

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**FINANCE COMMITTEE**  
**REGULAR MEETING**  
**Zoom Meeting**  
<https://bcoe.zoom.us/j/98833438162>  
**Meeting ID: 988 3343 8162**

**Tuesday, June 9, 2020 - 4:15 pm**

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

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

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

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## **AGENDA**

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### **OPEN SESSION - 4:15 PM**

#### **1. OPENING 15 Minutes**

- 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, Love of life itself. Let us remember that as many hands build a house, So many hearts make 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. 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 from May 12, 2020, May 26, 2020, and June 2, 2020.

#### **2. FINANCIAL REPORTS - 15 minutes**

- 2.1. Charter Impact Monthly Report
  - 2.1.1. Attendance and Enrollment
  - 2.1.2. Cash Flow
  - 2.1.3. Balance Sheet Detail
  - 2.1.4. Warrants/Aged Payable
  - 2.1.5. Point of Sale Transactions/Check Register
  - 2.1.6. Actual to Budget Summary *(part of the Financial Forecast in the Charter Impact Report)*

#### **3. BUSINESS - 25 minutes**

- 3.1. LCAP COVID 19 Written Report

**S Domenighini**

- 3.2. PPP Resolution
- 3.3. 2020/2021 Budget
- 3.4. Contracts
  - 3.4.1. Charter Impact Contract Renewal
  - 3.4.2. BCOE Contract Renewal

**4. NEXT MEETING - July 7, 2020**

**5. ADJOURNMENT**

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

<https://bcoe.zoom.us/j/92833569120?pwd=bUVuTzF4QkVqd3h1V2lrQnhqeW03dz09>

**Meeting ID: 928 3356 9120 Password: 883454**

**Minutes**

**Tuesday, May 12, 2020 - 4:15 pm**

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**AGENDA**

**OPEN SESSION - 4:15 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- Chelsea Parker called the meeting to order at 4:16 PM.

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

- Present: Chelsea Parker, Susan Domenighini, Chairun Combs, Kate McDonald, Maggie Buckley, Franki Boisseree

**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 make a school."*

- Chelsea Parker read the school verse.

**1.4. Audience to Address the Committee**

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- No Audience to address the committee.

**1.5. Agenda Modifications**

- No modifications.

**1.6. Approve Minutes from April 14, 2020 and April 28, 2020**

- Franki Boisseree made a motion to approve the minutes from April 14, 2020 and April 28, 2020. Maggie Buckley seconds.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Kate McDonald	X			
Chairun Combs	X			
Maggie Buckley	X			
Susan Domenighini	X			
Frankie Boisseree	X			

- Vote passes.

## 2. FINANCIAL REPORTS - 15 minutes

Jim Weber, Charter Impact

### 2.1. Charter Impact Monthly Report

#### 2.1.1. Attendance and Enrollment

#### 2.1.2. Cash Flow

#### 2.1.3. Balance Sheet Detail

#### 2.1.4. Warrants/Aged Payable

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

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

- Jim Weber from Charter Impact presented the April financial reports. The Paycheck Protection loan was received in April, which significantly impacts cash. This loan is potentially forgivable, otherwise it is a 2 year loan. There is potent funding from the CARES act, this would help recover any shortfalls in funding. Compliance deadlines were reviewed. A COVID 19 report is being requested by the state.
- The committee discussed whether or not the school will need to borrow again and at which point that might happen. The risk of any immediate borrowing is low.
- Chairun Combs made a motion to approve and recommend the financial reports to the Blue Oak Charter Council (BOCC) for approval. Kate McDonald seconds.
- No further discussion.
- Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Kate McDonald	X			
Chairun Combs	X			
Maggie Buckley	X			
Susan Domenighini	X			
Frankie Boisseree	X			

- Vote passes.

### **3. BUSINESS - 25 minutes**

#### **3.1. Strategic Plan**

##### **3.1.1. Healthy Solutions Benefits**

- Susan Domenighini presented spreadsheets made available from Healthy Solutions regarding school employee benefits. The school is looking at switching to a flat employer cost in contrast to the current flat employee cost. The impact of any change to individual employees is of high concern. As well there is a concern that employees who waived coverage before would take the \$500 flat coverage, which would increase the cost to the school. In response to this the school is looking at the option of paying a percentage, up to \$500 per employee. This way the school is not paying 100% of any employees benefits. The potentially impacted employees are highlighted in pink on the spreadsheet.
- The committee discussed whether the certificated pay scale increase would cover the increase in health benefits for all employees or not. At this time not all teachers have submitted the requested credential information so we do not yet know the full impact or salary increase that could incur. No decisions were made regarding health care benefits at this time more information is needed and impact on the overall budget needs to be accessed.

##### **3.1.2. Certificated Pay Scale**

- Susan Domenighini explained that the certificated pay scale has been included for reference as the committee reviews the health benefits package. Without the proposed budget for 2020/2021 and the ability to review the full impacts of both a certificated pay scale increase and a proposed changes in the health care package no decision can yet be made. This is the same certificated pay scale information that was provided at the last meeting.
- Blue Oak teacher Susan Whittlesey spoke to the committee regarding CalSTRS and retirement options that she has explored. She expressed concerns regarding teacher pay and the schools ability to attract and retain Waldorf educated teachers with a competitive salary and benefits package.
- The committee mirrored these concerns and while it holds the priority to increase the certificated pay scale it is also charged with viewing the school as a whole and looking at impacts and finances to the whole school.

##### **3.1.3. Single Track Budget**

- A single track budget was intended to be reviewed alongside a proposed budget for informational purposes and comparison. A proposed budget is not yet available so there is no single track budget yet available at this time either.

#### **3.2. LCAP**

- Susan Domenighini explained that the LCAP due date has been extended to December 2020. The state is requesting that the school complete and submit a special COVID-19 report that is due in June. The format for this report is expected to be available at the next meeting.

#### **3.3. COVID-19**

##### **3.3.1. PPP Loan Agreement**

- Susan Domenighini explained that the rules and regulations of the PPP loan are evolving. There may be additional rules that are implemented. As a result more information is being sought from the lending bank and from legal for clarity and to ensure that accurate and up to date information is presented to the BOCC at the May meeting.

#### **3.4. Budget**

##### **3.4.1. FCMAT Fiscal Alert**

- Susan Domenighini shared the FCMAT Fiscal Alert for informational purposes. FCMAT is providing the best information at present regarding potential cuts and delays in funding due to

the COVID 19 impact on the state budget.

- The suggestion of a third interim report as outlined by FCMAT was discussed. Blue Oak has regular finance committee meetings and actively monitors all portions of the budget, thus a third interim report is not necessary for Blue Oak.

### **3.4.2. 20-21 Budget Proposals**

- Susan Domenighini explained that the budget proposals are yet available. More information is being sought as the Governor has suggested a budget reduction of anywhere between 2% to 20%.
- The need to hold off on decisions regarding the certificated pay scale and the health benefits package was discussed. It will be important to have a proposed budget in order to see the fiscal impact of any decisions and to as well identify areas that can be reduced to counter a potential decrease in funding and to counter a proposed certificated pay scale increase.
- Concerns regarding time were expressed and the need for teachers to sign contracts for the next school year. With no approved budget and no approved certificated pay scale concern and worry of a potential delay were expressed. While time will be tight our budget is due to Chico Unified School district in June and the finance committee will need to be prepared and educated to make needed suggestions at the next meeting. It is important to take the needed time to gather information and research to make the best possible decision for the school overall.
- The finance committee hopes to review a proposed budget at the next meeting.

## **4. NEXT MEETING - May 26, 2020**

## **5. ADJOURNMENT**

- Chelsea Parker adjourned the meeting at 5:17 PM.

Minutes taken by: Tess Slaton

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

**Blue Oak Charter School**  
**450 W. East Avenue, Chico, CA 95926**  
**FINANCE COMMITTEE**  
**SPECIAL MEETING**  
**Zoom Meeting**

Join Zoom Meeting

<https://bcoe.zoom.us/j/98750510533>

Meeting ID: 987 5051 0533

**MINUTES**  
**Tuesday, May 26, 2020 - 4:15 pm**

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

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*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 - 4:15 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- Chelsea Parker called the meeting to order at 4:17 PM

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

- Present: Chelsea Parker, Susan Domenighini, Kate McDonald, Chairun Combs, Frankie Boisseree
- Absent: Maggie Buckley

**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 make a school."*

- Chelsea Parker read the verse.

**1.4. Audience to Address the Committee**

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- Kate McDonald asked for information or follow up on the 10 month contract and summer holdback hours.

**1.5. Agenda Modifications**

- Chelsea Parker requested that item 2.2. Budget be moved to before 2.1. Strategic Plan, so as to have the budget discussion prior to the strategic plan discussion.

**2. BUSINESS - 25 minutes**

**2.1. Strategic Plan**

### **2.1.1. Healthy Solutions Benefits**

### **2.1.2. Certificated Pay Scale**

- The Healthy Solutions benefit package in conjunction with the proposed Certificated pay scale was discussed at length. Concern was expressed regarding a possible negative impact on some employees if the health benefits package is adopted. If both the health benefits package and the proposed Certificated pay scale were adopted together, then fewer employees would be negatively impacted. The committee decided not to make any decisions at this time as they would like to review a proposed budget before making a decision regarding health benefits and the Certificated pay scale.
- Susan Domenighini explained the Certificated 10-month contract plan along with the option for summer holdbacks from regular pay.

### **2.1.3. Single Track Budget**

- Moving to a single-track school, having one class per grade versus two classes per grade was discussed. Chelsea Parker requested that a single track budget be provided for the next meeting.

## **2.2. Budget**

### **2.2.1. 20-21 Budget Proposals**

- Maggie Buckley joined the meeting at 4:23 PM.
- California schools are waiting for the governor to revise the state budget before 2020/2021 budgets are proposed at the school level. We will know more in mid-June. Currently anywhere from a 2% to a 20% decline in funding is being proposed. The current budget is showing a year-end deficit of over \$500,000. There are a lot of unknowns at this time though. Many values listed are placeholders and not actual amounts yet. The committee reviewed the budget and discussed several categories. Increases in liability insurance were discussed. Ideas and recommendations on how to reduce our expenditures were discussed so we have a balanced budget to present to CUSD.
- Jim Weber of Charter Impact discussed Federal aid and explained why schools in Chico would most likely not qualify for federal aid.
- Chelsea Parker requested to have a special meeting the following week on Tuesday, June 2 to continue the discussion.

## **3. NEXT MEETING - ~~June 9, 2020~~**

- Special Meeting on June 2, 2020, next Regular Meeting on June 9, 2020

## **4. ADJOURNMENT**

- Chelsea Parker adjourned the meeting at 5:20 PM.

Minutes taken by: Tess Slaton

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



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

Join Zoom Meeting

<https://bcoe.zoom.us/j/94113286946>

Meeting ID: 941 1328 6946

**MINUTES**

**Tuesday, June 2, 2020 - 4:15 pm**

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

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**AGENDA**

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**OPEN SESSION - 4:15 PM**

**1. OPENING 15 Minutes**

**1.1. Call Meeting to Order**

- Chelsea Parker called the meeting to order at 4:18 PM

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

- Present: Chelsea Parker, Susan Domenighini, Chairun Combs, Kate McDonald, Maggie Buckley, Franki Boisseree

**1.3. Invocation - School Verse Read**

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- Chelsea Parker read the verse.

**1.4. Audience to Address the Committee**

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- No audience to address the committee.

**1.5. Agenda Modifications**

- No agenda modification.

**2. BUSINESS - 25 minutes**

**2.1. Strategic Plan**

- Susan Domenighini explained that this is an ongoing special meeting item.

### **2.1.1. Healthy Solutions Benefits**

### **2.1.2. Certificated Pay Scale**

- Susan Domenighini spoke to both Healthy Solutions Benefits and Certificated Pay-Scale together as the increase in Health Benefit costs to employees is hoped to be offset by the increase in the Certificated pay scale. The terms of the Healthy Solutions benefit package were discussed. Most employees stay the same or have over-all expenses decreased. The impact on the budget if both the Healthy Solutions benefit package and the proposed Certificated Pay-Scale were adopted would be an increase of \$68,000 to the budget. It was decided to hold off on a vote regarding this matter until the 2.2.1 20-21 Budget Proposal was discussed to see how the budget would be impacted overall by this decision.

### **2.1.3. Single Track Budget**

- A revenue model of a single track budget was shared. The income perspective and what cuts would need to be made in order to meet this budget were not reflected in the spreadsheet. The Finance Committee would have to make cuts to meet this model.

## **2.2. Budget**

### **2.2.1. 20-21 Budget Proposals**

- The governor's budget is still pending, thus the amount of cuts that will impact schools is undetermined at this time. The governor's budget is due on June 15. Blue Oak Charter School's budget is due to Chico Unified School District (CUSD) by June 30. The June Charter Council Meeting is June 16, so if a budget is not agreed upon at that meeting then a special meeting will need to be called.
- The largest expenditures were discussed as being school salaries and facility costs. The school is able to recover some of its facility costs through SB740, but this could be potentially decreased with statewide budget cuts. The option of seeking a campus space from CUSD through Prop 39 was discussed. Although it was recognized that applications for the 20/21 school year were due in October of 2019. It was also clarified that Prop 39 does not guarantee us our own space. The space offered could be portable on another school campus. This option would come with unique challenges. The decline in ADA (average daily attendance) was discussed and how it impacts the school budget. The option to recommend reducing staffing costs with the contingency that if more funds become available that they are used first for staffing was discussed. Fundraising was also discussed.
- With public school models showing more responsibility and tasks being placed on classroom teachers and less additional staff because of cuts it was recommended to consider moving forward with the proposed health benefit and salary package. Susan Domenighini strongly stated that both the benefits package and the salary schedule would need to be recommended together and not just one or the other. Doing both will bring the school more in-line with industry standards.
- When the Certificated salary schedule would be implemented was discussed and if it would be implemented over a period of time such as two years. It was shared that the intent was for both the benefits package and the salary schedule to be implemented for the 20/21 school year.
- Franki Boisseree made a motion to recommend that the board approves the Healthy Solutions Benefit plan and the new Certificated salary schedule for the 20/21 school year. Chairun Combs seconds.
- Concerns were expressed regarding the amount of a deficit the school is looking at in the proposed budget for the 2020/2021 school year and the consequences of recommending these changes as they would increase the budget by \$68,000.

➤ Vote.

Name	Yes	No	Abstain	Absent
Chelsea Parker	X			
Kate McDonald	X			
Chairun Combs	X			
Maggie Buckley	X			
Susan Domenighini	X			
Frankie Boisseree	X			

- Vote passes.
- Chelsea Parker asked that the steps be taken to reach out to CUSD regarding campus options for the 20/21 school year and available space they may have for us.
- Chelsea Parker requested that the committee continue to review the budget for ideas and recommendations to be discussed at the next meeting.

**3. NEXT MEETING - June 9, 2020**

**4. ADJOURNMENT**

- Chelsea Parker adjourned the meeting at 5:42 PM

Minutes taken by: Tess Slaton

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

# Blue Oak Charter School

Monthly Financial Presentation – May 2020

# May Highlights

## Highlights

- Forecast loss improved (**\$11K**) following receipt of federal fire response funding.
- Revenue forecast below budget (**\$16K**).
- Expenses forecast above budget (**\$51K**), compensation forecast increased from prior month.

## Compliance and Reporting

- 2020/21 Budget and COVID-19 Operations Written Report will be presented before June 30<sup>th</sup>.
- LCAP extended to Dec 15th.
- SB740 application completed early June.

## Enrollment and Revenues

- P-2 ADA, 293.37, below budget.

## Cash

- Paycheck Protection Program loan received, **\$529,920**.
- Cash, excluding loan, is forecast to end year **\$16K**.
- Economic uncertainty threatens budget cuts and payment deferrals during 2020/21 and beyond.

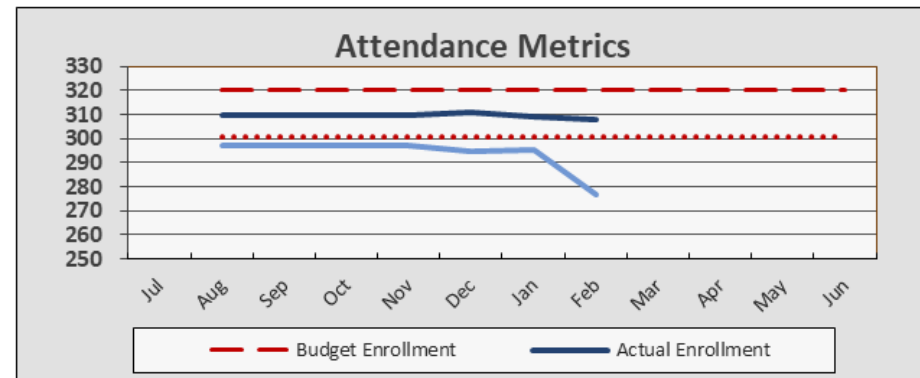
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

<b>Enrollment &amp; Per Pupil Data</b>			
	<b><u>Actual</u></b>	<b><u>Forecast</u></b>	<b><u>Budget</u></b>
Average Enrollment	310	310	320
ADA	293	293	301
Attendance Rate	94.6%	94.6%	94.0%
Unduplicated %		57.9%	57.9%
Revenue per ADA		\$12,092	\$11,838
Expenses per ADA		\$12,131	\$11,831

## Attendance Metrics



P-2 ADA is 293.37, (3.5) below P-1 and (7) below 1<sup>st</sup> interim budget.

# Revenue

- **May Updates**
  - Revenues update – LCFF decreased with ADA, increased FEMA, federal response and LPSBG.
  - CARES Act federal funding – potential \$64K funding **not** included in forecast, awarded for 2020/21.

## Revenue

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

## Total Revenue

<i>Annual/Full Year</i>		
Forecast	Budget	Fav/(Unf)
\$ 2,626,600	\$ 2,724,729	\$ (98,129)
176,392	136,121	40,271
523,176	429,809	93,367
<u>221,285</u>	<u>272,430</u>	<u>(51,145)</u>
<b><u>\$ 3,547,453</u></b>	<b><u>\$ 3,563,089</u></b>	<b><u>\$ (15,636)</u></b>

# Expenses



- **May 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.

	<i>Annual/Full Year</i>		
	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
<b>Expenses</b>			
Certificated Salaries	\$ 1,393,999	\$ 1,357,638	\$ (36,361)
Classified Salaries	461,208	548,986	87,778
Benefits	615,196	552,638	(62,558)
Books and Supplies	95,132	73,339	(21,793)
Subagreement Services	35,584	-	(35,584)
Operations	129,139	134,347	5,208
Facilities	604,723	612,595	7,872
Professional Services	203,796	217,907	14,111
Depreciation	11,846	2,133	(9,713)
Interest	8,106	8,000	(106)
<b>Total Expenses</b>	<b>\$ 3,558,730</b>	<b>\$ 3,507,583</b>	<b>\$ (51,147)</b>



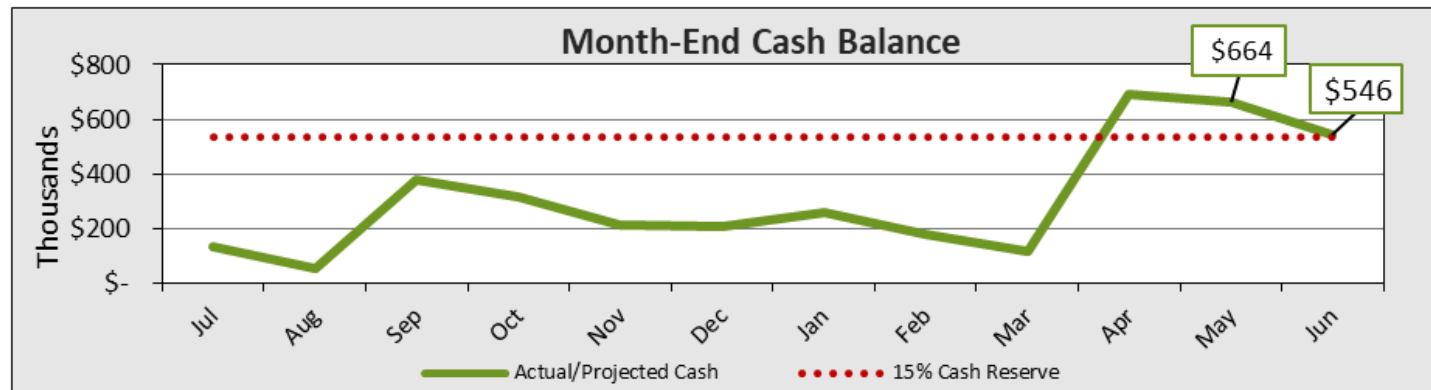
# Surplus / (Deficit) & Fund Balance

- Current forecast loss **(\$11K)**, below budget.
- Fund balance forecast **\$517K**, 15%, 53 days expenses.
- Forecast funding deferrals reduce fund balance available as cash reserves at June 30<sup>th</sup>.

	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
<b>Total Surplus(Deficit)</b>	\$ (11,277)	\$ 55,506	\$ (66,782)
Beginning Fund Balance	<u>528,055</u>	<u>528,055</u>	
<b>Ending Fund Balance</b>	<u><b>\$ 516,780</b></u>	<u><b>\$ 583,561</b></u>	
<i>As a % of Annual Expenses</i>	14.5%	16.6%	

# Cash Balance

- Cash is forecast to end the year at \$546K, 5% of expenses.
- Paycheck Protection Program loan received, \$529,920, to ensure school meets payroll and rent.
- PPP loan is potentially forgivable, anticipated extended to twenty-four-week period.
- Economic uncertainty causes concern for deferral of cash payments and budget cuts beginning in late June and continuing through 2020/21.
- 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	Jun-01	<b>Executive School Leadership Review Evaluation</b> – The board of directors is responsible for hiring and establishing the compensation (salary and benefits) of the executive director by identifying compensation that is "reasonable and not excessive". The board conducting the review should document who was involved and the process used to conduct the review, as well as the disposition of the full board's decision to approve the executive director's compensation (minutes of a meeting are fine for this). The documentation should demonstrate that the board took the comparable data into consideration when it approved the compensation.	BOCS	Yes	No	This is an IRS requirement for Executive Director positions.  If needed, Charter Impact can provide data on comparable salaries for your organization's Board of Directors.
FINANCE	Jun-04	<b>SB 740 Charter School Facility Grant Program applications (Continuing Schools)</b> - The 2020-21 Online Application will be made available April 30, 2020 and will close June 4, 2020 at 5:00 P.M. Late applications will NOT be accepted. The SB740 Program is intended to provide grants to charter schools to assist with facilities' rent and lease costs associated with the school. Each year applicants must submit a new Application and the Authority will determine eligibility on an annual basis. Charter schools must also meet the FRPM Eligibility requirements each year.	Charter Impact	No	Yes	<a href="http://www.treasurer.ca.gov/csfa/csfgp/index.asp">http://www.treasurer.ca.gov/csfa/csfgp/index.asp</a>
FINANCE	Jun-25	<b>Certification of the 2019-20 Second Principal Apportionment</b> - The Principal Apportionment includes funding for the Local Control Funding Formula, which is the primary source of an LEA's general purpose funding; Special Education (AB 602); and funding for several other programs. The Second Principal Apportionment (P-2), certified by June 25, is based on the second period data that LEAs report to CDE in April and May. P-2 supersedes the P-1 Apportionment calculations and is the final state aid payment for the fiscal year ending in June.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/pa/">https://www.cde.ca.gov/fg/aa/pa/</a>
FINANCE	Jun-30	<b>Local Control and Accountability Plan and COVID-19 Operations Written Report 2020–21 LCAP Changes in Response to COVID-19 - Executive Order N-56-20 extended the deadline for adoption of the 2020–21 LCAP from July 1, 2020, to December 15, 2020.</b>  Executive Order N-56-20 requires that all LEAs complete a written report to explain the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency, the major impacts of such closures on students and families, and a description of how the LEA is meeting the needs of its unduplicated students. The California Department of Education (CDE) is currently developing a COVID-19 Written Report form that may be used for this purpose.  The COVID-19 Operations Written Report must be adopted with the LEA's budget which is due on or before July 1, 2020.	BOCS	Yes	No	<a href="https://www.cde.ca.gov/re/lc/documents/covid19rprtguidance.pdf?utm_campaign=Capitol%20Update&amp;utm_medium=email&amp;_hsmt=87612015&amp;_hsenc=p2ANqtz--PTv9_bvgRugH7q9SkP1F1clGnFKQl2i48Vwgrxw76roAv1_G0KS6oq9dyRzxS2GoJh&amp;utm_content=87612015&amp;utm_source=hs_email">https://www.cde.ca.gov/re/lc/documents/covid19rprtguidance.pdf?utm_campaign=Capitol%20Update&amp;utm_medium=email&amp;_hsmt=87612015&amp;_hsenc=p2ANqtz--PTv9_bvgRugH7q9SkP1F1clGnFKQl2i48Vwgrxw76roAv1_G0KS6oq9dyRzxS2GoJh&amp;utm_content=87612015&amp;utm_source=hs_email</a>
FINANCE	Jun-30	<b>Submit Preliminary Budget Plan to Authorizer</b> - Charter Schools are required to submit their annual budgets to their authorizer by the authorizer-imposed deadline. Authorizers then use the budget to determine if the Charter School has reasonable financial health to sustain operations.  The budget must be presented at the same public meeting as the COVID-19 Operations Report, following the budget hearing. COVID-19 Operations Report and budget adoption must be at least 1 day after the public hearing.	Charter Impact	Yes	No	<a href="https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp">https://www.cde.ca.gov/fg/sf/fr/calendar19district.asp</a>
OPERATIONS	Jun-30	<b>Approve school calendar and instructional minutes</b> - 180/175 days charter schools and are allowed to shorten instructional year by 5 days without fiscal penalty. Kindergarten ~ 600 hours; Grades 1-3 ~ 840 hours; Grades 4-8 ~ 900 hours; Grades 9-12 ~ 1080 hours	BOCS	Yes	No	<a href="https://www.cde.ca.gov/fg/aa/pa/lcfftfaq.asp">https://www.cde.ca.gov/fg/aa/pa/lcfftfaq.asp</a>
GOVERNANCE	Jun-30	<b>Review your Parental Involvement Policy</b> - Every local educational agency (LEA) in California must have a parental involvement policy: Federal requirement (LEAs accepting Title I funds). State requirement (California Education Code [EC] for non-Title I schools. Parents must be involved in how the funds reserved for parental involvement will be allocated for parental involvement activities. Keep minutes and sign-in sheets documenting these discussions. The California Department of Education (CDE) reviews the Consolidated Application and Reporting System (CARS) to see if the required reservation has been made.	BOCS	Yes	No	<a href="https://www.cde.ca.gov/sp/sw/t1/parentfamilyinvolve.asp">https://www.cde.ca.gov/sp/sw/t1/parentfamilyinvolve.asp</a>
GOVERNANCE	Jun-30	<b>Review your Homeless Education Policy</b> - A Homeless Education Policy is used to ensure that your school is compliant with key provisions of the Education for Homeless Children and Youths Act. It is also used to collect the contact information for your required designated homeless liaisons at your school. All schools are required to establish a board approved Homeless Education Policy.	BOCS	No	No	<a href="https://www.cde.ca.gov/sp/hs/cy/strategies.asp">https://www.cde.ca.gov/sp/hs/cy/strategies.asp</a>

# Compliance Deadlines (next 60 days)



Area	Due Date	Description	Completed By	Board Must Approve	Signature Required	Additional Information
FINANCE	Jul-13	<b>Final Federal Expenditure and ERMHS Report (Special Education)</b> - Financial reporting for year-end actuals are due for El Dorado Charter SELPA members.	Charter Impact	No	No	<a href="https://charterselpa.org/fiscal/">https://charterselpa.org/fiscal/</a>
DATA TEAM	Jul-15	<b>Annual Attendance Report</b> - Annual Attendance data is reported for the entire school year.	BOCS	No	Yes	<a href="https://www.cde.ca.gov/fg/aa/pa/">https://www.cde.ca.gov/fg/aa/pa/</a>
FINANCE	Jul-15	<b>Extended Due Date - Form 990</b> - 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. <b>During 2020 - due date has been automatically extended to July 15, 2020.</b>	BOCS/CLA	Yes	No	<a href="http://www.publiccounsel.org/useful_materials?id=0025">http://www.publiccounsel.org/useful_materials?id=0025</a>
FINANCE	Jul-31	<b>Federal Cash Management - Period 1</b> - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; Title III Immigrant; and Title IV programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	<a href="https://www.cde.ca.gov/fg/aa/cm/">https://www.cde.ca.gov/fg/aa/cm/</a>
GOVERNANCE	Jul-31	<b>Annual review of organization's Fiscal Policies</b> - Board approved fiscal policies define the organization's financial operations and internal controls to ensure compliance with industry and government regulations. An annual review is recommended to ensure compliance with current procedures and annually updated regulations. If updates are necessary, revised policies may be documented and presented for Board approval.	BOCS with Charter Impact support	No	No	
DATA TEAM	Jul-31	<b>CALPADS EOY 1, 2, 3, and 4</b> - Course Completion, Program Eligibility/Participation, Homeless Students, Student discipline, Cumulative Enrollment, Student Absence Summary and SpED	BOCS	No	Yes	<a href="https://www.cde.ca.gov/ds/sp/cl/">https://www.cde.ca.gov/ds/sp/cl/</a>

# Appendices

**As of May 31, 2020**

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

# ***Blue Oak Charter***

**Financial Package**

**May 31, 2020**

*Presented by:*



**CHARTER**  
IMPACT

# Blue Oak Charter School

## Monthly Cash Flow/Forecast FY19-20

Revised 06/05/2020

ADA = 293.37



### Revenues

#### State Aid - Revenue Limit

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	213,721
8012	Education Protection Account	-	-	-	137,001	-	137,000	-	-	-	94,930	-	-	(6,941)
8019	State Aid - Prior Year	-	-	-	-	-	-	-	(11,677)	(10,976)	(10,979)	(10,976)	(6,860)	(51,468)
8096	In Lieu of Property Taxes	-	47,061	94,121	62,748	62,748	62,748	62,748	62,748	76,932	38,478	38,478	37,126	31,699
		-	136,130	183,190	360,073	223,072	360,072	223,072	223,072	176,496	233,673	138,740	137,391	231,618

#### Federal Revenue

8181	Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	47,912
8290	Title I, Part A - Basic Low Income	-	-	-	-	-	-	-	18,460	49,133	-	-	-	10,090
8291	Title II, Part A - Teacher Quality	-	-	-	-	2,864	-	-	-	6,600	-	-	-	1,985
8296	Other Federal Revenue	-	-	-	-	2,370	-	-	-	6,732	-	-	-	30,246
		-	-	-	-	5,234	-	-	18,460	62,465	-	-	-	90,233

#### Other State Revenue

8545	School Facilities (SB740)	-	-	-	-	-	-	-	-	195,205	97,602	-	-	35,300
8550	Mandated Cost	-	-	-	-	-	5,697	-	-	-	-	-	-	-
8560	State Lottery	-	-	-	-	-	17,816	-	-	17,245	0	-	-	25,667
8598	Prior Year Revenue	-	-	40	-	4,945	-	(1,304)	-	(514)	-	-	-	-
8599	Other State Revenue	-	-	120,332	-	-	-	-	-	5,145	-	-	-	-
		-	-	120,372	-	4,945	-	22,209	-	217,081	97,602	-	-	60,967

#### Other Local Revenue

8689	Other Fees and Contracts	-	1,112	-	-	-	-	-	-	-	-	-	-	-
8699	School Fundraising	520	7,911	4,362	5,647	7,090	3,639	4,566	4,030	7,164	20	3,594	-	-
8792	Transfers of Apportionments	-	8,660	8,660	15,589	15,589	15,589	15,589	15,589	28,573	11,049	11,023	-	4,722
8980	Contributions, Unrestricted	1,084	-	-	500	-	-	-	-	19,415	-	-	-	-
		1,604	17,683	13,022	21,736	22,679	19,228	20,155	19,619	55,152	11,069	14,617	-	4,722

### Total Revenue

<b>1,604</b>	<b>153,813</b>	<b>316,584</b>	<b>381,809</b>	<b>255,930</b>	<b>379,300</b>	<b>265,436</b>	<b>242,691</b>	<b>250,108</b>	<b>524,288</b>	<b>250,960</b>	<b>137,391</b>	<b>387,540</b>
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### Expenses

#### Certificated Salaries

1100	Teachers' Salaries	88,461	118,203	136,289	111,894	111,250	111,324	106,258	109,180	107,294	107,700	107,811	(89,030)	-
1170	Teachers' Substitute Hours	120	-	1,643	3,420	2,473	1,680	2,483	1,860	1,320	-	-	-	-
1175	Teachers' Extra Duty/Stipends	-	1,720	-	-	-	-	5,944	6,144	6,249	5,944	5,944	154	-
1200	Pupil Support Salaries	-	-	-	-	-	425	1,608	1,595	1,489	5,240	8,820	3,273	-
1300	Administrators' Salaries	22,631	12,732	12,732	12,732	21,440	14,116	13,962	13,962	13,962	13,962	13,962	13,962	-
1900	Other Certificated Salaries	2,198	850	(254)	2,309	1,337	1,579	1,699	1,818	1,699	1,962	1,887	584	-
		113,411	133,505	150,409	130,353	136,499	129,124	131,953	134,559	132,012	134,807	138,423	(71,057)	-

#### Classified Salaries

2100	Instructional Salaries	1,644	5,944	15,286	14,896	10,606	10,671	10,049	9,413	8,687	9,960	11,168	3,124	-
2200	Support Salaries	-	1,750	3,823	3,425	1,113	1,248	-	-	-	-	-	-	-
2300	Classified Administrators' Salaries	3,086	4,516	5,946	4,516	4,516	4,516	-	-	-	-	-	-	-
2400	Clerical and Office Staff Salaries	7,499	9,517	15,427	18,410	14,606	10,870	8,716	7,835	7,585	8,586	7,686	8,500	-
2900	Other Classified Salaries	1,546	14,493	20,586	24,091	19,634	16,264	18,080	15,448	16,450	17,380	15,215	6,880	-
		13,776	36,220	61,067	65,338	50,475	43,569	36,845	32,696	32,722	35,926	34,070	18,505	-

#### Benefits

3101	STRS	17,366	20,899	23,803	20,169	26,340	20,066	20,037	20,680	20,093	20,503	21,102	(12,151)	-
3202	PERS	4,941	8,568	16,924	13,508	6,380	7,496	7,483	11,946	8,630	9,316	8,970	3,649	-
3301	OASDI	1,505	2,881	4,191	4,583	3,703	2,594	2,205	4,031	2,830	3,121	2,949	1,147	-
3311	Medicare	1,769	2,383	2,941	2,712	2,589	2,204	2,223	2,611	2,281	2,367	2,394	(762)	-
3401	Health and Welfare	14,788	15,542	13,731	28,129	17,235	13,208	18,433	17,068	14,337	14,896	18,758	20,496	-
3501	State Unemployment	61	82	101	93	89	76	77	90	79	829	1,242	381	-
3601	Workers' Compensation	1,250	1,250	1,378	1,469	1,469	1,469	1,395	2,132	1,385	2,785	847	-	-
3901	Other Benefits	-	-	-	-	-	-	78	79	73	75	70	-	-
		41,680	51,605	63,071	70,663	57,806	47,113	51,930	58,637	49,707	53,891	56,332	12,761	-

Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
ADA = 300.39		
1,638,443	1,540,591	97,852
361,990	532,632	(170,642)
(51,468)	-	(51,468)
677,635	651,506	26,129
2,626,600	2,724,729	(98,129)
47,912	37,600	10,312
77,683	77,067	616
11,449	11,454	(5)
39,348	10,000	29,348
176,392	136,121	40,271
328,107	361,848	(33,741)
5,697	5,697	-
60,728	62,264	(1,536)
3,168	-	3,168
125,477	-	125,477
523,176	429,809	93,367
1,112	-	1,112
48,542	78,030	(29,488)
150,632	154,400	(3,768)
20,999	40,000	(19,001)
221,285	272,430	(51,145)
3,547,453	3,563,089	(15,636)
1,126,633	1,129,828	3,195
14,998	30,600	15,602
32,100	5,151	(26,949)
22,452	-	(22,452)
180,151	174,144	(6,007)
17,665	17,915	250
1,393,999	1,357,638	(36,361)
111,449	147,615	36,166
11,359	16,350	4,991
27,096	49,668	22,572
125,235	199,476	74,241
186,069	135,877	(50,192)
461,208	548,986	87,778
218,908	222,011	3,103
107,812	95,860	(11,952)
35,740	36,695	955
25,712	26,807	1,095
206,621	152,500	(54,121)
3,201	5,765	2,564
16,828	13,000	(3,828)
374	-	(374)
615,196	552,638	(62,558)

# Blue Oak Charter School

## Monthly Cash Flow/Forecast FY19-20

Revised 06/05/2020

ADA = 293.37



### Books and Supplies

4100	Textbooks and Core Materials	19,614	-	-	-	183	-	-	-	-	-	-	-
4200	Books and Reference Materials	-	-	-	-	-	-	7,673	-	-	-	-	-
4302	School Supplies	25,987	9,398	(80)	-	6,931	175	928	536	2,774	1,626	(387)	1,000
4305	Software	-	-	-	-	170	294	-	-	-	-	380	-
4310	Office Expense	203	343	265	1,360	1,444	637	848	1,237	520	2,442	2,583	2,000
4312	School Fundraising Expense	-	-	-	-	-	-	907	502	2,079	-	-	-
4400	Noncapitalized Equipment	-	-	-	-	-	-	-	-	357	203	-	-

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
45,804	9,740	185	1,360	8,729	1,106	1,776	10,353	3,797	6,504	2,778	3,000	-

Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
19,797	17,465	(2,332)
7,673	2,149	(5,524)
48,888	25,000	(23,888)
844	-	(844)
13,882	24,225	10,343
3,488	3,500	12
560	1,000	440
95,132	73,339	(21,793)

### Subagreement Services

5102	Special Education	-	-	-	-	-	-	3,840	5,760	12,154	11,626	-	-
5105	Security	-	-	-	-	-	1,227	-	428	-	-	-	-
5106	Other Educational Consultants	-	-	-	-	-	550	-	-	-	-	-	-

-	-	-	-	-	-	1,777	-	4,268	5,760	12,154	11,626	-	-
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33,380	-	(33,380)
1,654	-	(1,654)
550	-	(550)
35,584	-	(35,584)

### Operations and Housekeeping

5201	Auto and Travel	445	1,065	-	-	1,577	45	416	636	97	-	515	323
5300	Dues & Memberships	1,000	-	-	-	-	-	-	-	-	-	-	-
5400	Insurance	9,285	-	8,224	1,772	1,767	2,175	408	408	408	408	408	-
5501	Utilities	8,841	9,089	901	13,846	11,307	3,843	8,046	4,469	4,393	2,490	1,490	4,000
5502	Janitorial Services	-	-	-	-	-	-	957	5,699	2,314	1,210	-	3,021
5900	Communications	2,554	544	437	1,044	52	539	1,207	751	701	785	729	800
5901	Postage and Shipping	-	-	-	363	42	66	24	74	194	20	512	-

22,125	10,699	9,562	17,025	14,745	6,668	11,056	12,037	8,106	4,912	3,654	8,551	-	-
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5,118	5,118	-
1,000	3,582	2,582
25,669	25,847	178
72,715	85,000	12,285
13,200	3,200	(10,000)
10,142	11,600	1,458
1,296	-	(1,296)
129,139	134,347	5,208

### 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	-
5602	Additional Rent	-	-	-	231	-	-	-	-	-	-	-	-
5603	Equipment Leases	1,068	1,128	320	1,529	3,500	891	1,159	675	2,371	1,583	1,588	1,575
5604	Other Leases	-	-	-	-	-	-	400	-	-	-	-	-
5610	Repairs and Maintenance	-	85	608	-	393	-	950	-	390	-	-	1,000

48,447	49,931	48,307	50,395	52,991	49,758	50,976	49,942	51,628	50,450	50,455	51,442	-	-
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583,279	583,995	717
231	-	(231)
17,388	18,900	1,512
400	-	(400)
3,425	9,700	6,275
604,723	612,595	7,872

### Professional/Consulting Services

5801	IT	-	-	-	-	375	4,824	-	795	4,093	(4,395)	4,537	-
5802	Audit & Taxes	-	-	-	-	-	-	3,502	-	-	-	-	2,500
5803	Legal	926	711	4,500	-	892	-	-	-	-	-	-	4,972
5804	Professional Development	400	725	(725)	-	3,361	695	97	450	46	-	(218)	2,168
5805	General Consulting	1,422	-	1,015	5,180	10,701	9,030	2,900	2,893	6,048	-	375	-
5806	Special Activities/Field Trips	-	190	2,462	-	1,093	-	7,518	2,400	4,785	(4,120)	202	-
5807	Bank Charges	-	-	15	-	-	15	-	-	-	-	25	-
5808	Printing	-	-	-	-	-	445	-	-	-	-	-	-
5809	Other taxes and fees	-	32	-	20	321	140	660	697	1,480	450	781	719
5810	Payroll Service Fee	695	929	4	-	-	-	-	450	497	466	1,002	833
5811	Management Fee	7,084	7,084	7,084	7,084	1,500	5,967	5,967	5,967	5,967	5,733	5,733	5,733
5812	District Oversight Fee	-	1,362	1,832	3,601	2,231	2,231	2,973	1,603	1,003	1,952	1,003	1,374
5815	Public Relations/Recruitment	550	369	-	-	350	189	650	210	-	373	210	2,099

11,076	11,402	16,187	15,885	20,824	23,536	24,267	15,465	23,919	459	13,650	20,399	6,726	-
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11,855	14,000	2,145
6,002	9,500	3,498
12,000	12,000	-
7,000	15,000	8,000
39,564	10,000	(29,564)
14,529	35,800	21,271
55	-	(55)
445	-	(445)
5,300	1,500	(3,800)
4,877	10,000	5,123
70,903	74,250	3,347
26,266	30,857	4,591
5,000	5,000	-
203,796	217,907	14,111

### Depreciation

6900	Depreciation Expense	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-
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-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-	-
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11,846	2,133	(9,713)
11,846	2,133	(9,713)

### Interest

7438	Interest Expense	-	-	3,497	-	-	4,609	-	-	-	-	-	-
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-	-	3,497	-	-	4,609	-	-	-	-	-	-	-	-
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8,106	8,000	(106)
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	300,691	313,136	56,845	6,726	-
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3,558,730	3,507,583	(51,147)
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### Monthly Surplus (Deficit)

(294,716)	(149,289)	(35,701)	30,789	(86,138)	73,817	(45,353)	(71,208)	(56,260)	223,598	(62,176)	80,546	380,814	-
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(11,276)	55,506	(66,782)
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0% 2%



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

*Revised 06/05/2020*

ADA = 293.37



**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)	223,598	(62,176)	80,546	380,814	(11,276)		
Cash flows from operating activities														-		
Depreciation/Amortization	-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-	11,846		
Public Funding Receivables	381,765	10,176	-	-	-	(137,000)	137,000	-	-	(22,390)	22,390	-	(387,540)	4,401		
Grants and Contributions Rec.	-	-	88,937	90,352	27,052	450	(15,613)	69,667	899	899	488	(3,251)	-	259,879		
Prepaid Expenses	-	-	74,538	-	(1,469)	(3,014)	(20,799)	3,590	(2,633)	(45,265)	(623)	2,548	-	6,872		
Accounts Payable	(24,716)	10,949	(16,543)	(33,099)	(7,098)	(5,986)	52,978	(11,881)	9,643	(57,467)	(7,084)	(9,573)	6,726	(93,151)		
Accrued Expenses	(31,636)	35,278	45,992	(10,065)	34,024	(25,559)	(19,975)	(26,948)	23,862	(20,872)	3,717	(72,487)	-	(64,668)		
Summer Holdback	-	12,138	14,785	10,190	11,563	11,628	11,628	11,628	11,628	11,550	11,550	(116,959)	-	1,330	-	
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)	-	
Proceeds(Payments) on Debt	-	-	-	-	-	-	-	-	-	529,920	-	-	-	529,920	-	
Total Change in Cash	30,697	(80,748)	321,329	(61,833)	(102,066)	(4,552)	49,890	(76,942)	(64,651)	577,345	(30,120)	(117,558)				
Cash, Beginning of Month	105,648	136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	694,117	663,997				
Cash, End of Month	136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	694,117	663,997	546,439				

## Blue Oak Charter

### Statement of Financial Position

May 31, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
<b>Assets</b>				
<b>Current Assets</b>				
Cash & Cash Equivalents	\$ 663,997	\$ 105,648	\$ 558,349	529%
Accounts Receivable	(3,251)	651,820	(655,071)	-100%
Factored Receivables	-	(154,176)	154,176	-100%
Prepaid Expenses	73,948	78,272	(4,325)	-6%
<b>Total Current Assets</b>	<b>734,694</b>	<b>681,564</b>	<b>53,130</b>	<b>8%</b>
<b>Long-Term Assets</b>				
Property & Equipment, Net	42,091	2,133	39,958	1873%
Deposits	28,000	28,000	-	0%
<b>Total Long Term Assets</b>	<b>70,091</b>	<b>30,133</b>	<b>39,958</b>	<b>133%</b>
<b>Total Assets</b>	<b>\$ 804,784</b>	<b>\$ 711,697</b>	<b>\$ 93,088</b>	<b>13%</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	\$ 2,489	\$ 92,793	\$ (90,304)	-97%
Accrued Liabilities	216,957	90,848	126,109	139%
<b>Total Current Liabilities</b>	<b>219,446</b>	<b>183,642</b>	<b>35,805</b>	<b>19%</b>
<b>Long-Term Liabilities</b>				
Notes Payable, Net of Current Portion	529,920	-	529,920	0%
<b>Total Long-Term Liabilities</b>	<b>529,920</b>	<b>-</b>	<b>529,920</b>	<b>0%</b>
<b>Total Liabilities</b>	<b>749,366</b>	<b>183,642</b>	<b>565,724</b>	<b>308%</b>
<b>Total Net Assets</b>	<b>55,419</b>	<b>528,055</b>	<b>(472,637)</b>	<b>-90%</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 804,784</b>	<b>\$ 711,697</b>	<b>\$ 93,088</b>	<b>13%</b>

## Blue Oak Charter

### Statement of Cash Flows

For the period ended May 31, 2020

	Month Ended 05/31/20	YTD Ended 05/31/20
<b>Cash Flows from Operating Activities</b>		
Change in Net Assets	\$ (62,176)	\$ (472,637)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,619	10,227
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	22,390	-
Grants, Contributions & Pledges Receivable	488	500,894
Prepaid Expenses	(623)	4,325
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	(7,084)	(90,304)
Accrued Expenses	15,267	126,109
<b>Total Cash Flows from Operating Activities</b>	<b>(30,120)</b>	<b>78,614</b>
<b>Cash Flows from Investing Activities</b>		
Purchase of Property & Equipment	-	(50,185)
<b>Total Cash Flows from Investing Activities</b>	<b>-</b>	<b>(50,185)</b>
<b>Cash Flows from Financing Activities</b>		
Proceeds from (payments on) Long-Term Debt	-	529,920
<b>Total Cash Flows from Financing Activities</b>	<b>-</b>	<b>529,920</b>
Change in Cash & Cash Equivalents	(30,120)	558,349
Cash & Cash Equivalents, Beginning of Period	694,117	105,648
<b>Cash and Cash Equivalents, End of Period</b>	<b>\$ 663,997</b>	<b>\$ 663,997</b>

## Blue Oak Charter

### Accounts Payable Aging

May 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
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Total Outstanding Invoices \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ - \$ \_\_\_\_\_ -

## Blue Oak Charter

### Check Register

For the period ended May 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
7255	Jug Handle Creek Farm and Nature Center	5/1/2020	643.80
7270	Chico Guild Hall	5/1/2020	390.00
10164	Adriana Lujan	5/15/2020	65.00
10165	Advanced Document Concepts for Business	5/15/2020	96.53
10166	Blue Shield of California	5/15/2020	353.30
10167	Buck Ernest	5/15/2020	1,348.84
10168	Charter Impact	5/15/2020	6,184.50
10169	Graciela Hambek	5/15/2020	300.00
10170	Jacia Cornwise	5/15/2020	200.00
10171	Lotus Educational Services, Inc.	5/15/2020	4,474.10
10172	North State Parent	5/15/2020	210.00
10173	Nova White	5/15/2020	500.00
10174	Paybridge LLC	5/15/2020	300.00
10175	PG&E	5/15/2020	2,136.89
10176	Philadelphia Insurance Companies	5/15/2020	1,767.29
10177	Syncb/Amazon	5/15/2020	388.57
10178	CDW Government	5/22/2020	2,672.52
10179	CSMC	5/22/2020	7,084.00
10180	Leen Brothers Enterprises	5/22/2020	48,866.97
10181	Advanced Document Concepts for Business	5/29/2020	585.39
10182	Anthem Blue Cross	5/29/2020	17,870.05
10183	Blue Shield of California	5/29/2020	353.30
10184	California State University Chico	5/29/2020	20.00
10185	California Water Service	5/29/2020	618.45
10186	Charter Impact	5/29/2020	250.00
10187	Comcast	5/29/2020	497.41
10188	Document Tracking Services	5/29/2020	395.00
10189	E-Rate Advisors	5/29/2020	375.00
10190	Employment Development Dept	5/29/2020	411.45
10191	Full Circle Speech Therapy	5/29/2020	7,680.00
10192	Humana Insurance Co	5/29/2020	2,272.35
10193	Jordan R. Todd	5/29/2020	325.62
10194	Office Depot Inc	5/29/2020	358.08
10195	PG&E	5/29/2020	1,555.02
10196	Pure Water Partners	5/29/2020	42.90
10197	Sarah Lee	5/29/2020	184.19
10198	Syncb/Amazon	5/29/2020	242.08
10199	TIAA Commercial Finance, Inc.	5/29/2020	960.22
ACH	Postal Plus	5/1/2020	8.80
ACH	Stamp.com	5/1/2020	17.99
ACH	Oregon Shakespeare Festival	5/1/2020	500.00
ACH	Benefit Resource, Inc	5/1/2020	1,659.00
ACH	Benefit Resource, Inc	5/1/2020	155.00
ACH	Stamp.com	5/1/2020	17.99
ACH	Logic of English	5/1/2020	202.70
ACH	Flaghouse, Inc.	5/1/2020	90.59
ACH	SurveyMonkey	5/1/2020	276.00

## Blue Oak Charter

### Check Register

For the period ended May 31, 2020

Check Number	Vendor Name	Check Date	Check Amount
ACH	SurveyMonkey	5/1/2020	5.00
ACH	Stamp.com	5/1/2020	17.99
ACH	Postal Plus	5/1/2020	20.74
ACH	Benefit Resource, Inc	5/1/2020	155.00
ACH	Benefit Resource, Inc	5/1/2020	132.00
ACH	United States Postal Service	5/1/2020	152.70
ACH	Benefit Resource, Inc	5/1/2020	1,659.00
ACH	Stamp.com	5/1/2020	17.99
ACH	Benefit Resource, Inc	5/1/2020	132.00
ACH	Postal Plus	5/1/2020	207.76
ACH	Trainingnow.com	5/1/2020	15.95
ACH	Trainingnow.com	5/1/2020	15.95
ACH	Trainingnow.com	5/1/2020	15.95
ACH	Everyday Speech	5/1/2020	199.99
ACH	AirBnB	5/1/2020	255.64
ACH	Harland Clarke	5/1/2020	44.54
ACH	GoDaddy's	5/1/2020	239.88
ACH	Waterfront Hotel	5/1/2020	259.69
ACH	Stamp.com	5/1/2020	50.00
ACH	Benefit Resource, Inc	5/1/2020	132.00
ACH	Sprint	5/5/2020	99.94
ACH	Humana Insurance Co	5/5/2020	2,272.35
ACH	Adobe Inc.	5/8/2020	179.88
ACH	Benefit Resource, Inc	5/11/2020	155.00
ACH	Employment Development Department	5/11/2020	221.28
ACH	Employment Development Department	5/11/2020	232.76
ACH	Internal Revenue Services	5/11/2020	3,997.19
ACH	Employment Development Department	5/12/2020	411.45
ACH	CalPERS	5/18/2020	2,051.29
ACH	CalPERS	5/18/2020	4,765.69
ACH	Golden Valley Bank	5/26/2020	25.00
ACH	Employment Development Dept	5/27/2020	1,429.78
ACH	Employment Development Dept	5/27/2020	2,916.49
ACH	Anthem Blue Cross	5/27/2020	17,870.05
ACH	Internal Revenue Services	5/27/2020	18,817.06

Total Disbursements Issued in May \$ 175,081.87

# Business Checking – XXXXX0889

## Search transactions

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

## Transactions

🕒 Pending ● Posted

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● May 29, 2020	<u>Check 10179</u>	7,084.00		701,867.13
● May 29, 2020	<u>Check 10167</u>	1,348.84		708,951.13
● May 29, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <b>MEDICAL FSA</b>	1,659.00		710,299.97
● May 29, 2020	ACH Deposit EL DORADO COUNTY AP PAYMENT		11,023.00	711,958.97
● May 28, 2020	<u>Check 10178</u>	2,672.52		700,935.97
● May 28, 2020	<u>Check 7283</u>	92.07		703,608.49
● May 28, 2020	ATM RCR Payment STAMPS.COM 855-608-2677 CA #3136 <b>POSTAGE</b>	17.99		703,700.56
● May 27, 2020	<u>Check 10180</u>	48,866.97		703,718.55
● May 27, 2020	ACH Payment IRS USATAXPYMT	18,817.06		752,585.52
● May 27, 2020	ACH Payment ANTHEM BLUE I010 CORP PYMT	17,870.05		771,402.58
● May 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT <b>UNEMPLOYMENT</b>	2,916.49 (UI)		789,272.63
● May 27, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT <b>UNEMPLOYMENT</b>	1,429.78 (UI)		792,189.12
● May 26, 2020	Stop Pmt Charge Stop Payment Charge <b>ANTHEM CHECK NOT RECEIVED RE-ISSUED</b>	25.00		793,618.90
● May 26, 2020	<u>Check 10170</u>	200.00		793,643.90
● May 26, 2020	<u>Deposit</u>		97,602.00	793,843.90
● May 22, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	67,008.69		696,241.90
● May 22, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	16,764.47		763,250.59
● May 22, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	10,023.23		780,015.06
● May 22, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	3,805.55		790,038.29
● May 21, 2020	<u>Check 10173</u>	500.00		793,843.84

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● May 21, 2020	<u>Check 10174</u>	300.00		794,343.84
● May 21, 2020	<u>Check 10172</u>	210.00		794,643.84
● May 21, 2020	POS Purchase YOUNG, MINNEY & CORR 9168379700 CA #3136 WEBINAR — PROF DEVELOPMENT	20.00		794,853.84
● May 20, 2020	<u>Check 10175</u>	2,136.89		794,873.84
● May 20, 2020	<u>Check 10177</u>	388.57		797,010.73
● May 20, 2020	<u>Check 10165</u>	96.53		797,399.30
● May 20, 2020	<u>Deposit</u>		38,093.00	797,495.83
● May 19, 2020	<u>Check 10168</u>	6,184.50		759,402.83
● May 19, 2020	<u>Check 10171</u>	4,474.10		765,587.33
● May 19, 2020	<u>Check 10176</u>	1,767.29		770,061.43
● May 19, 2020	<u>Check 10169</u>	300.00		771,828.72
● May 19, 2020	<u>Check 10164</u>	65.00		772,128.72
● May 19, 2020	ACH Deposit AMZNBU3QB1EU AmazonSmil		225.27	772,193.72
● May 18, 2020	<u>Check 10166</u>	353.30		771,968.45
● May 18, 2020	ACH Payment CALPERS 3100	4,765.69		772,321.75
● May 18, 2020	ACH Payment CALPERS 3100	2,051.29		777,087.44
● May 18, 2020	ACH Deposit CHARTER ASSET MA PREFUND		87,241.39	779,138.73
● May 15, 2020	ACH Payment BENEFIT RESOURCE BRI XFER MEDICAL FSA	132.00		691,897.34
● May 15, 2020	POS Purchase DHARMA TRADING CO 7072830390 CA #3136 FLY AWAY K & 8TH GR.	13.33		692,029.34
● May 14, 2020	<u>Deposit</u>		1,912.91	692,042.67
● May 12, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT (U.I.)	411.45		690,129.76
● May 11, 2020	ACH Payment IRS USATAXPYMT	3,997.19		690,541.21
● May 11, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT (U.I.)	232.76		694,538.40
● May 11, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT (U.I.)	221.28		694,771.16
● May 11, 2020	ACH Payment BENEFIT RESOURCE BRI XFER MEDICAL FSA	155.00		694,992.44
● May 11, 2020	ACH Deposit Square Inc 200511P2		4.67	695,147.44
● May 08, 2020	ACH Payment BLUE OAK CHARTER PAYROLL	17,095.56		695,142.77



Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● May 08, 2020	ATM RCR Payment ADOBE ACROPRO SUBS 408-536-6000 CA #3136 (RENEWAL)	179.88		712,238.33
● May 07, 2020	POS Purchase POSTAL PLUS 530-8911626 CA #3136 POSTAGE	21.00		712,418.21
● May 06, 2020	<u>Check 10156</u>	5,760.00		712,439.21
● May 05, 2020	<u>Check 10142</u>	1,209.60		718,199.21
● May 05, 2020	<u>Check 10162</u>	665.19		719,408.81
● May 05, 2020	<u>Check 10163</u>	337.85		720,074.00
● May 05, 2020	ACH Payment HUMANA, INC. INS PYMT INSURANCE	2,272.35		720,411.85
● May 05, 2020	ACH Payment SPRINT8006396111 ACHBILLPAY VRXOFLURKE3IEHMY SCHOOL EMERGENCY CELL PHONE	99.94		722,684.20
● May 04, 2020	<u>Check 10133</u>	900.00		722,784.14
● May 04, 2020	ACH Deposit Square Inc 200504P2		18.99	723,684.14



# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

## COVID-19 Operations Written Report for Blue Oak Charter School

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Blue Oak Charter School	Susan Domenighini Executive Director	sdomenighini@blueoakcharterschool.org (530) 879-7483 ext 2003	

**Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.**

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

In Compliance with the advice of Governor Newsom and the Butte County Office of Education Blue Oak Charter School closed on site classes for the period from March 19, 2020 through the end of the school year, June 5th, 2020. Instruction was moved to Distance Learning.

A survey was conducted to determine connectivity and computer access of students and families. Based on the survey, 35 Chromebooks were issued to students from the class carts and returned at year end. Musical instruments were also issued and returned. Teachers utilized Zoom, Google Classroom, and Parent Square to communicate and work with students. Office hours for individual check-ins were established. Specialties, such as Spanish, Handwork, Games and Music either were included in the classroom Zoom or held class at additional times. Math tutoring and specific work with English Learners was also scheduled. The Special Education teacher met with their students weekly or as possible in addition to the classroom work. Assignments were issued on a two week basis. Hard copy materials were issued made available through a pick-up and drop-off schedule.

Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

Blue Oak continued interventions and supports for English learners, foster youth and low-income students. Low-income students were issued Chromebooks if needed for internet access. Teachers and staff drove to the homes of students to deliver materials if the family was unable to come to school during the drive-by pick up. Teachers kept track of students accessing on line instruction and reported students not attending to the office staff for follow-up. The English Learner intervention program continued through the distance learning process.

Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

Blue Oak has a three pronged approach to prepare to continue to provide quality distance learning. First, Blue Oak has contracted with EarthSchooling, a Waldorf on line program, and will be increasing its use of iReady for intervention and assessment. Staff continues to look for other valuable resources in providing distance learning through on line and hard copy materials. Second, Specialties materials such as handwork and games are being redesigned and materials orders so they can be more easily accessed on line or through other distance means. Lastly, Blue Oak is preparing a professional development library and training to strength staffs ability to serve students through distance learning. Blue Oak continues to meet with other educators within the county and the Waldorf community to further strengthen its distance offering.

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

Blue Oak has contracted with Chico Unified School District (CUSD) for its food services. Students were directed to Chico Unified food distribution centers to pick up meals. The schedule and location were posted regularly through the website and school newsletter.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

Parents were surveyed for their need of student supervision during the classroom closure. The need was small, approximately five to eight students. Families were referred to the Chico Area Recreation District for student supervision.



# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

## RESOLUTION OF THE CHARTER COUNCIL BLUE OAK CHARTER SCHOOL, INCORPORATED A California Public Benefit Corporation

### Board Resolution #2020-01

#### ACCEPTANCE OF PAYCHECK PROTECTION PROGRAM LOAN

WHEREAS, Blue Oak Charter School, Incorporated (“Blue Oak”) is a 501(c)(3) non-profit organization with fewer than 500 employees; and

WHEREAS, Blue Oak has received a loan from the Small Business Administration (“SBA”) Paycheck Protection Program (“PPP loan”) in the amount of \$529,919.65 through Golden Valley Bank; and

WHEREAS, applicants for PPP loans must certify to the following statements:

- *The Applicant was in operation on February 15, 2020 and had employees for whom it paid salaries and payroll taxes or paid independent contractors, as reported on Form(s) 1099-MISC.*
- *Current economic uncertainty makes this loan request necessary to support the ongoing operations of the Applicant.*
- *The funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments, as specified under the Paycheck Protection Program Rule; I understand that if the funds are knowingly used for unauthorized purposes, the federal government may hold me legally liable, such as for charges of fraud.*
- *The Applicant will provide to the Lender documentation verifying the number of full-time equivalent employees on the Applicant's payroll as well as the dollar amounts of payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities for the eight-week period following this loan.*
- *I understand that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities for the eight-week period following this loan.*



# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

- *I understand that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs.*
- *During the period beginning on February 15, 2020 and ending on December 31, 2020, the Applicant has not and will not receive another loan under the Paycheck Protection Program.*
- *I further certify that the information provided in this application and the information provided in all supporting documents and forms is true and accurate in all material respects. I understand that knowingly making a false statement to obtain a guaranteed loan from SBA is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than \$1,000,000.*
- *I acknowledge that the lender will confirm the eligible loan amount using required documents submitted. I understand, acknowledge and agree that the Lender can share any tax information that I have provided with SBA's authorized representatives, including authorized representatives of the SBA Office of Inspector General, for the purpose of compliance with SBA Loan Program Requirements and all SBA reviews; and*

WHEREAS, on April 23, 2020 the SBA provided, and has subsequently amended, a document titled "Paycheck Protection Program Loans Frequently Asked Questions (FAQs)" (the "Guidance") regarding whether "businesses owned by large companies with adequate sources of liquidity to support the business's ongoing operations qualify for a PPP loan;" and

WHEREAS, the Guidance advises that "all borrowers must assess their economic need for a PPP loan under the standard established by the CARES Act and the PPP regulations at the time of the loan application" and "[a]lthough the CARES Act suspends the ordinary requirement that borrowers must be unable to obtain credit elsewhere (as defined in section 3(h) of the Small Business Act), borrowers still must certify in good faith that their PPP loan request is necessary"; and



# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

WHEREAS, the Guidance advises that applicants pay particular attention to the certification in the PPP loan application regarding “current economic uncertainty” as follows:

- *Specifically, before submitting a PPP application, all borrowers should review carefully the required certification that “[c]urrent economic uncertainty makes this loan request necessary to support the ongoing operations of the Applicant.” Borrowers must make this certification in good faith, taking into account their current business activity and their ability to access other sources of liquidity sufficient to support their ongoing operations in a manner that is not significantly detrimental to the business.*

WHEREAS, SBA has amended the Guidance to explicitly state:

- *SBA, in consultation with the Department of the Treasury, has determined that the following safe harbor will apply to SBA’s review of PPP loans with respect to this issue: Any borrower that, together with its affiliates, received PPP loans with an original principal amount of less than \$2 million will be deemed to have made the required certification concerning the necessity of the loan request in good faith; and*

WHEREAS, Blue Oak meets the requirement that “[c]urrent economic uncertainty makes this loan request necessary to support the ongoing operations of the Applicant” because it faces substantial financial risk due to COVID-19, including but not limited to:

- Preparation for cash deferrals in state funding. The Fiscal Crisis and Management Assistance Team (“FCMAT”) is projecting that, during the COVID-19 pandemic, the State is likely, starting in June 2020, to implement cash deferrals as it did in the last recession. For Blue Oak, \$1.3 million of its LCFF revenue comes from state aid. The average Blue Oak monthly state aid payment next year is currently forecasted at \$108,974. A three-month deferral of this cash payment would create a \$326,922 cash shortfall.
- Future state apportionment. FCMAT is projecting likely declines in LCFF state revenue of approximately 5%, possibly up to 10%. At this time, FCMAT believes the best-case scenario would be the 2020-21 COLA to be in the -2% range with a -10% COLA possible. Because 75% of Blue Oak’s 2019-20 forecasted revenue is from LCFF, a 10% decline in LCFF rates would reduce Blue Oak’s revenue by 7.6% in 2020-21.





# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

- The Charter Schools Development Center is forecasting these cuts may be as high as 20%.
- Additional expense to facilitate distance learning.
- Blue Oak relies on fundraised dollars to provide specialty programs. Due to the school closure resulting from COVID-19, Blue Oak faces significant revenue shortfalls in the areas of fundraising totaling approximately \$50,000.
- If the state defers June apportionment, Blue Oak has no other source of working capital. The amount of the projected deferral of the June apportionment is \$202,745, which will impact cash flow, and Blue Oak's ability to cover payroll, rent, and utilities.
- Given the increasing likelihood of a severe, multi-year deep recession or depression with uncertain future state funding and enrollment, it is *highly unlikely* that any private lender is going to provide additional loans that are of sufficient size to support ongoing operations.
- Blue Oak's only option to capital has been, and will continue to be, a receivables sale ("factoring loans"). During the last recession, factoring loans made available to charter schools, but they were at fees that were large enough to be significantly detrimental to their borrowers' businesses. As the recession deepens, and lending risks increase, these very high rates are likely to increase. If such a situation were to occur Blue Oak would need to keep buying new factored loans on future state revenue as current state revenue is used to pay off previous factored loans, driving Blue Oak deeper and deeper into the red to pay the fees that apply to each loan. This inevitably has a significantly detrimental effect on the Blue Oak's educational operations.;
- Unlike school districts, Blue Oak does not have access to county treasurer Tax Revenue Anticipation Notes, at very low interest rates, or the authorization to propose a parcel tax to increase revenue.
- Unlike district schools which, when they face bankruptcy, are kept open by state and county resources, if Blue Oak faces insolvency, it goes out of business.

WHEREAS, Blue Oak has worked tirelessly throughout the COVID-19 crisis to conduct a detailed cash flow projection for the next several months and into the 2020-21 school year that validates the assertions made above and specifically the borrowing need given the rapid decline in non-state revenues in 2019-20; and

WHEREAS, Blue Oak was in operation on February 15, 2020 and had employees for whom it paid salaries and payroll taxes or paid independent contractors, as reported on Form(s) 1099-MISC; and





# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

WHEREAS, the Charter Council has determined in good faith that the current economic uncertainty makes the federal Paycheck Protection Program loan necessary to support the ongoing operations of Blue Oak; and

WHEREAS, the funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments as specified under the Paycheck Protection Program Rule; and

WHEREAS, Blue Oak has already or will provide to Golden Valley Bank documentation verifying the number of full-time equivalent employees on Blue Oak's payroll as well as the dollar amounts of payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities for the eight-week period following this loan; and

WHEREAS, Blue Oak understands that loan forgiveness is expected to be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs; and

WHEREAS, Blue Oak understands that during the period beginning on February 15, 2020 and ending on December 31, 2020, it has not and will not receive another loan under the Paycheck Protection Program; and

WHEREAS, Blue Oak staff has certified that the information provided in its application and the information provided in all supporting documents and forms is true and accurate in all material respects; and

WHEREAS, Blue Oak has taken into account its current business activity and its ability to access other sources of liquidity sufficient to support our ongoing operations in a manner that is not significantly detrimental to the business; now, therefore, be it

Resolved by the Charter Council of Blue Oak Charter School, Incorporated, That Blue Oak Charter School, Incorporated meets all requirements of the PPP certifications; and be it further

Resolved by the Charter Council of Blue Oak Charter School, Incorporated, That Blue Oak Charter School, Incorporated has been properly awarded \$529,919.65 in the PPP loan; and be it further



# BLUE OAK SCHOOL

A WALDORF-INSPIRED PUBLIC CHARTER (K-8)

Resolved by the Charter Council of Blue Oak Charter School, Incorporated, That the funds awarded through the PPP loan are hereby authorized to be used in a manner consistent with the terms of the Paycheck Protection Program Rules; and be it further

Resolved by the Charter Council of Blue Oak Charter School, Incorporated, That the Executive Director of Blue Oak Charter School, Incorporated is hereby instructed to further review guidance relating to the PPP as it is released by the SBA and is hereby authorized to take appropriate steps, including the return of the funds, if changes to the Guidelines cause Blue Oak Charter School, Incorporated to no longer meet the program requirements.

\* \* \*

IN WITNESS WHEREOF, the Charter Council has adopted the above resolution by the following vote at a regular Board meeting this day of May 19, 2020.

AYES: 6 – Monica McDaniel, Chelsea Parker, Trisha Atehortua, Laura Swanson, Vicki Wonacott, and Laurel Hill-Ward.

NOS: 0

ABSTENTIONS: 0

By: \_\_\_\_\_  
Trisha Atehortua, Secretary  
Blue Oak Charter School, Incorporated