



East Bay Innovation Academy

Board Meeting

Date and Time

Wednesday March 15, 2017 at 8:00 PM

Location

3400 Malcolm Avenue, Oakland, CA 94605

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Record Attendance and Guests		Rochelle Benning	1
B. Call the Meeting to Order		Rochelle Benning	
C. Approve Minutes	Approve Minutes	Rochelle Benning	2
D. Public Comment		Rochelle Benning	30
II. Academic Excellence			
A. Winter All Staff Survey Report Out	Discuss	Devin Krugman	10
B. Trimester 2 Academic Progress Update	Discuss	Devin Krugman	10
C. National Equity Project - Leading for Equity Institute Report Out	FYI	Devin Krugman	10
D. End of Year Staffing Plan	Discuss	Devin Krugman	5
III. Finance			
A. February 2017 YTD Financial Update	FYI	Michelle Cho	10
IV. Development			
A. Update on Development Activities	FYI	Devin Krugman	5
V. Enrollment Update			
A. Status of Enrollment Process and Systems	FYI	Devin Krugman	5
VI. Governance			
A. Review and Approve Consent Agenda	Vote	Rochelle Benning	2
- monthly check and credit card registers			
- selection of public accounting firm to perform annual audits and tax filings (Vincenti, Lloyd and Stutzman)			
VII. Closing Items			
A. Adjourn Meeting	Vote	Rochelle Benning	2

Cover Sheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on 02-15-17
2017_02_15_board_meeting_minutes.pdf



East Bay Innovation Academy

Minutes

Board Meeting

Date and Time

Wednesday February 15, 2017 at 7:00 PM

Location

3400 Malcolm Avenue, Oakland, CA 94605

Directors Present

Julia Gitis, Kate Doyle, Kelly Garcia, Laurie Jacobson Jones, Rochelle Benning

Directors Absent

Gary Borden, Ken Berrick, Tom Pryor

Directors Arrived Late

Kelly Garcia

Guests Present

Devin Krugman

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Rochelle Benning called a meeting of the board of directors of East Bay Innovation Academy to order on Wednesday Feb 15, 2017 @ 7:02 PM at 3400 Malcolm Avenue, Oakland, CA 94605.

C. Approve Minutes

Laurie Jacobson Jones made a motion to approve minutes.
Julia Gitis seconded the motion.

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

D. Adjourn Open Session

Laurie Jacobson Jones made a motion to move to closed session.
Julia Gitis seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Closed Session Pursuant to 54957

A. Open Closed Session and Record Attendance

B. Conference with Legal Counsel - Anticipated Litigation

Received an update from legal counsel on anticipated litigation.

C. Conference with Labor Negotiator

Kelly Garcia arrived late.
Conference with labor negotiator.

D. Conference with Real Property Negotiations

Devin Krugman left early.

E. Adjourn Closed Session

Kelly Garcia made a motion to adjourn closed session.
Laurie Jacobson Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance

A. January 2017 YTD Financial Update

Shelley provided the monthly budget update. See board materials for more details.

IV. Development

A. Update on Development Activities

Shelley provided an update on development.

V. Enrollment Update

A. Status of Enrollment Process and Systems

Shelley provided an Enrollment Update. First round of applications are due Feb 17.

VI. Governance

A. Review and Approve Consent Agenda

Kelly Garcia made a motion to approve.
Laurie Jacobson Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Unbudgeted Contract - Student Placement

Julia Gitis made a motion to approve.
Kate Doyle seconded the motion.

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

VII. Closing Items

A. Adjourn Meeting

Laurie Jacobson Jones made a motion to adjourn the meeting.

Julia Gitis seconded the motion.

The board **VOTED** unanimously 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 9:10 PM.

Respectfully Submitted,
Julia Gitis

DRAFT

East Bay Innovation Academy

Minutes

Board Meeting

Date and Time

Wednesday February 15, 2017 at 7:00 PM

Location

3400 Malcolm Avenue, Oakland, CA 94605

Board Members Present

Julia Gitis, Kate Doyle, Kelly Garcia, Laurie Jacobson Jones, Rochelle Benning

Board Members Absent

Gary Borden, Ken Berrick, Tom Pryor

Guests Present

Devin Krugman

I. Opening Items

A.Record Attendance and Guests

B.Call the Meeting to Order

Rochelle Benning called a meeting of the board of directors of East Bay Innovation Academy to order on Wednesday Feb 15, 2017 @ 7:02 PM at 3400 Malcolm Avenue, Oakland, CA 94605.

C.Approve Minutes

L. Jacobson Jones made a motion to approve minutes.
Julia Gitis seconded the motion.
The board **VOTED** unanimously to approve the motion.

D.Adjourn Open Session

L. Jacobson Jones made a motion to move to closed session.
Julia Gitis seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Closed Session Pursuant to 54957

A.Open Closed Session and Record Attendance

B.Conference with Legal Counsel - Anticipated Litigation

Received an update from legal counsel on anticipated litigation.

C.Conference with Labor Negotiator

Kelly Garcia arrived late.
Conference with labor negotiator.

D.Conference with Real Property Negotiations

Devin Krugman left early.

E.Adjourn Closed Session

K. Garcia made a motion to adjourn closed session.
Laurie Jacobson Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance

A.January 2017 YTD Financial Update

Shelley provided the monthly budget update. See board materials for more details.

IV. Development

A.Update on Development Activities

Shelley provided an update on development.

V. Enrollment Update

A.Status of Enrollment Process and Systems

Shelley provided an Enrollment Update. First round of applications are due Feb 17.

VI. Governance

A.Review and Approve Consent Agenda

K. Garcia made a motion to approve.
Laurie Jacobson Jones seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.Unbudgeted Contract - Student Placement

J. Gitis made a motion to approve.
Kate Doyle seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A.Adjourn Meeting

L. Jacobson Jones made a motion to adjourn the meeting.
Julia Gitis seconded the motion.
The board **VOTED** unanimously 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 9:10 PM.

Respectfully Submitted,

Julia Gitis

Cover Sheet

Winter All Staff Survey Report Out

Section: II. Academic Excellence
Item: A. Winter All Staff Survey Report Out
Purpose: Discuss
Submitted by:
Related Material: March2017.BoardDeck.AcademicExcellence (1).pptx



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Academic Excellence

EBIA Team Updates, March 2017



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Winter All Staff Survey Report Out

Winter All Staff Survey Report Out

Survey Arc - All Anonymous

- Fall In House All Staff Survey
- Winter In House All Staff Survey
- Spring SCAI for Staff, Families and Students

Categories of Survey

- School Culture and Climate
- Academics
- Professional Development
- Work Environment

Winter All Staff Survey Report Out

Response Results

Category	Strengths	Growth Areas
School Culture and Climate	<ul style="list-style-type: none"> Students feel “part of the EBIA community” Physical safety of staff and students 	<ul style="list-style-type: none"> Clear and consistent responses to student behavior School is clean and orderly
Academics	<ul style="list-style-type: none"> High academic expectations for students Belief that all students can improve in any task or subject (growth mindset) 	<ul style="list-style-type: none"> Belief that at least 75% of students will be on grade level by end of year Belief that gap between student groups will decrease by end of year
Professional Development	<ul style="list-style-type: none"> Utility of intersession restorative justice training (run by SEEDS) Utility of intersession planning time 	<ul style="list-style-type: none"> Desire for tools/systems to improve team meeting productivity Utility of intersession PBL training – desire for more advanced support
Work Environment	<ul style="list-style-type: none"> Staff is viewed as highly collaborative Belief in self as strong cultural, philosophical and skill fit to EBIA Would recommend EBIA as a 	<ul style="list-style-type: none"> Opportunity to make authentic input into the EBIA budget Development of shared, normed mission and vision



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2nd Trimester Academic Progress

2nd Trimester Academic Progress

Lower School NWEA MAP Overview

- S.D. Range is up to +/- 3
- "Norm" represents average anticipated growth
- Growth score is calculated as the average of each student's individual growth score

Grade 6 Means	ALL Fall	ALL Winter	Growth	Diff. From Norm
Math	214.9	213.7	1.7-	6.1-
Reading	211.5	216.0	3.5	0.3
Language	208.9	215.1	6.0	2.8
Science	205.8	208.6	2.5	0.3-
Grade 7 Means	ALL Fall	ALL Winter	Difference	Diff. From Norm
Math	225.6	228.9	4.2	0.7
Reading	218.3	224.1	5.8	3.3
Language	216.9	219.6	2.7	0.2
Science	210.5	210.9	0.8	1.5-
Grade 8 Means	ALL Fall	ALL Winter	Difference	Diff. From Norm
Math	227.2	234.8	7.6	4.7
Reading	219.7	224.9	5.2	3.3
Language	218.3	222.2	4.0	2.1
Science	214.3	219.8	5.4	3.4

2nd Trimester Academic Progress

Lower School NWEA MAP Overview – FRL, EL, IEP

				FRL #	15		EL #	8		IEP #	9	
Grade 6 Means	ALL Fall	ALL Winter	Growth	FRL Fall	FRL Winter	FRL Growth	EL Fall	EL Winter	EL Growth	IEP Fall	IEP Winter	IEP Growth
Math	214.9	213.7	1.7-	206.7	208.6	1.9	192.1	195.4	3.2	211.8	210.7	1.1-
Reading	211.5	216.0	3.5	203.8	207.1	3.4	187.7	199.5	11.8	205.1	209.3	4.2
Language	208.9	215.1	6.0	201.4	208.0	6.6	192.8	200.9	8.1	202.5	209.3	6.8
Science	205.8	208.6	2.5	199.3	202.7	3.4	190.6	194.3	3.7	204.4	203.2	1.2-
				FRL #	21		EL #	7		IEP #	12	
Grade 7 Means	ALL Fall	ALL Winter	Growth	FRL Fall	FRL Winter	FRL Growth	EL Fall	EL Winter	EL Growth	IEP Fall	IEP Winter	IEP Growth
Math	225.6	228.9	4.2	211.0	216.1	5.1	200.6	205.0	4.4	205.4	211.6	6.2
Reading	218.3	224.1	5.8	205.6	213.1	7.5	189.9	200.0	10.1	204.2	210.5	6.3
Language	216.9	219.6	2.7	207.2	208.9	1.7	196.6	195.0	1.6-	203.3	208.1	4.8
Science	210.5	210.9	0.8	201.8	203.8	2.0	187.6	185.2	2.4-	201.4	205.8	4.4
				FRL #	20		EL #	4		IEP #	16	
Grade 8 Means	ALL Fall	ALL Winter	Growth	FRL Fall	FRL Winter	FRL Growth	EL Fall	EL Winter	EL Growth	IEP Fall	IEP Winter	IEP Growth
Math	227.2	234.8	7.6	220.4	229.8	9.4	203.0	218.3	15.3	212.9	223.9	11.0
Reading	219.7	224.9	5.2	214.3	221.3	7.0	185.8	204.7	18.9	208.7	216.8	8.1
Language	218.3	222.2	4.0	212.2	219.4	7.3	189.0	196.5	7.5	209.6	210.5	0.8
Science	214.3	219.8	5.4	209.2	215.4	6.2	187.0	207.3	20.3	205.2	211.7	6.5

2nd Trimester Academic Progress

Lower School NWEA MAP Overview

Ge

				F#	50			M#	64	
Grade 6 Means	ALL Fall	ALL Winter	Growth	F Fall	F Winter	F Growth	M Fall	M Winter	M Growth	
Math	214.9	213.7	1.7-	216.3	217.9	1.7	213.8	210.3	3.5-	
Reading	211.5	216.0	3.5	214.4	218.7	4.2	209.0	214.0	5.0	
Language	208.9	215.1	6.0	212.0	217.5	5.5	206.3	213.3	7.0	
Science	205.8	208.6	2.5	207.9	209.5	1.6	204.1	207.9	3.9	
				F#	44			M#	68	
Grade 7 Means	ALL Fall	ALL Winter	Growth	F Fall	F Winter	F Growth	M Fall	M Winter	M Growth	
Math	225.6	228.9	4.2	227.7	232.5	4.8	224.3	226.6	2.2	
Reading	218.3	224.1	5.8	221.8	228.0	6.2	216.2	221.6	5.4	
Language	216.9	219.6	2.7	220.8	223.5	2.7	214.5	217.2	2.7	
Science	210.5	210.9	0.8	211.2	210.9	0.3-	210.1	210.9	0.8	
				F#	54			M#	72	
Grade 8 Means	ALL Fall	ALL Winter	Growth	F Fall	F Winter	F Growth	M Fall	M Winter	M Growth	
Math	227.2	234.8	7.6	227.0	234.1	7.1	227.3	235.3	7.9	
Reading	219.7	224.9	5.2	222.7	228.1	5.4	217.4	222.7	5.3	
Language	218.3	222.2	4.0	222.3	225.3	3.0	215.2	220.1	4.9	
Science	214.3	219.8	5.4	213.8	220.0	6.3	214.7	219.6	4.8	



2nd Trimester Academic Progress

Lower School NWEA MAP Overview – Race

Grade 6 Means	ALL Fall	ALL Winter	Growt h	AA Fall	AA Winter	AA Growth	Asian Fall	Asian Winter	Asian Growth	Latino Fall	Latino Winter	Latino Growth	Mult. Fall	Mult. Winter	Mult. Growth	White Fall	White Winter	White Growth
Math	214.9	213.7	1.7-	206.6	203.0	3.6-	220.4	216.7	3.7-	210.2	209.9	0.3-	213.2	210.4	2.9-	223.6	224.0	0.4
Reading	211.5	216.0	3.5	206.0	209.7	3.7	211.5	216.2	4.7	203.2	209.5	6.3	211.3	217.0	5.7	220.9	223.5	2.6
Language	208.9	215.1	6.0	204.2	209.8	5.6	210.0	219.5	9.5	204.5	209.8	5.4	206.5	213.6	7.1	217.6	221.8	4.2
Science	205.8	208.6	2.5	200.1	202.9	2.8	200.1	202.9	2.8	202.7	205.7	3.1	205.6	207.5	1.9	211.9	214.5	2.6
Grade 7 Means	ALL Fall	ALL Winter	Growt h	AA Fall	AA Winter	AA Growth	Asian Fall	Asian Winter	Asian Growth	Latino Fall	Latino Winter	Latino Growth	Mult. Fall	Mult. Winter	Mult. Growth	White Fall	White Winter	White Growth
Math	225.6	228.9	4.2	219.4	224.0	4.6	209.5	223.5	14.0	209.2	216.3	7.1	227.2	228.0	0.9	236.0	238.8	2.8
Reading	218.3	224.1	5.8	209.1	215.0	5.9	218.0	220.5	2.5	201.8	212.6	10.8	220.8	226.3	5.5	228.1	232.6	4.5
Language	216.9	219.6	2.7	211.3	210.8	0.4-	219.0	218.5	0.5-	205.5	207.3	1.8	217.9	220.3	2.5	224.1	229.5	5.4
Science	210.5	210.9	0.8	203.9	201.9	2.0-	203.9	201.9	2.0-	199.0	197.0	1.9-	211.7	213.5	1.8	218.5	220.9	2.4
Grade 8 Means	ALL Fall	ALL Winter	Growt h	AA Fall	AA Winter	AA Growth	Asian Fall	Asian Winter	Asian Growth	Latino Fall	Latino Winter	Latino Growth	Mult. Fall	Mult. Winter	Mult. Growth	White Fall	White Winter	White Growth
Math	227.2	234.8	7.6	221.1	227.3	6.2	227.3	233.5	6.2	213.9	228.7	14.8	227.8	233.3	5.4	234.5	241.2	6.7
Reading	219.7	224.9	5.2	213.7	218.9	5.2	217.5	227.5	10.0	210.2	216.1	6.0	221.8	225.8	4.0	225.3	229.3	4.0
Language	218.3	222.2	4.0	216.0	216.3	0.3	220.5	222.4	1.9	205.9	214.2	8.3	220.3	222.3	2.0	222.2	227.5	5.3
Science	214.3	219.8	5.4	208.1	213.9	5.8	208.1	213.9	5.8	201.1	213.1	12.0	216.0	219.0	3.0	220.9	224.5	3.5

2nd Trimester Academic Progress

Lower School Growth Areas

- High rate of growth for EL, IEP and FRL students
- Decrease of gender gap for girls in math and science
- Decrease of race gap for students of color in reading

Lower School Challenge Areas

- Growth progress in 6th grade math
- Growth progress in 7th grade science
- Low performance for boys in reading and language
- Low growth progress for students of color in math

2nd Trimester Academic Progress

Upper School Course Pass Rate Overview

- Based on T2 Grades
- Next step – disaggregate by demographic group

Course	Number Passing	Taking Number Taking Course	Pass Rate
English 9	43	61	71%
Algebra I	31	44	71%
Geometry	14	17	82%
AS Environmental Science	15	19	79%
Environmental Science	25	42	60%
AS Human Geography	29	33	88%
Human Geography	17	28	61%
Heritage Spanish	10	17	59%
Spanish I	26	40	65%
CS I	19	43	44%
CS II			



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National Equity Project Report Out

National Equity Project Report Out

NEP Leading for Equity Institute

- Examine impact of racism and other bias on policies and practice
- Analyze individual and organizational dynamics that impede success
- Improve collaborative relationships and build teams
- Identify/solidify equity goals

Team

- Admin – Devin Krugman
- Lower School – Cory Potts, Ashley Henry, Lauren Combs, Kim Frankel
- Upper School – Megan Cock, Kelly Atkinson

National Equity Project Report Out

Primary Analysis Areas

- Academics and Instructional Practice
- School Culture and Climate

Targeted Improvement Areas

- Discipline and Behavior Response
- Communication Systems
- Daily Practice (teacher to student, and staff to staff)
- Community Building



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End of Year Staffing Plan

End of Year Staffing Plan

Leave Coverage Plan

- Head of School – Devin Krugman
Timeline: May through July 2017
Role(s): Interim Head of School
Status: Rate finalization, contract offer this week
- DESEL – Lansine Toure
Timeline: mid May through mid June 2017
Role(s): Interim Behavior Support Person, Interim LEA
Status: Behavior Support Complete, LEA contract offer this week
- Intersession Coordinator – Nicole Neumiller
Timeline: mid May through mid June 2017
Role(s): Interim Intersession Coordinator
Status: Rate finalization, contract offer this week

Cover Sheet

February 2017 YTD Financial Update

Section: III. Finance
Item: A. February 2017 YTD Financial Update
Purpose: FYI
Submitted by:
Related Material: EBIA-Feb-16-17 Financials-2017.03.14-mc CF.pdf
EBIA-Feb-16-17 Financials-2017.03.14-mc YTD.pdf
EBIA-MYP DRAFT-2017.03.14-mc.pdf
EBIA-March Financial Presentation-2017.03.14.pdf

East Bay Innovation Academy
 Monthly Cash Forecast
 As of February close

	2016/17												Forecast	AP/AR
	Actual & Projected													
	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Projected	Apr Projected	May Projected	Jun Projected		
Beginning Cash	391,575	673,184	454,893	556,763	519,983	406,348	288,331	272,743	218,641	148,480	165,636	223,149		
Revenue														
LCFF Entitlement	-	-	532,265	281,308	158,118	267,470	229,376	158,118	354,669	296,917	269,004	269,004	3,151,162	334,913
Federal Income	-	-	1,989	4,648	-	0	15,640	-	(9,245)	4,793	84,186	388	165,036	62,637
Other State Income	7,953	-	22,409	21,110	14,316	19,163	71,107	24,147	79,605	29,818	44,849	29,813	431,414	67,125
Local Revenues	108,994	143,594	(107,630)	(130,582)	131,611	(128,848)	3,774	61,641	(60,219)	1,866	1,866	1,866	27,933	-
Fundraising and Grants	200,000	-	2,778	78,428	43,044	82,744	6,309	1,411	7,736	46,422	11,855	11,855	713,270	220,689
Total Revenue	316,947	143,594	451,811	254,911	347,089	240,529	326,207	245,317	372,547	379,816	411,759	312,926	4,488,815	685,363
Expenses														
Compensation & Benefits	83,969	233,317	258,279	281,435	267,860	250,911	261,987	260,459	324,449	261,803	261,803	263,565	3,009,839	-
Books & Supplies	56,771	18,704	38,248	(514)	22,715	11,803	26,817	8,725	11,142	12,461	12,461	12,461	231,794	-
Services & Other Operating Expenses	42,738	102,635	65,445	110,278	162,615	78,927	89,149	91,328	122,869	95,547	95,467	130,216	1,247,164	59,948
Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	183,478	354,657	361,972	391,199	453,190	341,641	377,953	360,512	458,460	369,812	369,732	406,243	4,488,797	59,948
Operating Cash Inflow (Outflow)	133,469	(211,063)	89,839	(136,288)	(106,101)	(101,112)	(51,746)	(115,196)	(85,913)	10,004	42,027	(93,317)	19	625,416
Revenues - Prior Year Accruals	351,390	-	5,866	111,938	-	2,629	21,385	57,500	267	-	-	-	-	-
Expenses - Prior Year Accruals	-	(1,875)	(2,423)	(18,474)	-	-	-	-	-	-	-	-	(23,358)	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Payable - Current Year	(30,497)	(4,623)	(2,829)	20,964	(11,079)	(23,201)	11,128	(18)	-	-	-	-	-	-
Summerholdback for Teachers	(19,114)	(730)	11,417	11,895	11,878	12,000	11,978	11,944	15,485	15,485	15,485	15,485	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	(8,333)	(8,333)	(8,333)	(8,333)	(8,333)	-	(8,333)	-	-	-	-
Capital Leases Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Long Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure & Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Balance Sheet Changes	(153,639)	-	-	(18,481)	-	-	-	-	-	-	-	-	-	-
Ending Cash	673,184	454,893	556,763	519,983	406,348	288,331	272,743	218,641	148,480	165,636	223,149	121,959		

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget			Forecast Remaining	% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast			Variance (Previous vs. Current Forecast)
SUMMARY												
Revenue												
LCFF Entitlement	267,470	229,376	158,118	1,626,655	1,681,330	(54,675)	3,329,153	3,151,162	3,151,162	-	1,524,507	52%
Federal Revenue	0	15,640	-	22,277	19,273	3,004	304,213	183,236	165,036	(18,200)	142,759	13%
Other State Revenues	19,163	71,107	24,147	180,204	141,440	38,764	385,027	423,523	431,414	7,891	251,210	42%
Local Revenues	(128,848)	3,774	61,641	82,554	10,373	72,181	38,318	33,933	27,933	(6,000)	(54,621)	296%
Fundraising and Grants	82,744	6,309	1,411	414,714	615,182	(200,468)	503,500	713,270	713,270	-	298,556	58%
Total Revenue	240,529	326,207	245,317	2,326,404	2,467,598	(141,194)	4,560,212	4,505,124	4,488,815	(16,309)	2,162,411	52%
Expenses												
Compensation and Benefits	250,911	261,987	260,459	1,898,218	1,917,620	19,402	2,952,284	3,018,179	3,009,839	8,341	1,111,621	63%
Books and Supplies	11,803	26,817	8,725	183,268	240,840	57,571	288,783	235,444	231,794	3,650	48,526	79%
Services and Other Operating Expenditures	78,927	89,149	91,328	743,116	775,481	32,365	1,312,232	1,242,272	1,247,164	(4,892)	504,048	60%
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	341,641	377,953	360,512	2,824,602	2,933,941	109,339	4,553,299	4,495,895	4,488,797	7,098	1,664,195	63%
Operating Income	(101,112)	(51,746)	(115,196)	(498,198)	(466,342)	(31,856)	6,913	9,229	19	(9,210)	498,216	
Fund Balance												
Beginning Balance (Unaudited)	247,432	146,320	94,574	477,576	477,576		417,368	477,576	477,576			
Audit Adjustment				(36,940)	(36,940)		-	(36,940)	(36,940)			
Beginning Balance (Audited)				440,636	440,636		417,368	440,636	440,636			
Operating Income	(101,112)	(51,746)	(115,196)	(498,198)	(466,342)		6,913	9,229	19			
Ending Fund Balance	146,320	94,574	(20,622)	(57,562)	(25,706)		424,281	449,865	440,655			
Capital Outlay	-	-	-	-	-		-	-	-			

East Bay Innovation Academy

Budget vs. Actuals
As of February close

Detail	Actual			Budget vs. Actual			Budget			% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast		Variance (Previous vs. Current Forecast)
Enrollment Breakdown	M5	M6	M7								
6			114				115	116	116	-	
7			116				115	118	118	-	
8			125				120	125	125	-	
9			60				100	60	60	-	
Enrollment Summary											
4-6	-		114				115	116	116	-	
7-8	-		241				235	243	243	-	
9-12	-		60				100	60	60	-	
Total Enrolled	-		415				450	419	419	-	
ADA %											
4-6			97.8%				95%	97%	97%		
7-8			97.0%				95%	97%	97%		
9-12			96.8%				90%	94%	94%		
Average			97.2%				94%	96%	96%		
ADA											
4-6			111.7				109.3	112.5	112.5		
7-8			233.8				223.3	234.5	234.5		
9-12			58.1				90.0	56.4	56.4		
Total ADA			403.6				422.5	403.4	403.4		
Demographic Information	P-1		407.19								
Prior Year											
ADA (P-2)							332	332	332		
CALPADS Enrollment (for unduplicated % calc)							342	344	344		
# Unduplicated Count (CALPADS)							57	57	57		
# Free & Reduced Lunch (FRL) (CALPADS)							48	48	48		
# ELL (CALPADS)							17	17	17		
Current Year							-	-	-		
CALPADS Enrollment (for unduplicated % calc)							450	419	419		
# Unduplicated Count (CALPADS)							68	90	90		
# Free & Reduced Lunch (FRL) (CALPADS)							63	58	58		
# ELL (CALPADS)							22	21	21		
New Students							108	75	75		

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget			Forecast Remaining	% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast			Variance (Previous vs. Current Forecast)
REVENUE												
LCFF Entitlement												
8011 Charter Schools LCFF - State Aid	158,118	158,118	158,118	1,199,835	1,199,837	(2)	2,381,258	2,239,145	2,154,569	(84,576)	954,734	56%
8012 Education Protection Account Entitlement	-	16,582	-	33,165	33,165	-	84,500	80,683	80,683	-	47,518	41%
8019 State Aid - Prior Years	-	-	-	-	-	-	-	-	-	-	-	-
8096 Charter Schools in Lieu of Property Taxes	109,352	54,676	-	393,655	448,329	(54,674)	863,396	831,333	915,909	84,576	522,254	43%
SUBTOTAL - LCFF Entitlement	267,470	229,376	158,118	1,626,655	1,681,330	(54,675)	3,329,153	3,151,162	3,151,162	0	1,524,507	52%
8100 Federal Revenue												
8181 Special Education - Entitlement	-	-	-	-	-	-	42,750	43,000	43,688	688	43,688	0%
8182 Special Education Reimbursement	-	-	-	-	-	-	227,471	98,342	98,342	-	98,342	0%
8220 Child Nutrition Programs	-	1,895	-	3,884	13,663	(9,779)	22,771	22,771	3,884	(18,888)	-	100%
8291 Title I	-	13,610	-	16,753	5,178	11,575	10,356	16,753	16,753	-	-	100%
8292 Title II	-	135	-	135	432	(297)	864	864	864	-	729	16%
8297 PY Federal - Not Accrued	0	-	-	1,505	-	1,505	-	1,505	1,505	-	-	100%
SUBTOTAL - Federal Income	0	15,640	-	22,277	19,273	3,004	304,213	183,236	165,036	(18,200)	142,759	13%
8300 Other State Revenues												
8319 Other State Apportionments - Prior Years	-	5,263	-	5,263	-	5,263	-	5,263	5,263	-	-	100%
8381 Special Education - Entitlement (State)	14,316	14,316	-	94,173	87,510	6,663	202,694	209,605	211,218	1,614	117,045	45%
8382 Special Education Reimbursement (State)	-	-	-	-	-	-	21,600	55,440	62,370	6,930	62,370	0%
8520 Child Nutrition - State	50	68	-	257.98	547	(289)	911	911	258	(653)	-	100%
8550 Mandated Cost Reimbursements	4,713	34,935	24,147	63,795	4,643	59,152	4,643	75,869	75,869	-	12,074	84%
8560 State Lottery Revenue	-	16,525	-	16,525	15,007	1,518	68,445	76,245	76,245	-	59,720	22%
8590 All Other State Revenue	84	-	-	190	27,859	(27,668)	76,943	190	190	-	-	100%
8599 Selpa Admin Offset	-	-	-	-	5,875	(5,875)	9,791	-	-	-	-	-
SUBTOTAL - Other State Income	19,163	71,107	24,147	180,204	141,440	38,764	385,027	423,523	431,414	7,891	251,210	42%
8600 Other Local Revenue												
8634 Food Service Sales	1,167	594	1,368	4,753	9,600	(4,847)	16,000	16,000	10,000	(6,000)	5,247	48%
8638 Merchandise Sales	-	-	-	342	-	342	-	342	342	-	-	100%
8660 Interest	0	0	0	1	0	1	1	1	1	0	0.00	100%
8690 Other Local Revenue	1,330	840	-	4,985	773	4,213	2,318	4,991	4,991	-	5.15	100%
8701 Oakland Measure N	-	2,340	-	12,200	-	12,200	20,000	12,600	12,600	-	400	97%
8999 Uncategorized Revenue	(131,345)	-	60,273	60,273	-	60,273	-	-	-	-	(60,273)	-
SUBTOTAL - Local Revenues	(128,848)	3,774	61,641	82,554	10,373	72,181	38,318	33,933	27,933	(6,000)	(54,621)	296%
8800 Donations/Fundraising												
8801 Donations - Parents	5,569	1,219	1,122	71,207	77,682	(6,475)	148,500	138,270	138,270	-	67,063	51%
8802 Donations - Private	75,676	5,015	289	288,271	500,000	(211,729)	280,000	500,000	500,000	-	211,729	58%
8803 Fundraising	1,500	75	-	55,235	37,500	17,735	75,000	75,000	75,000	-	19,765	74%
SUBTOTAL - Fundraising and Grants	82,744	6,309	1,411	414,714	615,182	(200,468)	503,500	713,270	713,270	-	298,556	58%
TOTAL REVENUE	240,529	326,207	245,317	2,326,404	2,467,598	(141,194)	4,560,212	4,505,124	4,488,815	(16,309)	2,162,411	52%

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget					% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining		
EXPENSES													
Compensation & Benefits													
1000	Certificated Salaries												
1100	Teachers Salaries	119,054	122,264	122,894	858,959	852,625	(6,334)	1,290,755	1,349,290	1,349,290	-	490,330	64%
1103	Teacher - Substitute Pay	5,820	1,260	900	19,162	14,921	(4,242)	21,315	35,525	28,420	7,105	9,258	67%
1111	Teacher - Bonus	-	-	-	-	-	-	41,854	31,854	31,854	-	31,854	0%
1148	Teacher - Special Ed	18,649	18,649	18,649	128,006	114,432	(13,574)	173,112	193,120	193,120	-	65,114	66%
1150	Teacher - Summer School	-	-	-	11,340	12,000	660	12,000	12,000	12,000	-	660	95%
1300	Certificated Supervisor & Administrator Salaries	11,158	11,158	11,158	89,267	87,967	(1,300)	131,950	133,900	133,900	-	44,633	67%
1311	Cert Admin - DESEL, Curr. Instr.	23,833	17,340	23,833	179,924	187,939	8,016	286,000	268,750	268,750	-	88,826	67%
1322	Cert Admin - Bonus	-	-	-	-	-	-	25,131	20,131	20,131	-	20,131	0%
SUBTOTAL - Certificated Employees		178,515	170,672	177,435	1,286,658	1,269,884	(16,775)	1,982,117	2,044,570	2,037,465	7,105	750,807	63%
2000 Classified Salaries													
2100	Classified Instructional Aide Salaries	(2,033)	-	-	-	-	-	-	-	-	-	-	-
2104	Classified - SPED	11,526	9,395	14,533	68,160	72,936	4,776	115,910	132,486	132,486	-	64,326	51%
2105	Classified - Enrichment	4,400	4,616	30	32,997	27,628	(5,369)	42,504	51,975	51,975	-	18,978	63%
2300	Classified Supervisor & Administrator Salaries	6,083	5,241	4,960	46,701	48,667	1,965	73,000	73,000	73,000	-	26,299	64%
2311	Classified Admin - Bonus	-	-	-	-	-	-	4,974	4,974	4,974	-	4,974	0%
2400	Classified Clerical & Office Salaries	4,628	7,718	7,167	43,834	47,630	3,796	73,797	60,762	60,762	-	16,928	72%
2401	Classified Clerical & Office Salaries - Bonus	-	-	-	-	-	-	4,000	4,000	4,000	-	4,000	0%
2402	Classified Clerical & Office Salaries - Community En	5,667	5,667	5,667	46,443	43,333	(3,110)	65,000	68,000	68,000	-	21,557	68%
2905	Other Classified - After School	2,731	3,166	3,392	15,699	21,840	6,141	33,600	18,060	22,575	(4,515)	6,876	70%
2928	Other Classified - Food	1,440	1,440	1,480	9,340	18,499	9,159	28,460	19,325	16,081	3,245	6,741	58%
SUBTOTAL - Classified Employees		34,441	37,242	37,228	263,174	280,533	17,359	441,244	432,581	433,852	(1,271)	170,678	61%
3000 Employee Benefits													
3100	STRS	19,603	19,118	19,992	142,901	164,473	21,572	258,534	259,723	258,829	894	115,928	55%
3300	OASDI-Medicare-Alternative	6,446	6,489	6,428	47,095	34,591	(12,504)	58,334	61,849	61,843	6	14,748	76%
3400	Health & Welfare Benefits	11,771	16,657	14,344	121,671	121,078	(594)	161,437	171,242	171,242	-	49,570	71%
3500	Unemployment Insurance	136	9,192	2,417	18,407	23,529	5,122	24,652	21,709	21,665	44	3,258	85%
3600	Workers Comp Insurance	-	2,616	2,616	18,312	23,533	5,221	25,968	26,506	24,943	1,562	6,631	73%
SUBTOTAL - Employee Benefits		37,955	54,073	45,797	348,386	367,204	18,818	528,924	541,028	538,522	2,506	190,136	65%

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget				% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)		Forecast Remaining
4000 Books & Supplies	-	-	-									
4100 Approved Textbooks & Core Curricula Materials	-	-	-	10,164	11,070	906	12,150	11,286	11,286	-	1,122	90%
4200 Books & Other Reference Materials	-	1,656	-	3,141	2,053	(1,088)	2,053	3,141	3,141	-	0.00	100%
4300 Materials & Supplies	159	2,837	150	11,733	13,905	2,172	13,905	12,916	12,916	-	1,183	91%
4320 Educational Software	35	10,739	-	57,902	59,040	1,138	64,800	60,192	60,192	-	2,290	96%
4330 Office Supplies	1,188	2,746	1,715	11,582	14,731	3,149	22,097	17,562	17,562	-	5,980	66%
4352 Quest (After School)	-	3,659	-	4,811	3,333	(1,478)	5,000	5,000	5,000	-	189	96%
4400 Noncapitalized Equipment	-	-	-	3,367	10,081	6,714	15,122	15,122	11,622	3,500	8,255	29%
4410 Classroom Furniture, Equipment & Supplies	-	-	-	10,424	9,840	(584)	10,800	10,424	10,424	-	-	100%
4420 Computers (individual items less than \$5k)	-	-	-	23,457	84,732	61,275	92,100	36,049	35,899	150	12,442	65%
4423 Staff Computers	4,585	247	-	13,565	4,548	(9,017)	4,944	13,733	13,733	-	167.84	99%
4430 Non Classroom Related Furniture, Equipment & Supplies	-	-	-	4,477	180	(4,297)	270	4,477	4,477	-	-	100%
4710 Student Food Services	5,836	4,932	6,860	28,645	27,325	(1,319)	45,542	45,542	45,542	-	16,898	63%
SUBTOTAL - Books and Supplies	11,803	26,817	8,725	183,268	240,840	57,571	288,783	235,444	231,794	3,650	48,526	79%

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget			Forecast Remaining	% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast			Variance (Previous vs. Current Forecast)
5000 Services & Other Operating Expenses												
5220 Travel and Lodging	-	505	-	908	1,080	172	1,800	1,800	1,800	-	892	50%
5300 Dues & Memberships	194	198	(198)	3,984	4,531	546	7,551	7,551	6,051	1,500	2,067	66%
5450 Insurance - Other	-	2,283	2,284	30,749	26,763	(3,986)	29,531	35,051	35,051	-	4,302	88%
5515 Janitorial, Gardening Services & Supplies	6,123	6,215	6,483	46,285	58,449	12,164	97,416	97,416	94,416	3,000	48,131	49%
5535 Utilities - All Utilities	2,905	7,017	4,455	37,118	52,500	15,382	78,750	73,150	70,150	3,000	33,032	53%
5611 Prop 39 Related Costs	-	37,237	-	74,474	111,252	36,779	222,504	137,197	137,197	-	62,723	54%
5615 Repairs and Maintenance - Building	456	120	-	1,071	2,485	1,414	4,142	4,142	4,142	-	3,071	26%
5616 Repairs and Maintenance - Computers	120	1,703	-	8,862	5,421	(3,441)	16,263	16,263	14,263	2,000	5,401	62%
5803 Accounting Fees	-	-	-	387	-	(387)	8,240	8,240	8,240	-	7,853	5%
5809 Banking Fees	53	224	87	629	412	(217)	618	968	968	-	339	65%
5810 Intersession	1,000	1,459	7,030	43,432	67,500	24,068	135,000	125,400	125,400	-	81,968	35%
5812 Business Services	-	-	-	55,335	91,000	35,665	136,500	130,000	130,000	-	74,665	43%
5815 Consultants - Instructional	1,681	2,656	5,629	13,542	10,622	(2,920)	10,622	12,622	19,622	(7,000)	6,080	69%
5820 Consultants - Non Instructional - Custom 1	-	-	920	920	-	(920)	-	-	1,000	(1,000)	80	92%
5824 District Oversight Fees	-	-	-	-	16,646	16,646	33,292	31,512	31,512	-	31,512	0%
5836 Fingerprinting	-	123	-	1,060	2,254	1,194	2,474	2,396	2,396	-	1,336	44%
5839 Fundraising Expenses	-	4,121	1,719	10,345	6,831	(3,514)	11,386	11,386	11,386	-	1,041	91%
5843 Interest - Loans Less than 1 Year	34	36	30	381	-	(381)	8,309	480	480	-	99	79%
5845 Legal Fees	10,280	2,890	7,059	50,276	33,000	(17,276)	55,000	55,000	60,000	(5,000)	9,724	84%
5851 Marketing and Student Recruiting	-	1,375	-	1,787	667	(1,119)	1,112	1,875	1,875	-	88.43	95%
5857 Payroll Fees	333	403	323	2,699	2,060	(639)	3,090	3,600	3,600	-	901	75%
5860 Printing and Reproduction	-	-	-	-	111	111	185	185	185	-	185	0%
5861 Prior Yr Exp (not accrued)	-	-	-	9,261	-	(9,261)	-	9,261	9,261	-	-	100%
5863 Professional Development	59	17,071	1,299	34,015	16,937	(17,078)	25,405	32,716	34,016	(1,300)	1.04	100%
5866 SPED MH Day/NPS Services	17,080	9,226	23,433	135,436	168,497	33,061	252,745	224,378	224,378	-	88,942	60%
5869 Special Education Contract Instructors	9,999	7,986	9,221	56,369	60,000	3,631	100,000	100,000	100,000	-	43,631	56%
5872 Special Education Encroachment	-	-	-	-	-	-	9,791	10,104	10,196	(92)	10,196	0%
5875 Staff Recruiting	116	1,541	-	3,794	2,589	(1,204)	4,316	4,316	4,316	-	522	88%
5878 Student Assessment	20	1,097	-	1,118	-	(1,118)	-	1,118	1,118	-	-	100%
5881 Student Information System	-	-	-	25,000	6,103	(18,897)	12,206	20,103	20,103	-	(4,897)	124%
5884 Substitutes	2,557	10,093	3,435	26,471	3,890	(22,581)	6,483	36,042	36,042	-	9,571	73%
5887 Technology Services	-	743	387	22,531	8,880	(13,651)	14,800	24,800	24,800	-	2,268.87	91%
5899 Miscellaneous Operating Expenses	25,320	(29,867)	16,637	33,815	-	(33,815)	-	1,000	1,000	-	(32,815)	3381%
5900 Communications	598	2,399	1,094	10,201	13,721	3,520	20,581	20,581	20,581	-	10,380	50%
5905 Communications - Cell Phones	-	-	-	-	80	80	120	120	120	-	120	0%
5915 Postage and Delivery (School Defined)	-	296	-	862	1,200	338	2,000	1,500	1,500	-	638	57%
0000												
SUBTOTAL - Services & Other Operating Exp.	78,927	89,149	91,328	743,116	775,481	32,365	1,312,232	1,242,272	1,247,164	(4,892)	504,048	60%

East Bay Innovation Academy

Budget vs. Actuals
As of February close

	Actual			Budget vs. Actual			Budget				% of Forecast Spent	
	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)		Forecast Remaining
6000 Capital Outlay												
6100 Sites & Improvement of Sites	-	-	-	-	-	-	-	-	-	-	-	-
6200 Buildings & Improvement of Buildings	-	-	-	-	-	-	-	-	-	-	-	-
6300 School Libraries	-	-	-	-	-	-	-	-	-	-	-	-
6400 Equipment	-	-	-	-	-	-	-	-	-	-	-	-
6410 Computers (capitalizable items)	-	-	-	-	-	-	-	-	-	-	-	-
6420 Furniture (capitalizable items)	-	-	-	-	-	-	-	-	-	-	-	-
6430 Other Equipment (capitalizable items)	-	-	-	-	-	-	-	-	-	-	-	-
6500 Equipment Replacement	-	-	-	-	-	-	-	-	-	-	-	-
SUBTOTAL - Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	341,641	377,953	360,512	2,824,602	2,933,941	109,339	4,553,299	4,495,895	4,488,797	7,098	1,664,195	63%
6900 Total Depreciation (includes Prior Years)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES including Depreciation	341,641	377,953	360,512	2,824,602	2,933,941	109,339	4,553,299	4,495,895	4,488,797	7,098	1,664,195	63%

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

	2016/17	2016/17	2017/18	2017/18	2018/19	2019/20
	Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget
SUMMARY						
Revenue						
LCFF Entitlement	3,151,162		3,728,146		4,646,136	5,663,732
Federal Revenue	165,036		183,361		197,323	216,382
Other State Revenues	431,414		389,415		451,431	519,222
Local Revenues	27,933		278,058		357,639	456,699
Fundraising and Grants	713,270		444,050		201,600	67,600
Total Revenue	4,488,815		5,023,030		5,854,129	6,923,635
Expenses						
Compensation and Benefits	3,009,839		3,419,922		3,991,273	4,714,535
Books and Supplies	231,794		287,664		334,669	393,892
Services and Other Operating Expenditures	1,247,164		1,299,139		1,438,218	1,596,333
Depreciation	-		-		-	-
Total Expenses	4,488,797		5,006,725		5,764,160	6,704,760
Operating Income	19		16,304		89,969	218,875
Fund Balance						
Beginning Balance (Unaudited)	477,576		440,655		456,959	546,928
Audit Adjustment	(36,940)		-		-	-
Beginning Balance (Audited)	440,636		440,655		456,959	546,928
Operating Income	19		16,304		89,969	218,875
Ending Fund Balance (including Depreciation)	440,655		456,959		546,928	765,803
Ending Fund Balance as a % of Expenses	10%		9%		9%	11%
Capital Outlay	-		-		-	-

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

Detail	2016/17	2016/17	2017/18	2017/18	2018/19	2019/20
	Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget
Enrollment Breakdown						
6	116	-	120	-	120	120
7	118	-	120	-	118	118
8	125	-	118	-	118	118
9	60	-	65	-	100	100
10	-	-	60	-	60	100
11	-	-	-	-	60	60
12	-	-	-	-	-	60
Enrollment Summary						
4-6	116	-	120	-	120	120
7-8	243	-	238	-	236	236
9-12	60	-	125	-	220	320
Total Enrolled	419	-	483	-	576	676
ADA %						
4-6	97%	-	96%	-	96%	96%
7-8	97%	-	96%	-	96%	96%
9-12	94%	-	92%	-	92%	92%
Average	96%	-	95%	-	94%	94%
ADA						
4-6	112.5	-	115.2	-	115.2	115.2
7-8	234.5	-	228.5	-	226.6	226.6
9-12	56.4	-	115.0	-	202.4	294.4
Total ADA	403.4	-	458.7	-	544.2	636.2
Demographic Information						
Prior Year						
ADA (P-2)	331.65	-	403	-	459	544
CALPADS Enrollment (for unduplicated % cal	344	-	419	-	483	576
# Unduplicated Count (CALPADS)	57	-	90	-	104	124
# Free & Reduced Lunch (FRL) (CALPADS)	48	-	58	-	67	80
# ELL (CALPADS)	17	-	21	-	24	29
Current Year						
CALPADS Enrollment (for unduplicated % cal	419	-	483	-	576	676
# Unduplicated Count (CALPADS)	90	-	104	-	124	146
# Free & Reduced Lunch (FRL) (CALPADS)	58	-	67	-	80	94
# ELL (CALPADS)	21	-	24	-	29	34
New Students	75	-	64	-	93	100

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

		2016/17	2016/17	2017/18	2017/18	2018/19	2019/20
		Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget
LCFF Entitlement							
8011	Charter Schools LCFF - State Aid	2,154,569	Backfills State Aid	2,595,028	Backfills State Aid	3,301,849	4,092,169
8012	Education Protection Account Entitlement	80,683	Greater of: \$200 per ADA or 25% of State Aid	91,736	Greater of: \$200 per ADA or 23% of State Aid	108,832	127,232
8019	State Aid - Prior Years	-		-		-	-
8096	Charter Schools in Lieu of Property Taxes	915,909	In accordance with Local Property Tax of \$2270.39 per ADA	1,041,382	In accordance with Local Property Tax of \$2270.39 per ADA	1,235,455	1,444,331
SUBTOTAL - LCFF Entitlement		3,151,162		3,728,146	\$8128 per ADA per SSC, Gov.'s Budget	4,646,136	5,663,732
8100 Federal Revenue							
8181	Special Education - Entitlement	43,688	\$127 per PY CBEDS Enrollment	53,213	\$127 per PY CBEDS Enrollment	61,341	73,152
8182	Special Education Reimbursement	98,342	Level 3 NPS reimbursed at 90% of cost	98,342	Level 3 NPS reimbursed at 90% of cost	98,342	98,342
8220	Child Nutrition Programs	3,884	Estimated reimbursement at 34.8767302557617% of total Food Service Cost.	18,060	Estimated reimbursement at 34.8767302557617% of total Food Service Cost.	21,425	25,048
8291	Title I	16,753	16-17 revised allocation	12,702	\$219 per Title I eligible student	15,008	18,400
8292	Title II	864	\$18 per Title I eligible student	1,044	\$18 per Title I eligible student	1,206	1,440
8297	PY Federal - Not Accrued	1,505		-		-	-
SUBTOTAL - Federal Income		165,036		183,361		197,323	216,382
8300 Other State Revenues							
8319	Other State Apportionments - Prior Years	5,263		-		-	-
8381	Special Education - Entitlement (State)	211,218	\$507 per CY ADA	232,551	\$507 per CY ADA	275,889	322,533
8382	Special Education Reimbursement (State)	62,370	80% of \$3K per service count. Ultimately it will be lesser of this estimate or the actual MH budget.	62,370	80% of \$3K per service count. Ultimately it will be lesser of this estimate or the actual MH budget.	62,370	62,370
8520	Child Nutrition - State	258	Estimated reimbursement at 1.11324831365936% of total Food Service Cost.	576	Estimated reimbursement at 1.11324831365936% of total Food Service Cost.	684	800
8550	Mandated Cost Reimbursements	75,869	\$14 per PY ADA, \$210/ADA one time funds	7,227	\$14 per PY 6-8 ADA, \$42 per 9-12 ADA	9,642	13,285
8560	State Lottery Revenue	76,245	\$189 per ADA per SSC	86,691	\$189 per ADA per SSC	102,846	120,234
8590	All Other State Revenue	190		-		-	-
8599	Selpa Admin Offset	-	Selpa Admin Offset	-	Selpa Admin Offset	-	-
SUBTOTAL - Other State Income		431,414		389,415		451,431	519,222
8600 Other Local Revenue							
8634	Food Service Sales	10,000	Estimated reimbursement at 35% of total Food Service Cost.	18,444	Estimated reimbursement at 35% of total Food Service Cost.	21,995	25,814
8638	Merchandise Sales	342		-		-	-
8660	Interest	1		1		1	1
8690	Other Local Revenue	4,991	\$5 per Students Total	4,830	\$10 per Students Total	5,933	7,172
8701	Oakland Measure N	12,600	Pending award; \$200 per grades 9-12 student for planning	106,250	\$850 per grades 9-12 student	187,000	272,000
8702	Oakland Measure G	-		-	\$1M for charters, allocated by ADA% among OUSD charters	-	-
8703	Oakland Measure G1	-		148,533	70% of \$159 per ADA, \$381* grades 6-8 ADA (PY)	142,711	151,712
SUBTOTAL - Local Revenues		27,933		278,058		357,639	456,699
8800 Donations/Fundraising							
8801	Donations - Parents	138,270	\$330 per Students Total	169,050	\$350 per Students Total	201,600	67,600
8802	Donations - Private	500,000	Silicon Valley Schools	200,000	Silicon Valley Schools	-	-
8803	Fundraising	75,000	Includes Rogers, Quest	75,000	NGLC	-	-
SUBTOTAL - Fundraising and Grants		713,270		444,050		201,600	67,600
TOTAL REVENUE		4,488,815		5,023,030		5,854,129	6,923,635

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

	2016/17	2016/17	2017/18	2017/18	2018/19	2019/20	
	Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget	
EXPENSES							
Compensation & Benefits							
1000	Certificated Salaries						
1100	Teachers Salaries	1,349,290	21.5 FTE (4 each ELA, math, history, science, 2 coding. 1.5 Spanish: 1 art. 1 PE)	1,450,538	22.5 FTE (4 each ELA, math, history, science; 2 coding. 1.5 Spanish: 2 art. 1 PE)	1,769,889	2,178,122
1103	Teacher - Substitute Pay	28,420	0.45 FTE	36,591	0.56 FTE	45,226	62,111
1111	Teacher - Bonus	31,854	per contract, board discretion	43,516	0 FTE	53,097	65,344
1148	Teacher - Special Ed	193,120	3 FTE, RSP	229,299	3.5 FTE, RSP	270,657	314,290
1150	Teacher - Summer School	12,000	0.1 FTE	13,200	0.1 FTE	14,520	15,972
1300	Certificated Supervisor & Administrator Salaries	133,900	1 FTE, head of school	137,917	1 FTE, Head of School	142,055	146,316
1311	Cert Admin - DESEL, Curr. Instr.	268,750	3 FTE, DESEL, 2 Curr. Instr.	299,730	3 FTE, DESEL, 2 Curr. Instr.	308,722	317,984
1322	Cert Admin - Bonus	20,131	per contract, board discretion	21,882	0 FTE	22,539	23,215
	SUBTOTAL - Certificated Employees	2,037,465	-	2,232,673	-	2,626,704	3,123,353
2000	Classified Salaries						
2104	Classified - SPED	132,486	4.625 FTE (3 FT, 3 PT)	148,938	4.625 FTE	153,406	158,008
2105	Classified - Enrichment	51,975	1 FTE	52,920	1 FTE	54,508	56,143
2300	Classified Supervisor & Administrator Salaries	73,000	1 FTE, Director of Ops	125,000	1 FTE	128,750	132,613
2311	Classified Admin - Bonus	4,974	0 FTE	5,222	0 FTE	5,483	5,757
2400	Classified Clerical & Office Salaries	60,762	2 FTE (1 Office Manager, 2 Supports)	84,759	2.5 FTE (2 Office Managers, 1 Support)	87,301	89,921
2401	Classified Clerical & Office Salaries - Bonus	4,000	0 FTE	4,120	0 FTE	4,326	4,542
2402	Classified Clerical & Office Salaries - Communi	68,000	1 FTE	70,040	1 FTE	72,141	74,305
2905	Other Classified - After School	22,575	0.5 FTE (Quest)	23,252	0.5 FTE	23,950	24,668
2928	Other Classified - Food	16,081	0.755 FTE (3 PT)	16,563	0.755 FTE	17,060	17,572
	SUBTOTAL - Classified Employees	433,852	-	530,814	-	546,926	563,530
3000	Employee Benefits						
3100	STRS	258,829	-	332,781	-	439,952	580,401
3300	OASDI-Medicare-Alternative	61,843	-	68,795	-	75,632	84,005
3400	Health & Welfare Benefits	171,242	-	201,754	-	242,105	294,157
3500	Unemployment Insurance	21,665	-	23,536	-	25,997	29,640
3600	Workers Comp Insurance	24,943	-	29,569	-	33,958	39,450
	SUBTOTAL - Employee Benefits	538,522	-	656,435	-	817,644	1,027,653

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

		2016/17	2016/17	2017/18	2017/18	2018/19	2019/20
		Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget
4000	Books & Supplies						
4100	Approved Textbooks & Core Curricula Material:	11,286	\$27 per Student	13,432	\$28 per Student	16,499	19,944
4200	Books & Other Reference Material:	3,141	\$95 per Teacher	2,213	\$98 per Teacher	2,684	3,287
4300	Materials & Supplies	12,916	\$31 per Student	15,372	\$32 per Student	18,882	22,825
4320	Educational Software	60,192	\$144 per Student	71,639	\$148 per Student	87,995	106,370
4330	Office Supplies	17,562	\$49 per Student	24,429	\$51 per Student	30,007	36,273
4352	Quest (After School)	5,000		5,150		5,305	5,464
4400	Noncapitalized Equipment	11,622	Include Ubiquity hardware, routers (\$1K) and a new printer/copier (\$1K)	11,970		12,329	12,699
4410	Classroom Furniture, Equipment & Supplies	10,424	\$100 per New Student	6,592	\$103 per New Student	9,866	10,927
4420	Computers (individual items less than \$5k)	35,899	\$400 per new student, plus 50% of 1st year computers replaced	76,215	\$878 per New Student	84,138	93,185
4423	Staff Computers	13,733	6 machines, \$800 each	8,592		5,245	10,805
4430	Non Classroom Related Furniture, Equipment &	4,477		278		286	295
4710	Student Food Services	45,542	Assumes that 31% of total Food Service Cost is reimbursed	51,781	Assumes that 72% of total Food Service Cost is reimbursed	61,431	71,817
SUBTOTAL - Books and Supplies		231,794		287,664		334,669	393,892

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

		2016/17	2016/17	2017/18	2017/18	2018/19	2019/20	
		Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget	
5000	Services & Other Operating Expenses							
5220	Travel and Lodging	1,800		-	2,305 \$102 per Teacher	2,796	3,423	
5300	Dues & Memberships	6,051			6,233	6,420	6,612	
5450	Insurance - Other	35,051	\$53 per Student		41,574 \$86 per Student	51,067	61,730	
5515	Janitorial, Gardening Services & Supplies	94,416	Additional \$30K to account for 2nd site		97,248	100,165	103,170	
5535	Utilities - All Utilities	70,150			72,255	74,422	76,655	
5611	Prop 39 Related Costs	137,197	\$104K for Marshall, and \$32970.99 for Roosevelt.		162,898 \$337 per Student	200,091	241,874	
			\$4.73/sq ft					
5615	Repairs and Maintenance - Building	4,142	\$345 per Monthly Rate		4,266 \$356 per Monthly Rate	4,394	4,526	
5616	Repairs and Maintenance - Computers	14,263			14,691	15,132	15,586	
5803	Accounting Fees	8,240			8,487	8,742	9,004	
5809	Banking Fees	968			997	1,027	1,058	
5810	Intersession	125,400	\$300 per Student		144,900 \$300 per Student	172,800	208,884	
5812	Business Services	130,000	Flat Fee 16-17		133,900	-	142,055	
5815	Consultants - Instructiona	19,622	Oakland Parks and Rec for after school		10,941	137,917	11,607	
5820	Consultants - Non Instructional - Custom	1,000	WASC		-	-	-	
5824	District Oversight Fees	31,512	1.0% of LCFF General Purpose Grant		37,281 1.0% of LCFF General Purpose Grant	46,461	56,637	
5836	Fingerprinting	2,396	\$60 per FTE		2,598 \$62 per FTE	3,003	3,471	
5839	Fundraising Expenses	11,386			11,727	12,079	12,442	
5843	Interest - Loans Less than 1 Yea	480			-	-	-	
5845	Legal Fees	60,000			56,650 \$4721 per Monthly Rate	58,350	60,100	
5851	Marketing and Student Recruiting	1,875	\$25 per New Student		1,648 \$26 per New Student	2,467	2,732	
5857	Payroll Fees	3,600	\$300 per Monthly Rate		3,708 \$309 per Monthly Rate	3,819	3,934	
5860	Printing and Reproduction	185			191	196	202	
5861	Prior Yr Exp (not accrued)	9,261			-	-	-	
5863	Professional Development	34,016	\$3K x 5 people for BTSA		26,167	26,952	27,761	
5866	SPED MH Day/NPS Services	224,378	Day Services at Phillips Academy; out of state NPS		231,110	238,043	245,184	
5869	Special Education Contract Instructors	100,000	Includes \$50K flat for Dr. Franklin		118,733	145,842	176,297	
5872	Special Education Encroachment	10,196			10,085	10,387	10,699	
5875	Staff Recruiting	4,316			4,445	4,579	4,716	
5878	Student Assessment	1,118			1,200	1,236	1,273	
5881	Student Information System	20,103			30,000 Illuminate	30,900	31,827	
5884	Substitutes	36,042	\$110 per Student		14,490 \$30 per Student	17,798	21,515	
5887	Technology Services	24,800	x1.5 for 2nd site		25,544	26,310	27,100	
5899	Miscellaneous Operating Expenses	1,000			-	-	-	
5900	Communications	20,581	\$1715 per Monthly Rate		21,199 \$1767 per Monthly Rate	21,835	22,490	
5905	Communications - Cell Phones	120			124	127	131	
5915	Postage and Delivery	1,500			1,545	1,591	1,639	
SUBTOTAL - Services & Other Operating Exp		1,247,164		-	1,299,139	-	1,438,218	1,596,333

East Bay Innovation Academy

Multiyear Budget Summary DRAFT

		2016/17	2016/17	2017/18	2017/18	2018/19	2019/20
		Current Forecast	Notes	Preliminary Budget	Notes	Preliminary Budget	Preliminary Budget
6000	Capital Outlay						
6100	Sites & Improvement of Sites	-		-		-	-
6200	Buildings & Improvement of Buildings	-		-		-	-
6300	School Libraries	-		-		-	-
6400	Equipment	-		-		-	-
6410	Computers (capitalizable items)	-		-		-	-
6420	Furniture (capitalizable items)	-		-		-	-
6430	Other Equipment (capitalizable items)	-		-		-	-
6500	Equipment Replacement	-		-		-	-
0000	(School Defined)	-		-		-	-
0000	(School Defined)	-		-		-	-
	SUBTOTAL - Capital Outlay	-		-		-	-
TOTAL EXPENSES		4,488,797		5,006,725		5,764,160	6,704,760
Depreciation Calculation							
	Prior Year (Yr 0 or before) Depreciation Impac	-		-		-	-
	Forecasted Depreciation Impact (2016-17'	-		-		-	-
	2017/18	-		-		-	-
	2018/19	-		-		-	-
	2019/20	-		-		-	-
	2020/21	-		-		-	-
	2021/22	-		-		-	-
6900	Total Depreciation (includes Prior Years)	-		-		-	-
TOTAL EXPENSES including Depreciation		4,488,797		5,006,725		5,764,160	6,704,760

East Bay Innovation Academy

February Financials and 17-18 Budget



March 15, 2017

Michelle Cho

Financial Presentation Agenda



- February Financials
- 16-17 Current Forecast
- 17-18 Budget Update

1. February

Holding steady in February

YTD 63% of forecast spent



- Revenues: LCFF and state revenues on track
 - Still no child nutrition reimbursements
 - Waiting on SVS funds
- Expenses: measured spending in every category
 - SPED expected to increase with additional NPS

	Dec	Jan	Feb	Actual YTD	Budget YTD	Variance (YTD less Budget)
SUMMARY						
Revenue						
LCFF Entitlement	267,470	229,376	158,118	1,626,655	1,681,330	(54,675)
Federal Revenue	0	15,640	-	22,277	19,273	3,004
Other State Revenues	19,163	71,107	24,147	180,204	141,440	38,764
Local Revenues	(128,848)	3,774	61,641	82,554	10,373	72,181
Fundraising and Grants	82,744	6,309	1,411	414,714	615,182	(200,468)
Total Revenue	240,529	326,207	245,317	2,326,404	2,467,598	(141,194)
Expenses						
Compensation and Benefits	250,911	261,987	260,459	1,898,218	1,917,620	19,402
Books and Supplies	11,803	26,817	8,725	183,268	240,840	57,571
Services and Other Operating Expenditures	78,927	89,149	91,328	743,116	775,481	32,365
Depreciation	-	-	-	-	-	-
Total Expenses	341,641	377,953	360,512	2,824,602	2,933,941	109,339
Operating Income	(101,112)	(51,746)	(115,196)	(498,198)	(466,342)	(31,856)

Balance Sheet as of February 28

Waiting for revenues to catch up with expenses



		2/28/2017	6/30/2016	YTD Change
Assets				
	Cash Balances	\$ 218,641	\$ 391,575	\$ (172,935)
	Accounts Receivable	\$ 267	\$ 550,975	(550,708)
	Prepays and Other Assets	\$ -	\$ 27,880	(27,880)
	Fixed Assets, Net	\$ -	\$ -	-
	Investments	\$ -	\$ -	-
	Due to/from other	\$ -	\$ -	-
	Total Assets	218,908	970,430	(751,522)
Liabilities & Equity				
	Accrued Expenses	\$ 118,132	\$ 129,792	\$ (11,659)
	Due to Grantor Governments/Others	\$ -	\$ -	-
	OPEB Liability	\$ -	\$ -	-
	Deferred Revenue	\$ -	\$ 200,000	(200,000)
	Loans and other payables	\$ 158,337	\$ 200,002	(41,665)
	Beginning Net Assets - Audited	\$ 440,636	\$ 34,377	406,259
	Other Restatements	\$ -	\$ -	-
	Net Income (Loss) to Date	\$ (498,198)	\$ 406,259	(904,457)
	Total Liabilities & Equity	218,908	970,430	(751,522)

- Cash expected to be positive throughout 16-17 (P-1 certified at 407.19 ADA)

2. 16-17 Current Forecast

Current outlook at break-even for 2016-17, uncertainty remains with SPED



- ADA slightly down, but YTD within range of forecast (403.4)
- Child nutrition reimbursements removed for now (-\$19K, sales adjusted -\$6K)
- SPED Selpa rates slightly improved (+\$9K combined)
- Compensation: substitutes pro-rated, benefits adjusted based on actuals (-\$8K)
- Noncapitalized equipment, membership dues, janitorial, utilities, repairs re-allocated to cover overages in legal, consultants, and professional development (net change +\$1K)

	Approved Budget	Previous Month's Forecast	Current Forecast	Variance (Previous vs. Current Forecast)	Forecast Remaining
SUMMARY					
Revenue					
LCFF Entitlement	3,329,153	3,151,162	3,151,162	-	1,524,507
Federal Revenue	304,213	183,236	165,036	(18,200)	142,759
Other State Revenues	385,027	423,523	431,414	7,891	251,210
Local Revenues	38,318	33,933	27,933	(6,000)	(54,621)
Fundraising and Grants	503,500	713,270	713,270	-	298,556
Total Revenue	4,560,212	4,505,124	4,488,815	(16,309)	2,162,411
Expenses					
Compensation and Benefits	2,952,284	3,018,179	3,009,839	8,341	1,111,621
Books and Supplies	288,783	235,444	231,794	3,650	48,526
Services and Other Operating Expenditures	1,312,232	1,242,272	1,247,164	(4,892)	504,048
Depreciation	-	-	-	-	-
Total Expenses	4,553,299	4,495,895	4,488,797	7,098	1,664,195
Operating Income	6,913	9,229	19	(9,210)	498,216

3. 17-18 Budget Update

Reflections on 2016-17 Budget



- Growing pains: 9th grade ADA, co-location challenges
- Cash flow much improved
- Operational challenges:
 - Special Education budget – NPS placements and reimbursements
 - Legal fees – SPED and labor agreements
 - Child nutrition reimbursements

3-Year Budget: First Draft

Operating at two locations; FY 17-18 assumes gradual 9th grade growth to achieve structural balance



		2016/17	2017/18	2018/19	2019/20
		Current Forecast	Preliminary Budget	Preliminary Budget	Preliminary Budget
SUMMARY					
Revenue					
	LCFF Entitlement	3,151,162	3,728,146	4,646,136	5,663,732
	Federal Revenue	165,036	183,361	197,323	216,382
	Other State Revenues	431,414	389,415	451,431	519,222
	Local Revenues	27,933	278,058	357,639	456,699
	Fundraising and Grants	713,270	444,050	201,600	67,600
	Total Revenue	4,488,815	5,023,030	5,854,129	6,923,635
Expenses					
	Compensation and Benefits	3,009,839	3,419,922	3,991,273	4,714,535
	Books and Supplies	231,794	287,664	334,669	393,892
	Services and Other Operating Expenditure	1,247,164	1,299,139	1,438,218	1,596,333
	Depreciation	-	-	-	-
	Total Expenses	4,488,797	5,006,725	5,764,160	6,704,760
Operating Income		19	16,304	89,969	218,875
Fund Balance					
	Beginning Balance (Unaudited)	477,576	440,655	456,959	546,928
	Audit Adjustment	(36,940)	-	-	-
	Beginning Balance (Audited)	440,636	440,655	456,959	546,928
	Operating Income	19	16,304	89,969	218,875
Ending Fund Balance (including Depreciation)		440,655	456,959	546,928	765,803
Ending Fund Balance as a % of Expenses		10%	9%	9%	11%

Revenue: Enrollment & LCFF

LCFF rate impacted by Unduplicated Count assumption;
Enrollment and attendance biggest driver of revenue



Variable	2016-17	2017-18	2018-19	2019-20
LCFF per ADA	\$7,811	\$8,128	\$8,538	\$8,903
Enrollment	419	483	576	676
	6 th : 116	6 th : 120	6 th : 120	6 th : 120
	7 th : 118	7 th : 120	7 th : 118	7 th : 118
	8 th : 125	8 th : 118	8 th : 118	8 th : 118
	9 th : 60	9 th : 65	9 th : 100	9 th : 110
		10 th : 60	10 th : 60	10 th : 100
			11 th : 60	11 th : 60
				12 th : 60
ADA (attendance)	403.4 (96%)	458.7 (95%)	544.2 (94%)	636.2 (94%)
Unduplicated Count	90 (21%)	104 (21%)	124 (21%)	146 (21%)

Revenue: Other

Increasing reliance on Oakland local revenue



Variable	2016-17	2017-18	2018-19	2019-20
Special Ed per ADA	\$127 Federal \$507 State	\$127 Federal \$507 State	\$127 Federal \$507 State	\$127 Federal \$507 State
Special Ed Mental Health	\$62K	\$62K	\$62K	\$62K
Special Ed NPS Reimbursement	\$98K (pending)	\$98K	\$98K	\$98K
Title (NCLB)	\$18K	\$14K	\$16K	\$20K
Lottery per ADA	\$189	\$189	\$189	\$189
Oakland Measures	\$12K	\$255K	\$330K	\$424K
Philanthropy	\$575K	\$275K		
Donations per Student	\$330	\$350	\$350	\$100

Expenses: Academic Staff

**Core teachers include English, Math, Science, History;
Administrators include Head of School, DESEL, Dir of Instruction**



Staff	2016-17	2017-18	2018-19	2019-20
Core Teachers	16	16	20	24
Specialty Teacher	5.5 (Art, Coding, Spanish, PE)	6.5	6.5	7.5
Special Education	3 RSP 4.6 Aides	3.5 RSP 4.6 Aides	4 RSP 5.1 Aides	4.5 RSP 5.1 Aides
Certificated Administrators	3	3	3	3

Expenses: Support Staff

**Lean staffing as we transition to two sites,
PT support additions to front office and lunch support**



Staff	2016-17	2017-18	2018-19	2019-20
Intersession	1	1	1	1
Front Office	1 Office Lead 2 Office Asst	1 Office Lead 2.5 Office Asst	1 Office Lead 2.5 Office Asst	1 Office Lead 2.5 Office Asst
Other Supports	Lunch Support	Lunch Support	Lunch Support	Lunch Support
Contractors	Janitorial Back office Special ed	Janitorial Back office Special ed	Janitorial Back office Special ed	Janitorial Back office Special ed

2017-18 Highlights: Benefits, Books & Supplies

(See MYP DRAFT for line-item budgets)



□ Benefits

- STRS: 14.43%
- Health: \$5604 per FTE, growing at 8% each year

□ Books & Supplies

- Curriculum and materials
 - Textbooks at \$28/student, education software at \$148/student
- Computers
 - Students: \$76K – chromebooks for new students plus replacements
 - Staff: \$8K
- Other
 - Non-capitalized equipment: \$12K
 - Classroom furniture: \$7K
 - Food: \$52K

2017-18 Highlights: Services & Op Expenses

(See MYP DRAFT for line-item budgets)



□ Services & Other Operating Expenses

- Rent
 - Similar per student rate as FY 16-17 (TBD)
- Facility-related budgets for two sites
 - Janitorial: \$97K
 - Utilities: \$72K
 - Repairs: \$19K
 - Tech services: \$26K
 - Communications: \$21K
- Intersession: \$300 per student
- Back office: \$134K (Flat fee)
- Legal fees: \$56K
- SPED
 - NPS placements: \$231K
 - Contractor: \$119K

Cover Sheet

Review and Approve Consent Agenda

Section: VI. Governance
Item: A. Review and Approve Consent Agenda
Purpose: Vote
Submitted by:
Related Material: EBIA - 2016-17 Feb-Mar Credit Card Register - pr 030917 (1).pdf
EBIA - 2016-17 YTD FEB Check Register - pr 030917.pdf
East Bay Innovation Academy 2017 Audit Proposal - Vicenti.pdf

Credit Card

EBIA
February 2017



Grand Total 20,660.24

Credit Card	Vendor	Date	Description	Transaction Amount
9515-9609	Girl Scouts of Norther	2/23/2017	01/25 - Girl Scouts of Norther	254.00
9515-9609	PAPA JOHN'S	2/23/2017	01/25 - PAPA JOHN'S	49.35
9515-9609	Carolina Biologic Supply	2/23/2017	01/25 - Carolina Biologic Supply	45.27
9515-9609	Amazon.com	2/23/2017	01/25 - Amazon.com	48.19
9515-9609	Amazon Digital Svcs	2/23/2017	01/25 - Amazon Digital Svcs	238.00
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/25 - Amazon Mktplace Pmts	57.66
9515-9609	Amazon.com	2/23/2017	01/26 - Amazon.com	124.56
9515-9609	Amazon.com	2/23/2017	01/26 - Amazon.com	32.15
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/26 - Amazon Mktplace Pmts	24.74
9515-9609	Replica Digital Ink	2/23/2017	01/27 - Replica Digital Ink (Need W9)	104.88
9515-9609	Amazon.com	2/23/2017	01/27 - Amazon.com	13.28
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/27 - Amazon Mktplace Pmts	64.99
9515-9609	Southwes	2/23/2017	01/27 - Southwes	3,527.16
9515-9609	Mountain Mike's Pizza	2/23/2017	01/28 - Mountain Mike's Pizza	199.27
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/28 - Amazon Mktplace Pmts	61.61
9515-9609	National Equity Project	2/23/2017	01/30 - National Equity Project (Non Profit)	399.00
9515-9609	National Equity Project	2/23/2017	01/30 - National Equity Project (Non Profit)	399.00
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/30 - Amazon Mktplace Pmts	13.40
9515-9609	PAPA JOHN'S	2/23/2017	01/31 - PAPA JOHN'S	29.22
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/31 - Amazon Mktplace Pmts	256.04
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/31 - Amazon Mktplace Pmts	495.54
9515-9609	Amazon Mktplace Pmts	2/23/2017	01/31 - Amazon Mktplace Pmts	20.20
9515-9609	PAYPAL	2/23/2017	02/01 - PAYPAL	125.00
9515-9609	Indeed	2/23/2017	02/01 - Indeed	190.42
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/01 - Amazon Mktplace Pmts	42.32
9515-9609	Blurb	2/23/2017	02/06 - Blurb	1,585.98
9515-9609	Amazon.com	2/23/2017	02/06 - Amazon.com	7.48
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/03 - Amazon Mktplace Pmts	68.52
9515-9609	Adobe *Creative Cloud	2/23/2017	02/05 - Adobe *Creative Cloud	19.99
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/05 - Amazon Mktplace Pmts	42.03
9515-9609	RingCentral, Inc	2/23/2017	02/06 - RingCentral, Inc	612.29
9515-9609	Mathalicious.com	2/23/2017	02/06 - Mathalicious.com	185.00
9515-9609	SQ *Elite	2/23/2017	02/07 - SQ *Elite	1,719.87
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/07 - Amazon Mktplace Pmts	14.89
9515-9609	Amazon.com	2/23/2017	02/07 - Amazon.com	102.90
9515-9609	Catsone.com	2/23/2017	02/08 - Catsone.com	297.00
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/08 - Amazon Mktplace Pmts	12.17
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/08 - Amazon Mktplace Pmts	81.60
9515-9609	Amazon.com	2/23/2017	02/08 - Amazon.com	555.10
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/08 - Amazon Mktplace Pmts	53.74
9515-9609	Fiverr	2/23/2017	02/06 - Fiverr	6.00
9515-9609	Amz Blick Art Materials	2/23/2017	02/10 - Amz Blick Art Materials	397.04
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/11 - Amazon Mktplace Pmts	4.68
9515-9609	Holiday Inn	2/23/2017	02/12 - Holiday Inn	2,458.92
9515-9609	Amazon.com	2/23/2017	02/12 - Amazon.com	168.09
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/12 - Amazon Mktplace Pmts	38.99
9515-9609	Delta Charter Bus	2/23/2017	02/13 - Delta Charter Bus	1,155.00
9515-9609	Delta Charter Bus	2/23/2017	02/13 - Delta Charter Bus	1,155.00
9515-9609	Fiverr	2/23/2017	02/13 - Fiverr	6.00
9515-9609	CampaignMonitor.com	2/23/2017	02/13 - CampaignMonitor.com	23.36
9515-9609	Delta Charter Bus	2/23/2017	02/14 - Delta Charter Bus	1,155.00
9515-9609	Codebender INC	2/23/2017	02/14 - Codebender INC	20.00
9515-9609	Amazon Mktplace Pmts	2/23/2017	02/14 - Amazon Mktplace Pmts	19.60
9515-9609	Delta Charter Bus	2/23/2017	02/17 - Delta Charter Bus	966.00
9515-9609	Amazon.com	2/23/2017	02/18 - Amazon.com	119.85
9515-9609	Cloude9 IDE	2/23/2017	02/21 - Cloude9 IDE	1.00
9515-9609	Amazon.com	2/23/2017	02/22 - Amazon.com	119.85
9515-9609	East Bay Regional Park	2/23/2017	02/22 - East Bay Regional Park	608.00
9515-9609	Wells Fargo	2/23/2017	02/23 - Wells Fargo VISA CC (9609) - Over limit Fee	39.00
9515-9609	Amazon.com	2/23/2017		0.00
9515-9609	Dropbox	2/23/2017	02/07 - Dropbox	9.99
9515-9609	Amazon.com	2/23/2017	01/27 - Amazon.com	15.06

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check. Payroll checks are not included on this register.

EBIA, Check Register

Page 1 of 2

Check Register

EBIA
February 2017

Grand Total 122,036.43

Vendor	Check Number	Voided	Date	Description	Check Amount
Charter Safe	DB020117		2/1/2017	DB020117; CharterSafe	4,900.00
Acer	4468		2/2/2017	Cust# 218565; LCD LED 13.3 Wxga None Glare CMI	841.67
Alameda County Office of Education	4469		2/2/2017	Cust# 000210; STRS Processing Fee: 2nd Qtr (October - December) FY 2016-17	354.00
Teach Speech	4470		2/2/2017	Teach Speech Hours: December 2016	2,985.94
Kelly Atkinson	4471		2/2/2017	Reimb: Heritage Span Cook Books	25.00
Joel Baptiste	4472		2/2/2017	Reimb: Live Scan	59.00
Copower	4473		2/2/2017	ID#902360; Premium: February 2017	2,237.10
Cycles of Change	4474		2/2/2017	Instruction for Oct. Intersession 2016 - Leading Bicycles Workshops	1,000.00
Robert Nizza	4475		2/2/2017	Reimb: Live Scan	57.00
Office Depot	4476		2/2/2017	Acct# 16610744; Office Supplies	926.11
Amy Reising	4477		2/2/2017	Executive Coaching Svc to Devin Krugman 07/16/16 - 01/15/17	1,500.00
Amy Reising	4478		2/2/2017	Reimb: Air Ticket & Rental Car	425.54
Revolution Foods, Inc.	4479		2/2/2017	Cust# C001339; Breakfast & Lunch: December 2016	4,131.48
School Food Solutions L3C	4480		2/2/2017	Postage & Mailing - 77 FRL Applications and Letters	82.39
Teachers on Reserve	4481		2/2/2017	Cust: EASTB0003; Substitute Svc: 01/13/17	5,192.27
Vision Service Plan - (CA)	4482		2/2/2017	Acct# 30 050552 0001; Insurance Premium: February 2017	367.70
Acer	4483		2/8/2017	PO# PO#14172; NX.SHEAA.004 - Repair	269.98
Alhambra	4484		2/8/2017	Acct#631790914021372; Water Svc: 01/04, 01/18 & 01/23/17	76.92
CFI	4485		2/8/2017	HP Laserjet Pro Toners /Cartridge	525.60
Chabot Space & Science Center	4486		2/8/2017	Order# 10643245; Reservation Fee for Visit 02/21 - 02/24 & 02/27 - 02/28/17	4,300.00
Kaiser Foundation Health Plan	4487		2/8/2017	CustID: 000709549-0000; Billing# 681343504; Insurance Premium: March 2017 + Retroactive Dues	16,211.69
Law Offices of Young, Minney & Corr, LLP	4488		2/8/2017	Professional Svcs' through 01/31/17	7,059.21
Lesleigh Franklin, PhD	4489		2/8/2017	Pyshological/Assessments With Academic Testing: Jan '16	5,000.00
Laura Lira	4490		2/8/2017	Transportation Reimbursement: January 2017	93.96
Marlin Business Bank	4491		2/8/2017	Acct# 1480401; Contract# 401-1480401-001/002; Contract Payment for Cres Cor Cook n Hold Oven & Insurance Fee	477.67
Amy Reising	4492		2/8/2017	Consulting Svc: Interview and Classroom Observations for MS & HS Teachers	1,200.00
Sergio's Janitorial & Yard Services	4493		2/8/2017	School Cleaning: 01/03 - 02/03/17	6,000.00
Teachers on Reserve	4494		2/8/2017	Cust: EASTB0003; Substitute Svc: 01/27/17	1,719.75
Wells Fargo	DB020817		2/8/2017	DB020817; Online Transfer- CC Acct: 9609	5,000.00
Wells Fargo	DB022117		2/21/2017	DB022117; Online Transfer- CC Acct: 9609	10,000.00
BambooHR	DB022117A		2/21/2017	DB022117A; HR Tracking Software	189.00
Teach Speech	4495		2/24/2017	Teach Speech Hours: Jan 2017	3,961.13
American Logistics Company, LLC	4496		2/24/2017	Client# 1551; Svc: Transportation: Jan 2017	2,080.00
AT&T	4497		2/24/2017	Acct# 072 085 5436 436; Internet Server + Late Charges	987.75
Renee Castro	4498		2/24/2017	Reimb: Live Scan	57.00
Comcast	4499		2/24/2017	Acct: 8155 40 039 4380214; High-Speed Internet Svc	106.23
Communication Works	4500		2/24/2017	OT Svcs': Lee-Anne 12/15/16 & 01/09/17	260.00
Copower	4501		2/24/2017	ID#902360; Premium: March 2017	2,288.62
Michelle Fitts	4502		2/24/2017	Reimb: Rubber Gloves, Heat Lamps, Balloons, Hot Glue Sticks & Tupperware Containers	248.61
Ira Jinkins Recreation Center	4503		2/24/2017	Fitness Instruction: 02/01 - 02/28/17	3,468.75
Johnny Lopez	4504		2/24/2017	Reimb: Live Scan	59.00
Office Depot	4505		2/24/2017	Acct# 16610744; Office Supplies	1,382.10
Revolution Foods, Inc.	4506		2/24/2017	Cust# C001339; Breakfast & Lunch: January 2017	6,382.53
Afifa Sayeed	4507		2/24/2017	Reimb: Envelopes, Banners, Permit Fee & Balance for Auction Venue	1,718.92
Seneca Family of Agencies	4508		2/24/2017	NPS Tuition: 01/01 - 01/31/17	2,148.00
Teachers on Reserve	4509		2/24/2017	Cust: EASTB0003; Substitute Svcs	1,715.64
The Phillips Academy	4510		2/24/2017	Tuition Expenses & Counselling and Guidance Therapy: January 2017 for J.Wells	3,548.00

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check. Payroll checks are not included on this register.

EBIA, Check Register

Page 2 of 2

Vendor	Check Number	Voided	Date	Description	Check Amount
Waste Management Of Alameda County	4511		2/24/2017	Cust# 00513-38904; Waste Svc: January '17	147.14
Waste Management Of Alamaeda County	4512		2/24/2017	Cust# 14897-08907; Waste Svc: January '17	678.02
				Acct# 0161259932; Annual Installment of Accrediting	
WASC	4513		2/24/2017	Costs: 2016-2017 Due 03/15/17	920.00
Lillian Wood	4514		2/24/2017	Svc: Oct 2016 Intersession Instruction	440.00
PG&E	DB022417		2/24/2017	DB022417; PG&E	3,630.01
Wells Fargo	DB022717		2/27/2017	DB022717; Online Transfer- CC Acct: 9609	1,000.00
Nelda Kerr	M1248		2/27/2017	M1248; Intersession Inv# 0001	1,600.00

Note: Multiple expenses or "Itemized/Invoice Amounts" may be paid by one check. The total "Check Amount" will appear for each "Itemized/Invoice Amount" paid by the check. Payroll checks are not included on this register.

EAST BAY INNOVATION ACADEMY

PROPOSAL TO PROVIDE AUDIT AND TAX SERVICES For the year ended June 30, 2017

Submitted: February 9, 2017

Presented by:

**Derrick DeBruyne, CPA, CFE
Partner**

ddebruyne@vicenticpas.com
Extension 310

Vicenti, Lloyd & Stutzman LLP

2210 E. Route 66
Glendora, CA 91740
Tel: 626.857.7300
Fax: 626.857.7302



Vicenti, Lloyd & Stutzman, CPAs

East Bay Innovation Academy

PROPOSAL TO PROVIDE AUDIT AND TAX SERVICES

TABLE OF CONTENTS

	<u>Page</u>
Letter of Transmittal	1-3
Auditor’s Profile	4
Size & Structure of the Firm.....	4
Key Relationships.....	4
Range of Activities	4
Qualifications and Experience	5-6
Competence	5
Presence in the Charter School Industry.....	5
Training in Key Issues Facing the Charter School Industry	6
Containing Audit Costs	6
Staffing and Qualifications	7
Team Approach	7
Engagement Leaders	7
Biographies.....	7
Audit Team Résumés	8-9
Client References (Similar Engagements with Other Clients)	10
Audit Services	11-15
Audit Approach & Philosophy	11
Audit Scope & Opinion	12
Other Communications Arising from the Audit	13
Use of Technology by the Audit Team.....	13
Audit Plan.....	14-15
Cost Bid	16
Total Maximum Price.....	16
Condition of Records.....	16
Supplemental Detailed Schedule of Professional Fees & Expenses.....	16
Assurances	17-18
Independence & License to Practice.....	17
Regulatory Sanctions.....	17
Equal Opportunity Employer.....	17
Insurance	17
Peer Review.....	17
Peer Review Documentation	18
Additional Information	19-20



February 9, 2017

Renee Cooper
Director of Business Operations
East Bay Innovation Academy
3400 Malcolm Street
Oakland, CA 94605

RE: East Bay Innovation Academy — Professional Audit and Tax Services

Dear Ms. Cooper,

Thank you for considering Vicenti, Lloyd & Stutzman LLP (Vicenti) as your Independent Auditor. We are delighted to present this proposal for audit and tax services for East Bay Innovation Academy. We understand your responsibility to assess the important auditor relationship and sincerely hope that we can work together in the future in ways that will be mutually beneficial.

The following is our understanding of your needs:

AUDIT OF YOUR FINANCIAL STATEMENTS AND TAX RETURN PREPARATION

For the fiscal year ending June 30, 2017 and we will prepare your tax return and perform an audit of the financial statements for East Bay Innovation Academy. This audit will be conducted in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and as specified in Statements on Auditing Standards, published by the American Institute of Certified Public Accountants.

As applicable, the examination of financial records, statements, and audits for compliance will be made in accordance with procedures applicable to charter schools contained in *Standards and Procedures for Audits of California K-12 Local Education Agencies*.

We will evaluate the adequacy of the internal controls and accounting systems and, where weaknesses are noted, make appropriate recommendations for improvements.

We are committed to meeting your required timelines. Our goal is to properly plan the audits so that we minimize the completion time, from start to finish.

VICENTI IS DIFFERENT

Our engagements are conducted, and our relationships developed, within the framework of our business philosophy:

- ◆ Our **purpose** is to “make a positive difference in our world.”
- ◆ Our **mission** is to help people optimize financial information, processes, and systems to enable realization of their dreams.
- ◆ Our **goals** are to develop long-term, mutually beneficial relationships with our clients and to become their trusted advisors and strategic partners.
- ◆ Our **focus** is client satisfaction.
- ◆ Our **commitment** is the timely delivery of quality services, which are priced fairly and represent excellent value.

We are eminently qualified to handle your needs as:

- ◆ **We are annual presenters and a regional sponsor for the California Charter Schools Association.**
- ◆ We have continued to satisfy client needs in auditing, taxes, accounting, and consulting for 60 years.
- ◆ Our personnel receive extensive and ongoing professional training through seminars, workshops, courses and publications.
- ◆ Our status as a large, local firm allows us to offer a wide range of services while remaining flexible and responsive to client needs.
- ◆ We bring a strategic perspective to engagements rather than focusing exclusively on the task at hand.

VICENTI IS QUALIFIED

Vicenti is qualified to perform your audit and tax engagements because of the strong presence and expertise that we have developed in the charter school and educational arenas during our more than 60 years of service. Since we are independent of our clients, our primary goal is to provide them with objective observations regarding their financial statements, accounting controls, and financial reporting processes. We work closely with our clients to help them understand and adjust to the evolving accounting and regulatory changes in the industry.

VICENTI ADDS VALUE

While our technical expertise and depth of knowledge are extensive, our greatest strength lies in our people. As the engagement partner, I actively participate in the field, which ensures that issues are quickly communicated to management and disclosed properly to the Board of Trustees. Our clients regularly convey their satisfaction with the manner in which we provide services and how we understand their issues and systems.

VICENTI HELPS YOU NAVIGATE

We pride ourselves on helping clients manage change, make better decisions, and identify opportunities for growth, profit, or efficiency.

East Bay Innovation Academy
Page 3

YOUR PRIMARY CONTACTS

The following personnel are authorized to make representations for Vicenti, and they are based out of our office at 2210 East Route 66, Glendora, CA 91740:

Derrick DeBruyne, CPA, CFE Partner	626-857-7300 Ext. 310	DDeBruyne@vicenticpas.com
Marlen Gomez, CPA, Senior Manager	626-857-7300 Ext. 257	MGomez@vicenticpas.com

ENSURING AN EFFECTIVE TRANSITION

We believe we share common goals and values with East Bay Innovation Academy, which will enable us to work very well together. We feel that selecting Vicenti as your external auditor is the best decision you could make for the following reasons:

- ◆ We offer consistent contact and availability of our partners and senior personnel all year round.
- ◆ We have significant experience working with local education agencies, including in-depth experience providing audit and accounting services to charter schools. We understand the issues affecting your operations.
- ◆ Our approach is management oriented and we are committed to complying with all federal and state requirements.

CLOSING REMARKS

If you have any questions or need further information, please feel free to call me anytime at the telephone number above. I would be delighted to discuss this proposal and our firm's qualifications with you.

Thank you very much for your consideration.



**Derrick DeBruyne, CPA, CFE
Partner
Vicenti, Lloyd & Stutzman LLP**

AUDITOR'S PROFILE

SIZE & STRUCTURE OF THE FIRM

Our firm was founded in La Verne over 60 years ago. We are a limited liability partnership under the laws of the State of California and have operated under the existing name of Vicenti, Lloyd & Stutzman since 1966. We are a large, regional firm and currently have over 63 members including Partner Emeritus Mary Ann Quay, nine partners, six senior managers, five managers, and other professional and administrative staff. Our professional staff includes over 35 auditors with governmental auditing experience. Our office headquarters are located in Glendora, California. *(See the résumés of those assigned to East Bay Innovation Academy on pages 8-9)*

Our status as a large, regional firm provides several benefits. Unlike some of the larger firms, we have consistent partner availability and contact. Your needs are top priority for us in scheduling and assigning staff, responding to requests, researching special situations, and so forth.

Our firm's mission is to ***"Make a Positive Difference in Our World"***. We take this very seriously. We look upon our relationships with our clients as that of a ***"strategic partner"***. We consider the audit process to be more than just providing what is needed to meet State, Federal, or lending requirements, even though that is certainly important. We look at our work with you as an opportunity to help you be more successful. We consider ourselves business advisors as well as accountants, and correspondingly try to offer ideas and suggestions that will benefit the future of your organization and help you tackle issues as they arise, even if not related to the audit engagement.

Our firm's size and structure enables us to provide East Bay Innovation Academy a wide range of services customized to meet your needs. Our personnel are accessible and approachable. We are committed to becoming your trusted advisors and helping you realize your goals. ***In brief, Vicenti is structured to help East Bay Innovation Academy maintain long-term success in the current business and education climate.***

KEY RELATIONSHIPS

We work closely with your sponsoring district and County Office of Education to ensure that audit issues are effectively and appropriately addressed. We have also acted on behalf of many charter schools to determine which audit and reporting standards are applicable to charter schools. We are on the leading edge, conferring with GASB & FASB, to help charter schools handle emerging accounting issues.

RANGE OF ACTIVITIES

We have the capacity to offer a wide range of services besides audits. We have highly-qualified experts on staff that assist in areas such as tax preparation and planning, budgeting and analysis, revenue enhancement, interim controllers, internal control and fraud prevention, facilities planning and accounting, accounting software systems, and much more.

Community service has always been part of Vicenti, Lloyd & Stutzman's culture. In fact, the very purpose of Vicenti is to make a positive difference in our world. We do this by providing exemplary services to our clients while caring for people, our community and the world in which we live.



QUALIFICATIONS AND EXPERIENCES

COMPETENCE

We are recognized throughout the State of California as a leading educational and governmental auditing firm. In addition to charter schools, we specialize in audits of K-12 school districts, county offices of education, colleges and universities, foundations, not-for-profits, and water districts based in California. A significant portion of our professional staff, approximately 40 auditors and consultants, devote most of their time to servicing our educational and governmental client base. Our auditors are all full time employees and are staffed out of our Glendora office.

PRESENCE IN THE CHARTER SCHOOL INDUSTRY

Vicenti has built an excellent reputation as a firm committed to providing top quality audit, accounting, and consulting services to our charter school clients. We are experienced in the business of charter schools and currently audit over 100 charter schools in California.

The following is a partial list of our current charter school clients:

- ◆ ACE Charter Schools
- ◆ Alpha Public Schools
- ◆ Apple Academy Charter Public Schools
- ◆ Arts in Action Community Charter School
- ◆ Bayview Academy of Monterey
- ◆ Birmingham Community CHS
- ◆ Bright Star Schools
- ◆ Bullis-Purissima Elementary School
- ◆ California Alliance for Online Learning
- ◆ California Connections Academy
- ◆ California Montessori Project
- ◆ Camino Nuevo Charter Academy
- ◆ Capistrano Connections Academy
- ◆ Casa Ramona Technology Academy
- ◆ City Charter School
- ◆ Community Roots Academy
- ◆ Conservatory of Vocal and Instrumental Arts
- ◆ Discovery Charter Prep School
- ◆ DesignTech High School
- ◆ East Oakland Leadership Academy
- ◆ Education for Change
- ◆ Evangeline Roberts Institute of Learning
- ◆ Gold Rush Home Study Charter
- ◆ Grimmway Academy
- ◆ ICEF Public Schools
- ◆ iLead Charter Schools
- ◆ Imagine Schools
- ◆ Ivy Academia
- ◆ James Jordan Middle School
- ◆ Journey School
- ◆ KIPP Bay Area Schools
- ◆ KIPP LA Schools
- ◆ Leadership Public Schools
- ◆ Los Angeles Leadership Academy
- ◆ Mare Island Technology Academy
- ◆ Natomas Charter School
- ◆ Navigator Public Schools
- ◆ New Academy
- ◆ North Oakland Community Charter School
- ◆ Novato Charter School
- ◆ Oasis Charter Public School
- ◆ Orange County High School of Arts
- ◆ Oxford Preparatory Academies
- ◆ Rocketship Education
- ◆ SCALE Leadership Academy
- ◆ Shasta Secondary Home School
- ◆ Summit Public Schools
- ◆ Sunrise Middle School
- ◆ Synergy Academies
- ◆ Tracy Learning Center
- ◆ Twin Rivers Charter School
- ◆ Westlake Charter School

(See our client contact references on page 10)

QUALIFICATIONS AND EXPERIENCES

TRAINING IN KEY ISSUES FACING THE CHARTER SCHOOL INDUSTRY

It is our duty to our clients to be well educated about the issues facing the charter school industry. We achieve this by actively participating in various organizations and subscribing to several publications. We are equally committed to keeping our professionals apprised of the latest technical developments in the areas of audit, accounting, tax, and information systems. Every year, we attend education and development courses that



meet or exceed our profession's standards. As a service to our clients, we attempt to distribute technical information updates as soon as we become aware that a specific client will be affected by a new accounting pronouncement or tax law change. We have an extensive reference library and internet service capacity at our offices, and they are available to our clients. In brief, we are able to help you deal with the multitude of significant issues you and other charter schools face.

In addition to the clients we serve, we are involved in organizations in the educational and governmental industries such as:

- ◆ **California Charter Schools Association (CCSA)**
- ◆ **California Association of School Business Officials (CASBO)**
- ◆ **Association of School Business Officials (ASBO)**
- ◆ **Association of California School Administrators (ACSA)**
- ◆ **California School Boards Association (CSBA)**
- ◆ **Coalition for Adequate School Housing (C.A.S.H.)**
- ◆ **Western Association of College and University Business Officers (WACUBO)**
- ◆ **State Government Accounting Committee**

CONTAINING AUDIT COSTS

We know audit time can be reduced and misunderstandings avoided if we both are committed to resolving questions or issues as early as possible. We are available throughout the year to answer questions or suggest ways to treat new or unusual transactions. Similarly, if we encounter something unexpected during our fieldwork that will require a significant amount of work, we will discuss it with you before proceeding. It can then be determined whether it would be more cost effective for us to conduct the additional work, for you to handle before we continue the audit, or a combination of the two.

Due to our well-trained staff, limited job turnover, and our knowledge of the charter school industry and audit standards, we are able to perform our work in a manner that results in a high quality audit without undue wasted time. We do not, however, skim lightly over important areas.

It is important to us that our clients believe they are receiving excellent value for the fees they pay, and we are confident you will feel this way at the conclusion of our engagement.

STAFFING AND QUALIFICATIONS

TEAM APPROACH

We feel it is imperative that you have consistent contact with the partner assigned to your engagement. A second partner is also assigned to you and is responsible for keeping informed of the progress and issues concerning your engagement. This additional partner reviews the final audit report and is available to address any questions or concerns your organization may have. While some CPA firms offer clients limited access to their designated partners and managers, *at Vicenti we encourage regular contact.*

ENGAGEMENT LEADERS

Below are the key members of the engagement team that will be assigned to you, and they are based out of our office at 2210 East Route 66, Glendora, CA 91740.

Derrick DeBruyne, CPA, CFE – Client Partner – The Client Partner will manage the audit services and therefore have responsibility for the overall performance of our personnel. To ensure that this goal is achieved, he will closely monitor the progress of the engagement and will perform the audit procedures of the more complicated areas of the audit. He will be available at all times to address any issues that senior staff on the job might have, and also be *available at all times to your organization's personnel* to respond to any questions or concerns. He is licensed to practice as a Certified Public Accountant in the State of California. Derrick can be reached at 626-857-7300, Extension 310.

Marlen Gomez – Manager – The Manager will conduct most of the detailed fieldwork along with the designated staff members. Marlen will be responsible for the on-site progress of the engagement and will supervise the designated staff members. She is licensed to practice as a Certified Public Accountant in the State of California. Marlen can be reached at Extension 257.

Whenever you have a question or concern, please feel free to contact the Client Partner, Manager, or any member of the engagement team *at any time.*

BIOGRAPHIES

Derrick DeBruyne, CPA, CFE is a Partner at Vicenti with over thirteen years of experience in planning, directing, and supervising audits of non-profit organizations, including charter schools, private colleges and universities, social service organizations, and foundations. Derrick consults with nonprofit organizations on a variety of accounting and tax related matters including obtaining IRS exempt tax status, budgeting, internal control, cash flow, endowment reporting, and charitable trust gift accounting. He specializes in fraud investigations and serves clients as an interim controller, allowing them to leverage the cost of having a CPA advisor as part of their management team. Having a strong commitment to giving back to the community, Derrick also serves on the board of the local chapter and sits on the State Council of the California Society of Certified Public Accountants. In this capacity he has conducted several volunteer seminars on financial literacy in local schools and community organizations.

Marlen Gomez, CPA is a Sr. Manager at Vicenti with concentration in the education and not-for-profit audit areas. She has experience in auditing and supervising audits of non-profit organizations, including financial and compliance audits of charter schools, and other not-for-profit organizations. She is familiar with various requirements including Attendance and Federal and State compliance.

Derrick DeBruyne, CPA, CFE Partner

PRACTICE AREAS:

- Audits and Taxation
- Single Audits under OMB Uniform Guidance
- Fraud Investigation

INDUSTRY EXPERTISE:

- Charter Schools
- Not-for-Profit Organizations
- College Foundations
- Private Colleges and Universities
- Commercial Businesses



PROFESSIONAL BACKGROUND:

- Joined Vicenti, Lloyd & Stutzman LLP in 2006; Named Partner in 2013
- Allen Monahan and Company, Staff Accountant, 2003-2006

PROFESSIONAL AND COMMUNITY ACTIVITIES:

- American Institute of Certified Public Accountants
- Association of Certified Fraud Examiners
- California Charter Schools Conference Presenter
- California Society of Certified Public Accountants
 - Past President – Inland Empire Chapter
 - Member of State Council
 - Member of State Leadership Identification and Development Committee
 - CalCPA Leadership Institute Graduate
 - Former Chair – Inland Empire Financial Literacy Committee
- National Charter Schools Conference

LICENSES:

- Licensed to practice as a Certified Public Accountant in the State of California since October of 2005
- Received Certification as a Certified Fraud Examiner in February of 2008

EDUCATION:

- Bachelor of Science in Accounting, University of La Verne, La Verne

PERSONAL:

- Derrick enjoys spending time with family, playing basketball, and music.

Marlen Gomez, CPA **Senior Manager**

PRACTICE AREAS:

- Audits and Taxation
- Reviews and Compilations
- Single Audits under OMB Uniform Guidance

INDUSTRY EXPERTISE:

- Charter Schools
- Foundations
- Not-for-Profit Organizations
- Private Colleges and Universities
- Retirement Communities



PROFESSIONAL BACKGROUND:

- Joined Vicenti, Lloyd & Stutzman LLP in 2010; Promoted to Manager in 2014

PROFESSIONAL AND COMMUNITY ACTIVITIES:

- California Charter Schools Conference
- National Charter Schools Conference

LICENSE:

- Licensed to practice as a Certified Public Accountant in the State of California since September of 2012

EDUCATION:

- Bachelor of Science in Accounting, University of La Verne, La Verne

LANGUAGES:

- Spanish

PERSONAL:

- Marlen enjoys spending time with family and watching soccer games and movies.

CLIENT REFERENCES

The following are charter school and non-profit clients that we have provided audit services to over the past three years. Please feel free to contact them regarding Vicenti.

California Connections Academy Schools

Franci Sassin, Director of Business Services

Email: fsassin@calca.connectionsacademy.org

Tel: (650) 366-1050

Scope of audit work: Audit of financial statements for the fiscal year ending 6/30/16, in accordance with FASB generally accepted auditing standards.

Inland Leaders Charter School

Tracy Burson, Business Manager

12375 California St.

Yucaipa, CA 92399

Email: tburson@inlandleaders.com

Tel: (909) 446-1100 ext. 101

Scope of audit work: Audit of financial statements for the fiscal year ending 6/30/16, in accordance with FASB generally accepted auditing standards.

KIPP Bay Area Schools

Prabhu Reddy, Director of Finance

1404 Franklin St., #500

Oakland, CA 94612

Email: prabhu.reddy@kippbayarea.org

Scope of audit work: Audit of financial statements for the fiscal year ending 6/30/16, in accordance with FASB generally accepted auditing standards and OMB Uniform Guidance.

Education for Change

Fabiola Harvey

Chief Operating Officer

3265 Logan Street

Oakland, CA 94601

Email: fharvey@efcps.net

Scope of audit work: Audit of financial statements for the fiscal year ending 6/30/16, in accordance with FASB generally accepted auditing standards and OMB Uniform Guidance.

AUDIT SERVICES

AUDIT APPROACH & PHILOSOPHY

We feel it is imperative that you have consistent contact with the appropriate experts from our firm. Therefore, we assigned the aforementioned engagement team based upon their experience and expertise. We do not use any association or affiliate firm personnel to conduct any areas of the audit. While some CPA firms offer limited access to the partner assigned to a given client, we encourage regular contact with the partners and senior personnel assigned to serve you.

Our “strategic partner” concept includes the belief that our clients are best served when they have developed relationships with more than just one person. We ensure that two partners are assigned to each key client. This results in better planning and advising for you and also better service since a back-up partner is available if the main partner contact is on vacation or otherwise unable to respond to your needs.

Similarly, we also assign two of our top staff members to the job. Again, this provides continuity of service should one person be unavailable. It also means jobs can get done more quickly.

It is advantageous to maintain continuity in staff assigned to the audit from year to year from both your standpoint and ours. The audit will go smoother as we will be familiar with your people and accounting records. ***It is also cost effective as time on the job can be utilized for actually doing the audit as opposed to learning your systems.*** This is advantageous to us, as well, as it helps us stay within our time budget.

Staff turnover is to be expected in any business environment – both ours and yours. Our experience in this area varies from year to year. While we cannot promise there will be no turnover on your audit, we can assure you that every effort will be made to assign some of the same people from year to year and, if necessary, to replace manager or supervisor level staff with individuals who have already worked on your audit. ***We have never had an occasion where the entire audit staff on an audit such as yours turned over between one year and the next.*** We understand that some of our new clients experienced that with their prior auditors. An advantage of normal staff turnover is it can bring a fresh look to your operations without the need to change audit firms.

While we stress consistency in personnel, we also will realize the need for periodic rotation of personnel to ensure objective viewpoints. We discuss this with your management and/or finance committee to determine the appropriateness of rotation. Over the years we will have several different people assigned to your work. ***We believe this will result in a fresh look at the audit and issues facing East Bay Innovation Academy.***

AUDIT SERVICES

AUDIT SCOPE & OPINION

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America. We will also specifically follow the Statements on Auditing Standards, published by the American Institute of Certified Public Accountants.

Also, the examination of financial records, statements, and audits for compliance will be made in accordance with California Charter School Laws and Regulations and the applicable provisions of the Education Code of the State of California.

The primary purpose of the audits specified herein is to express an opinion on the financial statements and that such an examination is subject to the inherent risk that errors or fraud may not be detected. If conditions are discovered which lead to the belief that material error, defalcations, or other irregularities may exist, or if any other circumstances are encountered that require extended services, we will promptly advise you.

To arrive at our opinion, we expect to use normal auditing tests and sampling procedures of the transactions. A detailed examination of every transaction which might be necessary to disclose defalcations will not be made because of the large outlay of time and cost that would be required.



The audit report will include all required auditors' reports, financial statements, schedules and supplementary information, and notes pertaining to the accounting records and procedures. We expect to have conferences and discussions with appropriate officials and employees to review the audit and report observations concerning any situations which might appear to require corrective action. It is our desire to make the audit as constructive and productive of positive results as possible.

We will file one copy of each audit report with each of the following agencies:

- ◆ California Department of Education
- ◆ Controller of State of California
- ◆ Alameda County Office of Education
- ◆ Oakland Unified School District

AUDIT SERVICES

OTHER COMMUNICATIONS ARISING FROM THE AUDIT

In connection with the planning and the performance of our audit, auditing standards generally accepted in the United States of America require that we communicate certain matters to the Board of Trustees, and Senior Management, as appropriate. We will communicate to the Board of Trustees and Senior Management any irregularities and illegal acts, that are clearly not inconsequential, and reportable conditions to the extent that they come to our attention. Reportable conditions are significant deficiencies in the design or operation of the internal control structure that could adversely affect your organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

In addition, we will communicate to the Board of Trustees certain other matters related to the conduct of our audit, including:

- ◆ **Significant accounting policies**
- ◆ **Management judgments and accounting estimates**
- ◆ **Significant audit adjustments**
- ◆ **Disagreements with management**
- ◆ **Difficulties encountered in performing the audit**
- ◆ **Major issues discussed with management prior to our retention as auditor**

We may also have other comments for management on matters we have observed and possible ways to improve the efficiency of your operations, or other recommendations concerning the internal control structure.

With respect to these other communications, it is our practice to discuss comments, if appropriate, with the level of management responsible for the matters prior to their communication to senior management and the Board of Trustees.

USE OF TECHNOLOGY BY THE AUDIT TEAM

At Vicenti, technology is an important component in providing better service to our clients. We currently employ Engagement CS Software, a paperless audit system, which provides powerful tools to help us prepare, organize, review, and share working papers during the engagement. Through the use of an integrated trial balance database, we are able to download data from a client's financial applications and generate draft financial statements at the time fieldwork is completed.

We also utilize data extraction software to further expedite the audit process. We will make every effort to take advantage of your systems to make the audit as efficient and effective as possible. This includes using technology to help us minimize the time we need to spend incurring travel costs and our client's precious time during audit field-work.



AUDIT SERVICES

AUDIT PLAN

<u>Time Frame</u>	<u>Engagement Activity</u>	<u>Estimated Hours</u>
FEB	<i>Initial Audit Planning</i> <p>Initial audit planning includes a pre-audit meeting with management and key client staff, as well as other procedures designed to develop a reasonably comprehensive understanding of the organization and its operating environment. A preliminary listing of items to be prepared by management will be delivered, based upon the results of this engagement activity.</p>	3
MAR - JUN	<i>Internal Control Consideration, Documentation, and Assessment</i> . <p>We are required to consider the organization's internal control in planning and performing the audit in accordance with auditing standards generally accepted in the United States of America. We will also design the audit to provide reasonable assurance that the financial statements are free of material misstatements resulting from violations of laws and regulations that have a direct and material effect on the financial statements. We will inquire of organization personnel the overall internal control structure; specifically, controls over cash receipts, cash disbursements, maintenance and operations, segregation of duties, and physical safeguards to determine the extent of internal control reliance in planning the audit.</p>	7
MAR - JULY	<i>Preliminary Analytical Review</i> <p>These analytical review procedures are applied to help the audit team plan the nature, timing, and extent of other auditing procedures. These procedures also enhance our understanding of the transactions and events that have occurred since the last audit date and identify areas that may represent specific risk relevant to the audit.</p>	2
JULY	<i>Audit Risk Assessment and Planning</i> <p>The audit team will consider audit risk, together with materiality, to determine the nature, timing, and extent of audit procedures and the evaluation of those procedures.</p>	5

AUDIT SERVICES

AUDIT PLAN (continued)

<u>Time Frame</u>	<u>Engagement Activity</u>	<u>Estimated Hours</u>
MAR - SEPT	<i>Consideration of Fraud</i> Statements on Auditing Standards require procedures that the audit team will use to plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatements, whether caused by error or fraud.	3
MAR - SEPT	<i>Account Balance and Compliance Testing</i> The audit team will test specific accounts and compliance requirements as they relate to the financial statements. We will utilize extraction software for purposes of sampling. We will also download the organization's final trial balances and integrate evidential matter into our work-papers.	32
SEPT	<i>Data Analysis and Final Analytical Review</i> These procedures are designed to help the audit team assess the conclusions reached during the course of the audit and to evaluate the overall financial statement presentation.	4
OCT - NOV	<i>Report Generation</i> We will generate a preliminary draft of the financial statements, any supplementary schedules, and all required reports. We will submit two copies of the preliminary draft for review by the organization. We will then initiate a field exit meeting with the Chief Business Officer to discuss remaining audit issues.	7
	<i>Report Finalization</i> We will finalize the audited financial statements and required reports.	2
THRU-OUT	<i>Quality Control Review</i> Quality control review procedures occur throughout the audit process and are designed to assure quality control and to identify audit issues as they arise. We will also schedule various meetings with management and other officials to discuss the audit or related matters.	4
	INFORMATIONAL RETURN PREPARATION	<u>11</u>
	We will prepare and file the organization's Federal and State tax returns.	
	<i>Total Estimated Engagement Time Requirements</i>	<u>80</u>

COST BIDS

TOTAL MAXIMUM PRICE

In accordance with the request for proposal for audit services for East Bay Innovation Academy, Vicenti hereby submits the following not-to-exceed fee for services:

<u>Service Provided</u>	<u>June 30, 2017</u>
Tax Return Preparation	\$ 1,300
Audit of Financial Statements	<u>9,425</u>
Total	<u>\$ 10,725</u>

CONDITION OF RECORDS

The above fees for services assume that your records are in adequate condition. We have not estimated any time or fees for any additional work that might be necessary such as compiling financial statement balances and making sure they are presented in accordance with accounting principles generally accepted in the United States of America and reconciling supporting documentation.

If the need for additional work comes to our attention, we will immediately bring this to your attention. If you choose to have us perform the additional work, then such work will be set forth in an addendum to the contract between East Bay Innovation Academy and Vicenti.

SUPPLEMENTAL DETAILED SCHEDULE OF PROFESSIONAL FEES & EXPENSES FOR THE JUNE 30, 2017 PROFESSIONAL AUDIT AND TAX RETURN PREPARATION SERVICES

This schedule is intended to provide additional detail on the work effort to be undertaken by Vicenti.

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	10	\$ 335	\$ 3,350
Managers	10	175	1,750
Supervisory Staff	10	145	1,450
Professional Staff	46	125	5,750
Clerical/Support Staff	<u>4</u>	80	<u>320</u>
Sub-total	80		12,620
Fee Discount			<u>(1,895)</u>
GRAND TOTAL			<u>\$ 10,725</u>

ASSURANCES

INDEPENDENCE & LICENSE TO PRACTICE

Vicenti is qualified to render an opinion on your financial statements in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. We are independent from East Bay Innovation Academy and we meet the independence requirement of the General Accounting Office Standards for Audit of Governmental Organizations, Programs, Activities, and Functions.

REGULATORY SANCTIONS

We have never been assessed any sanctions by State or Federal regulatory agencies for deficient work on any California school district or charter school.

EQUAL OPPORTUNITY EMPLOYER

We are an equal opportunity employer. We recruit, hire, train and promote in all job titles without regard to race, color, religion, sex, national origin, ancestry, physical or mental disability, age, medical condition, marital status, military service, sexual orientation, or any other basis protected by law. We believe we are in compliance with all Federal and State civil rights laws.

INSURANCE

We carry workers' compensation, commercial general liability, commercial automobile liability, and professional liability insurance. We shall provide a certificate of insurance upon your request.

PEER REVIEW

Vicenti is a member of the Private Companies Practice Section (PCPS) of the American Institute of Certified Public Accountants (AICPA). Membership with the PCPS requires that an outside firm conduct a peer review of our quality control procedures every three years. Because of the volume of audits we conduct, reviews of Vicenti work always include educational and governmental engagements. Most importantly, our peer reviews have always returned an unqualified ("clean") report and have never included disciplinary action. Our most recent peer inspection was conducted in May 2016 and is attached for your review. You may also obtain a copy from our website at www.vicenticpas.com/about/peer-review/. In addition, Partner Renée S. Graves is a member of the California Board of Accountancy Peer Review Oversight Committee.



ASSURANCES

PEER REVIEW DOCUMENTATION



System Review Report

To the Owners of Vicenti, Lloyd & Stutzman, LLP
and the Peer Review Committee of the
California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Vicenti, Lloyd & Stutzman, LLP (the firm) in effect for the year ended December 31, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Vicenti, Lloyd & Stutzman, LLP in effect for the year ended December 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Vicenti, Lloyd & Stutzman, LLP has received a rating of *pass*.

Campbell Taylor & Company

May 25, 2016

ADDITIONAL INFORMATION

PARTIAL LIST OF OTHER RECENT EDUCATIONAL & GOVERNMENTAL AUDIT CLIENTS

Water Districts

Main San Gabriel Basin Watermaster
Pico Water District
Valencia Heights Water Company

College Foundations & Auxiliary Services

Cal State Univ., Northridge Foundation	Coastline Community College Foundation
Cal State Polytechnic Univ., Pomona Foundation	Golden West College Foundation
Cal State Univ., Dominguez Hills Foundation	Mt. San Antonio Community College Auxiliary Services
Citrus Community College Foundation	Orange Coast College Foundation
Coast Community College District Foundation	

Community College Districts

Chaffey Community College District	Mt. San Antonio Community College District
Citrus Community College District	Palomar Community College District
Coast Community College District	Pasadena City College District
Compton Community College District	Santa Monica Community College District
Hartnell Community College District	Ventura County Community College District
Long Beach Community College District	

K-12 School Districts

Brea Olinda Unified School District	Oxnard Union High School District
Brentwood Union School District	Paramount Unified School District
Burbank Unified School District	Pasadena Unified School District
Carlsbad Unified School District	Perris Union High School District
Carmel Unified School District	Pleasant Valley School District
Central Unified School District	Pomona Unified School District
Compton Unified School District	Rowland Unified School District
Duarte Unified School District	Saddleback Valley Unified School District
East Whittier City School District	Santa Paula Elementary School District
Fillmore Unified School District	Temecula Valley Unified School District
Fontana Unified School District	Ventura Unified School District
Glendale Unified School District	Victor Valley Union High School District
Inglewood Unified School District	Whittier Union High School District
Long Beach Unified School District	
Mountain View School District	

Education Agencies

KCRW Foundation	Pupil Transportation Cooperative
Los Angeles County Schools Regional Business Services Corporation	San Bernardino County Superintendent of Schools
Metropolitan Employee Benefits Trust	Schools Linked for Insurance Management

ADDITIONAL INFORMATION

MANAGEMENT ADVISORY EXPERTISE

In addition to the services mandated by various educational and governmental organizations (audits, tax compliance, etc.), we provide a wide array of additional services to assist our clients in obtaining their goals, if desired and requested by you, but only if they are allowable and reasonable based on our professional independence rules.

Our management advisory services include analysis of costs, development of techniques to communicate cost changes to the Governing Board and members, assistance with review and implementation of management information systems, feasibility studies, assistance with planned giving programs, and more.

Even if our Management Advisory staff is not directly involved with the engagement, their in-house experience is available to our audit staff to help them bring more value to the audit process.

ACCOUNTING STANDARDS EXPERTISE



Vicenti has provided assistance to most of our clients in implementing new FASB and GASB pronouncements, including compliance with GASB 34. We have a thorough knowledge of the requirements and an understanding of those areas which clients find difficult.

OTHER AREAS OF EXPERTISE



A service we have been providing to some of our clients is preparation of indirect cost rate proposals. Our CPAs are familiar with the requirements of OMB Circular A-21 (Cost Principles for Educational Institutions) and the calculation methods.



Partners Linda Saddlemire, Ernie Cooper, and Derrick DeBruyne are CPAs and Certified Fraud Examiners (CFE). The CFE designation is awarded to select professionals responsible for detecting, deterring, and investigating fraud. We can help clients prevent fraud by identifying their high-risk areas and assuring that maximum controls are in place. In addition, we have various referral sources for a fraud hotline, which allows our clients' employees to call our office directly if they identify potential fraud or abuse. This type of program has helped organizations save thousands of dollars. We have additional CFEs on staff.



The Certified Government Financial Management (CGFM) designation reflects specialized knowledge and training in public financial management and the safeguarding of the public trust by ensuring compliance and accountability for public funds and efficient and effective delivery of services by the public entity. Renée Graves is both a CPA and a CGFM. Her CGFM was obtained by taking a three part exam in the areas of the Governmental Environment, Governmental Accounting, Financial Reporting and Budgeting, and Governmental Financial Management and Control.