

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

<https://bcoe.zoom.us/j/92248590972>

Meeting ID: 922 4859 0972

Tuesday, July 14, 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 June 9, 2020, June 12, 2020, and June 26, 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. Contracts

S Domenighini

- 3.2. AB 218 Revived Liability Funding Plan Update
- 3.3. Executive Director's Report

4. NEXT MEETING - August 11, 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/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

- Chelsea Parker called the meeting to order at 4:19 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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- Chairun Combs requested that the Finance Committee revisit the Health Insurance Benefits package as some teachers and their families will be negatively impacted by this decision. This was discussed further in agenda item 3.3 Budget.
- Kate McDonald expressed teacher concerns regarding summer holdbacks and the change to 10 month pay and a recent error that took place. Some teachers are concerned that this will continue to happen in the future.

1.5. Agenda Modifications

- No modifications.

1.6. Approve Minutes from May 12, 2020, May 26, 2020, and June 2, 2020.

- Frankie Boisseree made a motion to approve the minutes from May 12, 2020, May 26, 2020, and June 2, 2020. Maggie Buckley seconded.

- 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

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 of Charter Impact presented the Charter Impact Monthly Report as a powerpoint presentation, explaining in detail the changes to revenue, cash flow and expenses. The forecast suggests a break even year for the school. Compliance end of year and beginning of year deadlines were shared.
- Chairun Combs made a motion to approve the finance reports presented. Kate McDonald seconded.
- 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

S Domenighini

3.1. LCAP COVID 19 Written Report

- Susan Domenighini spoke to the LCAP COVID 19 Written Report. Usually at this time of year the LCAP report would be the focus. Due to the COVID 19 Emergency the LCAP deadline has been extended and the California Department of Education (CDE) has requested this special report be completed that details the schools response and actions taken during the COVID 19 Emergency.
- Frankie Boisseree recommends that the LCAP COVID 19 Written Report be recommended for approval to the Charter Council. Kate McDonald seconded the motion.
- 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.

3.2. PPP Resolution

- Susan Domenighini shared that the Paycheck Protection Plan Small Business Administration (PPP) Loan was voted on previously and received. Our legal advisors along with Charter Impact have recommended that a Paycheck Protection Plan Loan Resolution be drawn up and signed by the Charter Council as there have been changes in the rules and regulations regarding the loan program since Blue Oak agreed to and received the loan funds. The purpose behind the resolution is to make it clear under what circumstances we accepted the loan. The schools legal advisors are making a final review of the draft in the packet for this meeting.
- Maggie Buckley made a motion that we recommend the PPP Resolution to the Charter Council for approval. Chairun Combs seconded the motion.
- 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			
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- Vote passes.

3.3. 2020/2021 Budget

- The Health Benefits Package from Healthy Solutions that is listed in the budget was discussed at length. Concern was raised regarding teachers health benefits costs being increased. It was brought up that the Certificated Salary Payscale increase, for the majority of teachers would cover any increase in health benefits. The amounts of increase and the impact to teachers was discussed further. Blue Oak Executive Director, Susan Domenighini offered to review the plan again and recalculate the figures if the Finance Committee requested it.
- The Certificated Pay Scale proposed increase was discussed. The benefits at retirement to having a higher salary will be a positive benefit to certificated staff. It was recommended that for the most accurate and up-to-date information that certificated staff reach out to CalSTRS either via their website or contact phone numbers. Several variables are used to calculate retirement benefits. It was shared that CalSTRS typically looks at the highest three years you have been paid, the number of years worked, and the individual's age.
- Comparisons between the overall benefits package that Blue Oak is offering and that of Chico Unified School District (CUSD) and other local independent charter schools such as Chico Country Day were discussed. CUSD is a different kind of organization though and has different requirements and qualifies differently that independent charter schools do. This fact can make comparisons difficult and not exact.
- Susan Domenighini shared that there were three budget options in the Finance Committee packet for review. State legislature has suggested giving schools what they were anticipating to receive prior to COVID 19, the other two budgets have variants in cash flow depending on how the PPP loan funds can be used. The PPP loan funds could significantly help sustain the budget for a year under the most unfavorable conditions. If revenue does not rebound the following year could be difficult. A change in salary expense from the previous budget to this one was noted and questioned. Susan Domenighini stated that staffing reductions would need to be made in order to meet the budget. It was pointed out that any potential staff positions to be reduced, that the staff in question would be made aware of such a proposal and have the opportunity to speak to the board before any decisions are made. The percentage of revenue going toward salary expenses on this proposed budget is very comparable to similar local schools.
- The Finance Committee requested more time to review the three budget proposals.

3.4. Contracts

3.4.1. Charter Impact Contract Renewal

3.4.2. BCOE Contract Renewal

- The contracts up for renewal do not have any changes from the prior year.
- Maggie Buckley made a motion that the Finance Committee recommend the renewal of the contracts with Charter Impact and BCOE. Frankie Boisseree seconded the motion.
- 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.

4. **NEXT MEETING - ~~July 7, 2020~~ June 12, 2020**

5. **ADJOURNMENT**

➤ Chelsea adjourned the meeting at 5:26PM.

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/98263837603>

Meeting ID: 982 6383 7603

MINUTES

Friday, June 12, 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

- Chelsea Parker calls the meeting to order at 4:15 PM

1.2. Roll Call of Committee Members and Establish Quorum

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

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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- Cheryl Grant, Blue Oak teacher addressed the committee. She asked when the committee speaks of adjustments being made to the benefits package, what exactly does that mean? While most people will remain unaffected by the benefits change, there are a few people who will see the cost of insurance go up. In most cases, but not all, this rise in insurance cost will be covered by the raise itself. She asked the Finance Committee why they would agree to pass something that is not a net increase for all employees.

1.5. Agenda Modifications

- No agenda modification.

2. BUSINESS - 25 minutes

S Domenighini

2.1. 2020/2021 Budget Proposal

- Susan Domenighini has no new information regarding the budget. This is a budget that is a plan, we need to have this done this month. We may find in August that we need to make some changes. This is a good budget and a good plan for where we are at right now.
- The details of the budget were discussed in detail, looking at areas of reduction and considering that all staff are highly valued. The option of having a change in the benefits plan be in the form of a transition over the course of multiple years was discussed. The idea of finding a way to support those most heavily impacted was discussed. It was stated that in light of research on comparable jobs, other schools, and benefit packages, we are offering a competitive benefits package. The benefits package will affect classified staff as well and we had not thought of that. The sentiment was echoed that what has been put together for teachers this year is very equitable.
- Chairun Combs made a motion to approve all three drafts to be reviewed by the Charter Council. Susan Domenighini 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.

2.2. Tax Form

2.2.1. Form 990

- Susan Domenighini explained that every year the school has a tax form completed by the auditor. She is asking that the finance committee approve the tax form to be reviewed by the Charter Council.
- Frankie Boisseree made a motion to recommend the tax form 990 be presented to the Charter Council. 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. NEXT MEETING - July 7, 2020

4. ADJOURNMENT

Chelsea Parker adjourned the meeting at 4:51 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

<https://bcoe.zoom.us/j/99135337227>

Meeting ID: 991 3533 7227

MINUTES
Friday, June 26, 2020 - 1 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.

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AGENDA

OPEN SESSION - 1:00 PM

1. OPENING 15 Minutes

1.1. Call Meeting to Order

- Chelsea Parker called the meeting to order at 1:00 PM.

1.2. Roll Call of Committee Members and Establish Quorum

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

1.3. Invocation - School Verse Read

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- Chelsea Parker read the school verse.

1.4. Audience to Address the Committee

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- Many staff were present but chose to comment during the meeting and not at this time.

1.5. Agenda Modifications

- No agenda modifications.

2. BUSINESS - 25 minutes

S Domenighini

2.1. 2020/2021 Budget

2.1.1. Review of teacher concerns related to benefits and salary schedule

- Susan Domenighini presented the budget. She informed the Finance Committee that with the

proposed update from the state, the reductions on the previous budget proposal will no longer be needed.

- Jim Weber of Charter Impact communicated the importance of having a recommended budget for the Special Charter Council meeting as the budget is due to Chico Unified School District (CUSD) by June 30. He explained that revenue restoration will cover the deficit in the budget, we will reconvene in the new year to approve an updated budget once the state budget is approved. The budget is still very close to break even and cash flow is going to be a challenge. In the current financial environment a single year budget will most likely be adopted opposed to a multi-year budget.
- Many faculty members were present in the audience at the Finance Committee meeting. It was requested that the Finance Committee reject the proposed 20/21 budget as the health care increases would create an undue hardship for many teachers, but the proposed salary scale was spoken of favorably. Letters were submitted by the following Blue Oak teachers, Nick Meier, Kari Madera, Cheryl Grant, Jennifer Bryan Glennen, Sarah Lee, Brittany Jones, Sheila Moss.
- Teacher sentiments included: many will be paying more and taking a reduction in pay, sadly those with families will take the hardest hit, not in favor of a proposal that does not honor all teachers, creates a clear division between the faculty, these proposals are not healthy and not unifying, surely there must be a better way to balance the budget.
- Susan Domenighini reviewed the insurance proposal change spreadsheet that she created and proposed that \$600 be paid per employee instead of the previously proposed \$500 and that the most negatively impacted staff be grandfathered into the program with their benefits being subsidized in the short term.
- It was requested that more clarity be provided in future presentation, a bread crumb trail from the prior Health Benefits spreadsheet to the one presented by the Executive Director would have been helpful and allowed for the calculates to be easily checked as the current numbers do not calculate back to either of the prior spreadsheets. As well, it was requested that any comparison documentation between the Blue Oak benefits package, health benefits and payscale, with other schools be shared publicly.
- The Finance Committee discussed options of getting out of the current lease and finding a more affordable building and school site. The difficulties in making this decision were expressed. Alternative health care options were discussed including an alternate brokerage firm and the BSSP, Butte Schools Self-Funding Program. Neither of these options are affordable at this time, but need to be worked toward in the future. The decision was made that to be fiscally responsible the Finance Committee needed to move forward with the proposed Certificated Pay Scale and the proposed Health Benefits package with a commitment to finding more stable options for both the school and the staff.
- Kate McDonald made a motion to recommend the two proposed budgets, proposed certificated pay scale and benefits package with the suggestions of an increased contribution to \$600 and the grandfathering of the two most affected to the Charter Council. Chairun Combs seconds.
- Chelsea requests a modification to include a commitment from the Finance Committee to review the budget and health care benefits annual. Kate McDonald and Chairun Combs hold their motion with this addition.
- 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. NEXT MEETING - ~~July 7, 2020~~ July 14, 2020

4. ADJOURNMENT

➤ Chelsea Parker adjourned the meeting at 2:37 PM.

Minutes taken by: Tess Slaton

Approved by : _____ Date: _____

Blue Oak Charter School

Monthly Financial Presentation – June 2020

June Highlights

Highlights

- Early year-end forecast loss **(\$8K)**.
- Revenue forecast below budget **(\$10K)**.
- Expenses forecast above budget **(\$54K)**.
- Cash ended year **\$502K**, including PPP loan (originally **\$530K**), 14% annual expenses.
- State payment deferrals and ongoing economic uncertainty influence 2020/21 planning.

Compliance and Reporting

- ConApp for 2020/21 federal funding will be presented for approval July-Aug.
- Quarterly grant reporting will be completed during July.
- Learning Continuity and Attendance Plan will replace LCAP during 2020/21, due Sep 30th.

Enrollment and Revenues

- P-2 ADA, 293.37, below budget.

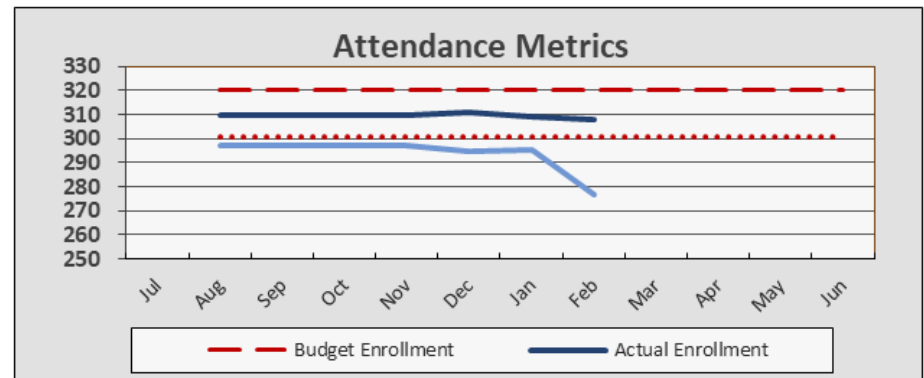
Attendance Data and Metrics



Enrollment and Per Pupil Data

<i>Enrollment & Per Pupil Data</i>			
	<i><u>Actual</u></i>	<i><u>Forecast</u></i>	<i><u>Budget</u></i>
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		\$12,112	\$11,838
Expenses per ADA		\$12,139	\$11,831

Attendance Metrics



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

Revenue

- June Updates
 - Revenues update – LCFF decreased with ADA, increased FEMA, federal response and LPSBG.
 - CARES Act federal funding –\$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

Annual/Full Year		
Forecast	Budget	Fav/(Unf)
\$ 2,626,598	\$ 2,724,729	\$ (98,131)
176,579	136,121	40,458
516,481	429,809	86,672
233,737	272,430	(38,693)
<u>\$ 3,553,395</u>	<u>\$ 3,563,089</u>	<u>\$ (9,694)</u>

Expenses

- June Updates
 - Expenses update – Expenses exceed budget by (\$54K), lead by increased health benefits.

Expenses

Certificated Salaries
 Classified Salaries
 Benefits
 Books and Supplies
 Subagreement Services
 Operations
 Facilities
 Professional Services
 Depreciation
 Interest

Total Expenses

<i>Annual/Full Year</i>		
Forecast	Budget	Fav/(Unf)
\$ 1,390,959	\$ 1,357,638	\$ (33,321)
462,878	548,986	86,108
612,482	552,638	(59,844)
93,999	73,339	(20,660)
33,956	-	(33,956)
140,226	134,347	(5,879)
608,910	612,595	3,685
196,810	217,907	21,097
11,846	2,133	(9,713)
9,123	8,000	(1,123)
\$ 3,561,190	\$ 3,507,583	\$ (53,607)



Surplus / (Deficit) & Fund Balance

- Current forecast loss **(\$8K)**, below budget.
- Fund balance forecast **\$520K**, 15%, 53 days expenses.
- Deferred funding reduces fund balance available as cash reserves at June 30th.

Total Surplus(Deficit)

Beginning Fund Balance

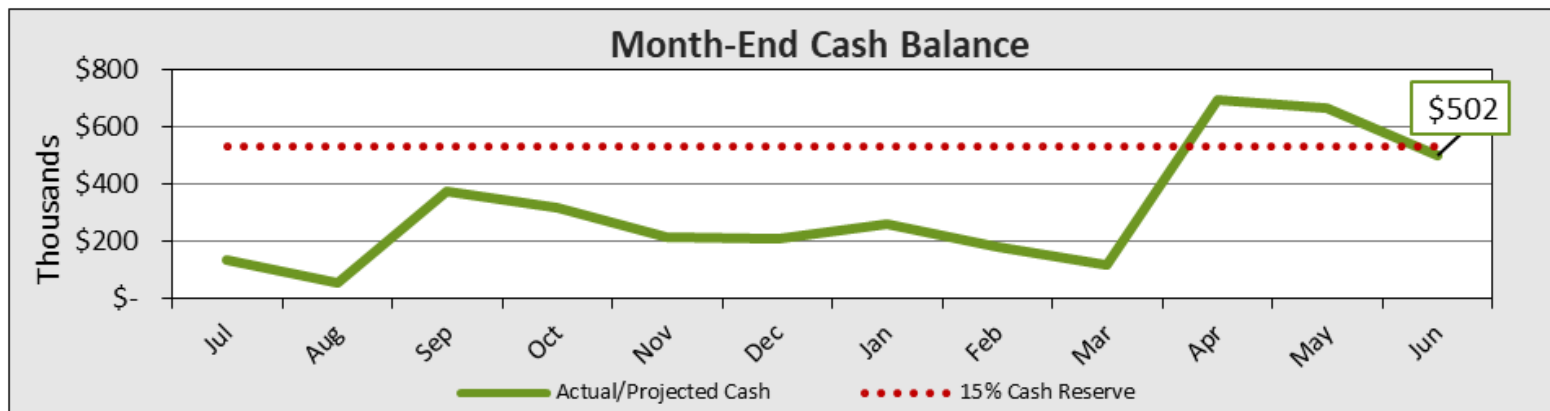
Ending Fund Balance

As a % of Annual Expenses

Annual/Full Year		
Forecast	Budget	Fav/(Unf)
\$ (7,795)	\$ 55,506	\$ (63,301)
<u>528,055</u>	<u>528,055</u>	
<u>\$ 520,261</u>	<u>\$ 583,561</u>	
14.6%	16.6%	

Cash Balance

- Cash ended the year at \$502K, 14% of expenses, including PPP loan and excluding \$629K outstanding AR.
- Paycheck Protection Program loan received, \$529,920, to ensure school meets payroll and rent.
- PPP loan is potentially forgivable after twenty-four-week period.
- State payment deferrals and ongoing economic uncertainty influence 2020/21 planning.
- 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	Jul-13	Final Federal Expenditure and ERMHS Report (Special Education) - Financial reporting for year-end actuals are due for El Dorado Charter SELPA members.	Charter Impact	No	No	https://charterselpa.org/fiscal/
DATA TEAM	Jul-15	Annual Attendance Report - Annual Attendance data is reported for the entire school year.	BOCS	No	Yes	https://www.cde.ca.gov/fg/aa/pa/
FINANCE	Jul-15	Coronavirus Aid, Relief, and Economic Security (CARES) Act ESSER Fund Application -- Eligible LEAs must complete an application by July 15, 2020, in order to receive funds through the 1st apportionment. Eligible LEAs that do not apply by July 15, 2020, may apply after July 15 to receive funds through subsequent apportionments based on quarterly expenditure reporting.	Charter Impact	No	No	https://www.cde.ca.gov/fg/cr/caresact.asp
FINANCE	Jul-31	Federal Cash Management - Period 1 - The Title I, Part A; Title I, Part D, Subpart 2; Title II, Part A; Title III LEP; Title III Immigrant; and Title IV programs under the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA, will utilize the Federal Cash Management program. Charter schools that are awarded a grant under any of these programs must submit the CMDC report for a particular quarter in order to receive an apportionment for that quarter; CDE will apportion funds to LEAs whose cash balance is below a certain threshold.	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/cm/
GOVERNANCE	Jul-31	Annual review of organization's Fiscal Policies - 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.	Charter Impact with BOCS support	No	No	
DATA TEAM	Jul-31	CALPADS EOY 1, 2, 3, and 4 - Course Completion, Program Eligibility/Participation, Homeless Students, Student discipline, Cumulative Enrollment, Student Absence Summary and SpED	BOCS	No	Yes	https://www.cde.ca.gov/ds/sp/cl/
DATA TEAM	Aug-01	Administer English Language Proficiency Assessment for California (ELPAC) Initial Assessment - Based on the results of the home language survey, every pupil in California whose native language is not English is required to be tested within 30 days of the start of school. Be sure to note your school's 30th day of instruction and test all ELPAC students before that date. This reporting is used for students' academic performance and state and federal accountability reporting requirements.	BOCS	No	No	https://www.cde.ca.gov/ta/tg/ep/
FINANCE	Aug-17	Complete Consolidated Application reporting - Spring - The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. Annually, in June, each local educational agency (LEA) submits the spring release of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. The 2020 Spring Application release was delayed until July 6th with an August 17th due date.	Charter Impact with BOCS support	Yes	No	https://www.cde.ca.gov/fg/aa/co/index.asp
FINANCE	Aug-28	Mandate Block Grant Application - Mandate Block Grant funding is available to fund the costs of mandated programs and activities. The Mandate Block Grant application is the only option for charter schools to receive this funding. (2020/21 funding per PY ADA K-8 \$16.86, 9-12 \$46.87).	Charter Impact	No	No	https://www.cde.ca.gov/fg/aa/ca/mandatebg.asp
FINANCE	Set by Authorizer	Unaudited Actual Reports - Annual unaudited financial statements for the preceding year are due by date set by the charter authorizer (no later than September 15th).	Charter Impact	Yes	Yes	https://www.cde.ca.gov/fg/sf/fr/cs/alternative.asp

Appendices

As of June 30, 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

June 30, 2020

Presented by:



Blue Oak Charter School

Monthly Cash Flow/Forecast FY19-20

Revised 07/13/2020

ADA = 293.37



Revenues

State Aid - Revenue Limit

8011	LCFF State Aid	-	89,069	89,069	160,324	160,324	160,324	160,324	111,241	111,241	111,241	385,130	-
8012	Education Protection Account	-	-	-	137,001	-	137,000	-	-	94,930	-	(125,097)	-
8019	State Aid - Prior Year	-	-	-	-	-	-	-	(11,677)	(10,976)	(10,979)	(17,837)	-
8096	In Lieu of Property Taxes	-	47,061	94,121	62,748	62,748	62,748	62,748	76,932	38,478	38,478	126,812	-

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
-	136,130	183,190	360,073	223,072	360,072	223,072	223,072	176,496	233,673	138,740	369,008	-

Annual Forecast
1,698,611
243,834
(51,469)
735,622
2,626,598

1st Interim Budget	Favorable / (Unfav.)
ADA = 300.39	
1,540,591	158,020
532,632	(288,798)
-	(51,469)
651,506	84,116
2,724,729	(98,131)

Federal Revenue

8181	Special Education - Entitlement	-	-	-	-	-	-	-	-	-	-	47,911	-
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	-	2,173	-	-
8296	Other Federal Revenue	-	-	-	-	2,370	-	-	6,732	-	30,246	-	-

-	-	-	-	5,234	-	-	-	18,460	62,465	-	90,420	-
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47,911
77,683
11,637
39,348
176,579

37,600	10,311
77,067	616
11,454	183
10,000	29,348
136,121	40,458

Other State Revenue

8545	School Facilities (SB740)	-	-	-	-	-	-	-	195,205	97,602	35,300	(0)
8550	Mandated Cost	-	-	-	-	-	5,697	-	-	-	-	-
8560	State Lottery	-	-	-	-	-	17,816	-	17,245	0	22,789	-
8598	Prior Year Revenue	-	-	40	-	4,945	-	(1,304)	-	(514)	-	(3,817)
8599	Other State Revenue	-	-	120,332	-	-	-	-	5,145	-	-	-

-	-	120,372	-	4,945	-	22,209	-	-	217,081	97,602	54,272	(0)
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328,107
5,697
57,850
(649)
125,477
516,481

361,848	(33,741)
5,697	-
62,264	(4,414)
-	(649)
-	125,477
429,809	86,672

Other Local Revenue

8689	Other Fees and Contracts	-	1,112	-	-	-	-	-	-	-	1,264	-
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	28,573	11,049	11,023	15,615
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	17,173	-
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2,376
48,837
161,525
20,999
233,737

-	2,376
78,030	(29,193)
154,400	7,125
40,000	(19,001)
272,430	(38,693)

Total Revenue

1,604	153,813	316,584	381,809	255,930	379,300	265,436	242,691	250,108	524,288	250,960	530,873	(0)
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3,553,395

3,563,089	(9,694)
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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	(86,808)	-
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	(5,611)	-
1200	Pupil Support Salaries	-	-	-	-	-	425	1,608	1,595	1,489	5,240	8,820	2,888	-
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	1,472	-

113,411	133,505	150,409	130,353	136,499	129,124	131,953	134,559	132,012	134,807	138,423	(74,097)	-
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1,128,855
14,998
26,335
22,067
180,151
18,554
1,390,959

1,129,828	973
30,600	15,602
5,151	(21,184)
-	(22,067)
174,144	(6,007)
17,915	(639)
1,357,638	(33,321)

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	2,636	-
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	7,043	-
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	10,496	-

13,776	36,220	61,067	65,338	50,475	43,569	36,845	32,696	32,722	35,926	34,070	20,174	-
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110,961
11,359
27,096
123,778
189,684
462,878

147,615	36,654
16,350	4,991
49,668	22,572
199,476	75,698
135,877	(53,807)
548,986	86,108

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	(9,257)	-
3202	PERS	4,941	8,568	16,924	13,508	6,380	7,496	7,483	11,946	8,630	9,316	8,970	3,875	-
3301	OASDI	1,505	2,881	4,191	4,583	3,703	2,594	2,205	4,031	2,830	3,121	2,949	(1,406)	-
3311	Medicare	1,769	2,383	2,941	2,712	2,589	2,204	2,223	2,611	2,281	2,367	2,394	(779)	-
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	16,316	-
3501	State Unemployment	61	82	101	93	89	76	77	90	79	829	1,242	(19)	-
3601	Workers' Compensation	1,250	1,250	1,378	1,469	1,469	1,469	1,395	2,132	1,385	2,785	847	1,347	-
3901	Other Benefits	-	-	-	-	-	-	78	79	73	75	70	(31)	-

41,680	51,605	63,071	70,663	57,806	47,113	51,930	58,637	49,707	53,891	56,332	10,046	-
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221,801
108,037
33,187
25,695
202,442
2,801
18,176
343
612,482

222,011	210
95,860	(12,177)
36,695	3,508
26,807	1,112
152,500	(49,942)
5,765	2,964
13,000	(5,176)
-	(343)
552,638	(59,844)

Blue Oak Charter School

Monthly Cash Flow/Forecast FY19-20

Revised 07/13/2020

ADA = 293.37



Books and Supplies

4100	Textbooks and Core Materials
4200	Books and Reference Materials
4302	School Supplies
4305	Software
4310	Office Expense
4312	School Fundraising Expense
4400	Noncapitalized Equipment

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
19,614	-	-	-	183	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	7,673	-	-	-	-	-
25,987	9,398	(80)	-	6,931	175	928	536	2,774	1,626	(387)	405	-
-	-	-	-	170	294	-	-	-	-	380	-	-
203	343	265	1,360	1,444	637	848	1,237	520	2,442	2,583	1,462	-
-	-	-	-	-	-	-	907	502	2,079	-	-	-
-	-	-	-	-	-	-	-	-	357	203	-	-
45,804	9,740	185	1,360	8,729	1,106	1,776	10,353	3,797	6,504	2,778	1,867	-

Annual Forecast	1st Interim Budget	Favorable / (Unfav.)
19,797	17,465	(2,332)
7,673	2,149	(5,524)
48,293	25,000	(23,293)
844	-	(844)
13,343	24,225	10,882
3,488	3,500	12
560	1,000	440
93,999	73,339	(20,660)

Subagreement Services

5102	Special Education
5105	Security
5106	Other Educational Consultants

-	-	-	-	-	-	-	-	3,840	5,760	12,154	9,570	-
-	-	-	-	-	-	1,227	-	428	-	-	428	-
-	-	-	-	-	-	550	-	-	-	-	-	-
-	-	-	-	-	-	1,777	-	4,268	5,760	12,154	9,998	-

31,324		(31,324)
2,082		(2,082)
550		(550)
33,956	-	(33,956)

Operations and Housekeeping

5201	Auto and Travel
5300	Dues & Memberships
5400	Insurance
5501	Utilities
5502	Janitorial Services
5900	Communications
5901	Postage and Shipping

445	1,065	-	-	1,577	45	416	636	97	-	515	907	-
1,000	-	-	-	-	-	-	-	-	-	-	-	-
9,285	-	8,224	1,772	1,767	2,175	408	408	408	408	408	11,011	-
8,841	9,089	901	13,846	11,307	3,843	8,046	4,469	4,393	2,490	1,490	6,126	-
-	-	-	-	-	-	957	5,699	2,314	1,210	-	847	-
2,554	544	437	1,044	52	539	1,207	751	701	785	729	747	-
-	-	-	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	19,638	-

5,702	5,118	(584)
1,000	3,582	2,582
36,273	25,847	(10,426)
74,840	85,000	10,160
11,026	3,200	(7,826)
10,089	11,600	1,511
1,296		(1,296)
140,226	134,347	(5,879)

Facilities, Repairs and Other Leases

5601	Rent
5602	Additional Rent
5603	Equipment Leases
5604	Other Leases
5610	Repairs and Maintenance

47,379	48,718	47,379	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	48,867	-
-	-	-	-	231	-	-	-	-	-	-	-	-
1,068	1,128	320	1,529	3,500	891	1,159	675	2,371	1,583	1,588	1,589	-
-	-	-	-	-	-	-	400	-	-	-	-	-
-	85	608	-	393	-	950	-	390	-	-	5,173	-
48,447	49,931	48,307	50,395	52,991	49,758	50,976	49,942	51,628	50,450	50,455	55,630	-

583,279	583,995	717
231		(231)
17,403	18,900	1,497
400		(400)
7,598	9,700	2,102
608,910	612,595	3,685

Professional/Consulting Services

5801	IT
5802	Audit & Taxes
5803	Legal
5804	Professional Development
5805	General Consulting
5806	Special Activities/Field Trips
5807	Bank Charges
5808	Printing
5809	Other taxes and fees
5810	Payroll Service Fee
5811	Management Fee
5812	District Oversight Fee
5815	Public Relations/Recruitment

-	-	-	-	375	4,824	-	795	4,093	(4,395)	4,537	342	1,625
-	-	-	-	-	-	3,502	-	-	-	-	-	-
926	711	4,500	-	892	-	-	-	-	-	-	433	-
400	725	(725)	-	3,361	695	97	450	46	-	(218)	4,940	-
1,422	-	1,015	5,180	10,701	9,030	2,900	2,893	6,048	-	375	220	-
-	190	2,462	-	1,093	-	7,518	2,400	4,785	(4,120)	202	(765)	-
-	-	15	-	-	15	-	-	-	-	25	-	-
-	-	-	-	-	445	-	-	-	-	-	-	-
-	32	-	20	321	140	660	697	1,480	450	781	386	-
695	929	4	-	-	-	-	450	497	466	1,002	904	-
7,084	7,084	7,084	7,084	1,500	5,967	5,967	5,967	5,967	5,733	5,733	5,579	-
-	1,362	1,832	3,601	2,231	2,231	2,973	1,603	1,003	1,952	1,003	6,475	0
550	369	-	-	350	189	650	210	-	373	210	-	-
11,076	11,402	16,187	15,885	20,824	23,536	24,267	15,465	23,919	459	13,650	18,514	1,625

12,197	14,000	1,803
3,502	9,500	5,998
7,461	12,000	4,539
9,772	15,000	5,228
39,784	10,000	(29,784)
13,764	35,800	22,036
55	-	(55)
445	-	(445)
4,967	1,500	(3,467)
4,947	10,000	5,053
70,749	74,250	3,501
26,266	30,857	4,591
2,901	5,000	2,099
196,810	217,907	21,097

Depreciation

6900	Depreciation Expense
------	----------------------

-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-
-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-

11,846	2,133	(9,713)
11,846	2,133	(9,713)

Interest

7438	Interest Expense
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-	-	3,497	-	-	4,609	-	-	-	-	-	1,017	-
-	-	3,497	-	-	4,609	-	-	-	-	-	1,017	-

9,123	8,000	(1,123)
9,123	8,000	(1,123)

Total Expenses

296,320	303,102	352,285	351,020	342,068	305,483	310,789	313,898	306,368	300,691	313,136	64,406	1,625
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3,561,190	3,507,583	(53,607)
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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)	466,467	(1,625)
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(7,795)	55,506	(63,301)
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0% 2%

Blue Oak Charter School

Monthly Cash Flow/Forecast FY19-20

Revised 07/13/2020

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.)
(294,716)	(149,289)	(35,701)	30,789	(86,138)	73,817	(45,353)	(71,208)	(56,260)	223,598	(62,176)	466,467	(1,625)	(7,795)		
-	-	-	-	-	-	209	209	209	7,981	1,619	1,619	-	11,846		
381,765	10,176	-	-	-	(137,000)	137,000	-	-	(22,390)	22,390	(628,882)	0	(236,941)		
-	-	88,937	90,352	27,052	450	(15,613)	69,667	899	899	488	(1,339)	-	261,791		
-	-	74,538	-	(1,469)	(3,014)	(20,799)	3,590	(2,633)	(45,265)	(623)	3,628	-	7,953		
(24,716)	10,949	(16,543)	(33,099)	(7,098)	(5,986)	52,978	(11,881)	9,643	(57,467)	(7,084)	18,443	1,625	(70,236)		
(31,636)	35,278	45,992	(10,065)	34,024	(25,559)	(19,975)	(26,948)	23,862	(20,872)	3,717	88,405	-	96,224		
-	12,138	14,785	10,190	11,563	11,628	11,628	11,628	11,628	11,550	11,550	(111,144)	-	7,145	-	
-	-	-	-	-	-	(50,185)	-	-	-	-	-	-	(50,185)	-	
-	-	200,000	-	-	150,000	-	-	-	-	-	-	-	350,000	-	
-	-	(50,679)	(150,000)	(80,000)	(68,888)	-	(52,000)	(52,000)	(50,609)	-	-	-	(504,176)	-	
-	-	-	-	-	-	-	-	-	529,920	-	1,017	-	530,937	-	
30,697	(80,748)	321,329	(61,833)	(102,066)	(4,552)	49,890	(76,942)	(64,651)	577,345	(30,120)	(161,787)				
105,648	136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	694,117	663,997				
136,345	55,597	376,926	315,093	213,027	208,475	258,365	181,423	116,772	694,117	663,997	502,210				

Blue Oak Charter

Statement of Financial Position

June 30, 2020

	Current Balance	Beginning Year Balance	YTD Change	YTD % Change
Assets				
Current Assets				
Cash & Cash Equivalents	\$ 502,210	\$ 105,648	\$ 396,562	375%
Accounts Receivable	(1,912)	651,820	(653,732)	-100%
Public Funding Receivables	628,882	-	628,882	0%
Factored Receivables	-	(154,176)	154,176	-100%
Prepaid Expenses	70,320	78,272	(7,953)	-10%
Total Current Assets	1,199,500	681,564	517,936	76%
Long-Term Assets				
Property & Equipment, Net	40,472	2,133	38,339	1797%
Deposits	28,000	28,000	-	0%
Total Long Term Assets	68,472	30,133	38,339	127%
Total Assets	\$ 1,267,971	\$ 711,697	\$ 556,274	78%
Liabilities				
Current Liabilities				
Accounts Payable	\$ 20,932	\$ 92,793	\$ (71,861)	-77%
Accrued Liabilities	194,217	90,848	103,369	114%
Notes Payable, Current Portion	235,711	-	235,711	0%
Total Current Liabilities	450,860	183,642	267,219	146%
Long-Term Liabilities				
Notes Payable, Net of Current Portion	295,225	-	295,225	0%
Total Long-Term Liabilities	295,225	-	295,225	0%
Total Liabilities	746,086	183,642	562,444	306%
Total Net Assets	521,886	528,055	(6,170)	-1%
Total Liabilities and Net Assets	\$ 1,267,971	\$ 711,697	\$ 556,274	78%

Blue Oak Charter

Statement of Cash Flows

For the period ended June 30, 2020

	Month Ended 06/30/20	YTD Ended 06/30/20
Cash Flows from Operating Activities		
Change in Net Assets	\$ 466,467	\$ (6,170)
Adjustments to reconcile change in net assets to net cash flows from operating activities:		
Depreciation	1,619	11,846
Decrease/(Increase) in Operating Assets:		
Public Funding Receivables	(628,882)	(628,882)
Grants, Contributions & Pledges Receivable	(1,339)	499,556
Prepaid Expenses	3,628	7,953
(Decrease)/Increase in Operating Liabilities:		
Accounts Payable	18,443	(71,861)
Accrued Expenses	(22,740)	103,369
Total Cash Flows from Operating Activities	(162,804)	(84,190)
Cash Flows from Investing Activities		
Purchase of Property & Equipment	-	(50,185)
Total Cash Flows from Investing Activities	-	(50,185)
Cash Flows from Financing Activities		
Proceeds from (payments on) Long-Term Debt	(234,694)	295,225
Proceeds from (payments on) Capital Leases	235,711	235,711
Total Cash Flows from Financing Activities	1,017	530,937
Change in Cash & Cash Equivalents	(161,787)	396,562
Cash & Cash Equivalents, Beginning of Period	663,997	105,648
Cash and Cash Equivalents, End of Period	\$ 502,210	\$ 502,210

Blue Oak Charter**Statement of Activities**

For the period ended June 30, 2020

	Current Period Actual	Current Year Actual
Revenues		
State Aid - Revenue Limit		
LCFF State Aid	\$ 385,130	\$ 1,698,611
Education Protection Account	(125,097)	243,834
State Aid - Prior Year	(17,837)	(51,469)
In Lieu of Property Taxes	126,812	735,622
Total State Aid - Revenue Limit	369,008	2,626,598
Federal Revenue		
Special Education - Entitlement	47,911	47,911
Title I, Part A - Basic Low Income	10,090	77,683
Title II, Part A - Teacher Quality	2,173	11,637
Other Federal Revenue	30,246	39,348
Total Federal Revenue	90,420	176,579
Other State Revenue		
School Facilities (SB740)	35,300	328,107
Mandated Cost	-	5,697
State Lottery	22,789	57,850
Prior Year Revenue	(3,817)	(649)
Other State Revenue	-	125,477
Total Other State Revenue	54,272	516,481
Other Local Revenue		
Other Fees and Contracts	1,264	2,376
School Fundraising	295	48,837
Transfers of Apportionments	15,615	161,525
Contributions, Unrestricted	-	20,999
Total Other Local Revenue	17,173	233,737
Total Revenues	530,873	3,553,395
Expenses		
Certificated Salaries		
Teachers' Salaries	(86,808)	1,128,855
Teachers' Substitute Hours	-	14,998
Teachers' Extra Duty/Stipends	(5,611)	26,335
Pupil Support Salaries	2,888	22,067
Administrators' Salaries	13,962	180,151
Other Certificated Salaries	1,472	18,554
Total Certificated Salaries	(74,097)	1,390,959
Classified Salaries		
Instructional Salaries	2,636	110,961
Support Salaries	-	11,359
Supervisors' and Administrators' Salaries	-	27,096
Clerical and Office Staff Salaries	7,043	123,778
Other Classified Salaries	10,496	189,684
Total Classified Salaries	20,174	462,878

Blue Oak Charter**Statement of Activities**

For the period ended June 30, 2020

	Current Period Actual	Current Year Actual
Benefits		
State Teachers' Retirement System, certificated	(9,257)	221,801
Public Employees' Retirement System, classified	3,875	108,037
OASDI/Medicare/Alternative, certificated	(1,406)	33,187
Medicare/Alternative, certificated	(779)	25,695
Health and Welfare Benefits, certificated	16,316	202,442
State Unemployment Insurance, certificated	(19)	2,801
Workers' Compensation Insurance, certificated	1,347	18,176
Other Benefits, certificated positions	(31)	343
Total Benefits	10,046	612,482
Books & Supplies		
Textbooks and Core Materials	-	19,797
Books and Reference Materials	-	7,673
School Supplies	405	48,293
Software	-	844
Office Expense	1,462	13,343
School Fundraising Expense	-	3,488
Noncapitalized Equipment	-	560
Total Books & Supplies	1,867	93,999
Subagreement Services		
Special Education	9,570	31,324
Security	428	2,082
Other Educational Consultants	-	550
Total Subagreement Services	9,998	33,956
Operations & Housekeeping		
Auto and Travel	907	5,702
Dues & Memberships	-	1,000
Insurance	11,011	36,273
Utilities	6,126	74,840
Janitorial Services	847	11,026
Communications	747	10,089
Postage and Shipping	-	1,296
Total Operations & Housekeeping	19,638	140,226
Facilities, Repairs & Other Leases		
Rent	48,867	583,279
Additional Rent	-	231
Equipment Leases	1,589	17,403
Other Leases	-	400
Repairs and Maintenance	5,173	7,598
Total Facilities, Repairs & Other Leases	55,630	608,910

Blue Oak Charter**Statement of Activities**

For the period ended June 30, 2020

	Current Period Actual	Current Year Actual
Professional/Consulting Services		
IT	342	10,572
Audit & Taxes	-	3,502
Legal	433	7,461
Professional Development	4,940	9,772
General Consulting	220	39,784
Special Activities/Field Trips	(765)	13,764
Bank Charges	-	55
Printing	-	445
Other Taxes and Fees	386	4,967
Payroll Service Fee	904	4,947
Management Fee	5,579	70,749
District Oversight Fee	6,475	26,266
Public Relations/Recruitment	-	2,901
Total Professional/Consulting Services	18,514	195,185
Depreciation		
Depreciation Expense	1,619	11,846
Total Depreciation	1,619	11,846
Interest		
Interest Expense	1,017	9,123
Total Interest	1,017	9,123
Total Expenses	64,406	3,559,565
 Change in Net Assets	 466,467	 (6,170)
Net Assets, Beginning of Period	55,419	528,055
 Net Assets, End of Period	 \$ 521,886	 \$ 521,886

Blue Oak Charter

Accounts Payable Aging

June 30, 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
California Water Service	CALI061120-1675	6/11/2020	6/30/2020	\$ 1,019	\$ -	\$ -	\$ -	\$ -	\$ 1,019
Carpet Restoration Company	10110	6/16/2020	7/16/2020	4,650	-	-	-	-	4,650
Charter Impact	PR063020	6/30/2020	6/30/2020	432	-	-	-	-	432
Comcast	COMC060720-2009	6/7/2020	6/29/2020	-	497	-	-	-	497
J C Nelson Supply Co	750214	6/9/2020	7/9/2020	565	-	-	-	-	565
J C Nelson Supply Co	750214.1	6/11/2020	7/11/2020	191	-	-	-	-	191
J C Nelson Supply Co	751037	6/11/2020	7/11/2020	146	-	-	-	-	146
Lacie Perrot	PERR061820	6/18/2020	6/18/2020	-	123	-	-	-	123
Millennial Child Inc.	1099	5/29/2020	5/29/2020	-	-	350	-	-	350
Millennial Child Inc.	1108	6/2/2020	6/2/2020	-	350	-	-	-	350
Millennial Child Inc.	1109	6/2/2020	6/2/2020	-	350	-	-	-	350
Millennial Child Inc.	1122	6/8/2020	6/8/2020	-	350	-	-	-	350
Millennial Child Inc.	1126	6/9/2020	6/9/2020	-	1,400	-	-	-	1,400
Pure Water Partners	614423	6/10/2020	7/1/2020	43	-	-	-	-	43
TIAA Commercial Finance, Inc.	7278703	6/10/2020	6/30/2020	665	-	-	-	-	665
Total Outstanding Invoices				<u>\$ 7,711</u>	<u>\$ 3,070</u>	<u>\$ 350</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,131</u>

Blue Oak Charter

Check Register

For the period ended June 30, 2020

Check Number	Vendor Name	Check Date	Check Amount
10200	Butte County Office of Education	6/12/2020	\$ 375.00
10201	Certified/Fortress Security & Fire Systems	6/12/2020	427.50
10202	Charter Impact	6/12/2020	6,050.50
10203	Dragon Graphics	6/12/2020	405.39
10204	Full Circle Speech Therapy	6/12/2020	7,680.00
10205	Matt P McLaughlin	6/12/2020	220.00
10206	Neptune Water Solutions	6/12/2020	128.70
10207	Philadelphia Insurance Companies	6/12/2020	1,767.29
10208	Rachel Ceja	6/12/2020	532.20
10209	Advanced Document Concepts for Business	6/19/2020	409.08
10210	Anthem Blue Cross	6/19/2020	17,870.05
10211	Evergreen Janitorial Supply Inc	6/19/2020	559.85
10212	Law Offices of Young, Minney & Corr, LLP	6/19/2020	433.20
10213	Leen Brothers Enterprises	6/19/2020	48,866.97
10214	ParentSquare, Inc.	6/19/2020	1,545.00
10215	Recology Butte Colusa Counties	6/19/2020	847.01
10216	TIAA Commercial Finance, Inc.	6/19/2020	343.53
ACH	GoDaddy's	6/1/2020	341.87
ACH	Sprint	6/3/2020	99.94
ACH	CalPERS	6/12/2020	2,058.01
ACH	CalPERS	6/12/2020	<u>7,715.24</u>
Total Disbursements Issued in June			<u><u>\$ 98,676.33</u></u>

Business Checking – XXXXX0889

POINT OF SALE TRANSACTIONS

Search transactions

Activity: Date range; Start date: Jun 01, 2020; End date: Jun 30, 2020; Type: Debits

Transactions

☐ Pending ☒ Posted

Date ▼	Description ↕	Debit ↕	Credit ↕	Balance
● Jun 30, 2020	<u>Check 10216</u>	343.53		
● Jun 29, 2020	<u>Check 10210</u>	17,870.05		
● Jun 29, 2020	<u>Check 10212</u>	433.20		
● Jun 26, 2020	<u>Check 10211</u>	559.85		
● Jun 26, 2020	ACH Payment BLUE OAK CHARTER <u>PAYROLL</u>	59,028.39		
● Jun 26, 2020	ACH Payment BLUE OAK CHARTER <u>PAYROLL</u>	10,430.91		
● Jun 26, 2020	ACH Payment BLUE OAK CHARTER <u>PAYROLL</u>	10,023.25		
● Jun 26, 2020	ACH Payment BLUE OAK CHARTER <u>PAYROLL</u>	3,805.55		
● Jun 25, 2020	<u>Check 10145</u>	480.00		
● Jun 24, 2020	<u>Check 10201</u>	427.50		
● Jun 24, 2020	<u>Check 10209</u>	409.08		
● Jun 23, 2020	<u>Check 10213</u>	48,866.97		
● Jun 23, 2020	<u>Check 10206</u>	128.70		
● Jun 22, 2020	<u>Check 10208</u>	532.20		
● Jun 19, 2020	<u>Check 10200</u>	375.00		
● Jun 18, 2020	<u>Check 10204</u>	7,680.00		
● Jun 18, 2020	Professional Development POS Purchase SUNBRIDGE INSTITUTE 845-425-0055 NY #3136	566.50		
● Jun 17, 2020	<u>Check 10207</u>	1,767.29		
● Jun 17, 2020	<u>Check 70063</u>	36.05		
● Jun 16, 2020	<u>Check 10192</u>	2,272.35		

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Jun 16, 2020	<u>Check 10203</u>	405.39		
● Jun 16, 2020	<u>Check 10205</u>	220.00		
● Jun 15, 2020	<u>Check 10202</u>	6,050.50		
● Jun 15, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	132.00		
● Jun 15, 2020	POS Purchase STANFORD SCPD 650-725-3016 CA #3136 <i>Professional Development</i>	99.00		
● Jun 12, 2020	<u>ACH Payment CALPERS 3100</u>	7,715.24		
● Jun 12, 2020	<u>ACH Payment CALPERS 3100</u>	2,058.01		
● Jun 11, 2020	<u>Check 7293</u>	3,766.20		
● Jun 10, 2020	<u>Check 10197</u>	184.19		
● Jun 10, 2020	<u>ACH Payment BLUE OAK CHARTER PAYROLL</u>	15,512.75		
● Jun 09, 2020	<u>Check 10182</u>	17,870.05		
● Jun 09, 2020	<u>Check 10146</u>	96.80		
● Jun 09, 2020	ACH Payment BENEFIT RESOURCE BRI XFER <i>Medical FSA</i>	155.00		
● Jun 08, 2020	<u>Check 7289</u>	3,095.49		
● Jun 08, 2020	<u>Check 7297</u>	3,086.77		
● Jun 08, 2020	<u>Check 7296</u>	3,003.74		
● Jun 08, 2020	<u>Check 10199</u>	960.22		
● Jun 08, 2020	<u>Check 10194</u>	358.08		
● Jun 08, 2020	<u>Check 70003</u>	262.03		
● Jun 08, 2020	<u>Check 10186</u>	250.00		
● Jun 08, 2020	<u>Check 70027</u>	52.41		
● Jun 05, 2020	<u>Check 7300</u>	4,259.85		
● Jun 05, 2020	<u>Check 7291</u>	3,955.80		
● Jun 05, 2020	<u>Check 7286</u>	3,898.62		
● Jun 05, 2020	<u>Check 7287</u>	3,683.59		
● Jun 05, 2020	<u>Check 7294</u>	3,554.64		
● Jun 05, 2020	<u>Check 7295</u>	3,554.64		

Date ▼	Description ◇	Debit ◇	Credit ◇	Balance
● Jun 05, 2020	<u>Check 7288</u>	3,065.32		
● Jun 05, 2020	<u>Check 7298</u>	3,035.24		
● Jun 05, 2020	<u>Check 10189</u>	375.00		
● Jun 05, 2020	Dep Item Rtn . R01- NSF	3,470.57		
● Jun 05, 2020	Dep Item Rtn . R01- NSF	3,191.25		
● Jun 05, 2020	Dep Item Rtr , R01- NSF	2,799.06		
● Jun 04, 2020	<u>Check 7299</u>	3,908.77		
● Jun 04, 2020	<u>Check 7292</u>	3,147.08		
● Jun 04, 2020	<u>Check 7290</u>	3,100.21		
● Jun 04, 2020	<u>Check 10185</u>	618.45		
● Jun 04, 2020	<u>Check 10187</u>	497.41		
● Jun 04, 2020	<u>Check 10196</u>	42.90		
● Jun 04, 2020	<u>Check 10184</u>	20.00		
● Jun 04, 2020	Dep Item Rtn C02- CORRECTION	0.00		
● Jun 03, 2020	Stop Pmt Charge Stop Payment Charge	25.00		
● Jun 03, 2020	<u>Check 10191</u>	7,680.00		
● Jun 03, 2020	<u>Check 10195</u>	1,555.02		
● Jun 03, 2020	<u>Check 10181</u>	585.39		
● Jun 03, 2020	<u>Check 10198</u>	242.08		
● Jun 03, 2020	<i>School Emergency Cell Phone</i> ACH Payment SPRINT8006396111 ACHBILLPAY SDX8CEM2TGGV1KDO	99.94		
● Jun 03, 2020	POS Purchase POSTAL PLUS 530-8911626 CA #3136 <i>Postage</i>	14.40		
● Jun 02, 2020	<u>Check 10188</u>	395.00		
● Jun 02, 2020	POS Purchase EB REJUVENATION FOR E 801-413-7200 CA #3136 <i>Professional Development</i>	266.85		
● Jun 01, 2020	<u>Check 10183</u>	353.30		



2020-2021 Service & Rates

Related Services:	Rate	Period
<ul style="list-style-type: none">• Speech/language (assessment and/or therapy)	\$65.00	Hour
<ul style="list-style-type: none">• Psychological services:<ul style="list-style-type: none">• Educational evaluations• ELPAC (initial and summative) assessments• Counseling services	\$75.00	Hour

To initiate a MOU for services, please contact:

Linda Green
Office Manager
Phone: 530-534-1633 ext.101
lgreen@streamcharter.net

Jackie Rico, Ed.S. PPS
School Psychologist
Director Special Education/Intervention
Phone: 530-534-1633 ext.113
jrico@streamcharter.net



**MEMORANDUM OF UNDERSTANDING
FOR MEMBER CHARTER SCHOOLS CONTRACTING FOR SERVICES FROM
OTHER LEAS**

This Memorandum of Understanding (“MOU”) is entered between STREAM Charter School (the LEA providing services “Service Provider”) and the Blue Oak Charter School (the charter school receiving services “Charter”). Service Provider and Charter may be collectively referred to as the “Parties” or individually as a “Party.” This MOU shall be effective as of the date of the last-executed signature below.

1. Purpose of MOU

Whereas, Education Code section 56195.1, subdivision (e) provides that membership in a special education local plan area (“SELPA”) does not limit a local educational agency’s (“LEA”), including a charter school’s, authority to contract for special education services from another LEA whether or not the LEA is part of the same SELPA;

Whereas, Service Provider is a member LEA of the El Dorado Charter SELPA and is willing to contract with Charter to provide psycho-education assessment to students enrolled in Charter;

Whereas, Charter is a charter school deemed an LEA for the purposes of special education under Education Code Section 47640 and is a member LEA of the El Dorado Charter SELPA.

Whereas, Charter seeks to contract with Service Provider in order for Service Provider’s personnel to provide special education and related services to students enrolled in Charter.

2. MOU Must be Renewed Annually

This MOU shall be in effect for the period beginning on July 1, 2020 and ending on June 30, 2021. This MOU may be renewed at the end of that period by following the “Submission Procedures” set forth in **Section 3** of this MOU. The MOU may be amended at any time by mutual consent of the Parties.

3. Submission Procedures

Unless there is a documented change in a student’s Individualized Education Program (“IEP”), all services contracted for under this MOU will run for a period of one year, from July 1, 2020 to June 30, 2021. On or before June 30, 2021, Charter shall submit a written request for services to

Service Provider. The written request shall list each type of service requested and the number of weekly/monthly/annual service hours requested for that service (if appropriate).

On or before June 30, 2021, Service Provider shall provide Charter with a written response to the request for services. The Service Provider's response shall specify whether the Service Provider is willing to provide all, some, or none of the services requested. If Service Provider is willing to provide less than all the requested services, the response will list each type of service it is willing to provide and the number of weekly/monthly/annual service hours it is willing to provide. Service Provider's written response shall include a rate schedule for all requested services.

4. Scope of Services

The special education and related services to be provided by Service Provider are set forth in **Attachment A**. The scope of services set forth in **Attachment A** may be modified by mutual agreement of the Parties. All services will be provided at a Service Provider site unless otherwise agreed to by the Parties. Service Provider and Charter will mutually develop a schedule specifying the time, day, and location of services for each student served under this MOU.

5. Service Provider's Responsibilities

In addition to any other duties and responsibilities set forth in this MOU, Service Provider shall have the following responsibilities:

- a. Ensure that staff members working with Charter students will assist with the drafting of proposed goals and objectives for review and approval by the student's IEP team;
- b. Notify Charter if it has reason to believe that a Charter student requires reevaluation, change of placement or services, and/or an IEP team meeting; and
- c. Make its best efforts to ensure that staff members working with Charter students are available to attend IEP meetings or other meetings regarding the education of Charter students;
- d. Ensure that all staff working with Charter students possess appropriate and current credentials and certifications; and
- e. Be responsible for all employee-related issues and discipline.

6. Charter's Responsibilities

In addition to any other duties and responsibilities set forth in this MOU, Charter shall have the following responsibilities:

- a. Provide Service Provider with copies of all relevant student records;
- b. Schedule, convene, and conduct, all IEP meetings for Charter students served under this MOU; and
- c. Provide timely notice to Service Provider when there is a change in a student's enrollment status at Charter, and/ or when a student served under this MOU has been suspended or expelled.

7. Payment for Services

Psychological services will be provided by Service Provider to Charter for up to 190 hours for the contract period (July 1, 2020-June 30, 2021).

All services shall be billed on a monthly basis. At the end of each monthly billing period, Service Provider will provide Charter with an invoice for services provided and/or offered under this MOU. The invoice will show the specific services provided and/or offered during the billing period, the fees for those services, and shall include copies of all service logs for the billing period.

Charter shall process and pay each invoice within thirty (30) days from its receipt. If the payment for the invoice is not postmarked from the Charter within forty-five (45) days of the receipt of the invoice, the Charter agrees to pay an additional fee of 1.5% interest per month on amounts not paid, such interest being calculated beginning day forty-six (46) from receipt of the invoice. Interest shall be calculated in accordance with standard accounting procedures. Service Provider shall bill the LEA for the interest. Failure by Charter to pay an appropriately submitted invoice, including an invoice from a prior MOU between the Parties, within 90 days of receipt may be considered a breach of contract and is grounds for termination pursuant to **Section 10** of this MOU.

8. Student Absences

Charter acknowledges that services provided by Service Provider under this MOU will be provided for the entire school year and that Service Provider will be modifying its special education staffing and/or caseloads in order to provide special education and related services to Charter students.

As such, the Parties agree that the Service Provider shall be reimbursed for any services offered by Service Provider when a student is absent, as follows:

- a. Charter shall notify Service Provider if student has a known absent or independent study period, or any other known absence from the school setting.

9. Changes to Student's IEP/Student No Longer Attending Charter

If an IEP meeting is convened for a student receiving services under this MOU, and the IEP team agrees to reduce the services being provided, the scope of services set forth in **Attachment A** shall be modified to reflect the reduction in services and the corresponding reduction in payment.

If a student being served under this MOU is no longer attending the Charter, Charter shall notify Service Provider of the change in enrollment. Effective on the date that Service Provider receives notice of the change in enrollment; the scope of services set forth in **Attachment A** shall be modified to indicate the reduction in services and the corresponding reduction in payment.

10. Termination

Either Charter or Service Provider may terminate this MOU by providing the other party with thirty days (30) written notice except that Service Provider may terminate this MOU by providing Charter with written notice that it is unable or unwilling to provide the requested services pursuant to **Section 3** of this MOU.

11. Charter Solely Responsible For Providing FAPE to Students Served Under MOU

The Parties agree that the Charter remains the LEA responsible for ensuring that students served under this MOU receive FAPE as required by California and federal special education laws, Section 504 of the Rehabilitation Act of 1973, and related laws, even while the student is attending a program operated by and/or receiving related services from Service Provider pursuant to this MOU. The Parties further agree that Service Provider, for purposes of this MOU, is only intended to be a service provider under contract as authorized by Education Code, section 56369. The Parties also agree that this MOU does not constitute any form of interdistrict transfer or alternative attendance agreement that would transfer any responsibility for providing FAPE to Service Provider.

12. Service Provider and Charter Are Independent Contractors

Charter and Service Provider are independent parties to this MOU and each agree that this MOU was not intended to create the relationship of agent, servant, employee, partnership, joint venture or association.

13. Non Exclusive Agreement

The Parties agree that nothing herein is intended nor shall be construed as creating any exclusive arrangement between the Parties. This MOU shall not restrict Charter from contracting for services with other LEAs, nor shall it restrict Service Provider from providing services to other LEAs, including other charter schools.

14. Indemnification and Hold Harmless

Except as set forth in **Section 15**, Charter and Service Provider shall each defend, hold harmless and indemnify the other party, its governing board, officers, administrators, agents, employees,

independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorneys' fees and costs, and including but not limited to consequential damages, loss of use, extra expense, cost of facilities, death, sickness, or injury to any person(s) or damage to any property, from any cause whatsoever arising from or connected with its service hereunder, that arise out of or result from, in whole or in part, the negligent, wrongful or willful acts or omissions of the indemnifying party, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

15. Responsibility for Litigation Costs

In the event of any compliance complaint, due process hearing request, or other litigation based on, arising from, or connected to the provision of services under this MOU, the Parties shall negotiate an agreement specifying how legal costs, including attorney's fees, are to be shared between the Parties.

16. Meet and Confer

If a dispute arises regarding any aspect of this MOU, the Parties agree that they shall meet and confer in a good faith effort to amicably resolve their difference prior to initiating any litigation. If the initial attempt to resolve the dispute is not successful, the Parties may, by mutual agreement, participate in alternative dispute resolution.

17. Credentials, Licenses, and Other Qualifications

Service Provider shall provide all special education and related services under this MOU using appropriately qualified staff. Service Provider shall provide appropriately credentialed teachers and/or licensed personnel consistent with the California laws and regulations unless the California Department of Education has granted a written waiver.

18. Severability/Waiver

If any provision of this MOU is determined to be illegal, unenforceable, or invalid, such provision shall in no way affect the validity of any other provision of this MOU. No waiver of any provision of this MOU shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding unless executed in writing by the party making the waiver.

19. Execution of MOU Electronically and In Counterparts

This MOU may be executed in counterparts such that the signatures may appear on separate signature pages. A copy or an original, with all signatures appended together, shall be deemed a fully executed MOU. A facsimile or scanned version of any party's signature shall be deemed an original signature.

IN WITNESS WHEREOF, the Parties via their respective authorized representatives have executed and entered into this MOU as of the date set next to the signatures below.

Dated: _____

By: _____
Susan Domenighini, Executive Director
Blue Oak Charter School

Dated: _____

By: _____
Don Phillips, Director
For STREAM Charter School

Enclosure:
2020-2021 Rate Sheet
Timesheet STREAM Contracting

Attachment A

Psychological Services to include:

- Initial and triennial psych-educational assessment including cognitive/psychological processing assessment, social emotional assessment, adaptive assessment, review of records, interview with parent/teacher/students as appropriate, and observations of student in their educational setting as part of the psycho-educational assessment.
- Attendance to IEP meetings as appropriate (not available Friday's).
- Report writing and IEP form data input.
- Communication with staff regarding student needs per IEP.



Schools
Excess
Liability
Fund

MEMORANDUM

To: SELF Members

From: Dave George, Chief Executive Officer

Date: June 26, 2020

Subject: AB 218 Revived Liability Funding Plan Update

The SELF Board of Directors voted June 18 to formally declare a \$46.6M assessment to fund the AB 218 Revived Liability Funding Plan presented in March.

The unprecedented nature of the AB 218 retroactive liability exposure makes this particular endeavor atypical of any assessment ever levied by a risk sharing joint powers authority. Consequently, the Board wants to ensure all due diligence has been done and that the application and deployment of a plan of this magnitude is fair and equitable to all those impacted.

SELF will be working with James Marta and Co., as well as Gibbons and Conley to develop the per-year allocations of this funding plan.

The budget indications that you were previously provided remain relevant and are a conservative estimate of projected plan costs for your district.

The results of these efforts will be presented to the SELF Board this fall and invoicing will commence after approval, estimated to be November 2020.

SELF's Board is committed to the responsible application of a plan that is best designed to protect SELF members from these retroactive liability exposures.

We will continue to update you as more information becomes available.

Sincerely,

Dave George
Chief Executive Officer



A Public Agency
Joint Powers Authority



Executive Director's Report

Finance Committee

Susan Domenighini

July 14, 2020

Gratitude

I wish to share a sincere thank you to the members of this committee for your dedication and hard work in helping Blue Oak through the 2019-20 school year.

Salary Schedule Error

In preparing contracts an error was found in the name of the final column. The approved salary schedule stated +75 units "or" Waldorf or SPED certification. The language should have stated +75 units with Waldorf or SPED certification. This is being corrected on the posted document.

Campus Manager Maintenance and Safety & SPED/Assistant Director Raises

We currently do not have a salary schedule for management positions. I have authorized a 2% raise for each of these positions. This aligns with the Certificated Salary Schedule which covers all other salaried employees and is within my authority. A Management Salary Schedule will be prepared for approval during the 2020-2021 school year.

Deferral Financing News from CCSA

The California School Finance Authority (CSFA) is sharing information on two new pooled TRAN programs that will be available for charter schools. TRANs are low cost short term funding for school. These financing options are intended to provide charters/districts with a simple and timely way to access the capital markets in order to maintain financial liquidity through the upcoming deferrals. This is great news as charters were not included in this option previously.

Jim will be attending a webinar on this subject later this month and can report back to us.