

Whole Child. Whole Family.  
Whole Community.



# Bridges Charter School

## Board Meeting

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### Date and Time

Monday February 10, 2025 at 6:15 PM PST

### Location

#### ONSITE MEETING LOCATION

Bridges Charter School

|

1335 Calle Bouganvilla, Thousand Oaks, CA 91360

#### SATELLITE MEETING LOCATIONS

(required for board members joining remotely)

In Ventura County

:

1196 Portside Drive

Ventura, CA 93001

Outside Ventura County"

Community Members may choose to join in-person or via Zoom Meeting at

:

#### Join Zoom Meeting

<https://us02web.zoom.us/j/7670961601?pwd=eWkycUxoalo1NGJBdE5lSlh3Rk5GZz09>

Meeting ID: 767 096 1601

Passcode: 477881

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### ONSITE MEETING LOCATION

Bridges Charter School  
1335 Calle Bouganvilla, Thousand Oaks, CA 91360

### SATELLITE MEETING LOCATIONS

(required for board members joining remotely)

In Ventura County:

Outside Ventura County"

Community Members may choose to join in-person or via Zoom Meeting at:

[Join Zoom Meeting](#)

ID: 86595436177

Passcode: 654247

Community members wishing to speak publicly must be present at the board meeting in person.

## Agenda

	Purpose	Presenter	Time	
I.	Opening Items		6:15 PM	
Opening Items				
A.	Record Attendance and Guests	Nikki Hashemi	1 m	
B.	Call the Meeting to Order	Nikki Hashemi	1 m	
C.	Approval of Agenda	Vote	Nikki Hashemi	2 m
D.	Approval of Minutes	Approve Minutes	Nikki Hashemi	1 m
Approve minutes for Special Board Meeting on January 28, 2025				
E.	Approval of Minutes	Approve Minutes	Nikki Hashemi	1 m
Approve minutes for Board Meeting on December 9, 2024				

	Purpose	Presenter	Time
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## II. Presentations

## III. Public Comments

*Persons wishing to address the Board may do so at this time upon recognition from the President, or when the President requests comments from the Public as the Board is considering the item. Please state your name, community or organization you represent, and the topic you wish to share with the Board. You will be given 3 minutes to make your presentation. Pursuant to the Brown Act, the Board cannot enter into formal discussion with individuals making public comments to the Board. The Board cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual members may respond to public comments during the individual Board Members section.*

## IV. Reports

6:21 PM

A. Director's Reports	Discuss	Kelly Simon	8 m
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Executive Director

- Programmatic Audit
- Equity Conference at VCOE
- Bridges Edible Education Program
- Enrollment and Lottery Update

Director of Daily Operations

Director of Student Support

## V. Consent Items

6:29 PM

A. Consent Items	Vote	Nikki Hashemi	2 m
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Consent Items: Items proposed for the consent calendar are noted on the posted agenda and are considered by the Director to be of a routine nature. Any item may be removed from the consent calendar at the request of any Board member and placed under the appropriate action category. A vote will be taken for the consent calendar so that any items requiring a vote can be properly addressed. It is recommended that all consent items be approved.

6.1 Financial Reports

	Purpose	Presenter	Time
6.1.1	Checks		
6.1.2	Financial Statements		
6.1.3	Purchase Orders		
6.1.4	Amazon Purchases		
6.2	Personnel Report		

## VI. Personnel

## VII. Business and Operations 6:31 PM

- |           |                                 |      |                |     |
|-----------|---------------------------------|------|----------------|-----|
| <b>A.</b> | Draft 2025-2026 School Calendar | Vote | Cindy McCarthy | 5 m |
|-----------|---------------------------------|------|----------------|-----|

Presented for your consideration is the 2025-2026 School Calendar. The calendar has been aligned closely with the Conejo Valley School District while also giving consideration to local holidays and the needs of our staff in terms of professional development. In order to move forward with our process and required timeline for next year, we ask for your support and recommend approval of this item.

- |           |                               |      |                |     |
|-----------|-------------------------------|------|----------------|-----|
| <b>B.</b> | 2025-2026 Draft Bell Schedule | Vote | Cindy McCarthy | 5 m |
|-----------|-------------------------------|------|----------------|-----|

We have reviewed instructional minutes required by the state for each grade level to make sure we are meeting the compliance at each grade level. In order to move forward with the next steps in planning for next year, an approved bell schedule is required.

Approval of this item is recommended

- |           |   |      |             |     |
|-----------|---|------|-------------|-----|
| <b>C.</b> | Extension of Contract with BSA to Close the Fiscal Year, NTE \$45,000 | Vote | Kelly Simon | 5 m |
|-----------|---|------|-------------|-----|

The fiscal year concludes June 30, 2025. Our contract with BSA ends June 30th, 2025. Therefore, in order to have a seamless transition between ExEd and BSA, we will need to contract with BSA for an additional three months to fully close out the books for the fiscal year. The quoted contracted rate is 1/8th of our 2024-2025 fees and is NTE \$45,000.

This contract will also allow Bridges to consult with BSA with questions regarding all prior years of operation without an additional fee.

	Purpose	Presenter	Time
Approval of this item is recommended.			
<b>D.</b> Renewal of Abel Business Solutions Contract \$1550/month	Vote	Kelly Simon	2 m
Abel Business Solutions has been effectively managing our social media accounts and providing marketing advice and advertising.			
Approval of this item is recommended.			

## VIII. Parents and Community

## IX. Curriculum and Instruction 6:48 PM

<b>A.</b> Mid-Year LCAP Public Hearing	Vote	Kelly Simon	5 m
The mid-year LCAP is a report of our progress in meeting LCAP goals and an update on affiliated expenditures. Approval of the Mid-year LCAP is recommended.			
<b>B.</b> Curriculum Update	FYI	Cindy McCarthy	5 m
<p><b>Charter schools in California have an obligation to follow state and federal public education standards.</b> We are held to the same standards as traditional public schools. We have the privilege of tailoring our curriculum and academic focus to meet the needs of our student body. In line with public schools in California we as a staff compile a list of curriculum that we have adopted and post it to our website making is accessible to parents and community for review.</p>			
<b>C.</b> Adoption of Comprehensive School Safety Plan	Vote	Kelly Simon	10 m
<p>The Board will review and discuss the Comprehensive School Safety Plan as presented by the School Safety Committee. The safety committee will revise the document using the feedback during this public hearing. The Comprehensive School Safety plan must be formally adopted by March 1st annually with a final approval deadline of October 15th.</p>			
Approval of this adoption is recommended.			

## X. Special Projects/Programs 7:08 PM

<b>A.</b> Report on Leadership Goals	Discuss	Kelly Simon	5 m
Dr. Simon will present a mid-year report on the progress of the leadership goals.			

	Purpose	Presenter	Time
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**XI. Special Education****XII. Pupil Personnel****XIII. Support Services****XIV. Facilities****XV. Charter Policies****7:13 PM**

- |           |  |      |             |     |
|-----------|--|------|-------------|-----|
| <b>A.</b> | Revision of BP Search and Seizure Policy | Vote | Kelly Simon | 5 m |
|-----------|--|------|-------------|-----|

As part of our policy review cycle, the Search and Seizure Policy has been reviewed by our Governance Committee. Minor updates were made to the policy to include procedure for searching cell phones and electronic devices.

Approval of this policy is recommended.

- |           |  |      |                |     |
|-----------|--|------|----------------|-----|
| <b>B.</b> | BP 1312.1 Grievance and Complaint Policy | Vote | Cindy McCarthy | 5 m |
|-----------|--|------|----------------|-----|

Approval of this item is recommended.

- |           |                                    |      |             |     |
|-----------|------------------------------------|------|-------------|-----|
| <b>C.</b> | BP 3950: Flag Display Policy (new) | Vote | Kelly Simon | 5 m |
|-----------|------------------------------------|------|-------------|-----|

Given that the Bridges Board of Directors is committed to fostering a community that values diversity, equity, and inclusion for all students, staff, and families. It is recommended that the Board adopts a policy for the school regarding the display of flags that represents the school's mission, vision, and values, which include respect for all cultural, social, and individual identities.

This policy has been reviewed by the Governance Committee and is recommended for approval.

- |           |  |      |             |     |
|-----------|--|------|-------------|-----|
| <b>D.</b> | Board Resolution -- Bridges is a Welcoming District for All Students | Vote | Kelly Simon | 5 m |
|-----------|--|------|-------------|-----|

A Board Resolution is a formal written document that states the official position of a school board on a particular issue, essentially signifying a stance on a matter, often used to express support or opposition to a policy or action within the community; it is a

	Purpose	Presenter	Time
<p>way for the board to communicate their sentiment on an issue to the community and stakeholders. Therefore, in order to articulate the values that Bridges Charter School as a welcoming District for all students, the Governance Committee wrote, reviewed, and recommends approval of the attached resolution.</p> <p>A Board discussion will be invited.</p>			

**XVI. Governing Board****XVII. Pending Agenda Items****XVIII. Closed Session**

<b>XIX. Closing Items</b>			<b>7:33 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Nikki Hashemi	1 m

# Coversheet

## Approval of Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	D. Approval of Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Special Board Meeting on January 28, 2025

APPROVED

Whole Child. Whole Family.  
Whole Community.



# Bridges Charter School

## Minutes

### Special Board Meeting

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#### Date and Time

Tuesday January 28, 2025 at 2:15 PM

#### Location

##### **ONSITE MEETING LOCATION**

Bridges Charter School  
1335 Calle Bouganvilla, Thousand Oaks, CA 91360

##### **SATELLITE MEETING LOCATIONS**

(required for board members joining remotely)

In Ventura County:

200 N. Westlake Blvd | Suite 202 | Westlake Village, CA 91362

Outside Ventura County"

Community Members may choose to join in-person or via Zoom Meeting at:

##### **Join Zoom Meeting**

<https://us02web.zoom.us/j/7670961601?pwd=eWkycUxoalo1NGJBdE5lSlh3Rk5GZz09>

Meeting ID: 767 096 1601

Passcode: 477881

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(required for board members joining remotely)

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Community members wishing to speak publicly must be present at the board meeting in person.

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Bridges Charter School  
1335 Calle Bouganvilla, Thousand Oaks, CA 91360

#### **SATELLITE MEETING LOCATIONS**

(required for board members joining remotely)

In Ventura County:

200 N. Westlake Blvd | Suite 202 | Westlake Village, CA 91362

60 West Olsen Road #3900 | Thousand Oaks, CA 91360

Outside Ventura County"

23620 Mulholland Hwy #12A, Calabasas, CA 91302

Community Members may choose to join in-person or via Zoom Meeting at:

[Join Zoom Meeting](#)

ID: 86595436177

Passcode: 654247

Community members wishing to speak publicly must be present at the board meeting in person.

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**Directors Present**

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B. Yee, C. Dapello (remote), H. Kruse (remote), K. Yevmenkina, N. Hashemi

### **Directors Absent**

*None*

### **Guests Present**

C. McCarthy, K. Brown, K. Simon, M. Hartsuyker, S. Stifel

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

K. Yevmenkina called a meeting of the board of directors of Bridges Charter School to order on Tuesday Jan 28, 2025 at 2:15 PM.

### **C. Approval of Agenda**

N. Hashemi made a motion to approve agenda.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

## **II. Business and Operations**

### **A. Approval of 2023-24 Audit Report**

N. Hashemi made a motion to Approve Audit report for 23-24.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

### **B. Amendment to MOU between the Ventura County Board of Education and Bridges Charter School**

N. Hashemi made a motion to Approve Amendment to MOU between the Ventura County Board of Education and Bridges Charter School.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

### **C. 2024-2025 CARS Winter Release**

B. Yee made a motion to Approve the 24-25 CARS winter release.

N. Hashemi seconded the motion.

The board **VOTED** to approve the motion.

### **D. Cell Phone Stipend for all Staff**

N. Hashemi made a motion to Approve cell phone stipend.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

**E. School Accountability Report Card**

B. Yee made a motion to Approve school accountability report card.

N. Hashemi seconded the motion.

The board **VOTED** to approve the motion.

**F. Bridges Certificated Salary Schedule 2024-2025: retro as of January 1, 2025**

N. Hashemi made a motion to Approve the Bridges Certificated Salary Schedule SY 24-25 retro 1/1/25.

B. Yee seconded the motion.

The board **VOTED** to approve the motion.

**G. ExEd Agreement**

B. Yee made a motion to Approve the ExEd Agreement.

N. Hashemi seconded the motion.

The board **VOTED** to approve the motion.

**H. Parsec Contract 2025-2027, NTE \$37,125**

B. Yee made a motion to Approve Parsec contract 25-26 NTE \$37,125 over three years.

N. Hashemi seconded the motion.

The board **VOTED** to approve the motion.

**I. ExEd CalPads Agreement**

N. Hashemi made a motion to Approve EXED Calpads Agreement.

B. Yee seconded the motion.

The board **VOTED** to approve the motion.

**III. Charter Policies**

**A. Safe Schools for Immigrants Replacement Policy: BP5145.13**

N. Hashemi made a motion to Approve safe schools for immigrants replacement policy BP 5145.13.

B. Yee seconded the motion.

The board **VOTED** to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

B. Yee made a motion to adjourn meeting.

H. Kruse seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:45 PM.

Respectfully Submitted,

K. Yevmenkina

# Coversheet

## Approval of Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	E. Approval of Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Board Meeting on December 9, 2024

APPROVED

Whole Child. Whole Family.  
Whole Community.



# Bridges Charter School

## Minutes

### Board Meeting

---

#### Date and Time

Monday December 9, 2024 at 6:15 PM

#### Location

##### ONSITE MEETING LOCATION

Bridges Charter School  
1335 Calle Bouganvilla, Thousand Oaks, CA 91360

##### SATELLITE MEETING LOCATIONS

(required for board members joining remotely)

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Meeting ID: 767 096 1601

Passcode: 477881

Community members wishing to speak publicly must be present at the board meeting in person.

Community members wishing to speak publicly must be present at the board meeting in person.

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**Directors Present**

C. Dapello, K. Yevmenkina, N. Hashemi

**Directors Absent**

H. Kruse

**Guests Present**

C. McCarthy, I. Rhode, K. Brown (remote), K. Simon, M. Hartsuyker, R. Calasin, S. Stifel (remote)

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**I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

K. Yevmenkina called a meeting of the board of directors of Bridges Charter School to order on Monday Dec 9, 2024 at 6:21 PM.

**C. Approval of Agenda**

N. Hashemi made a motion to approve agenda.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

**D.**

## Approve Minutes

N. Hashemi made a motion to approve the minutes from Board Meeting on 11-18-24.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

## II. Presentations

### A. Report from Marlo Hartsuyker, VCOE Director of Charter School Support and Oversight

- Upcoming equity conference
- TUESDAY, MARCH 11, 2025
- 4:00 - 7:30 pm
- In Person

### B. Report from PAC

- Harvest festival was a huge success
- Left over Harvest Festival items are in the MPR
- Musical rehearsals are up and running
- PMC- Lots to come after the first of the year
- PAC is raising money for a new laminator

### C. Reports from the Directors

### D. Presentation of Key Takeaways from CSDC Conference

Dr. Kelly shared her takeaways from CSDS Conference.

- Charter Sector Vital Statistics
- Economic & State Revenue Updates
- Key School Funding Programs Updates
- Labor Relations & Employment Updates
- Accountability & Renewal Update
- 24 Election & Legislative Updates
- 2025 Legislative Session Prospects
- Law and Litigation Updates

Charter sector remains healthy, notwithstanding 2019 legislative setbacks

Starting new, expanding existing schools remains do-able, but requires more careful planning, focus, and political organizing

Economic, financial picture OK for now, wide range of possible future trajectories

Declining enrollment will be a major consideration for next decade+  
Presents both challenges and opportunities  
Fraud, financial abuse is charter sector's greatest current threat  
Employment litigation, sexual abuse also present major threats  
Post-AB 1505 renewal laws remain little tested, bring growth data, start early, be shrewd  
Legislative and policy arena remain challenging  
Now is time to engage your legislators, especially new ones

### III. Governing Board

#### A. Consideration of Dr. Brandy Yee, PhD as Board Member

N. Hashemi made a motion to Approve Brandy Yee.  
C. Dapello seconded the motion.  
The board **VOTED** to approve the motion.

### IV. Consent Items

#### A. Consent Items

N. Hashemi made a motion to approve consent items.  
C. Dapello seconded the motion.  
The board **VOTED** to approve the motion.

### V. Business and Operations

#### A. Library Media Specialist Salary Schedule

N. Hashemi made a motion to approve the Library Media Specialist Salary Schedule.  
C. Dapello seconded the motion.  
The board **VOTED** to approve the motion.

### VI. Facilities

#### A. Prop 39 Response from CVUSD

- Bridges is starting to negotiating with CVUSD regarding our facility and will be submitting a response to them by the end of the month
- Bridges currently has strong enrollment numbers

### VII. Finances

#### A. First Interim Budget 24-25

C. Dapello made a motion to Approve the 1st interim budget 24-25.

N. Hashemi seconded the motion.

The board **VOTED** to approve the motion.

## **B. Review of Request for Proposals**

- On October 14th, the Bridges Board moved to solicit proposals for backend business providers. The Board adopted an official RFP as well as a rubric for evaluating the bids.
- Bridges closed bidding on December 2nd. Bridges received five (5) competitive bids from a variety of qualified vendors across California. Six (6) educational partners provided feedback on the bids. On December 6th, Bridges administrators and President Yevmenkina met to review feedback, to solicit necessary referrals, and to answer questions brought forward to ensure that we were making a decision based on accurate, thorough information.
- Using the adopted rubric, Dr. Simon, Ms. McCarthy, and President Yevmenkina collaboratively ranked the bids using the feedback provided by the educational partners.

## **C. Contract Award for Backend Business**

N. Hashemi made a motion to Award contract for backend business office to ExEd.

C. Dapello seconded the motion.

The board **VOTED** to approve the motion.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:10 PM.

Respectfully Submitted,

K. Yevmenkina

# Coversheet

## Consent Items

<b>Section:</b>	V. Consent Items
<b>Item:</b>	A. Consent Items
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Checks .pdf Financial Statements.pdf Purchase Orders.pdf Amazon spending.pdf

## ReqPay12a

## Board Report

## Checks Dated 01/13/2025 through 02/10/2025

Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5043806801	01/13/2025	U.S. BANK	620-4300	83.50	
			620-5200	1,987.90	
			620-5220	1,797.25	
			620-5800	9.99	3,878.64
5043806802	01/16/2025	CANON FINANCIAL SERVICES, INC.	620-5600		1,391.29
5043806803	01/23/2025	Amazon Capital Services	620-4300		634.46
5043806804	01/23/2025	Bay Alarm Company	620-5800		350.52
5043806805	01/23/2025	BOARD ON TRACK TransAct Communications LLC	620-5800		5,995.00
5043806806	01/23/2025	Carbon Health Medical Group of California	620-5804		110.00
5043806807	01/23/2025	CharterSafe	620-5450	5,931.00	
			620-9536	2,337.00	8,268.00
5043806808	01/23/2025	Conejo Valley USD	620-4700		562.50
5043806809	01/23/2025	Conejo Valley USD	620-4700		10,811.25
5043806810	01/23/2025	Conejo Valley USD	620-5600		16,280.35
5043806811	01/23/2025	Conejo Valley USD	620-5501	164.26	
			620-5502	12,856.74	
			620-5504	13,432.36	26,453.36
5043806812	01/23/2025	Durham School Services	620-5805		697.51
5043806813	01/23/2025	Erin Abel	620-5800		1,300.00
5043806814	01/23/2025	Mara Beck	620-5800		4,927.50
5043806815	01/23/2025	CAROLYN RODRIGUEZ	620-5800		1,200.00
5043806816	01/23/2025	Safe and Sound Security Inc.	620-5800		47.99
5043806817	01/23/2025	Slater Strategies LLC	620-5800		1,500.00
5043806818	01/23/2025	STAPLES INC. & SUBSIDIARIES	620-4300		2,108.75
5043806819	01/23/2025	YOUNG, MINNEY & CORR, LLP	620-5899		825.00
5043806820	01/23/2025	FRONTIER COMMUNICATIONS	620-5902		123.77
5043806821	01/24/2025	U.S. BANK	620-4300	98.85	
			620-5800	793.70	892.55
5043806822	01/28/2025	Harris, Sean A	620-5804		84.00
5043806823	01/28/2025	Rendon-Natividad, Jose A	620-5804		92.00
5043806824	01/29/2025	ACCO BRANDS USA LLC	620-5800		627.77
5043806825	01/29/2025	Amazon Capital Services	620-4300		7,063.74
5043806826	01/29/2025	Carbon Health Medical Group of California	620-5804		110.00
5043806827	01/29/2025	Rainbow Resource Center	620-4300		211.00
5043806828	01/30/2025	DocuProducts	620-5600		206.66
5043806829	01/30/2025	Verizon Wireless	620-5901		168.55
5043806830	01/30/2025	Conejo Valley USD	620-5600		16,280.35
5043806831	01/30/2025	Critter Squad, LLC	620-5800		1,440.00
5043806832	01/30/2025	House Sanitary Supply	620-4300		672.85
5043806833	01/30/2025	Singapore Math Inc	620-4300		225.54
5043806834	01/31/2025	U.S. BANK	620-4300	882.14	
			620-4700	298.42	
			620-5220	5,700.00	6,880.56
5043806835	02/03/2025	Cara Stephans	620-8634		100.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.



Page 1 of 2

## ReqPay12a

## Board Report

Checks Dated 01/13/2025 through 02/10/2025					
Check Number	Check Date	Pay to the Order of	Fund-Object	Expensed Amount	Check Amount
5043806836	02/03/2025	Karl Larsen	620-8634		31.00
5043806837	02/03/2025	Mercedes Arlen	620-8634		20.00
5043806838	02/03/2025	Taira Graves	620-8634		126.60
5043806839	02/03/2025	Tarryn Burns	620-8634		28.50
5043806840	02/03/2025	Amazon Capital Services	620-4300		2,031.64
5043806841	02/04/2025	Bergman, Michelle	620-5804		65.00
VCH430000095	01/24/2025	SELF-INSURED SCHOOLS OF CALIF	620-9534		36,902.70
VCH430000096	01/24/2025	TAX DEFERRED SERVICES	620-9539		500.00
VCH430000097	01/31/2025	Frazier, Jill M	620-4300		52.77
VCH430000098	01/31/2025	Paredes, Veronica L	620-5200		25.64
VCH430000099	01/31/2025	Dellibovi, Lauren C	620-4300		20.21
VCH430000100	01/31/2025	Dempster, Rian R	620-4300	80.37	
			620-5804	243.65	324.02
VCH430000101	02/07/2025	Vitalize Occupational Therapy	620-5800		2,444.00
Total Number of Checks			48		<u><u>165,093.54</u></u>

## Fund Recap

Fund	Description	Check Count	Expensed Amount
620	Charter Enterprise	48	165,093.54
	Total Number of Checks	48	165,093.54
	Less Unpaid Tax Liability		.00
	Net (Check Amount)		<u><u>165,093.54</u></u>

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

## Fiscal13a

## Financial Statement

## Fund 620 - Charter Enterprise

Fiscal Year 2024/25 Through February 2025

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
<b>Revenue Detail</b>						
<b>LCFF Revenue Sources</b>						
8011	Revenue Limit State Aid Curr	1,720,963.00	1,786,789.00	688,069.00	1,098,720.00	38.51
8012	Education Protection Act	70,030.00	79,504.00	35,015.00	44,489.00	44.04
8096	Trs In-Lieu from Property Tax	2,601,753.00	2,585,101.00	1,292,550.00	1,292,551.00	50.00
<b>Total LCFF Revenue Sources</b>		<b>4,392,746.00</b>	<b>4,451,394.00</b>	<b>2,015,634.00</b>	<b>2,435,760.00</b>	<b>45.28</b>
<b>Federal Revenue</b>						
8181	Special Education Entitlement	87,740.00	87,740.00		87,740.00	
8220	Child Nutrition Programs	64,811.00	67,191.00	22,854.97	44,336.03	34.01
8290	All Other Federal Revenue	25,621.00	36,727.00	10,554.00	26,173.00	28.74
<b>Total Federal Revenue</b>		<b>178,172.00</b>	<b>191,658.00</b>	<b>33,408.97</b>	<b>158,249.03</b>	<b>17.43</b>
<b>Other State Revenues</b>						
8520	Child Nutrition Programs	174,904.00	198,289.00	68,200.62	130,088.38	34.39
8550	Mandated Cost Reimbursements	6,950.00	7,024.00	7,024.00		100.00
8560	State Lottery Grant	95,868.00	103,768.00	24,096.70	79,671.30	23.22
8590	Other State	136,723.00	146,856.00	81,953.50	64,902.50	55.81
<b>Total Other State Revenues</b>		<b>414,445.00</b>	<b>455,937.00</b>	<b>181,274.82</b>	<b>274,662.18</b>	<b>39.76</b>
<b>Other Local Revenue</b>						
8634	Food Service Sales			306.10-	306.10	NO BDGT
8660	Interest	10,000.00	10,000.00	10,644.49	644.49-	106.44
8699	All Other Local Revenue	39,400.00	132,400.00	136,417.43	4,017.43-	103.03
8792	Transfers of Apportionments Fr	322,238.00	295,602.00	162,580.00	133,022.00	55.00
<b>Total Other Local Revenue</b>		<b>371,638.00</b>	<b>438,002.00</b>	<b>309,335.82</b>	<b>128,666.18</b>	<b>70.62</b>
<b>Total Year To Date Revenues</b>		<b>5,357,001.00</b>	<b>5,536,991.00</b>	<b>2,539,653.61</b>	<b>2,997,337.39</b>	<b>45.87</b>

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
<b>Expenditure Detail</b>							
<b>Certificated Salaries</b>							
1100	Teacher	1,667,967.00	1,721,079.00	727,847.88	943,258.25	49,972.87	54.81
1110	Substitute Teacher	59,038.00	57,406.00		24,972.35	32,433.65	43.50
1130	Certificated Stipends	28,200.00	32,950.00	11,175.00	15,425.00	6,350.00	46.81
1140	Certificated Extra Duty	12,670.00	12,900.00	256.00	12,398.82	245.18	96.11
1150	Non-Exempt Teacher OT		1,750.00		296.27	1,453.73	16.93
1200	Certificated Pupil Support Sal	179,651.00	181,058.00	29,716.94	41,880.35	109,460.71	23.13
1300	Certificated Administrators	267,028.00	274,558.00	163,582.40	220,332.95	109,357.35-	80.25

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 643, Starting Period = 1, Ending Account Period = 0, Stmt Option? = , Zero Amounts? = N, SACS? = N, Restricted? = Y)

## Fiscal13a

## Financial Statement

## Fund 620 - Charter Enterprise

Fiscal Year 2024/25 Through February 2025

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
<b>Expenditure Detail (continued)</b>							
<b>Total Certificated Salaries</b>		<b>2,214,554.00</b>	<b>2,281,701.00</b>	<b>932,578.22</b>	<b>1,258,563.99</b>	<b>90,558.79</b>	<b>55.16</b>
<b>Classified Salaries</b>							
2100	Instructional Aides	324,434.00	353,878.00	25,333.30	196,086.02	132,458.68	55.41
2150	Instructional Aides Overtime	11,500.00	12,500.00	420.96	12,475.65	396.61-	99.81
2151	IA Premium Pay		500.00		78.33	421.67	15.67
2200	Classified Support Salaries	144,707.00	129,559.00	15,721.00	67,756.16	46,081.84	52.30
2250	Classified Support Overtime	6,600.00	6,600.00		6,410.06	189.94	97.12
2400	Clerical & Office Salaries	166,455.00	165,480.00	50,087.02	92,019.12	23,373.86	55.61
2450	Clerical/Office Overtime	3,600.00	3,600.00		1,937.67	1,662.33	53.82
<b>Total Classified Salaries</b>		<b>657,296.00</b>	<b>672,117.00</b>	<b>91,562.28</b>	<b>376,763.01</b>	<b>203,791.71</b>	<b>56.06</b>
<b>Employee Benefits</b>							
3101	STRS, Certificated Positions	419,484.00	431,123.00	178,122.34	231,423.60	21,577.06	53.68
3102	STRS, Classified Positions	2,879.00	1,611.00		913.26	697.74	56.69
3202	PERS, Classified Positions	150,179.00	154,609.00	24,653.76	81,532.21	48,423.03	52.73
3301	OASDI/Medicare Certificated	32,913.00	34,916.00	13,288.48	18,287.84	3,339.68	52.38
3302	OASDI/Medicare Classified	49,225.00	50,534.00	6,901.07	27,998.46	15,634.47	55.41
3401	Health/Dental/Vision Cert	356,331.00	326,240.00	170,633.10	163,186.00	7,579.10-	50.02
3402	Health/Dental/Vision Class	53,618.00	53,487.00	17,807.20	26,743.70	8,936.10	50.00
3501	SUI Certificated	1,095.00	1,164.00	454.47	617.50	92.03	53.05
3502	SUI Classified	328.00	333.00	45.24	169.01	118.75	50.75
3601	Workers' Comp Certificated	22,690.00	23,307.00	9,583.42	12,896.57	827.01	55.33
3602	Workers' Comp Classified	6,731.00	6,882.00	937.60	3,858.09	2,086.31	56.06
<b>Total Employee Benefits</b>		<b>1,095,473.00</b>	<b>1,084,206.00</b>	<b>422,426.68</b>	<b>567,626.24</b>	<b>94,153.08</b>	<b>52.35</b>
<b>Books and Supplies</b>							
4100	Textbooks	19,112.00	19,112.00		2,714.01	16,397.99	14.20
4300	Materials and Supplies	174,799.00	176,800.00	15,722.44	155,829.99	5,247.57	88.14
4400	Non-Capitalized Equipment		10,931.00		10,931.87	.87-	100.01
4700	Food Supply	172,786.00	178,219.00	108,482.18	55,501.42	14,235.40	31.14
<b>Total Books and Supplies</b>		<b>366,697.00</b>	<b>385,062.00</b>	<b>124,204.62</b>	<b>224,977.29</b>	<b>35,880.09</b>	<b>58.43</b>
<b>Services and Other Operating Expenditures</b>							
5200	Travel and Conference	1,015.00	1,015.00		2,070.49	1,055.49-	203.99
5220	Staff Development	9,301.00	9,301.00	482.00	11,578.71	2,759.71-	124.49
5300	Dues and Memberships	6,659.00	6,659.00		5,859.00	800.00	87.99
5450	Other Insurance	64,717.00	71,556.00	11,991.00	59,565.00		83.24
5501	Natural Gas Service	5,917.00	5,917.00	5,580.74	164.26	172.00	2.78
5502	Electricity Service	50,860.00	50,860.00	38,003.26	12,856.74		25.28

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 643, Starting Period = 1, Ending Account Period = 0, Stmt Option? = ,  
Zero Amounts? = N, SACS? = N, Restricted? = Y)

## Fiscal13a

## Financial Statement

## Fund 620 - Charter Enterprise

Fiscal Year 2024/25 Through February 2025

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
<b>Expenditure Detail (continued)</b>							
<b>Services and Other Operating Expenditures (continued)</b>							
5504	Water Service	41,715.00	41,715.00	8,517.64	13,432.36	19,765.00	32.20
5600	Repair, Maintenance Building	216,872.00	216,872.00	63,519.06	142,543.50	10,809.44	65.73
5800	Professional/Consultation Serv	406,719.00	454,671.00	153,266.18	238,952.64	62,452.18	52.56
5801	Audit Services	20,387.00	20,387.00	17,262.00	3,276.00	151.00-	16.07
5803	Business Services Authority	358,263.00	364,135.00		112,406.33	251,728.67	30.87
5804	Employment Fees	1,200.00	1,200.00		2,152.81	952.81-	179.40
5805	Field Trips	27,702.00	27,702.00	7,842.49	8,368.51	11,491.00	30.21
5899	Legal Services Box 14	20,806.00	20,806.00	13,280.00	19,269.38	11,743.38-	92.61
5901	Communication Services-Phone	4,961.00	4,961.00	4,037.23	2,032.77	1,109.00-	40.98
5902	Internet Services	1,380.00	1,380.00	408.27	961.73	10.00	69.69
5903	Postage	622.00	622.00	25.56	424.89	171.55	68.31
<b>Total Services and Other Operating Expenditures</b>		<b>1,239,096.00</b>	<b>1,299,759.00</b>	<b>324,215.43</b>	<b>635,915.12</b>	<b>339,628.45</b>	<b>48.93</b>
<b>6600 - 6999</b>							
6900	Depreciation	20,820.00	20,820.00			20,820.00	
<b>Total 6600 - 6999</b>		<b>20,820.00</b>	<b>20,820.00</b>	<b>.00</b>	<b>.00</b>	<b>20,820.00</b>	
<b>Total Year To Date Expenditures</b>		<b>5,593,936.00</b>	<b>5,743,665.00</b>	<b>1,894,987.23</b>	<b>3,063,845.65</b>	<b>784,832.12</b>	<b>53.34</b>

## Fiscal13a

## Financial Statement

## Fund 620 - Charter Enterprise

Fiscal Year 2024/25 Through February 2025

Object	Description	Beginning Balance	Year to Date Activity	Ending Balance
<b>Fund Reconciliation</b>				
<b>Assets</b>				
9110	Cash in County Treasury	1,869,832.07	306,422.74-	1,563,409.33
9120	Cash in Bank Account	500.00		500.00
9140	Cash Collections Awaiting Depo	3,809.95	3,809.95-	
9200	Accounts Receivable	354,461.16	354,218.33-	242.83
9201	Accounts Receivable-Payroll	82.84-	27.14	55.70-
9290	Due From Other Governments	308,329.29	65,228.29-	243,101.00
9330	Prepaid Rent	7,371.13	7,371.13-	
9430	Buildings & Improvements	270,125.25		270,125.25
9435	Accum Deprec Buildings	90,150.68-		90,150.68-
9440	Equipment	74,082.22		74,082.22
9445	Accum Deprec Equipment	48,572.99-		48,572.99-
9460	Right-of-use asset	29,639.55		29,639.55
9465	Right-of-use asset-Accum Amort	17,805.63-		17,805.63-
<b>Total Assets</b>		<b>2,761,538.48</b>	<b>737,023.30-</b>	<b>2,024,515.18</b>
<b>Liabilities</b>				
9510	Accounts Payable	231,766.03	227,334.06-	4,431.97
9512	Contingent Liability	316,983.36		316,983.36
9530	Summer Pay Liability		50,083.16	50,083.16
9534	Health & Welfare Ins Payable		29,250.65-	29,250.65-
9535	State Unemployment Insurance	380.47	249.29-	131.18
9536	Workers' Comp Ins Payable	3,122.85	6,080.42-	2,957.57-
9650	Deferred Revenue	1,015.60		1,015.60
9667	Capital Leases Payable	11,833.92		11,833.92
<b>Total Liabilities</b>		<b>565,102.23</b>	<b>212,831.26-</b>	<b>352,270.97</b>
<b>Calculated Fund Balance</b>		<b>2,196,436.25</b>	<b>524,192.04-</b>	<b>1,672,244.21</b>
<b>Beginning Fund Balance</b>				
9791	Beginning Fund Balance	2,196,436.25		2,196,436.25
<b>Beginning Fund Balance Proof</b>		<b>.00</b>	<b>524,192.04-</b>	<b>524,192.04-</b>
<b>Change in Fund Balance - Excess Revenues ( Expenditures )</b>			<b>(524,192.04)</b>	

## Memo Only - Ending Fund Balance Accounts

## Reserves

9720 Reserve for Encumbrances

1,894,987.23 1,894,987.23

## Other Designations

Selection Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 643, Starting Period = 1, Ending Account Period = 0, Stmt Option? = ,  
Zero Amounts? = N, SACS? = N, Restricted? = Y)

**Fiscal13a**

**Financial Statement**

**Fund 620 - Charter Enterprise**

**Fiscal Year 2024/25 Through February 2025**

**Memo Only - Ending Fund Balance Accounts (continued)**

		Adopted	Revised		
Other Designations (continued)					
9790	Undesignated/Unappropriated	1,181,230.00	1,404,393.00		
9796 - 9799					
9796	Capital Assets Net of Debt	253,501.00	258,689.00		
9797	Restricted Net Assets	492,685.00	326,679.00		
Total 9796 - 9799		<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		.00		.00	.00

**Fiscal13a****Financial Statement****Fund 620 - Charter Enterprise****Fiscal Year 2024/25 Through February 2025**

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
<b>Revenues, Expenditures, and Changes in Fund Balance</b>						
A. Revenues	5,357,001.00	5,536,991.00		2,539,653.61	2,997,337.39	45.87
B. Expenditures	5,593,936.00	5,743,665.00	1,894,987.23	3,063,845.65	784,832.12	53.34
C. Subtotal (Revenue LESS Expense)	236,935.00-	206,674.00-		524,192.04-	2,212,505.27	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	236,935.00-	206,674.00-		524,192.04-	2,212,505.27	
F. Fund Balance:						
Beginning Balance (9791)	2,164,351.00	2,196,435.00		2,196,436.25		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	2,164,351.00	2,196,435.00		2,196,436.25		
G. Calculated Ending Balance	1,927,416.00	1,989,761.00		1,672,244.21		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)	1,181,230.00	1,404,393.00				
Other	746,186.00	585,368.00		1,894,987.23		

Selection    Grouped by Account Type - Sorted by Org, Fund, Object, Filtered by (Org = 643, Starting Period = 1, Ending Account Period = 0, Stmt Option? = ,  
 Zero Amounts? = N, SACS? = N, Restricted? = Y)

## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B4324-00041	U.S. BANK	BCS	Statement date 7-8-24 Kelly	620-9510	612.71
B4324-00042	U.S. BANK	BCS	statement date 7-8-24 Cindy	620-9510	510.74
B4325-00006	School Specialty LLC	BCS	Instructional and Misc Supplies 2024-25	620-4300	110.65
B4325-00007	Erin Abel	BCS	marketing SY 24-25	620-5800	4,800.00
B4325-00008	Aspiranet	BCS	Aspiranet special ed services 24-25SY	620-5800	16,200.00
B4325-00009	ELLEN PETTY	BCS	Naturalists 2024-25	620-5800	19,310.00
B4325-00010	VTA CNTY OFFICE OF EDUCATION	BCS	STRS & PERS 24-25	620-5800	5,000.00
B4325-00011	Verizon Wireless	BCS	CHILDCARE PHONE & HOT SPOTS - FY 2024-2025	620-5901	1,860.00
B4325-00012	Slater Strategies LLC	BCS	Marketing contract 24-25	620-5800	13,500.00
B4325-00013	Bay Alarm Company	BCS	SY 24-25 Alarm System	620-5800	16,125.00
B4325-00014	Adams Silva & McNally LLP	BSA	2024-2025 LEGAL FEES	620-5899	5,000.00
B4325-00015	Direct Urgent Care, Inc.	BCS	TB Test SY 24-25	620-5804	250.00
B4325-00016	CAROLYN RODRIGUEZ	BCS	Exams - IEPs - Trainings SY 24-25	620-5800	16,000.00
B4325-00017	CharterSafe	BSA	FY 24/25 Property/Liability and Workers Comp	620-5450	71,556.00
				620-9536	28,032.00
B4325-00018	Conejo Valley USD	BCS	Food for Elop Calendar- Extensions SY24-25	620-4700	6,000.00
B4325-00019	Conejo Valley USD	BCS	FY 24/25 Facilities	620-5600	187,002.60
B4325-00020	Conejo Valley USD	BCS	Extensions Snacks 24-25	620-4700	4,400.00
B4325-00021	Conejo Valley USD	BCS	FY 24/25 Food Service Program	620-4700	153,000.00
B4325-00022	Durham School Services	BCS	PAC Funded Buses for 24-25 school year	620-5805	5,000.00
B4325-00023	House Sanitary Supply	BCS	Janitorial Supplies 2024-25	620-4300	5,400.00
B4325-00024	Law Offices G.Melissa HatchAPC Hatch&Cesario Attorneys-at-L	BCS	Legal SPED 24-25	620-5899	3,000.00
B4325-00025	Mara Beck	BCS	SPED - Speech Therapist SY24-25	620-5800	62,437.50
B4325-00026	STATE INDUSTRIAL PROD CORP STA TE CHEMICAL, STATE CLEANING	BCS	Custodial Supplies 24-25	620-4300	2,650.00
B4325-00027	STAPLES INC. & SUBSIDIARIES	BCS	office supplies 24-25	620-4300	8,000.00
B4325-00028	VTA CNTY OFFICE OF EDUCATION	BSA	ESCAPE FINANCIAL/PAYROLL FY 24-25	620-5800	5,125.00
B4325-00029	VENTURA COUNTY OFFICE OF ED	BSA	SIS AGREEMENT FY24-25	620-5800	6,278.17
B4325-00030	VTA CNTY OFFICE OF EDUCATION	BCS	Adaptive PE July 24-25	620-5800	2,000.00
B4325-00031	VTA CNTY OFFICE OF EDUCATION	BCS	Selpa O/T SPED 24-25	620-5800	21,510.00
B4325-00032	YOUNG, MINNEY & CORR, LLP	BSA	2024-2025 LEGAL FEES	620-5899	10,000.00
B4325-00033	CANON FINANCIAL SERVICES, INC.	BSA	DX 6855i & C478F COPIER LEASE FY 2024-2025	620-5600	16,409.25
B4325-00034	County of Ventura	BCS	ERSES and COEDS billing	620-5800	6,028.11

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.



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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B4325-00035	Conejo Valley USD	BSA	2024-25 UTILITIES	620-5501	5,745.00
				620-5502	50,860.00
				620-5504	21,950.00
B4325-00036	Safe and Sound Security Inc.	BCS	monthly service fee	620-5800	575.88
B4325-00037	Vitalize Occupational Therapy	BCS	Occupational services SY 24/25	620-5800	25,004.00
B4325-00038	Procopio, Cory, Hargreaves & Savitch, LLP	BCS	legal fees SY 24-25	620-5899	10,000.00
B4325-00039	VTA CNTY OFFICE OF EDUCATION	BCS	2024-25 VFAST Courier Services	620-5800	2,863.00
B4325-00040	Critter Squad, LLC	BCS	Enrichment Class 10/2024-5/2025	620-5800	9,720.00
B4325-00041	CliftonLarsonAllen LLP	BCS	DISTRICT AUDIT FY 2024-2025	620-5801	11,235.00
B4325-00042	CliftonLarsonAllen LLP	BCS	PREPARATION OF 990 TAX RETURN FY 24-25	620-5801	2,520.00
B4325-00044	DocuProducts	BSA	DX 6855i & C478F COPIER USAGE FY 24-25	620-5600	1,000.00
P4325-00015	MobyMax Education LLC	BCS	Homeschool student licensing 9/23/24 to 6/6/25	620-5800	1,100.00
P4325-00016	Corporate Coach Charter&Tours	BCS	quote for yosemite order number 21147	620-5805	7,080.00
P4325-00017	Corporate Coach Charter&Tours	BCS	bus for astrocamp SY 24-25	620-5805	3,140.00
P4325-00018	Inquisitive	BCS	DO NOT BILL UNTIL 7-1-24 NEW FISCAL YEAR	620-5800	389.40
P4325-00019	Amplify Education Inc.	BCS	Quote #318487-2	620-5800	3,000.00
P4325-00020	Educational Software USA, LLC	BCS	Online Curriculum SY24-25	620-5800	110.00
P4325-00021	Generation Genius, Inc.	BCS	quote number 172875	620-5800	1,795.00
P4325-00022	ExploreLearning, LLC	BCS	curicullum SY 24-25 for grades 4-5	620-5800	3,312.25
P4325-00023	Bright Market, LLC	BCS	curicullum sy 24-25	620-4300	498.96
P4325-00024	McGraw-Hill	BCS	social studies curriculum	620-5800	4,125.00
P4325-00025	Pacific One Source Inc	BCS	inv# 0016374	620-5800	1,750.00
P4325-00026	Diverse Network Associates	BCS	we tip program SY 24-25	620-5800	1,786.00
P4325-00027	Scholastic Inc	BCS	grade 1/2 scholastic news	620-4300	144.38
P4325-00028	VTA CNTY OFFICE OF EDUCATION	BCS	NCPI Training for Cindy McCarthy	620-5220	35.00
P4325-00029	VTA CNTY OFFICE OF EDUCATION	BCS	NCPI training for Lindsay B.	620-5220	35.00
P4325-00030	VTA CNTY OFFICE OF EDUCATION	BCS	NCPI training	620-5220	50.00
P4325-00031	VTA CNTY OFFICE OF EDUCATION	BCS	NCPI training for Amy Campbell	620-5220	35.00
P4325-00032	The Lighthouse For The Blind	BCS	food bars for emergency kits	620-4300	2,712.57
P4325-00033	VTA CNTY OFFICE OF EDUCATION	BCS	training for Skye Stifel	620-5220	35.00
P4325-00034	Amazon	BCS	4 invoices	620-4300	1,636.45
P4325-00035	CA CHARTER SCHOOL ASSOC	BCS	Membership SY 24-25	620-5300	5,859.00
P4325-00036	EDCLUB, INC	BCS	Licenses for Middle School	620-5800	578.40
P4325-00037	Lakeshore Equipment Company	BCS	Frazier/Ryin Rose 2nd grade	620-4300	95.29

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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P4325-00038	Rainbow Resource Center	BCS	Frazier/Mackenzie Almos Kinder	620-4300	29.16
P4325-00039	Imagine Learning, Inc.	BCS	online license for special ed	620-5800	300.00
P4325-00040	Rainbow Resource Center	BCS	Frazier/Cameron Aframian grade 2	620-4300	52.22
P4325-00041	School Specialty LLC	BCS	Darcie/Hardisty-Laszlo, Kinder	620-4300	156.01
P4325-00042	KIWI CRATE, INC.	BCS	Frazier/Emerson-K, Ellis-3	620-4300	91.06
P4325-00043	KIWI CRATE, INC.	BCS	Frazier/ Mackenzie Almos Kinder	620-4300	48.65
P4325-00044	Rainbow Resource Center	BCS	Frazier/Pospischil, Pheonix and Skye 4th grade	620-4300	49.33
P4325-00045	Singapore Math Inc	BCS	Teri Keller/ Ava Cantrall grade 2	620-4300	105.40
P4325-00046	Diversity Collective Vta Cnty	BCS	Training for Dr. Skye	620-5220	300.00
P4325-00047	Amazon	BCS	5 invoices	620-4300	2,558.31
P4325-00048	Amazon	BCS	10 Homeschool Invoices	620-4300	885.72
P4325-00049	VTA CNTY OFFICE OF EDUCATION	BCS	professional development Skye	620-5220	35.00
P4325-00050	U.S. BANK	BCS	statement date 7-8-24	620-4700	285.18
				620-5220	182.00
				620-5903	25.56
P4325-00051	U.S. BANK	BCS	Statement date 7-8-24	620-5800	335.76
P4325-00052	U.S. BANK	BCS	statement date 8-7-24	620-5800	94.99
P4325-00053	Rainbow Resource Center	BCS	Frazier/Tom Kai Sheli	620-4300	49.33
P4325-00054	KIWI CRATE, INC.	BCS	Frazier/Pospischil Skye Pheonix, 4th grade	620-4300	80.33
P4325-00055	No Tears Learning Inc	BCS	Keller/ Robin Hamilton TK	620-4300	179.24
P4325-00056	KIWI CRATE, INC.	BCS	Frazier/Andy Anttila	620-4300	88.86
P4325-00057	Toolbox Project PBLLC	BCS	posters Quote number 2008	620-4300	129.26
P4325-00058	VKIDZ DBA TIME 4 LEARNING	BCS	Keller/Lopez, Clarissa, Angelina, Laylahni	620-4300	1,029.62
P4325-00059	Conejo Valley USD	BCS	Payment of April 24 Facilities Share	620-9510	15,583.55
P4325-00060	U.S. BANK	BCS	statement date 8/7/24 Cindy McCarthy	620-5800	96.00
P4325-00061	Amazon	BCS	credit 1WC1-K9YF-R3FV	620-4300	1,038.30
P4325-00062	Amazon	BCS	13 x Amazon Invoices; 2 x Amazon Credit Memos	620-4300	1,779.91
P4325-00063	No Tears Learning Inc	BCS	pre K teachers guide	620-4300	65.92
P4325-00064	No Tears Learning Inc	BCS	Quote number 83450	620-4300	210.30
P4325-00065	Amazon	BCS	4 invoices and 6 credit memos	620-4300	433.17
				620-4400	825.33
P4325-00066	KIWI CRATE, INC.	BCS	Frazier/Cade and Kelsey Harrison	620-4300	107.14
P4325-00067	KIWI CRATE, INC.	BCS	Frazier/Quiroz	620-4300	96.36
P4325-00068	McGraw-Hill	BCS	sales order number 68555328	620-5800	174.00
P4325-00069	Amazon	BCS	8 x Amazon Invoices	620-4300	990.22
P4325-00070	The Critical Thinking Co.	BCS	Cayce/ Vega Erickson and Sebastian	620-4300	313.40
P4325-00071	AoPS Inc Art of Problem Solvin g	BCS	Frazier/ Tom and Kai Sheli US PRIORITY	620-4300	58.98
P4325-00072	KIWI CRATE, INC.	BCS	Keller Wyatt Moreno 3rd grade	620-4300	145.76
P4325-00073	Singapore Math Inc	BCS	Darcie/Puckett Skylar 2, Rayla Kinder	620-4300	45.04

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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P4325-00074	Teacher Synergy, LLC TeachersPayTeachers	BCS	Darcie/ Puckett Rayla Kinder, Skylar 2	620-4300	127.74
P4325-00075	Procopio, Cory, Hargreaves & Savitch, LLP	BCS	legal fees	620-5899	177.50
P4325-00076	Amazon	BCS	7 invoices	620-4300	2,040.02
P4325-00077	VTA CNTY OFFICE OF EDUCATION	BCS	library training for RS	620-5220	75.00
P4325-00078	Amazon	BCS	6 invoices 1 credit memo	620-4300	3,382.90
P4325-00079	Zoom Video Communications	BCS	Contract Sept 30-Sept 29, 2025	620-5800	1,800.00
P4325-00080	ACCREDITING COMMISSION	BCS	WASC Member-Intermediate annual membership 24-25	620-5800	1,730.00
P4325-00081	Singapore Math Inc	BCS	Darcie/Gietler grade 5	620-4300	68.64
P4325-00082	Express Readers Inc	BCS	quote number 000885	620-4300	1,496.97
P4325-00083	Amazon	BCS	4 invoices	620-4300	1,054.25
P4325-00084	D'AMORE'S PIZZA T.O. CORP	BCS	pizza making field trip for kindergarten	620-5800	405.00
P4325-00085	Santa Barbara Adventure Co	BCS	field trip for 4/16	620-5800	6,660.00
P4325-00086	U.S. BANK	BCS	statement date 9-9-24 Cindy	620-4300	1,977.20
				620-5800	2,099.26
				620-5804	92.00
				620-5903	37.20
P4325-00087	U.S. BANK	BCS	Kelly's card statement date 9-9-24	620-4300	502.83
				620-5220	847.95
				620-5800	394.39
				620-5903	227.86
P4325-00088	KIWI CRATE, INC.	BCS	Frazier/Anttila Andy	620-4300	88.86
P4325-00089	Lexia Learning Systems LLC	BCS	8 lexia licenses	620-4100	250.08
P4325-00090	Critter Squad, LLC	BCS	enrichment for homeschool class	620-4300	1,080.00
P4325-00091	VKIDZ DBA TIME 4 LEARNING	BCS	Teri/Luna Hylan 1st grade	620-5800	119.80
P4325-00092	Teacher Synergy, LLC TeachersPayTeachers	BCS	Darcie/Vincent Gossett Quote #448197	620-4300	156.11
P4325-00093	VKIDZ DBA TIME 4 LEARNING	BCS	Teri/River Allaire 5th sabrinaallaire@icloud.com.	620-5800	269.55
P4325-00094	Amazon	BCS	10 amazon invoices	620-4300	1,679.85
P4325-00095	Amazon	BCS	6 invoices	620-4300	1,379.01
P4325-00096	Amazon	BCS	12 Invoices Amazon Orders	620-4300	1,524.27
P4325-00097	Amazon	BCS	5 invoices	620-4300	2,031.93
P4325-00098	The Critical Thinking Co.	BCS	Darcie/Gossett	620-4300	63.48
P4325-00099	TEXTHELP Inc	BCS	digital subscription for C.Z and H.L	620-5800	157.50
P4325-00100	Rainbow Resource Center	BCS	Frazier/Gallagher	620-4300	28.41
P4325-00101	Outschool	BCS	Frazier/Heim	620-4300	102.96
P4325-00102	Amazon	BCS	9 Amazon Invoices	620-4300	829.31
P4325-00103	Ojai Story Telling Festival Brian Bemel	BCS	Invoice #0000041 Kinder fieldtrip	620-5805	540.00
P4325-00104	Prancers Farm Inc.	BCS	Marsi and Dendee fieldtrip	620-5800	660.00
P4325-00105	Zoom Video Communications	BCS	invoice number 275305145	620-5800	987.29
P4325-00106	Amazon	BCS	4 invoices	620-4300	1,395.70

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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P4325-00107	Santa Barbara Adventure Co	BCS	field trip for 4/16/25 for grade 5	620-5800	6,660.00
P4325-00108	Amazon	BCS	6 Amazon Invoices	620-4300	684.78
P4325-00109	Scholastic Inc	BCS	for 4/5 C. Daley	620-5800	66.20
P4325-00110	Amazon	BCS	4 invoices	620-4300	798.23
P4325-00111	KIWI CRATE, INC.	BCS	Darcie/Farhand, Radin 1 and Zaal 4	620-4300	57.23
P4325-00112	Amazon	BCS	5 Amazon Ivoices	620-4300	484.31
P4325-00113	KIWI CRATE, INC.	BCS	Teri/Potts Materials for Homeschool	620-4300	72.19
P4325-00114	Amazon	BCS	1 Amazon Invoice	620-4300	21.19
P4325-00115	U.S. BANK	BCS	statement date 10-7-24	620-4300	813.78
				620-4400	1,673.43
				620-5220	190.00
				620-5800	1,295.68
				620-5804	92.00
				620-5805	451.00
P4325-00116	U.S. BANK	BCS	Statement date 10-7-24 K. S	620-4300	1,409.75
				620-5220	1,168.54
				620-5800	19.99
				620-5903	17.06
P4325-00117	Singapore Math Inc	BCS	HS Materials and Books Teri/Potts	620-4300	35.92
P4325-00118	No Tears Learning Inc	BCS	HS Materials and Books Teri/Hamilton	620-4300	179.24
P4325-00119	Community Educational Ent	BCS	nutcracker for 4/5	620-5800	1,131.00
P4325-00120	Amazon	BCS	6 invoices	620-4300	1,115.81
P4325-00121	VTA CNTY OFFICE OF EDUCATION	BCS	invoice number AR25-00425	620-5800	3,925.00
P4325-00122	Rainbow Resource Center	BCS	Frazier/Douek	620-4300	60.59
P4325-00123	TOPA INSTITUTE	BCS	8th grade retreat 10/25/24	620-5800	2,350.00
P4325-00124	Amazon	BCS	3 invoices	620-4300	620.21
P4325-00125	Amazon	BCS	7 invoices	620-4300	957.86
P4325-00126	Amazon	BCS	1 Amazon Invoice	620-4300	32.45
P4325-00127	CFOMW Tax LLC	BCS	bill regarding ERC funding	620-5800	24,891.03
P4325-00128	Legends Hospitality LLC	BCS	fieldtrip for PE elective class	620-5800	840.00
P4325-00129	Amazon	BCS	2 invoices	620-4300	712.13
P4325-00130	GUIDED DISCOVERIES, INC.	BCS	catalina	620-5800	14,625.00
P4325-00131	Casey Bridges	BCS	after school soccer enrichment class ELOP	620-5800	1,840.00
P4325-00132	U.S. BANK	BCS	statement date 11-7-24	620-4300	124.76
				620-5220	116.57
				620-5800	250.00
				620-5903	142.77
P4325-00133	U.S. BANK	BCS	statement date 11-7-24	620-4300	1,079.06
				620-5800	190.00
P4325-00134	Liminex, INC.	BCS	teacher/video coferencing 12-24 thru 12-25	620-5800	2,001.60
P4325-00136	Parent Square Inc	BCS	communication tool 7/1/24 thru 6/30/25	620-5800	2,750.00

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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P4325-00139	BOARD ON TRACK	BCS	Membership from 01/01/2025-12/31/2026	620-5800	5,995.00
P4325-00140	Oxnard Performing Arts Ctr	BCS	arts and music family night	620-5800	1,550.00
P4325-00141	U.S. BANK	BCS	statement date 11-7-24	620-4300	73.18
				620-5220	582.71
				620-5800	856.96
P4325-00142	Amazon	BCS	2 Amazon Invoices	620-4300	33.55
P4325-00143	Amazon	BCS	1 invoice	620-5800	1,226.84
P4325-00144	ROBERT REMEDI	BCS	kinder and first grade field trip	620-5800	812.00
P4325-00145	Amazon	BCS	2 invoices	620-4300	211.15
P4325-00146	Amazon	BCS	5 invoices	620-4300	743.49
P4325-00147	Amazon	BCS	2 invoices	620-4300	375.38
P4325-00148	Chumash OAKBROOK PARK CHUMASH INDIAN	BCS	field trip 1/22/24	620-5800	360.00
P4325-00149	U.S. BANK	BCS	statement date 12-9-24 C.M.	620-4300	1,002.19
				620-5800	374.99
P4325-00150	U.S. BANK	BCS	statement date 12-9-24 SS	620-4300	394.24
				620-5220	299.99
				620-5800	173.10
P4325-00151	Amazon	BCS	5 invoices and 1 credit memo	620-4300	1,236.63
P4325-00152	Amazon	BCS	4 invoices	620-4300	634.46
P4325-00153	BOARD ON TRACK	BCS	Membership from 01/01/2025-12/31/2025	620-5800	5,995.00
P4325-00154	My School Binding ACCO BRANDS CORPORATION	BCS	service agreement 2-25 thru 2-26	620-5800	627.77
P4325-00155	U.S. BANK	BCS	K. S statement date 12-9-24	620-4300	83.50
				620-5200	1,987.90
				620-5220	1,797.25
				620-5800	9.99
P4325-00156	Singapore Math Inc	BCS	Frazier/Sheli/Purnell	620-4300	133.30
P4325-00157	Rainbow Resource Center	BCS	Frazier/Douek	620-4300	211.00
P4325-00158	Amazon	BCS	6 invoices	620-4300	912.06
P4325-00159	Singapore Math Inc	BCS	Ouerbacker/Gietler	620-4300	92.24
P4325-00160	Amazon	BCS	9 Amazon Invoices	620-4300	1,084.85
P4325-00161	Amazon	BCS	6 Amazon Invoices	620-4300	959.81
P4325-00162	Amazon	BCS	1 Amazon Invoice	620-4300	273.41
P4325-00163	U.S. BANK	BCS	US Bank Invoice statement date 1-7-25	620-5800	165.70
P4325-00164	U.S. BANK	BCS	statement date 1-7-25 C. McCarthy	620-4300	98.85
				620-5800	628.00
P4325-00165	Amazon	BCS	13 Amazon Invoices	620-4300	1,811.13
P4325-00166	Amazon	BCS	4 invoices	620-4300	2,022.48
P4325-00167	KIWI CRATE, INC.	BCS	Books and Materials for Homeschool Keller/Moreno	620-4300	145.70
P4325-00168	KIWI CRATE, INC.	BCS	Books and Materials for Homeschool Keller/Went	620-4300	182.11

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## ReqPay11a

## Board Report with Fund/Object

## Includes Purchase Orders dated 07/01/2024 - 06/30/2025

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P4325-00169	KIWI CRATE, INC.	BCS	Materials for Homeschool Keller/Korey-Levy	620-4300	114.65
P4325-00170	KIWI CRATE, INC.	BCS	Materials for Homeschool Keller/Potts	620-4300	338.48
P4325-00171	Literacy Resources , LLC	BCS	Online Curriculum for Homeschool Keller/Hylan	620-4300	95.45
P4325-00172	U.S. BANK	BCS	statement date 1-7-25 K. Simon	620-4300	882.14
				620-4700	298.42
				620-5220	5,700.00
P4325-00173	Amazon	BCS	6 Amazon Invoices	620-4300	643.00
P4325-00174	Amazon	BCS	6 Amazon Invoices	620-4300	887.42
P4325-00175	Amazon	BCS	4 invoices	620-4300	1,144.22
P4325-00176	Amazon	BCS	5 invoices 1 credit memo	620-4300	339.83
P4325-00177	Amazon	BCS	22 Amazon Invoices	620-4300	3,710.87
Total Number of POs			200	Total	1,077,737.25

## Fund Recap

Fund	Description	PO Count	Amount
620	Charter Enterprise	200	1,077,737.25

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## Your monthly spending summary

1 message

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**amazon.com** <no-reply@amazon.com>

To: kami.brown@bridgescharter.org

Mon, Feb 3, 2025 at 10:34 PM



### Dear Amazon Business Customer,

Here's what your organization spent on Amazon Business from 1/1/2025 through 1/31/2025.

### Numbers shown as of 2/4/2025

Total spend <sup>1</sup>	\$16,157.72
	<a href="#">Detailed Report</a>
Total savings <sup>2</sup>	\$148.08
	<a href="#">Explore savings</a>
Number of orders	116
Average spend per order	\$139.29

You can access this information with more details on Amazon Business Analytics.

[Go to Business Analytics](#)

Bridges Charter School - Board Meeting - Agenda - Monday February 10, 2025 at 6:15 PM  
With Business Prime, you could **save an estimated \$667.79** in Shipping savings<sup>3</sup>.  
Sign up for [Business Prime](#) today.

<sup>1</sup>Total spend is the sum of all orders placed on your organization's business account in the time period.

<sup>2</sup>Total savings is an aggregate of Shipping savings (only for Business Prime members) & Price savings (Business pricing discounts, Quantity discounts, Progressive discounts and Custom Price discounts)

<sup>3</sup>Shipping savings is the estimated shipping costs you could save with a Business Prime membership for the same order(s) and shipping speed (e.g., 2-day shipping).

Thanks for choosing Amazon Business.

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# Coversheet

## Draft 2025-2026 School Calendar

<b>Section:</b>	VII. Business and Operations
<b>Item:</b>	A. Draft 2025-2026 School Calendar
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	School Calender 25-26 Draft.xlsx - Sheet1.pdf

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# Coversheet

## 2025-2026 Draft Bell Schedule

<b>Section:</b>	VII. Business and Operations
<b>Item:</b>	B. 2025-2026 Draft Bell Schedule
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Bell_Schedule 2025-2026 Draft (1).docx

## Bell Schedule 2025-2026

<b>Daily Schedule: Mon -Thurs TK</b>	<b>Friday &amp; Minimum Day Schedule TK</b>	<b>Early Release Schedule TK</b>
<p>8:20 - 9:40 Instructional Block 1 (80)</p> <p>9:40 - 10:00 Healthy Snack &amp; Active Play (20)</p> <p>10:00 -12:00 Instructional Block 2 (120)</p> <p>12:00-12:30 Lunch (30 minutes)</p> <p>12:30 - 12:40 Closing Circle (10)</p> <p>SCHOOL ENDS AT 12:40 Daily</p>       <p>36,600 Total Instructional Minutes (required 36,000) 170 Student Days @ 210 minutes 5 Student Days @ 190 minutes</p>	<p>8:20 - 9:40 Instructional Block 1 (80)</p> <p>9:40 - 10:00 Healthy Snack &amp; Active Play (20)</p> <p>10:00 -12:00 Instructional Block 2 (120)</p> <p>12:00-12:30 Lunch (30 minutes)</p> <p>12:30 - 12:40 Closing Circle (10)</p> <p>SCHOOL ENDS AT 12:40 Daily</p>	<p>8:20-9:50 Instructional Block 1 (100)</p> <p>10:00-10:20 Healthy Snack &amp; PE (30)</p> <p>10:20-12:00 Instructional Block 2 (100)</p> <p>12:00-12:30 Lunch (30 minutes)</p>

<b>Daily Schedule: Mon -Thurs Kindergarten</b>	<b>Friday &amp; Minimum Day Schedule Kindergarten</b>	<b>Early Release Schedule</b>
8:20-9:50 Instructional Block 1 (90)	8:20-9:50 Instructional Block 1 (90)	8:20-9:50 Instructional Block 1 (90)
9:50-10:30 Healthy Snack & Active Play	9:50-10:30 Healthy Snack & Active Play	9:50-10:20 Healthy Snack & Active Play
(40) 10:30-12:30 Instructional Block 2 (120)	(40) 10:30-12:30 Instructional Block 2 (120)	(30) 10:20-12:00 Instructional Block 2 (100)
12:30-1:00 Lunch (30 minutes)	12:30-1:00 Lunch (30 minutes)	12:00-12:30 Lunch (30 minutes)
SCHOOL ENDS AT 1:00 DAILY	SCHOOL ENDS AT 1:00 DAILY	
36600 Total Instructional Minutes (required 36,000) 170 Student Days @ 210 minutes 5 Student Days @ 190		

<b>Daily Schedule: Mon -Thurs 1<sup>st</sup> – 3<sup>rd</sup> Grades</b>	<b>Friday &amp; Minimum Day Schedule 1<sup>st</sup>– 3<sup>rd</sup> Grades</b>	<b>Early Release Schedule (Conference Week, and last 2 days of school)</b>
<p>8:20-9:35 Instructional Block 1 (75)</p> <p>9:35-9:55 Nutrition/Active Play (20)</p> <p>9:55-11:10 Instructional Block 2 (75)</p> <p>11:10 -11:45 LUNCH (35)</p> <p>11:45 - 1:10 Instructional Block 3 (85)</p> <p>1:10-1:37 Active Play (27)</p> <p>1:37-2:45 Instructional Block 4 (68)</p>	<p>8:20-9:45 Instructional Block 1 (85)</p> <p>9:45-10:05 Nutrition/Active Play (20)</p> <p>10:05-11:10 Instructional Block 2 (65)</p> <p>11:10 -11:45 LUNCH (25), 11:35- 11:45 Active Play (10)</p> <p>11:45-1:30 Instructional Block 3 (105)</p>	<p>8:20-9:30 Instructional Block 1 (70)</p> <p>9:30-9:50 Nutrition/Active Play (20)</p> <p>9:50-11:00 Instructional Block 2 (70)</p> <p>11:00-11:30 LUNCH (30)</p> <p>11:30-12:30 Instructional Block 3 (60)</p>
<p><b>50,686</b> Total Instructional Minutes (required 50,400)</p> <p>175 Student Days</p> <p>132@303</p> <p>38@255</p> <p>5@200</p>		

<b>Daily Schedule: Mon -Thurs</b> <b>4<sup>th</sup> – 5<sup>th</sup> Grades</b>	<b>Friday &amp; Minimum Day Schedule</b> <b>4<sup>th</sup> – 5<sup>th</sup> Grades</b>	<b>Early Release Schedule (Conference</b> <b>Week and last 2 days of school)</b>
<p>8:20-10:10 Instructional Block 1 (110)</p> <p>10:10-10:30 Nutrition/Active Play (20)</p> <p>10:30-11:45 Instructional Block 2 (75)</p> <p>11:45-12:10, lunch 12:10 - 12:20 active play LUNCH (25) Active Play (10)</p> <p>12:20 - 2:45 Instructional Block 3 (145)</p>	<p>8:20-10:10 Instructional Block 1 (110)</p> <p>10:10-10:30 Nutrition/Active Play (20)</p> <p>10:30-11:45 Instructional Block 2 (75)</p> <p>11:45-12:10, lunch 12:10 - 12:20 active play LUNCH (25) Active Play (10)</p> <p>12:20-1:30 Instructional Block 3 (70)</p>	<p>8:20-9:50 Instructional Block 1 (90)</p> <p>9:50-10:10 Nutrition/Active Play (20)</p> <p>10:10-11:30 Instructional Block 2 (80)</p> <p>11:30-12:00 LUNCH (30)</p> <p>12:00-12:30 Instructional Block 3 (30)</p>
<p><b>54,250</b> Total Instructional Minutes (required 54,000)</p> <p>175 Student Days</p> <p>132@330</p> <p>38@255</p> <p>5@200</p>		

<b>Daily Schedule: Mon -Thurs 6<sup>th</sup>-8<sup>th</sup> Middle School</b>	<b>Friday &amp; Minimum Day Schedule 6<sup>th</sup>-8<sup>th</sup> Middle School</b>	<b>Early Release Schedule (Conference Week, and last day of school)</b>
<p>8:20 – 8:55 1st period Homeroom (35)</p> <p>8:55 - 8:58 Passing (3)</p> <p>8:58 – 9:58 2nd Period (60)</p> <p>9:58 - 10:13 Nutrition (15)</p> <p>10:13 - 11:13 3rd Period (60)</p> <p>11:13 -11:16 Passing (3)</p> <p>11:16 -12:16 4th Period (60)</p> <p>12:16-12:46 Lunch (30)</p> <p>12:46-1:44 5th Period (58)</p> <p>1:44 - 1:47 Passing (3)</p> <p>1:47 - 2:45 6th Period (58)</p> <p><b>55,784</b> Total Instructional Minutes (required 54,000)</p> <p>175 Student Days</p> <p>132@340</p> <p>38@258</p> <p>5@220</p>	<p>8:20-8:35 1st Homeroom (15 minutes)</p> <p>8:35 - 8:38 Passing</p> <p>8:38 - 9:28 2nd Period (50 Minutes)</p> <p>9:28 - 9:45 Nutrition (17 minutes)</p> <p>9:45 - 10:35 3rd Period (50 minutes)</p> <p>10:35 - 10:38 Passing</p> <p>10:38 - 11:28 4th Period (50 Minutes)</p> <p>11:28 - 11:31 Passing</p> <p>11:31 -12:21 5th Period (50 minutes)</p> <p>12:21 - 12:56 Lunch (35 minutes)</p> <p>12:56 - 1:30 Homeroom (34 Minutes)</p>	<p>8:20-9:14 2nd Period (54)</p> <p>9:14 -9:16 Passing Period (2)</p> <p>9:16 -10:10 3rd Period (54)</p> <p>10:10-10:40 Nutrition (30)</p> <p>10:40-11:34 4th Period (54)</p> <p>11:34-11:36 Passing Period (2)</p> <p>11:36-12:30 5th Period (54)</p>

## Coversheet

### Extension of Contract with BSA to Close the Fiscal Year, NTE \$45,000

<b>Section:</b>	VII. Business and Operations
<b>Item:</b>	C. Extension of Contract with BSA to Close the Fiscal Year, NTE \$45,000
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	2025-26_Bridges_Charter_Agreement_Year_End_.pdf

**AGREEMENT FOR BUSINESS SERVICES BETWEEN  
THE VENTURA COUNTY SCHOOLS BUSINESS SERVICES AUTHORITY  
AND THE BRIDGES CHARTER SCHOOL (Charter School)  
JULY 1, 2025 – SEPTEMBER 30, 2026**

This Agreement for Business Services (“Agreement”) is made and entered into as of the 1st day of July 2025, by and between the Ventura County Schools Business Services Authority (“BSA”), a Joint Powers Authority organized and operated pursuant to Government Code section 6500, and the BRIDGES Charter School (“Charter School”), organized and operating pursuant to Education Code section 47600, et seq., (each a “Party” and, together, “Parties”).

**RECITALS**

WHEREAS, the BSA provides professional and business services to school districts and charter schools located in Ventura County; and

WHEREAS, the Parties desire by this Agreement for the BSA to provide services to the Charter School; and

WHEREAS, the Charter School desires, by this Agreement, to grant to the BSA the authority to relay and disclose information to the Ventura County Office of Education (VCOE) (“Sponsoring District”) as needed for the oversight obligation.

**AGREEMENT**

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

**1. Term**

BSA shall commence providing services under this Agreement on July 1, 2025, and shall continue through September 30, 2025. This finite period is identified specifically for fee purposes. BSA will provide support for the 2024-25 school year as necessary beyond September 30 for the audit, Form 990, State reporting, and public record requests from years BSA has served BRIDGES Charter School.

**2. Services**

BSA shall provide Charter School with business services (“Services”) relating to the close of the 2024-25 fiscal year and will not include back-office services for the 2025-26 fiscal year. Year-end services include, but are not limited to, year-end payroll processing, year-end accounts payable and receivable processing, general ledger reconciliation, fixed asset reconciliation, categorical program reconciliation, preparation of Unaudited Actuals reports, assistance with audit and Form 990.

### **3. Charter School Obligations**

Charter School shall be truthful with BSA, cooperate with BSA, keep BSA informed of developments, perform the obligations it has agreed to perform under this Agreement, provide requested information, and pay BSA's invoices in a timely and complete manner.

### **4. Fees**

The fee for the three (3) months of services will be based on the average monthly BSA fees for the 2024-25, and because BSA will only be working on the 2024-25 fiscal year, the monthly fee will be prorated by 50%. The exact calculation will take the total fees paid to BSA based on 2024-25 revenues (excluding local revenues), divided by 12 months, multiplied by 3 months (for services from July through September) and divided by 2 (to account for only the 2024-25 fiscal year that is being serviced). BSA shall provide invoice to the Charter School by August 31, 2025. The Charter School shall make payment to BSA within thirty (30) days of receipt of invoice from BSA.

### **5. Indemnification.**

To the furthest extent permitted by California law, Charter School shall, at its sole expense, indemnify, and hold harmless the BSA, the State of California, the Board of Directors, and their agents, representatives, officers, contractors, employees, directors, and volunteers (the "BSA Parties") from any and all demands, losses, liabilities, claims, suits, and actions (the "Claims") of any kind, nature, and description, including, but not limited to, personal injury, death, property damage, and contractors and/or attorneys' fees and costs, directly or indirectly arising out of, connected with, or resulting from the performance of the Agreement or from any activity, work, or thing done, permitted, or suffered by the Charter School, its agents, representatives, officers, contractors, directors, and volunteers under or in conjunction with this Agreement, unless the Claims are caused wholly by the sole negligence or willful misconduct of the BSA Parties. Charter School shall, to the furthest extent permitted by California law, defend the BSA Parties at Charter School's own expense, from any and all Claim(s) and allegations relating thereto with counsel approved by BSA where such approval is not to be unreasonably withheld. Whereas the cost to defend the BSA Parties charged to the Charter School shall not exceed the proportionate percentage of Charter School's fault as determined by a court of competent jurisdiction, any amounts paid in excess of such established fault will be reimbursed by the BSA. Notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, such defendant shall meet and confer with other parties regarding unpaid defense costs. The BSA shall have the right to accept or reject any legal representation that Charter School proposes to defend the BSA Parties.

### **6. Disputes**

In the event of a dispute between the Parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not

performed, the Parties shall attempt to resolve the dispute in good faith. The Parties further agree that their participation in mediation is a condition precedent to any Party pursuing any other available remedy in relation to the dispute. Notice of the demand for mediation of a dispute shall be filed in writing with the other Party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other Party, but in no case longer than ninety (90) days after initial written notice. The Parties agree to share equally in the costs of the mediation but shall bear their own costs incurred for representation by counsel.

If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the BSA shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the BSA's right to bring a civil action against the Charter School. For purposes of those provisions, the running of the time within which a claim must be presented to the Charter School shall be tolled from the time the BSA submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

## 7. Notice

Any notice or instrument required or permitted to be given or delivered by this Agreement shall be deemed to have been given, served, or received if given in writing and either personally delivered or deposited in the United States Post Office, Registered or Certified Mail, Return Receipt Requested, postage prepaid, or sent by overnight delivery service addressed to:

### **BSA:**

Ventura County Schools Business Services Authority  
Attn: Tami Peterson, Chief Business Official  
5100 Adolfo Road  
Camarillo, CA 93012  
Phone: (805) 383-1972  
Email: [tpeterson@vcoe.org](mailto:tpeterson@vcoe.org)

### **Charter School:**

BRIDGES Charter School  
Attn: Dr. Kelly Simon  
1335 Calle Bouganvilla  
Thousand Oaks, CA 91360  
Email: [kelly.simon@bridgescharter.org](mailto:kelly.simon@bridgescharter.org)

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) calendar days after deposit in the United States mail. All notices must be accompanied by a courtesy copy sent via email. The names and addresses may be changed at any time by written notice as provided above.

## **8. California Law and Venue**

This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the County of Ventura, California.

## **9. General Provisions**

### **9.1. Assignment**

Neither Party may assign nor transfer all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the other Party, which consent shall not be unreasonably withheld. Any purported assignment without the other Party's prior written consent shall be void.

### **9.2. No Rights in Third Parties**

This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

### **9.3. Time of Essence**

Time is expressly declared to be of the essence in the performance of each and every provision of this Agreement.

### **9.4. Integration/Entire Agreement**

This Agreement constitutes the entire Agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written.

### **9.5. Amendments**

This Agreement may be amended or modified only in writing signed by both Parties. Both governing bodies shall approve and/or ratify amendments.

#### **9.6. Waiver**

The waiver by either Party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

#### **9.7. Provisions Required by Law Deemed Inserted**

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

#### **9.8. Authority to Bind Parties**

Neither Party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

#### **9.9. Warranty of Authority**

Each Party has the full power and authority to enter into and perform this Agreement. The persons executing this Agreement on behalf of the BSA, and the Charter School represent and warrant that they are duly authorized and empowered to execute this Agreement and to bind their respective Party to all terms and conditions of this Agreement.

#### **9.10. Severability**

If any section, subsection, sentence, clause or phrase of this Agreement, or the application thereof to any of the Parties, is for any reason held by a court of competent jurisdiction to be invalid, void, or unenforceable, the validity of the remainder of the Agreement shall not be affected, impaired, or invalidated thereby in any way and may be enforced by the Parties to this Agreement.

#### **9.11. Attorney's Fees/Costs**

Should litigation be necessary to enforce any terms or provisions of this Agreement, then each Party shall bear its own litigation and collection expenses, witness fees, court costs and attorney's fees.

#### **9.12. Interpretation**

In interpreting this Agreement, it shall be deemed that it was prepared jointly by the Parties with full access to legal counsel of their own. No ambiguity shall be

resolved against any Party on the premise that it or its attorneys were solely responsible for drafting this Agreement or any provision thereof.

**9.13. Counterparts**

This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

**9.14. Recitals**

The Recitals set forth above are hereby fully incorporated herein by reference.

*[SIGNATURES ON FOLLOWING PAGE]*

IN WITNESS WHEREOF, the parties have executed this Agreement as the date indicates below.

**VENTURA COUNTY SCHOOLS BUSINESS SERVICE AUTHORITY**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Tami Peterson  
Title: Chief Business Official

**BRIDGES CHARTER SCHOOL**

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Dr. Kelly Simon  
Title: Executive Director

# Coversheet

## Mid-Year LCAP Public Hearing

**Section:** IX. Curriculum and Instruction  
**Item:** A. Mid-Year LCAP Public Hearing  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:**  
2025\_LCAP\_Mid-Year\_Monitoring\_Report\_for\_the\_2024-25\_LCAP\_Bridges\_Charter\_School\_2025  
0206.pdf



# Monitoring Goals, Actions, and Resources for the 2024-25 Local Control and Accountability Plan (LCAP)

This template is intended for internal monitoring purposes only. The 2024-25 LCAP template and instructions should be consulted when completing required documents.

(6) (A) The superintendent of the school district shall present a report on the annual update to the local control and accountability plan and the local control funding formula budget overview for parents on or before February 28 of each year at a regularly scheduled meeting of the governing board of the school district. (B) The report shall include both of the following: (i) All available midyear outcome data related to metrics identified in the current year’s local control and accountability plan. (ii) All available midyear expenditure and implementation data on all actions identified in the current year’s local control and accountability plan.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Bridges Charter School	Kelly Simon Director	kelly.simon@bridgescharter.org 805-492-3569

## Goal 1

### Goal Description

Improve student achievement for all Bridges students and sub groups.

### Expected Annual Measurable Objectives

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
1.1	Overall student achievement will improve by 2% year over year across all student subgroups as measured by the CAASPP Assessment.	<p>Our goal for 2022-2023 was to improve student achievement ELA and Math by 2% across our student population and all significant subgroups year over year. Our overall percentage of students meeting or exceeding standards in both ELA and Math stayed consistent at 62% and 50% respectively, though there was some growth across our students with disabilities, and socioeconomically disadvantaged students in ELA (+2%), and across our Hispanic students in ELA (+8%). For SWD in Math the growth was significant (+6%), and while our socioeconomically disadvantaged students' scores declined by 4%, our students with disabilities increased by 7%.</p> <p>Percent of Proficiency in 2023:</p>			No data to report	<p>ELA: 68%</p> <p>Math: 56%</p>

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
		<p>Overall ELA: 62%            ELA SED: 42%            ELA SWD: 33%            ELA Hispanic: 55%</p> <p>Overall Math: 50%            Math SED: 31%            Math SWD: 31%            Math Hispanic: 37%</p>				
1.2	This percentage of students advancing in performance level will increase by 2% year over year.	Based on ELPAC data from 2023 the percentage of students advancing in performance level between 2022-2023 or coming reclassified as English proficient was 53%.			No data to report	Advancing one performance level or reclassifying: 59%
1.3	<p>As measured on the Bridges Common Assessments, 37% of students attending school level interventions for ELA or Math will exit the intervention program because they advance to meeting grade level standards in grades 3-5.</p> <p>As measured on the Bridges Common Assessments, 70% of students attending school level interventions for ELA will exit the intervention program because they advance to meeting grade level standards in grades K-2.</p>	<p>75% of students receiving intervention in grades TK-2 exited the intervention program because they advanced to meeting grade level standards. 17% of students were referred for special education assessments.</p> <p>30% of students receiving intervention in grades 3-5 exited the intervention program because they advanced to meet grade level standards. 30% of students in grades 3-5 receiving intervention were referred for special</p>			<p>42 students are receiving reading intervention: 26 students K-2, and 16 students 3-5.</p> <p>In the K-2 group, 65% of students receiving intervention services have exited intervention because they are meeting grade level standards.</p> <p>In the 3-5 group, 56% of students receiving intervention services have exited intervention because they are meeting grade level standards.</p>	<p>Grades TK-2: 70%+</p> <p>Grades 3-5: 36%+</p>

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
		education assessments through the SST process.				
1.4	NWEA MAP Growth Assessments will indicate that all students and student subgroups tested in grades 3-8 will meet or exceed their individual growth targets in reading, language, and math by the end of the year and will increase by 2% year over year.				no data to report	

## Actions &amp; Measuring and Reporting Results

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
1.1	<p><b>Administer NWEA Assessments for grades 3-8 in Reading, Writing, and Math at least two times per year. Continue utilizing Bridges Common Assessments (Reading, Writing, Math) in K-2 according to BRIDGES annual assessment calendar.</b></p> <p>Bridges will implement NWEA MAP Assessments and analyze the results of all students and subgroups in professional learning communities and on curriculum committees. Bridges teachers and staff will disaggregate data and analyze progress of subgroups (SED, Disabilities, Hispanic, EL) and track the progress of students achieving above grade level in order to provide differentiated instruction.</p>	Yes	Partially Implemented	<p>Math: 51% meeting or exceeding grade level standards</p> <p>ELA: 77% meeting or exceeding grade level standards</p>		\$3,308.00	\$3,308

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
1.2	<p><b>Utilize Student Study Team (SST) to provide strategies to address student needs both in the classroom and to schedule additional support by Intervention staff.</b></p> <p>With support of our school psychologist, teachers, and support staff, we will implement a structured SST program built on the MTSS model, utilizing Universal Monitoring data and NWEA MAP Growth assessments.</p> <p>As we identify students in need of targeted intervention support in the areas of ELA, Language Acquisition, or Math, we will provide intervention services with credentialed teaching staff to support student growth toward meeting or exceeding grade level standards.</p>	Yes	Partially Implemented			\$67,453.00	\$69,662
1.3	<p><b>Monitor implementation of Express Readers and Lexia in grades K-5.</b></p> <p>Reading Intervention will be implemented in grades K-2 with a credentialed intervention teacher.</p>	Yes	Partially Implemented	We have adopted a new assessment system for K-5 students that is research based and approved by the CDE. In addition to Express Readers and Lexia, teachers are assessing students using mClass Dibels at least twice annually and progress monitoring students who are below grade level.		\$5,000.00	\$27,128

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
				100% of teachers in grades K-5 are implementing mClass.			
1.4	<b>Provide in-classroom differentiation to address student needs, including English Learners.</b> Professional development will be provided to teachers and support staff on MTSS, UDL, Integrated ELD, and Differentiation by administrators, the school psychologist, and other local resources. Bilingual support for English Learners will be provided in the classroom; a Bilingual coordinator will provide communication and connection for Spanish speaking families between home and school.	Yes	Partially Implemented			\$80,531.00	\$66,023
1.5	<b>Coordinate and provide supplemental intervention services for students with disabilities.</b> To enhance the whole child learning and to provide wrap around supports in psycho-social-emotional well-being of our students and their families, we will employ academic and EL intervention teacher(s), counseling and social skills services, occupational therapy, speech and language and resource specialist. Work with the county to coordinate available services.	Yes	Partially Implemented			\$264,146.00	\$311,129

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
1.6	<b>Two additional teacher/instructional days for students</b> These additional days will be used to support progress toward student learning goals.	No	Partially Implemented			\$0.00	\$0
1.7	<b>Provide frequent student progress information to parents using electronic data systems and other communication methods. Uphold expectations for consistent weekly communication from teachers.</b> As family communication is essential for student success, we will provide frequent communication via our parent communication platforms on student academic progress.	No	Partially Implemented			\$6,428.00	\$2,750
1.8	<b>Adopt new data tracking system for housing data, tracking progress of English Learners, and scaffolding strategies specific to supporting English Learners</b> Bridges will adopt Elevation software for housing and disaggregating student data. Elevation also provides support for teachers in scaffolding lessons to support language acquisition for language learners.	Yes	Not Implementing	Bridges has transitioned all of its' data housing and analysis to Parsec.		\$7,500.00	\$0

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
<b>1.9</b>	<b>Adoption of Illustrative Math</b> In the 2021-2022 school year, 75% of Bridges 1-8 grade teachers piloted Illustrative Math. The math committee has acquired professional development in Illustrative Math and has advised the campus to fully adopt the curriculum in grades 1-5.	No	Fully Implemented	Bridges is fully implementing Illustrative Math, but is investigating new math curriculum given the new Math Framework in California.		\$6,751.74	\$8,424
<b>1.10</b>	<b>Adoption of NextGen Math</b> The math committee recommended the adoption of an additional math intervention program for supporting students using NextGen Math curriculum.	Yes	Fully Implemented			\$6,327.00	\$6,014
<b>1.11</b>	<b>Adoption of CKLA Amplify</b> Teachers in grades 1-8 will implement CKLA Amplify for Reading and Language Arts.	Yes	Fully Implemented			\$2,500.00	\$55,462

## Goal 2

### Goal Description

Train and support teachers to implement effective instruction.

### Expected Annual Measurable Objectives

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
2.1	70% of full time credentialed teachers will participate on a teacher-led committees that integrate analysis of student data.	In 2023-2024, 75% of full time credentialed teachers participated in a teacher-led curriculum committee.			84% of teachers are involved on a teacher-led committee including Literacy, Math, and Inquiry	
2.2	Teacher Committees in Literacy, Math, and Inquiry, and Equity will meet at least 3 times annually in professional learning communities.	In 2023-2024, the Inquiry committee met 3 times, the math committee met 3 times, the equity committee met 3 times, and the literacy committee met 4 times.			The Literacy Committee has met twice and the Math Committee has met twice. The Inquiry Committee has met once.	
2.3	Bridges teachers will meet in grade spans three times annually in professional learning communities with a focus on improving instruction using student data.	Teachers met at least three times annually in grade spans focusing on literacy or math.			All full-time teachers have been involved in professional development totaling at least 40 hours.	
2.4					No data to report	
2.6					No data to report.	
2.7					Teachers have engaged in at least 8 hours of professional development focused on UDL, MTSS, intervention, and instructional strategies for meeting diverse learner needs.	

### Actions & Measuring and Reporting Results

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
2.1	<b>Continue to refine year-long curriculum maps for ELA, math and science in alignment with CCSS and NGSS.</b> Teachers will work on grade level teams to design and revise curriculum maps in alignment with CCSS, NGSS, and ELD Standards. Curriculum maps will be gathered and bound for the purpose of analyzing alignment of instruction and standards.	No	Partially Implemented		At least 8 hours of professional development has been spent on vertical alignment and cross grade level data analysis.	\$2,857.00	\$3,340
2.2	<b>Implement K-8 digital literacy/technology standards and 21st century skills expectations for each grade level.</b> Using Common Sense media and other sources, teachers will implement digital literacy standards and 21st century learning skills into their instruction.	No	Partially Implemented			\$24,512.00	\$25,862
2.3	<b>Analyze data from benchmark assessments and NWEA assessments at least two times annually</b> On grade level teams, teachers will use data gathered to provide targeted differentiation, adjust instructional practices, and improve student learning.	Yes	Partially Implemented		Data from the NWEA assessments has been utilized to plan in cross grade level teams.	\$1,338.00	\$1,523

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
2.4	<b>Implement Universal Monitoring by administering surveys at least two times per year.</b> Universal Monitoring will be implemented in targeted grade levels; teachers will analyze data and services will be allocated based on survey results and teacher analysis.	Yes	Partially Implemented			\$15,100.00	\$15,321
2.5	<b>Teacher led committees will meet regularly to analyze student data, and to discuss and implement research based instruction.</b> Teacher led committees in Math and ELA will continue meeting regularly throughout the school year with the intention of analyzing student achievement data, designing assessments, refining instruction, and providing professional development to the Bridges teaching staff.	Yes	Partially Implemented			\$10,000.00	\$19,926
2.6	<b>On-site professional development will be provided with a focus on instructional practices for targeted subgroups.</b> With the intention of improving instruction to support student achievement for all students and subgroups, professional development will be provided on site to support underperforming subgroups of students.	Yes	Partially Implemented			\$2,076.00	\$2,136

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
2.7	<b>Implement ant-bias training for teachers and staff</b> Bridges will invest in training for teachers and staff in identifying implicit biases and developing culturally responsive teaching strategies.	Yes	Fully Implemented		Bridges teachers and staff have received 7 hours of professional development with the Anti Defamation League on identifying implicit bias and adopting methods of instruction focused on culturally responsive teaching.	\$1,766.00	\$1,689
2.8	<b>Implement McKinney Vento Training for all teachers</b> Teachers receive training for identifying homeless students and matching them with support services.	Yes	Fully Implemented			\$400.00	\$761
2.9			Not Implementing				\$0

## Goal 3

### Goal Description

Provide an effective environment for learning based on whole child tenets.

### Expected Annual Measurable Objectives

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
3.1	Maintain student attendance rate. ADA of Bridges' classroom-based programs will sustain at 95.39% or higher at the P2 reporting period.	94.39%			95.75% at P1	95%
3.2	Suspension/expulsion rates will be less than 3% of enrollment annually.	2023: 3.8%				Less than 2%
3.3	<p>Parent satisfaction survey will indicate that at least 70% of respondents "agree" and "strongly agree" that Bridges is effective in the following areas:</p> <ul style="list-style-type: none"> <li>student instruction, engagement, support and challenge with their learning (Q 5,6,7, 8,9,13)</li> <li>social-emotional learning and conflict resolution skill development, (Q,10,11)</li> <li>healthy and safe school climate, (Q 12,19,20,21,23,24,25, 27,28, 32)</li> <li>parent involvement in meaningful ways (Q 3,4,14,15, 18, 22)</li> <li>communication, organization and administration (Q 1,2,16,17,,29, 30,31)</li> </ul>	<p>2023:</p> <p>Student Instruction, Engagement, Support, and Challenge with Learning: 84%</p> <p>Social-Emotional Learning and Conflict Resolution Skill Development: 84%</p> <p>Healthy and Safe School Climate: 74%</p> <p>Parent Involvement in Meaningful Ways: 82%</p> <p>Communication, Organization, and Administration: 79%</p>			No data to report	Maintain 70% or higher across targeted categories

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
3.4	At least 50% of Bridges families will be involved in classroom volunteering regularly as measured by self-reported surveys.	66% volunteered regularly			No data to report	60%+
3.5	At least 30% of Bridges families will be involved in leadership activities as evidenced by participation in PAC, PMCs, Board or other committee participation, as evidenced by self reported surveys.	43% involved in school leadership			No data to report	40%+
3.6	We will implement at least 3 school wide community events per year focused on community building and parent education.	<p>We hosted the following whole school events:</p> <p>Harvest Festival Carnival Open House/Art Night Kids Who Care Fair</p>			We hosted the Harvest Festival and have plans to host an Open House/Art Night, Carnival, and Kids Who Care Fair	3 School wide events
3.8	<p>California Healthy Kids Survey Results will indicate that 70% of students in 7th grade are neutral, agree or strongly agree across target categories increasing year over year until we reach and maintain at least 82%</p> <p>And that 70% of students in 5th grade are neutral, agree or strongly agree across target categories increasing year over year until we reach and maintain at least 82%</p>	<p>7th Grade CHKS in 2023:</p> <p>I feel safe at this school: 82%</p> <p>My school is usually clean and tidy: 77%</p> <p>Teachers at this school communicate with parents about what students are expected to learn: 94%</p> <p>School staff takes parent concerns seriously: 94%</p> <p>I try hard to make sure I am good at my schoolwork: 94%</p>			No data to report	82%+ across all categories

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
		<p>There is a teacher or another adult at school who really cares about me: 70%</p> <p>There are high expectations of adults at my school: 71%</p> <p>5th Grade CHKS in 2023:</p> <p>School Environment (Feel safe at school): 100%</p> <p>Grownups at the School Treat Each other with Respect: 100%</p> <p>Students know what the rules are: 100%</p> <p>School teaches students how to understand how other students think and feel: 100%</p> <p>School helps students feel responsible for the way that they act: 96%</p> <p>School teaches students to respect and care for one another: 100%</p>				

### Actions & Measuring and Reporting Results

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
3.1	<b>Provide ongoing parent education</b> Parent Education will cover topics such as: Importance of attendance on learning and funding, governance structure, leadership and volunteer opportunities at school, preparation and guidance with classroom volunteering and training for school level volunteer programs, how to support student learning and conflict resolution, mid-year parent orientation meetings for mid-year enrollees, curriculum including Amplify science, inquiry based mathematics, 21st century learning, and project based learning along with our Toolbox coordinated social-emotional learning program, student behavior expectations and the school wide discipline plan.  Parents indicated a desire to continue discussions about whole child education and defining this through the lens of our charter.	No	Partially Implemented			\$6,000.00	\$4,450
3.2	<b>Offer enrichment activities for all students and subgroups</b>	Yes	Partially Implemented			\$20,500.00	\$16,763
3.3	<b>Monitor implementation of social-emotional learning</b>	Yes	Partially Implemented			\$1,468.00	\$1,382

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
	curriculum (SEL) and track progress.						
3.4	<b>Provide social skills development skills for all students and subgroups.</b>	Yes	Partially Implemented			\$500.00	
3.5	<b>Provide professional development for teachers and staff in conflict resolution and whole child learning.</b> Provide professional development for teachers and staff in conflict resolution and whole child learning.	Yes	Partially Implemented				
3.6	<b>PAC and PAC PMC's will sponsor monthly gatherings for parents after drop-off on the front lawn of our school to encourage community connection.</b> Community connection and a sense of feeling welcomed is an area that needs to be rebuilt given the COVID pandemic.	Yes	Not Implementing				

Goal 4

Goal Description

Expected Annual Measurable Objectives

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
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Actions & Measuring and Reporting Results

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
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Goal 5

Goal Description

Expected Annual Measurable Objectives

Metric #	Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Mid-Year Outcome Data	Desired Outcome for 2026-2027
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Actions & Measuring and Reporting Results

Goal # Action #	Action Title and Description	Contributing	Implementation Level	Mid-year Outcome Data	Other Data/Evidence (qualitative, quantitative, artifacts)	Total Funds Budgeted	Mid-Year Expenditures
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# Impact to the Budget Overview for Parents

Item	As adopted in Budget Overview for Parents	Mid-Year Update
Total LCFF Funds	4,392,746	4,451,394
LCFF Supplemental/Concentration Grants	169,364	168,594

# Coversheet

## Curriculum Update

<b>Section:</b>	IX. Curriculum and Instruction
<b>Item:</b>	B. Curriculum Update
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	Curriculum update 2024-2025.pdf

Curriculum update 2024-2025													
Content Area	Material	TK	K	1	2	3	4	5	6	7	8	R	
Lang Arts	Express Readers Grades K-2		X	X								X	
Lang Arts	Words Their Way 2013 Glencoe Critical Reading 2016				X	X	X					X	
Lang Arts	Daily Oral Language Multi-Sensory Phonics Zoo Phonics		X			X	X						
Lang Arts	Amplify - CKLA Skills			X	X	X	X	X					
Lang Arts	Amplify - CKLA Knowledge	x	x	X	X								
Lang Arts	Scholastic Early Reader Series		X										
Lang Arts	Primary Phonics		X										
Lang Arts	Reading A-Z					X						X	
Lang Arts	Handwriting Without Tears	X	x	X	X	X							
Lang Arts	Storia Scholastic					X							
Lang Arts	Heggerty Phonological & Phonemic Awareness		X	X									
Lang Arts	Sylvia Ashton Warner Journaling Process		X										
Content Area	Material		K	1	2	3	4	5	6	7	8	R	
Math	Illustrative Math			X	X	X	X	X	X	X	X		
Math	California Math Graw-Hill Grades 6 - 8 Grades 2014											R	
Math	AIMS Activity Book		X										
Math	Math Their Way		X										
Math	Reflex			X	X	X	X	X					
Math	Number Talks (Math Tool not Curriculum)	X	X	X	X	X	X	X	X	X	X		
Math	Khan Academy - Online Resource Free					X			X	X	X		
Math	NextGen Math - Online Resource			X	X	X	X	X	X	X	X	R	
Content Area	Material		K	1	2	3	4	5	6	7	8	R	
Science	Mystery Science			X	X	X	X	X					
Science	AIMS		X										
Science	Scholastic Classroom Magazine (resource not curriculum)	X	X		X				X				
Science	Amplify								X				
HEALTH/Sex Education	Positive Prevention Plus									X			
	PROTECT Program									X			
Content Area	Material		K	1	2	3	4	5	6	7	8	R	
History Social Science	McGraw Hill: Voices and Persepctives								X	X	X		
Content Area	Material		K	1	2	3	4	5	6	7	8	R	
Humanities	Shell Education: 180 Days of Geography								X	X	X		
	McGraw Hill: Vocabulary, 2nd Ed., Grades 6-8								X	X	X		
	Scholastic: Teaching Literary Elements Using Poetry, Grades 4-8								X	X	X		


	Spectrum: Language Arts, Grade 7									X	X	X	
	<a href="https://www.vocabulary.com">Vocabulary.com</a> - lists connected to texts									X	X	X	
<b>6th Novels:</b>	Maizy Chen's Last Chance, Lisa Yee									X			
	The Giver, Lois Lowry									X			
	Choice novel: A Wrinkle in Time, The Outsiders, Summer of the Mariposas									X			
<b>7th Novels:</b>	Other Words for Home, Jasmine Warga										X		
	Animal Farm, George Orwell										X		
	Night, Elie Wiesel										X		
	Persepolis, Marjane Satrapi										X		
<b>8th Novels:</b>	When the Emperor Was Divine, Julie Otsuka											X	
	Of Mice and Men, John Steinbeck											X	
	A Raisin in the Sun, Lorraine Hansberry											X	
	March, John Lewis											X	
<b>Content Area</b>	<b>Material</b>		<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>R</b>	
<b>Visual and Performing Arts</b>	Art of Ed		X	X	X	X	X	X	X	X	X	X	
<b>All Grades</b>	Getting to Know the Worlds' Greatest Artist		X	X	X	X	X	X	X	X	X	X	
	SRA Artworks Scholastic Magazines		X	X	X	X	X	X	X	X	X	X	
<b>Content Area</b>	<b>Material</b>		<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>R</b>	
<b>Social and Emotional Learning Program</b>	"Safe & Caring Schools" Series			X	X	X	X	X	X	X	X	X	
	Tool Box	X	X	X	X	X	X	X	X	X	X	X	
<b>Content Area</b>	<b>Material</b>		<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>R</b>	
<b>Digital Literacy</b>	21 <sup>st</sup> Century Framework P21 = Pilot 2017-2018		X	X	X	X	X	X	X	X	X	X	
	Skills, Life Skills Learning Skills Area of Emphasis: Critical Thinking, Creative Thinking, Collaborating, Communicating												
<b>2st Century Skills</b>	Literacy Skills Area of Emphasis: Information Literacy, Media Literacy, Technology Literacy		X	X	X	X	X	X	X	X	X	X	
	Life Skills Area of Emphasis: Flexibility, Initiative, Social Sills, Productivity, Leadership												
	Common Core State Standards K-12 Technology Scope and Sequence		X	X	X	X	X	X	X	X	X	X	
	Keyboarding without tears					X							
<b>Content Area</b>	<b>Material</b>		<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>R</b>	
<b>ELL</b>													
<b>English Language Learners</b>	Razz Kids			X	X	X							X
	TEAM Toolkits		X	X	X	X	X	X					

	Duolingo								X			
Content Area	Material		K	1	2	3	4	5	6	7	8	R
Reading Intervention	Read Naturally			X	X	X	X	X				
	Gateway Reading Intervention RSP											
	Sonday System		X	X	X	X	X	X				
*R = Resource												

# Coversheet

## Revision of BP Search and Seizure Policy

<b>Section:</b>	XV. Charter Policies
<b>Item:</b>	A. Revision of BP Search and Seizure Policy
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Search_and_Seizure_Policy-2.pdf

<b>Bridges Charter School</b>  	<b>Board Policy-</b>  <b>Search and Seizure</b>	
<b>Policy Number:</b>  <b>BP 5145</b>	<b>Adopted:</b>  <b>01/14/2013</b>	<b>Revised:</b>

Bridges School Board is fully committed to promoting a safe learning environment and, to the extent possible, eliminating the possession and use of weapons, illegal drugs, and other controlled substances by students on school premises and at school activities. As necessary to protect the health and welfare of students and staff, school officials may, while on school premises and at school activities, search students, their property, and/or school property under their control and may seize illegal, unsafe, or otherwise prohibited items.

Employees are to exercise discretion and good judgment when conducting a search or seizure, and shall act in accordance with all applicable laws, school policies, and administrative regulations.

The **Executive** Director or designee shall ensure that staff members who conduct student searches receive training regarding the requirements of administrative regulations and other legal issues, as appropriate.

### **Individual Searches**

School officials may search any individual student, his/her property, or school property under his/her control when there is a reasonable suspicion that the search will uncover evidence that he/she is violating the law Board policy, administrative regulation, or other rules of the school. Reasonable suspicion shall be based on specific and objective facts that the search will produce evidence related to the alleged violation. The types of student property that may be searched by school officials include, but are not limited to, lockers, desks, purses, backpacks, cellular phones, or other electronic communication devices.

Any search of a student, his/her property, or school property under his/her control shall be limited in scope and designed to produce evidence related to the alleged violation. Factors to be considered by school officials when determining the scope of the search shall include the danger to the health or safety of students or staff, such as the possession of weapons, drugs, or other dangerous instruments, and whether the item(s) to be searched by school officials are reasonably related to the contraband to be found. In addition, school officials shall consider the intrusiveness of the search in light of the student's age, gender, and the nature of the alleged

violation.

Searches must be conducted in compliance with Education Code 49050.

Searches of individual students must be conducted in the presence of at least two school employees.

The Director or designee shall notify the parent/guardian of a student subjected to an individualized search as soon as possible after the search.

### **Searches of Multiple Student Lockers/Desks**

All student lockers and desks are the property of the school. The Director or designee may conduct a general inspection of school properties that are within the control of students, such as lockers and desks, on a regular, announced basis, with students standing by their assigned lockers or desks. Any items contained in a locker or desk shall be considered to be the property of the student to whom the locker or desk is assigned.

### **Use of Contraband Detection Dogs**

In an effort to keep the schools free of dangerous contraband, the school may use specially trained, nonaggressive dogs to sniff out and alert staff to the presence of substances prohibited by law or Board policy.

The dogs will at all times while on school premises be under the care and control of authorized and trained law enforcement agents and may sniff the air around lockers, desks, or vehicles on school property. Dogs shall not sniff within the close proximity of students or other persons and may not sniff any personal items on those persons without their consent.

Use of local law enforcement dogs will be priority.

Legal Reference:

EDUCATION CODE

32280-32289 School safety plans

35160 Authority of governing boards 35160.1 Broad authority of school districts


48900-48927 Suspension and expulsion 49050-49051 Searches by school

employees 49330-49334 Injurious objects

# Coversheet

## BP 1312.1 Grievance and Complaint Policy

<b>Section:</b>	XV. Charter Policies
<b>Item:</b>	B. BP 1312.1 Grievance and Complaint Policy
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	BP_1312.1_Grievances_and_Complaints_Policy__General__Draft.docx

Bridges Charter School 	Board Policy  <b>Grievances and Complaints</b>
Policy Number:  <b>1312.1</b>	<del>Adopted:</del> <del>10/17/11</del> <del>Revised:</del> <del>Replaced:</del> <del>6/12/17</del> Adopted:

**Commented [A1]:** We don't recommend including this history in your externally-facing board policy. In case the school inadvertently missed an update, having this here would unnecessarily highlight that. Same comment re: the dates in the footer margin.

~~Bridges School Board believes that the school has the primary responsibility to ensure compliance with applicable state and local laws and regulations governing charter educational programs. The school shall investigate and seek to resolve any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, harassment, intimidation, or bullying in accordance with the uniform complaint procedures.~~

~~The school shall use the uniform complaint procedures to resolve any complaint alleging unlawful discrimination, harassment, intimidation, or bullying in school programs and activities based on race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Penal Code 422.55, or Government Code 11135, or based on association with a person or group with one or more of these characteristics.~~

### General Grievance & Dispute Principles

~~The Board of Directors of Bridges Charter School accepts responsibility for providing a means by which complainants can hold parties accountable for their actions. The Board desires that complaints be resolved fairly and expeditiously without disrupting the educational process.~~

~~The Board encourages the early, informal resolution of complaints whenever possible. However, students, parents/guardians, employees, and other applicable complainants have the right to file a formal complaint (such as under the Charter School's Uniform~~

**Commented [A2]:** The overall intent of this "Grievances and Complaints" policy seems to be encouraging the informal resolution of disputes before escalating to more formal procedures. By contrast, this language (which we've deleted) appears to be taken from the UCP? We deleted this to avoid confusion.

**Commented [A3]:** This deleted language can be summarily reduced to resolving complaints "fairly" (as added in the next sentence here).

Board Policy 1312.1 Grievances and Complaints

~~Approved/Adopted/Ratified: 10/17/11~~

~~Replacement Date: 06/12/17~~

PAGE 1 OF 6

~~Complaint Procedures and Title IX Policy) at any time.~~ The Board prohibits retaliation against complainants. The Director or designee at his/her discretion may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint and in accordance with applicable law.

~~School will not investigate anonymous complaints unless it so desires.~~

~~The School will disseminate annually a written notice of the School's complaint procedures to students, employees, parents/guardians, advisory committees, and other interested parties.~~

### **Student/Parent Complaints Concerning School Employees**

~~The Director or designee shall develop regulations which permit the public to submit complaints against School employees in an appropriate way. These regulations shall protect the rights of involved parties. The Board may serve as an appeals body if the complaint is not resolved.~~

~~The Director or designee shall determine whether a complaint should be considered a complaint against School and/or an individual employee, and whether it should be resolved by the School's —process for complaints concerning personnel and/or other School procedures.~~

To promote prompt and fair resolution of the complaint, the following procedures shall govern the informal resolution of complaints by students and/or parents/guardians against School employees, as appropriate:

#### **Parent-Employee Meeting**

Every effort should be made to resolve a complaint at the earliest possible stage. Whenever possible, the complainant should communicate directly to the employee in order to resolve concerns. Resolution protocol should be as follows:

- ~~Parent/guardian speak~~communicates with employee (e.g. teacher, specialist, staff member), such as by email, phone call, and/or in-person meeting.
- If not resolved by this ~~meeting~~communication, parent should then speak with employee's mentor teacher (if applicable) or the Assistant Director.
- If not resolved by ~~previous meeting~~communication with the employee's mentor teacher (if applicable) or the Assistant Director, then parent/guardian should take up their concern with the Director.

**Commented [A4]:** You should make clear that you are not preventing individuals from filing a formal complaint under applicable law (e.g., UCP or Title IX) if they so choose. This policy should merely serve to encourage and identify informal resolution processes, not force individuals to do so.

**Commented [A5]:** Under the UCP, individuals can file anonymous complaints re: pupil fees and the LCAP, so you are required to investigate at least certain anonymous complaints.

**Commented [A6]:** This sentence seems vague. You are required to provide annual notice of your UCP, as well as various notices required by Title IX and state law. Is this referring to some kind of separate notice?

**Commented [A7]:** Added "Student/Parent" here since this process is clearly geared toward parent complaints against employees, not employee on employee complaints.

**Commented [A8]:** This paragraph seems unnecessary; the "regulations" that the Director must develop are written in this very policy. Also, not all of "the public" is necessarily entitled to submit complaints; this policy is geared towards students and families, not random third parties.

**Commented [A9]:** This paragraph also seems unnecessary (and confusing). The language immediately below already explains how parents/students should resolve complaints on their own. And if the parent wants to escalate to filing a formal complaint (e.g., UCP or Title IX), they would use those forms and the school would follow those procedures.

**Commented [A10]:** Revised for clarity.

**Parent Complaint to Director**

If a complainant is unable or unwilling to resolve the complaint directly with the employee, he/she may submit an oral or written complaint to the Director or his/her designee who will attempt to resolve the complaint.

a. A copy of the written complaint will be provided to the affected employee.

**Parent Complaint to the School Board**

When a parent complaint to the Director does not result in a resolution of the complaint, the Board may elect to review the complaint if requested by the parent.

If the Board elects to review the complaint, the written complaint, accompanied by the written response of the Director (copies of which have been provided to the affected employee), will be reviewed in Closed Session of the Board and a written response provided to both the parent making the complaint and the affected employee.

Complaints related to the Director should first seek resolution through direct communication between the complainant and the Director. If a complainant is unable or unwilling to resolve the complaint directly with the Director, they may request review of the complaint by the Board. The complaint should be filed in writing with the Board.

The decision of the Board shall be final.

Any complaint of child abuse or neglect alleged against a School employee shall be reported to the appropriate local agency ~~cites~~ in accordance with applicable law, Board policy, ~~and the BCS charter and administrative regulation.~~

**Personnel Complaints**

The Board recognizes the need to establish a process to allow employees ~~and job applicants~~ to have their concerns heard in an expeditious and unbiased manner. Employees should review the BCS Employee Handbook for further details about complaint resolution procedures. ~~The Board expects that employees will make every effort to resolve complaints and disagreements informally before filing a formal complaint.~~

~~The Board prohibits retaliation against complainants. The Director or designee may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint.~~

**Commented [A11]:** This is already stated above in sub c, where the parent "should take up their concern with the Director". It also doesn't seem necessary for a "written complaint" to be provided to the "affected employee". The employee would most likely already be aware of the parent/guardian's concerns by now assuming the previous steps are followed. Providing a copy also conflicts with earlier language on how the complainant's identity may be kept confidential.

**Commented [A12]:** Recommend deleting this school board appeal process. This does not appear to be required by your charter (see [charter](#), p. 118, regarding internal dispute processes), and your board isn't otherwise required to do this. This would just create more work for the board. It's also unclear how this process interacts with Title IX or UCP (if at all).

**Commented [A13]:** Since job applicants are unlikely to see this policy, and your employee handbook is the comprehensive document anyways (i.e., it may extend protections to other individuals in addition to applicants like volunteers), we removed the reference to "job applicants".

All matters related to a complaint shall be kept confidential and any document, communication, or record regarding the complaint shall be placed in a separate file and shall not be placed in an employee's personnel file.

Except as specified below, the following procedure shall be used for any complaint by an employee alleging misapplication of the School's policies, regulations, rules, or procedures or for "whistleblower" complaints by an employee or job applicant regarding an improper School activity including, but not limited to, an allegation of gross mismanagement, a significant waste of funds, an abuse of authority, or a specific danger to public health or safety. Any of the time limits specified in this procedure may be extended by written agreement between School and complainant.

#### Step 1: Informal Complaint Process

Prior to instituting a formal, written complaint, the employee shall first discuss the issue with the Director. Formal complaint procedures shall not be initiated until the employee has first attempted to resolve the complaint informally.

#### Step 2: Site-Level Formal Complaint Process

If a complaint has not been satisfactorily resolved through the informal process in Step 1, the complainant may file a written complaint with the Director or designee within 60 days of the act or event which is the subject of the complaint. If an employee fails to file a written complaint within 60 days, the complaint shall be considered settled on the basis of the answer given at the preceding step.

In the written complaint, the employee shall specify the nature of the problem, including names, dates, locations, witnesses, the remedy sought by the employee, and a description of informal efforts to resolve the issue.

Within 10 working days of receiving the complaint, the Director or designee shall conduct any necessary investigation and meet with the complainant in an effort to resolve the complaint. Within five working days after the meeting, he/she shall prepare and send a written response to the complainant.

#### Step 3: Appeal to the Board

If a complaint has not been satisfactorily resolved at Step 2, the complainant may file a written appeal to the Board within five working days of receiving the Director or designee's response. All information presented at Steps 1 and 2 shall be included with the appeal and the Director or designee shall submit to the Board a written report describing attempts to resolve the complaint along with all documented responses.

**Commented [A14]:** As noted in an earlier comment, keep in mind that you can't prevent individuals from filing a formal complaint under applicable law (e.g., UCP or Title IX) if they so choose. This policy should merely serve to encourage and identify informal resolution processes, not force individuals to do so.

The Board may uphold the findings by the Director or designee without hearing the complaint or the Board may hear the complaint at a regular or special Board meeting. The hearing shall be held in closed session if the complaint relates to matters that may be addressed in closed session in accordance with law.

The Board shall make its decision within 45 days of the hearing and shall send its decision to all concerned parties. The Board's decision shall be final.

**Commented [A15]:** Your employee handbook should already cover dispute resolution procedures for employees. We revised to cross-reference the employee handbook.

## Exhibit "A"

### Bridges Charter School

#### COMPLAINT FORM

Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Alleged Incident(s): \_\_\_\_\_

Name of Person(s) you have a complaint against:

\_\_\_\_\_

List any witnesses that were present:

\_\_\_\_\_

Where did the incident(s) occur?

\_\_\_\_\_

Please describe the events or conduct that are the basis of your complaint by providing as much factual detail as possible (i.e. specific statements; what, if any, physical contact was involved; any verbal statements; what did you do to avoid the situation, etc.) (Attach additional pages, if needed):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I hereby authorize the School to disclose the information I have provided as it finds necessary in pursuing its investigation. I hereby certify that the information I have provided in this complaint is true and correct and complete to the best of my knowledge and belief. I further understand

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providing false information in this regard could result in disciplinary action up to and including termination.

\_\_\_\_\_  
Date: \_\_\_\_\_

Signature of Complainant

\_\_\_\_\_  
Print Name

To be completed by School:

\_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

**Commented [A16]:** If a complaint is being resolved informally (e.g., between the parent and employee), then we don't see a need for this form. If the individual escalates to the UCP or Title IX investigation process, the individual would fill out the complaint form associated with that process (which we've prepared/revised).

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~~Approved: Adopted/Ratified: 10/17/11~~

~~Replacement Date: 06/12/17~~

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# Coversheet

## BP 3950: Flag Display Policy (new)

<b>Section:</b>	XV. Charter Policies
<b>Item:</b>	C. BP 3950: Flag Display Policy (new)
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	Flag Policy-2.pdf

Bridges Charter School	Board Policy- <b>Flag Display Policy</b>		
Policy Number: <b>BP3950</b>	Adopted: <b>02/07/2025</b>	Revised:	Replaced:

### **Purpose**

The Bridges Board of Directors is committed to fostering a community that values diversity, equity, and inclusion for all students, staff, and families. Therefore, flags displayed at the school must align with the school's mission, vision, and values, which include respect for all cultural, social, and individual identities.

This policy outlines the guidelines for displaying flags on school premises to promote an inclusive, respectful, and supportive educational environment. This policy further applies to all flags displayed on school property, including classrooms, offices, common areas, and outdoor flagpoles.

### **Policy**

#### **1. Authorized Flags**

a. The following flags may be displayed on school property:

- The United States flag, displayed in accordance with federal and state laws.
- The state flag of California.
- Flags celebrating heritage months or awareness campaigns as established on the Anti Defamation League's annual Calendar that represent inclusivity and diversity (e.g., Black History Month, Unity Day, Bullying Awareness Month, Hispanic Heritage Month, Disability Awareness Month, LGBTQ+ Month, etc.).
- Flags representing the school's own emblem or mascot.

#### **2. Display Guidelines**

- a. Flags must be displayed in a manner that ensures equality and respect.
- b. The Pride flag or other inclusive symbols may be displayed in classrooms during nationally or locally recognized observances or throughout the year as a sign of the school's commitment to equity and inclusion.
- c. All flags must be displayed in accordance with local, state, and federal laws and regulations regarding flag protocol.

#### **3. Flag Maintenance and Replacement**

- a. All flags must be kept in good condition, free from damage or significant wear.
- b. The school administration will ensure the regular maintenance and replacement of flags as needed.

#### **4. Education and Community Engagement**

- a. The school may provide developmentally appropriate opportunities for students to learn

about the meaning and significance of the flags displayed.

b. Events and programs promoting inclusivity and diversity will be supported and encouraged.