18, 2020	POS Purchase AIRBNB HMWR4WZ4X3 AIRBNB.COM CA #3136 <i>HOEPECKER/BURGESS LODGING</i>	115.23		
● Feb 18, 2020	<u>Check 70002</u>	587.74		
● Feb 18, 2020	<u>Check 70024</u>	104.81		
● Feb 18, 2020	POS Purchase LEARNING WITHOUT TEAR 301-263-2700 MD #3136 <i>SPED PROGRAM</i>	53.13		
● Feb 18, 2020	ACH Deposit Square Inc 200217P2		67.88	
● Feb 14, 2020	<u>Check 70020</u>	748.45		
● Feb 14, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>MEDICAL FSA</i>	132.00		
● Feb 14, 2020	<u>Check 10062</u>	353.81		
● Feb 13, 2020	<u>Check 70022</u>	1,502.18		
● Feb 13, 2020	<u>Check 10063</u>	303.33		
● Feb 13, 2020	<u>Check 70000</u>	348.95		
● Feb 13, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	205.14		
● Feb 13, 2020	POS Purchase J.W. PEPPER 800-345-6296 PA #3136 <i>MUSIC/BAND/STRINGS</i>	53.84		
● Feb 13, 2020	<u>Check 70012</u>	511.47		
● Feb 13, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT	222.08		
● Feb 13, 2020	<u>Check 70001</u>	554.32		
● Feb 12, 2020	<u>Check 10060</u>	190.87		
● Feb 12, 2020	<u>Check 70009</u>	710.80		
● Feb 12, 2020	POS Purchase J.W. PEPPER 800-345-6296 PA #3136 <i>MUSIC/BAND/STRINGS</i>	60.06		
● Feb 12, 2020	<u>Check 70015</u>	700.06		
● Feb 12, 2020	<u>Check 10057</u>	80.00		
● Feb 12, 2020	<u>Check 70014</u>	424.40		
● Feb 11, 2020	<u>Check 70017</u>	878.32		
● Feb 11, 2020	<u>Check 10055</u>	245.79		
● Feb 11, 2020	<u>Check 70011</u>	571.10		
● Feb 11, 2020	<u>Check 70016</u>	1,274.61		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 11, 2020	ACH Payment CALPERS 3100	5,124.07		
● Feb 11, 2020	<u>Check 70010</u>	773.73		
● Feb 11, 2020	ACH Payment CALPERS 3100	4,135.26		
● Feb 11, 2020	<u>Check 79096</u>	1,189.68		
● Feb 11, 2020	ACH Payment CALPERS 3100	10,839.46		
● Feb 11, 2020	ACH Payment CALPERS 3100	12,038.59		
● Feb 11, 2020	POS Purchase USPS STAMPS ENDICIA 310-482-5800 CA #3136	50.00		
● Feb 11, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>MEDICAL FSA</i>	155.00		
● Feb 11, 2020	<u>Check 10059</u>	1,384.80		
● Feb 11, 2020	<u>Check 70019</u>	502.83		
● Feb 11, 2020	<u>Check 10037</u>	2,224.58		
● Feb 11, 2020	<u>Check 10040</u>	550.00		
● Feb 11, 2020	<u>Check 70018</u>	431.94		
● Feb 11, 2020	ACH Payment IRS USATAXPYMT	4,158.16		
● Feb 11, 2020	ACH Payment CALPERS 3100	12,201.91		
● Feb 11, 2020	<u>Check 70021</u>	579.16		
● Feb 11, 2020	ACH Payment CALPERS 3100	4,634.40		
● Feb 11, 2020	<u>Check 70023</u>	416.73		
● Feb 10, 2020	<u>Check 10049</u>	340.00		
● Feb 10, 2020	<u>Check 10061</u>	10,185.00		
● Feb 10, 2020	ACH Deposit Square Inc 200210P2		131.19	
● Feb 10, 2020	ACH Deposit Square Inc 200210P2		145.06	
● Feb 10, 2020	<u>Deposit</u>		62,120.00	
● Feb 10, 2020	<u>Check 8</u>	1,557.36		
● Feb 10, 2020	ACH Deposit Square Inc 200210P2		4.67	
● Feb 10, 2020	<u>Check 10052</u>	62.90		
● Feb 07, 2020	ACH Deposit CHARTER ASSET MA PREFUND		93,173.31	
● Feb 07, 2020	<u>Check 10033</u>	150.00		

Date ▾	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 07, 2020	ACH Deposit Square Inc 200207P2		111.71	
● Feb 07, 2020	<u>Check 10048</u>	507.97		
● Feb 06, 2020	<u>Deposit</u>		67,845.00	
● Feb 06, 2020	<u>Check 10054</u>	19.55		
● Feb 06, 2020	<u>Check 10051</u>	3,617.92		
● Feb 06, 2020	<u>Deposit</u>		840.00	
● Feb 06, 2020	<u>Check 10043</u>	3,000.00		
● Feb 05, 2020	<u>Check 10050</u>	927.60		
● Feb 05, 2020	<u>Check 10036</u>	316.18		
● Feb 05, 2020	<u>Check 10035</u>	32.00		
● Feb 05, 2020	<u>Check 10047</u>	440.71		
● Feb 05, 2020	<u>Check 10046</u>	685.19		
● Feb 05, 2020	<u>Check 10039</u>	1,250.00		
● Feb 05, 2020	POS Purchase POSTAL PLUS 530-8911626 CA #3136	81.46		
● Feb 05, 2020	<u>Check 10031</u>	343.23		
● Feb 05, 2020	<u>Check 7280</u>	48,866.97		
● Feb 05, 2020	<u>Check 10041</u>	3,672.26		
● Feb 05, 2020	<u>Check 10045</u>	9.65		
● Feb 05, 2020	<u>Check 52287</u>	63.97		
● Feb 04, 2020	* SCHOOL EMERGENCY CELL PHONE ACH Payment SPRINT8006396111 ACHBILLPAY ARRRM80VIRGZR9AN	52.85		
● Feb 04, 2020	<u>Check 10032</u>	18,982.10		
● Feb 04, 2020	<u>Check 10038</u>	104.29		
● Feb 04, 2020	<u>Check 52283</u>	109.62		
● Feb 03, 2020	<u>Check 10034</u>	3,630.00		
● Feb 03, 2020	ACH Deposit Square Inc 200203P2		18.99	
● Feb 03, 2020	<u>Check 52292</u>	3,719.51		
● Feb 03, 2020	ACH Deposit Square Inc 200203P2		43.73	
● Feb 03, 2020	<u>Check 52284</u>	334.14		

Date ▼	Description ◊	Debit ◊	Credit ◊	Balance
● Feb 03, 2020	<u>Check 10042</u>	310.00		

Agenda Item: Policy: Charter Council Bylaws

Prepared by: Susan Domenighini Charter Council Date: 04/21/2020

Background Information:

This is a final look at the Charter Council Bylaws with suggested updates to ARTICLE VII.

Proposed changes:

- **Term length changed from (2) years to (3) years**
- **Addition for situations when all charter council member terms end in the same year**

ARTICLE VII:

Section 3. DESIGNATED COUNCIL MEMBERS AND TERMS. The number of Council members shall be seven (7), unless changed by amendments to these bylaws; provided that three (3) seats shall be reserved for parent representatives and four (4) seats shall be reserved for community representatives. Parent Representatives and Community Members may not be employees of Blue Oak Charter School. Community Representatives may not be the parent, legal guardian or significant other of a parent or legal guardian of a child enrolled at Blue Oak Charter School. Parents, legal guardians or significant others of a parent or legal guardian of a child formerly enrolled at Blue Oak Charter School are eligible to serve as a community representative one (1) year after their child is no longer enrolled at Blue Oak Charter school. Additionally, pursuant to Education Code Section 47604(b), the governing board of the granting authority has the right to appoint one representative to the Charter Council. In the event that a representative of the governing board of the granting authority is appointed to the Charter Council, the number of Council members shall be increased to eight (8).

Except for the initial Charter Council, each Council member shall hold office unless otherwise removed from office in accordance with these bylaws for **(3) year(s)** and until a successor Council member has been designated and qualified. Terms for the initial Charter Council shall be staggered as drawn by lot with three (3) seats serving a one (1) year term, two seats serving a two-year term and 2 seats serving a three-year term. **In the event that all members of the Charter Council are concurrently up for re-election in the same year then the newly elected Charter Council members will have their terms staggered as drawn by lot with three (3) seats serving a one (1) year term, two seats serving a two-year term and two-seats serving a three-year term and serving a two (2) year term.**

ARTICLE VIII

ELECTION PROCESS

Section 1. ELIGIBILITY TO SERVE ON CHARTER COUNCIL. All parents and community members are eligible to be elected to the Charter Council so long as they are not employees of Blue Oak Charter School.

Section 2. ELECTION COMMITTEE AND APPLICATIONS. A board committee, as defined in Article 7, Section 21, will be formed to ensure an annual election will be held in a fair, open

and organized manner. No council member seeking reelection can sit on this Election Committee. The Election Committee will meet at least twice annually with the Executive Director and/or their designee, who shall be responsible for coordinating all election preparations.

Each election shall at a minimum:

- (a) Be preceded by public announcements over a two week period prior to the election;
- (b) Have complete nominating documents submitted from each applicant; Application packets may be obtained from and submitted to the front office of the school.
- (c) Have the complete nominating documents maintained in a public place for viewing;
- (d) Include a public forum for the community to meet candidates after the nominating period is closed and prior to the election and;
- (e) Utilize a ranked voting system to break ties. Ranked voting allows voters to rank candidates on the ballot and prevents ties by using 2nd choice votes to break ties for 1st place votes.

Section 3. ELECTIONS. Elections shall be held in May, except in cases where the incumbents or candidate(s) have no one challenging their position. Should there be no other interested parties, the incumbents or candidates may be automatically elected upon Charter Council ratification. Voting will be conducted for one (1) week, with ballots available at the front office voting station. Trained Election Officials shall be present at all times during polling hours. The polling hours shall be determined by the Administration with the goal of accommodating the availability of the Blue Oak Charter School families.

The ballots shall list all candidates. Ballots may not be removed from the voting area. All candidate's applications, resumes, and letters of intent shall be posted at the polling station for public viewing.

Section 5. VOTING. Each Blue Oak Charter School community member is entitled to submit one ballot. Community members include each parent and/or legal guardian of children currently enrolled in Blue Oak Charter School (not to exceed a total of two ballots per family), each Blue Oak Charter School employee and each Charter Council member. Independent contractors are not community members. A list of eligible voters will be used by election officials to check off the names of voters. If a voter's name cannot be found on the official list, a clearly marked provisional ballot will be issued but not cast until the election official determines the eligibility of the voter. Provisional voters will be notified within 24 hours of their eligibility.

On Friday of the week of the Charter Council elections, the ballot box shall be removed at 3:15 pm. Ballots shall be counted by two or more Election Officials and the Executive Director or designate. All completed ballots will be bound and kept with school records. Election results are posted the following school day to school bulletin boards and the Blue Oak Charter School website, however, results are not considered final until they are approved by the Charter Council.

At the regular Charter Council June meeting, the results of the Charter Council election will be presented. The results must be approved by a majority vote of the Charter Council. The Charter Council does reserve the right to take action when or if any irregularities, anomalies, or violations of these Bylaws occur. Such irregularities, anomalies, or violations may be waived by a unanimous vote of Charter Council. Newly elected members will assume office and duties at the first regular meeting in August of the Charter Council. Prior to assuming duties, all newly elected and appointed Charter Council members will read the Board's Code of Ethics.

Agenda Item: Charter Council Elections

Prepared by: Susan Domenighini Charter Council Date: 04/21/2020

Background Information:

- Bylaws of Blue Oak Charter School adopted on 02/26/2018
 - ARTICLE VII: - Section 3
 - Article VIII - Election Process on pages 7 - 8



CALIFORNIA SCHOOL FINANCE AUTHORITY

Date: April 7, 2020

To: Charter School Facility Grant Program Recipients

From: California School Finance Authority

Re: Charter School Facility Grant Program 2019-20 & 2020-21 Projections

MEMBERS

FIONA MA, CPA, CHAIR
State Treasurer

TONY THURMOND
State Superintendent of
Public Instruction

KEELY MARTIN BOSLER
Director of Finance

EXECUTIVE DIRECTOR
Katrina M. Johantgen

The California School Finance Authority (CSFA) has finalized its 2018-19 awards under the Charter School Facility Grant Program (Program), and has issued Initial and Second Apportionments under the 2019-20 funding round. Pursuant to Section 47614.5(f) of the Education Code, Program funds should first be used for rent and lease costs. If funds remain, the Program may reimburse other costs such as remodeling buildings, deferred maintenance, built-in equipment, and improving sites (Other Costs). If there are insufficient funds to reimburse 75% of requested Other Costs, awards will be pro-rated. Similarly, in the event the amount of requested eligible rent and lease costs exceed the amount of funds available, the lease portion of the award will be pro-rated, and CSFA will not make awards for Other Costs.

The California Department of Education (CDE) recently provided the 2019-20 Period 1 (P1) Average Daily Attendance (ADA) for all California charter schools. Based on the P1 ADA data from CDE, CSFA is projecting that the 2019-20 funding round is oversubscribed under the first-priority rent and lease cost category. Based on CDE data and total eligible rent and lease costs, CSFA anticipates rent and lease costs will be pro-rated and schools will receive approximately 95% of eligible awards. At this time, CSFA is anticipating the 2019-20 Other Costs will not be funded. We encourage schools incurring Other Costs to track those expenses as applicants may still request Other Costs through the [Facility Invoice Expenditure Report](#) due July 15, 2020 (in the event funding is made available in the 2020-21 budget to backfill awards).

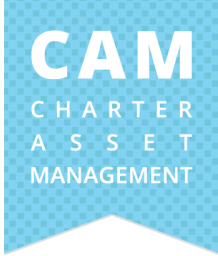
Example Award Calculation

2019-20 Lease Costs		\$400,000.00
Other Costs		\$0.00
75% of Annual Facility Costs		\$300,000.00
Award per P-2 (ADA x \$1,184)	250.00	\$296,000.00
Award (Lesser of the two)	ADA Cap	\$296,000.00
Pro-Rated Award	95%	\$281,200.00
Initial Apportionment		\$140,600.00
Second Apportionment		\$70,300.00
Final Lease Award		\$70,300.00

2019-20 Timing: CSFA traditionally receives Period 2 (P2) ADA data in late June, and sends True-Up award notices in July. Awardees have 30 calendar days to review and request changes or appeal staff's award determination. The Authority will disburse 50% of the True-Up award along with an award notice. Once all awardees have had an opportunity to review their award determinations, CSFA will finalize the pro-rata rate and disburse the remaining balance to all awardees. Please note that final true-up awards can be delayed by several months due to appeals at the staff and board level.

2020-21 Funding Round Projections: In light of the economic impacts of the COVID-19 pandemic, it is unclear what the 2020-21 budgets holds for the Program. We will continue to update schools as information becomes available.

We appreciate how important this funding is for charter schools throughout the state. Please contact us should you have any questions or need additional information. We can be reached at ian.davis@treasurer.ca.gov or Thomas.dear@treasurer.ca.gov.



March 31, 2020

Charter Asset Management Statement CAMS - Monthly

Blue Oak Charter School¹

All Active Transactions

Receivable	Funding Date	Face Value	Admin Fee	Discount	Amount Funded	Due Date	Remaining Balance
FY 19-20 Advance Apportionment Mar PMT - LCFF State Aid. CDS# 04-61424-6119523	2019-12-19	\$50,608.89	\$0.00	\$2,019.29	-\$48,589.60	2020-04-10	\$50,608.89
FY 19-20 Advance Apportionment Feb PMT - LCFF State Aid. CDS# 04-61424-6119523	2019-12-19	\$52,000.00	\$0.00	\$1,554.80	-\$50,445.20	2020-03-10	\$0.00
TOTAL		\$102,608.89	\$0.00	\$3,574.09	-\$99,034.80		\$50,608.89

DISCLAIMER: This statement does not constitute an offer to provide funding or an offer to purchase any receivables. Nothing in this statement is intended to create nor does it constitute legally binding obligations of any party or an agreement by CAM of funding or the availability of funding. This statement is not intended to be and does not constitute a legally binding obligation of the parties. No legally binding obligations of the parties shall be created, implied or inferred until documents in final form are executed and delivered by all parties. This statement is for discussion and negotiation purposes only and summarizes proposed terms to assist the parties in framing and negotiating the definitive terms of purchase transactions through separate purchase contracts. The availability of funding and any funding itself are subject to and conditioned upon satisfactory completion of due diligence and the parties agreeing upon and reducing to writing all terms and conditions necessary and incidental to the validity of separate purchase contracts. Either party may, at any time prior to the execution of a definitive purchase agreement, unilaterally terminate all negotiations pursuant to this statement, for any reason or for no reason, without any liability whatsoever to the other party. This statement, and its contents, are intended for school leadership review purposes only and should not be distributed and shared with any third party without express permission by CAM.