

**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**

### **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**

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

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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**

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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**

**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.

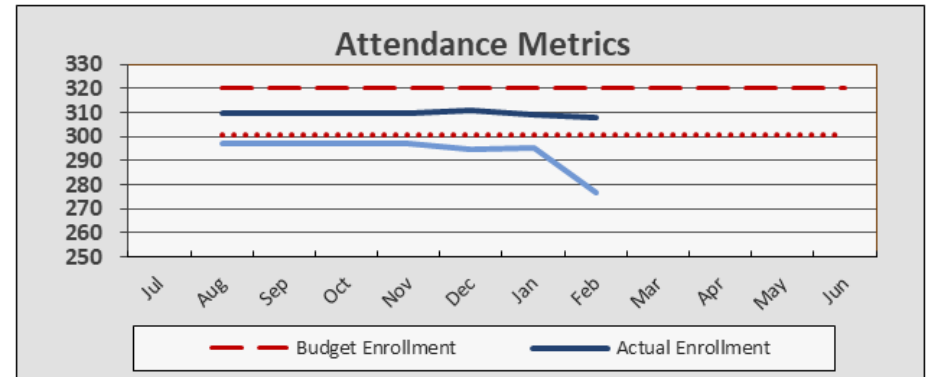
# Attendance Data and Metrics



## Enrollment and Per Pupil Data

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

	<i>Annual/Full Year</i>		
	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
State Aid-Rev Limit	\$ 2,626,600	\$ 2,724,729	\$ (98,129)
Federal Revenue	176,392	136,121	40,271
Other State Revenue	523,176	429,809	93,367
Other Local Revenue	<u>221,285</u>	<u>272,430</u>	<u>(51,145)</u>
<b>Total Revenue</b>	<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.

Expenses	<i>Annual/Full Year</i>		
	Forecast	Budget	Fav/(Unf)
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>



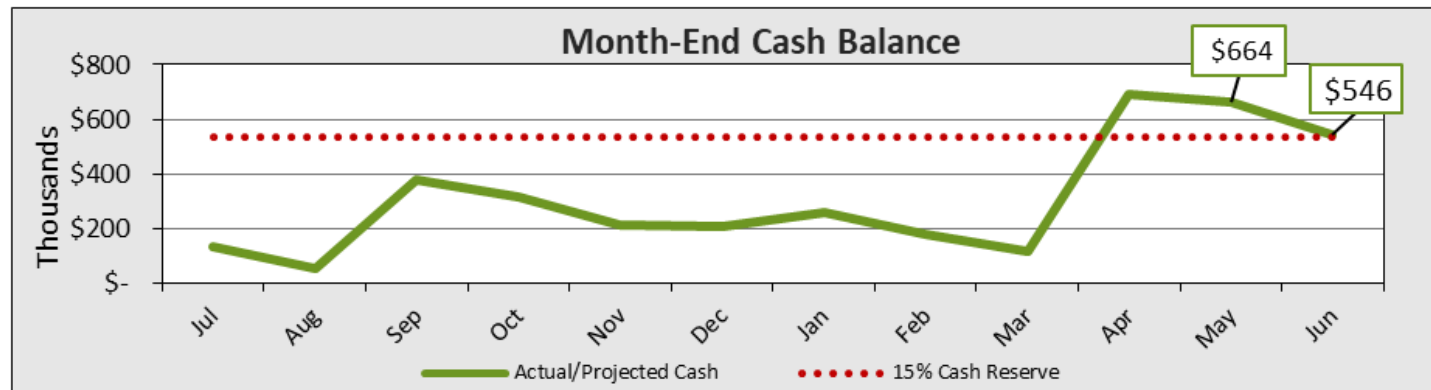
# Surplus / (Deficit) & Fund Balance

- 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>		
	<b>Forecast</b>	<b>Budget</b>	<b>Fav/(Unf)</b>
<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;_hsmi=87612015&amp;_hsenc=p2ANqtz--PTv9_bvgRugH7g9SkP1F1clGaNfKq0I2i48Vwgrxw76roAv1_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;_hsmi=87612015&amp;_hsenc=p2ANqtz--PTv9_bvgRugH7g9SkP1F1clGaNfKq0I2i48Vwgrxw76roAv1_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/lcffitfaq.asp">https://www.cde.ca.gov/fg/aa/pa/lcffitfaq.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:*



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

Revised 06/05/2020

ADA = 293.37



	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.)
<b>Revenues</b>															<b>ADA = 300.39</b>	
<b>State Aid - Revenue Limit</b>																
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	<b>1,638,443</b>	1,540,591	97,852
8012 Education Protection Account	-	-	-	137,001	-	137,000	-	-	-	94,930	-	-	(6,941)	<b>361,990</b>	532,632	(170,642)
8019 State Aid - Prior Year	-	-	-	-	-	-	-	-	(11,677)	(10,976)	(10,979)	(10,979)	(6,860)	<b>(51,468)</b>	-	(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	<b>677,635</b>	651,506	26,129
	-	136,130	183,190	360,073	223,072	360,072	223,072	223,072	176,496	233,673	138,740	137,391	231,618	<b>2,626,600</b>	<b>2,724,729</b>	<b>(98,129)</b>
<b>Federal Revenue</b>																
8181 Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	47,912	<b>47,912</b>	37,600	10,312
8290 Title I, Part A - Basic Low Income	-	-	-	-	-	-	-	-	18,460	49,133	-	-	10,090	<b>77,683</b>	77,067	616
8291 Title II, Part A - Teacher Quality	-	-	-	-	2,864	-	-	-	-	6,600	-	-	1,985	<b>11,449</b>	11,454	(5)
8296 Other Federal Revenue	-	-	-	-	2,370	-	-	-	-	6,732	-	-	30,246	<b>39,348</b>	10,000	29,348
	-	-	-	-	5,234	-	-	-	18,460	62,465	-	-	90,233	<b>176,392</b>	<b>136,121</b>	<b>40,271</b>
<b>Other State Revenue</b>																
8545 School Facilities (SB740)	-	-	-	-	-	-	-	-	-	195,205	97,602	-	35,300	<b>328,107</b>	361,848	(33,741)
8550 Mandated Cost	-	-	-	-	-	-	5,697	-	-	-	-	-	-	<b>5,697</b>	5,697	-
8560 State Lottery	-	-	-	-	-	-	17,816	-	-	17,245	0	-	25,667	<b>60,728</b>	62,264	(1,536)
8598 Prior Year Revenue	-	-	40	-	4,945	-	(1,304)	-	-	(514)	-	-	-	<b>3,168</b>	-	3,168
8599 Other State Revenue	-	-	120,332	-	-	-	-	-	-	5,145	-	-	-	<b>125,477</b>	-	125,477
	-	-	120,372	-	4,945	-	22,209	-	-	217,081	97,602	-	60,967	<b>523,176</b>	<b>429,809</b>	<b>93,367</b>
<b>Other Local Revenue</b>																
8689 Other Fees and Contracts	-	1,112	-	-	-	-	-	-	-	-	-	-	-	<b>1,112</b>	-	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	-	-	<b>48,542</b>	78,030	(29,488)
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	<b>150,632</b>	154,400	(3,768)
8980 Contributions, Unrestricted	1,084	-	-	500	-	-	-	-	19,415	-	-	-	-	<b>20,999</b>	40,000	(19,001)
	1,604	17,683	13,022	21,736	22,679	19,228	20,155	19,619	55,152	11,069	14,617	-	4,722	<b>221,285</b>	<b>272,430</b>	<b>(51,145)</b>
<b>Total Revenue</b>	<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>	<b>3,547,453</b>	<b>3,563,089</b>	<b>(15,636)</b>
<b>Expenses</b>																
<b>Certificated Salaries</b>																
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)	-	<b>1,126,633</b>	1,129,828	3,195
1170 Teachers' Substitute Hours	120	-	1,643	3,420	2,473	1,680	2,483	1,860	1,320	-	-	-	-	<b>14,998</b>	30,600	15,602
1175 Teachers' Extra Duty/Stipends	-	1,720	-	-	-	-	5,944	6,144	6,249	5,944	5,944	154	-	<b>32,100</b>	5,151	(26,949)
1200 Pupil Support Salaries	-	-	-	-	-	425	1,608	1,595	1,489	5,240	8,820	3,273	-	<b>22,452</b>	-	(22,452)
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	-	<b>180,151</b>	174,144	(6,007)
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	-	<b>17,665</b>	17,915	250
	113,411	133,505	150,409	130,353	136,499	129,124	131,953	134,559	132,012	134,807	138,423	(71,057)	-	<b>1,393,999</b>	<b>1,357,638</b>	<b>(36,361)</b>
<b>Classified Salaries</b>																
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	-	<b>111,449</b>	147,615	36,166
2200 Support Salaries	-	1,750	3,823	3,425	1,113	1,248	-	-	-	-	-	-	-	<b>11,359</b>	16,350	4,991
2300 Classified Administrators' Salaries	3,086	4,516	5,946	4,516	4,516	4,516	-	-	-	-	-	-	-	<b>27,096</b>	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	8,586	7,686	8,500	-	<b>125,235</b>	199,476	74,241
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	-	<b>186,069</b>	135,877	(50,192)
	13,776	36,220	61,067	65,338	50,475	43,569	36,845	32,696	32,722	35,926	34,070	18,505	-	<b>461,208</b>	<b>548,986</b>	<b>87,778</b>
<b>Benefits</b>																
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)	-	<b>218,908</b>	222,011	3,103
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	-	<b>107,812</b>	95,860	(11,952)
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	-	<b>35,740</b>	36,695	955
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)	-	<b>25,712</b>	26,807	1,095
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	-	<b>206,621</b>	152,500	(54,121)
3501 State Unemployment	61	82	101	93	89	76	77	90	79	829	1,242	381	-	<b>3,201</b>	5,765	2,564
3601 Workers' Compensation	1,250	1,250	1,378	1,469	1,469	1,469	1,395	2,132	1,385	2,785	847	-	-	<b>16,828</b>	13,000	(3,828)
3901 Other Benefits	-	-	-	-	-	-	78	79	73	75	70	-	-	<b>374</b>	-	(374)
	41,680	51,605	63,071	70,663	57,806	47,113	51,930	58,637	49,707	53,891	56,332	12,761	-	<b>615,196</b>	<b>552,638</b>	<b>(62,558)</b>

# Blue Oak Charter School

## Monthly Cash Flow/Forecast FY19-20

Revised 06/05/2020

ADA = 293.37



	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.)
<b>Books and Supplies</b>																
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	1,626	(387)	1,000	-	48,888	25,000	(23,888)
4305 Software	-	-	-	-	170	294	-	-	-	-	380	-	-	844	-	(844)
4310 Office Expense	203	343	265	1,360	1,444	637	848	1,237	520	2,442	2,583	2,000	-	13,882	24,225	10,343
4312 School Fundraising Expense	-	-	-	-	-	-	-	907	502	2,079	-	-	-	3,488	3,500	12
4400 Noncapitalized Equipment	-	-	-	-	-	-	-	-	-	357	203	-	-	560	1,000	440
	45,804	9,740	185	1,360	8,729	1,106	1,776	10,353	3,797	6,504	2,778	3,000	-	95,132	73,339	(21,793)
<b>Subagreement Services</b>																
5102 Special Education	-	-	-	-	-	-	-	-	3,840	5,760	12,154	11,626	-	33,380	-	(33,380)
5105 Security	-	-	-	-	-	-	1,227	-	428	-	-	-	-	1,654	-	(1,654)
5106 Other Educational Consultants	-	-	-	-	-	-	550	-	-	-	-	-	-	550	-	(550)
	-	-	-	-	-	-	1,777	-	4,268	5,760	12,154	11,626	-	35,584	-	(35,584)
<b>Operations and Housekeeping</b>																
5201 Auto and Travel	445	1,065	-	-	1,577	45	416	636	97	-	515	323	-	5,118	5,118	-
5300 Dues & Memberships	1,000	-	-	-	-	-	-	-	-	-	-	-	-	1,000	3,582	2,582
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	2,490	1,490	4,000	-	72,715	85,000	12,285
5502 Janitorial Services	-	-	-	-	-	-	957	5,699	2,314	1,210	-	3,021	-	13,200	3,200	(10,000)
5900 Communications	2,554	544	437	1,044	52	539	1,207	751	701	785	729	800	-	10,142	11,600	1,458
5901 Postage and Shipping	-	-	-	363	42	66	24	74	194	20	512	-	-	1,296	-	(1,296)
	22,125	10,699	9,562	17,025	14,745	6,668	11,056	12,037	8,106	4,912	3,654	8,551	-	129,139	134,347	5,208
<b>Facilities, Repairs and Other Leases</b>																
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	1,583	1,588	1,575	-	17,388	18,900	1,512
5604 Other Leases	-	-	-	-	-	-	-	400	-	-	-	-	-	400	-	(400)
5610 Repairs and Maintenance	-	85	608	-	393	-	950	-	390	-	-	1,000	-	3,425	9,700	6,275
	48,447	49,931	48,307	50,395	52,991	49,758	50,976	49,942	51,628	50,450	50,455	51,442	-	604,723	612,595	7,872
<b>Professional/Consulting Services</b>																
5801 IT	-	-	-	-	375	4,824	-	795	4,093	(4,395)	4,537	-	1,625	11,855	14,000	2,145
5802 Audit & Taxes	-	-	-	-	-	-	3,502	-	-	-	-	2,500	-	6,002	9,500	3,498
5803 Legal	926	711	4,500	-	892	-	-	-	-	-	-	4,972	-	12,000	12,000	-
5804 Professional Development	400	725	(725)	-	3,361	695	97	450	46	-	(218)	2,168	-	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	-	375	-	-	39,564	10,000	(29,564)
5806 Special Activities/Field Trips	-	190	2,462	-	1,093	-	7,518	2,400	4,785	(4,120)	202	-	-	14,529	35,800	21,271
5807 Bank Charges	-	-	15	-	-	15	-	-	-	-	25	-	-	55	-	(55)
5808 Printing	-	-	-	-	-	445	-	-	-	-	-	-	-	445	-	(445)
5809 Other taxes and fees	-	32	-	20	321	140	660	697	1,480	450	781	719	-	5,300	1,500	(3,800)
5810 Payroll Service Fee	695	929	4	-	-	-	-	450	497	466	1,002	833	-	4,877	10,000	5,123
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	-	70,903	74,250	3,347
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	5,101	26,266	30,857	4,591
5815 Public Relations/Recruitment	550	369	-	-	350	189	650	210	-	373	210	2,099	-	5,000	5,000	-
	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	203,796	217,907	14,111
<b>Depreciation</b>																
6900 Depreciation Expense	-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-	11,846	2,133	(9,713)
	-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-	11,846	2,133	(9,713)
<b>Interest</b>																
7438 Interest Expense	-	-	3,497	-	-	4,609	-	-	-	-	-	-	-	8,106	8,000	(106)
	-	-	3,497	-	-	4,609	-	-	-	-	-	-	-	8,106	8,000	(106)
<b>Total Expenses</b>	<b>296,320</b>	<b>303,102</b>	<b>352,285</b>	<b>351,020</b>	<b>342,068</b>	<b>305,483</b>	<b>310,789</b>	<b>313,898</b>	<b>306,368</b>	<b>300,691</b>	<b>313,136</b>	<b>56,845</b>	<b>6,726</b>	<b>3,558,730</b>	<b>3,507,583</b>	<b>(51,147)</b>
<b>Monthly Surplus (Deficit)</b>	<b>(294,716)</b>	<b>(149,289)</b>	<b>(35,701)</b>	<b>30,789</b>	<b>(86,138)</b>	<b>73,817</b>	<b>(45,353)</b>	<b>(71,208)</b>	<b>(56,260)</b>	<b>223,598</b>	<b>(62,176)</b>	<b>80,546</b>	<b>380,814</b>	<b>(11,276)</b>	<b>55,506</b>	<b>(66,782)</b>
														<b>0%</b>		<b>2%</b>



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

Revised 06/05/2020

ADA = 293.37



**Cash Flow Adjustments**

Monthly Surplus (Deficit)

Cash flows from operating activities

Depreciation/Amortization

Public Funding Receivables

Grants and Contributions Rec.

Prepaid Expenses

Accounts Payable

Accrued Expenses

Summer Holdback

Cash flows from investing activities

Purchases of Prop. And Equip.

Cash flows from financing activities

Proceeds from Factoring

Payments on Factoring

Proceeds(Payments) on Debt

Total Change in Cash

Cash, Beginning of Month

**Cash, End of Month**

	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				
<b>Cash, End of Month</b>	<b>136,345</b>	<b>55,597</b>	<b>376,926</b>	<b>315,093</b>	<b>213,027</b>	<b>208,475</b>	<b>258,365</b>	<b>181,423</b>	<b>116,772</b>	<b>694,117</b>	<b>663,997</b>	<b>546,439</b>				

## 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>(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>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 <i>WEBINAR — PROF DEVELOPMENT</i>	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 <i>MEDICAL FSA</i>	132.00		691,897.34
● May 15, 2020	POS Purchase DHARMA TRADING CO 7072830390 CA #3136 <i>FLY AWAY K &amp; STH GR.</i>	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 <i>(U.I.)</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 <i>(U.I.)</i>	232.76		694,538.40
● May 11, 2020	ACH Payment EMPLOYMENT DEVEL EDD EFTPMT <i>(U.I.)</i>	221.28		694,771.16
● May 11, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>MEDICAL FSA</i>	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