



## Magnolia Public Schools

### Regular Board Meeting

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#### Date and Time

Thursday July 18, 2019 at 6:00 PM PDT

#### Location

MPS Home Office: 250 E. 1st St. Ste. 1500 Los Angeles, CA 90012 (15th Floor)

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Access to the Board Meeting: Any interested parties or community members from remote locations may attend the meeting at the following school sites or the addresses where Board Members are joining from:

By dialing into; 1.844.572.5683 Code: 1948435

- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 4701 Patrick Henry Dr. Bldg #25, Santa Clara, CA 95054 (Dr. Umit Yapanel)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)

In compliance with the Americans with Disabilities Act (ADA) and upon request, Magnolia Public Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the MPS central office. If you need special assistance to attend the meeting, please notify Barbara Torres at (213) 628-3634 x100 48 hours before the meeting to make arrangements.

Any public records relating to an agenda item for an open session which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 250 East 1st Street Ste 1500 Los Angeles, CA 90012.

#### Board Members:

Dr. Saken Sherkhanov, Chair  
Mr. Haim Beliak, Vice-Chair  
Dr. Umit Yapanel  
Mr. Serdar Orazov  
Dr. Salih Dikbas  
Ms. Diane Gonzalez  
Ms. Charlotte Brimmer  
Ms. Sandra Covarrubias  
Mr. Shohrat Geldiyev

#### CEO & Superintendent:

Mr. Alfredo Rubalcava

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#### Agenda

Purpose

Presenter

Time

<b>I. Opening Items</b>			<b>06:00 PM</b>
A. Call the Meeting to Order			1 m
B. Record Attendance and Guests			1 m
C. Pledge of Allegiance			1 m
D. Approval of Agenda	Vote		1 m
E. Public Comments			5 m
F. Communications: Board/Superintendent			5 m
G. Approval of June 13, 2019 Regular Board Meeting Minutes	Approve Minutes		1 m
Approve minutes for Regular Board Meeting on June 13, 2019			
H. Approval of June 17, 2019 Special AdHoc Committee Board Meeting Minutes	Approve Minutes		
Approve minutes for Special Ad-Hoc and Facility Committee Meeting on June 17, 2019			
I. Approval of June 24, 2019 AdHoc Committee Board Meeting Minutes	Approve Minutes		
Approve minutes for Special Ad-Hoc (Facility) Committee Meeting on June 24, 2019			
J. Approval of June 28, 2019 Special Board Meeting Minutes	Approve Minutes		
Approve minutes for Special Board Meeting on June 28, 2019			
<b>II. Closed Session Items</b>			<b>06:15 PM</b>
A. Public Announcement of Closed Session	FYI	Saken Sherkhanov	1 m
B. REINSTATEMENT OF PUPIL Case No. 2018001	FYI	Brenda Lopez	10 m
C. Update on Pupil Discipline Matter	Discuss	Artis Callaham	10 m
D. Conference with Legal Counsel-Potential Litigation- Three Matters	Discuss	Alfredo Rubalcava	15 m
E. Report Out From Closed Session	FYI	Saken Sherkhanov	1 m
<b>III. Action Items</b>			<b>06:52 PM</b>
A. Approval of the Winning Bid for the Human Capital Management System (HCMS)	Vote	Suat Acar	5 m
B. Approval of MSA-San Diego 6th Grade Camp Agreement	Vote	Gokhan Serce	5 m
C. Approval of Master Contract for a Non Public School Placement for MSA- San Diego	Vote	Erdinc Acar	5 m
D. Approval of Intra-Organizational Loan to MSA- San Diego	Vote	Nanie Montijo	10 m
E. Approval to Use Reserves to Pay Chromebooks for MSA-1,4,5,8 and Santa Ana	Vote	Nanie Montijo	5 m
<b>IV. Information/Discussion Items</b>			<b>07:22 PM</b>
A. Oversight Authorizer Reports & Update on LAUSD Actions,Plans,Steps & Timeline for Fiscal Benchmarks	Discuss	David Yilmaz	10 m
B. Academic Update	FYI	Erdinc Acar	10 m
C. Enrollment Update	FYI	Ismael Soto	5 m

<b>D.</b> 2018-19 Larson Communications End of Year Report	FYI	Ismael Soto	5 m
<b>E.</b> Financial Update- May 2019	FYI	Nanie Montijo	10 m
<b>F.</b> Facilities Updates	FYI	Patrick Ontiveros	10 m
<b>G.</b> Update on Senate Bill 126 as it Relates to Magnolia Public Schools	FYI	Alfredo Rubalcava	10 m

**V. Closing Items**

**08:22 PM**

<b>A.</b> Adjourn Meeting	Vote
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# Cover Sheet

## Approval of June 13, 2019 Regular Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** G. Approval of June 13, 2019 Regular Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on June 13, 2019

APPROVED



## Magnolia Public Schools

### Minutes

#### Regular Board Meeting

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**Date and Time**

Thursday June 13, 2019 at 6:00 PM

**Location**

MSA-5 18230 Kittridge St. Reseda, CA 91335 Rm D1

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Board Members who attended remotely participated from the following locations:

- MSA-6 3754 Dunn Dr. Los Angeles, CA 90034
- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 4701 Patrick Henry Dr. Bldg #25, Santa Clara, CA 95054 (Dr. Umit Yapanel)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)
- 5113 Babette Ave. Los Angeles, CA 90066 (Ms. Diane Gonzalez)

Board Members:

Dr. Saken Sherkhanov, Chair

Mr. Haim Beliak, Vice-Chair

Dr. Umit Yapanel

Mr. Serdar Orazov

Dr. Salih Dikbas

Ms. Diane Gonzalez

Ms. Charlotte Brimmer

Ms. Sandra Covarrubias

Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

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**Directors Present**

D. Gonzalez (remote), H. Beliak, S. Dikbas (remote), S. Geldiyev (remote), S. Sherkhanov

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**Directors Absent**

C. Brimmer, S. Covarrubias, S. Orazov, U. Yapanel

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## I. Opening Items

### A. Call the Meeting to Order

S. Sherkhanov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Jun 13, 2019 @ 7:05 PM at MSA-5 18230 Kittridge St. Reseda, CA 91335 Rm D1.

### B. Record Attendance and Guests

C. Brimmer, MPS Board Member, joined this meeting as a community member and did not vote on any of the items.

### C. Pledge of Allegiance

T. Velazquez, Communications and Charter Renewal Manager, led the Pledge of Allegiance.

### D. Approval of Agenda

S. Sherkhanov made a motion to approve the agenda as presented.

D. Gonzalez seconded the motion.

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

### E. Public Comments

G. Serce, MSA-San Diego Principal, shared a few highlights and achievements from his school site.

### F. Communications: Board/Superintendent

A. Rubalcava, MPS CEO and Superintendent, informed the Board about MPS graduations and end of year ceremonies.

### G. Approval of May 9, 2019 Regular Board Meeting Minutes

H. Beliak made a motion to approve minutes from the Regular Board Meeting on 05-09-19.

S. Sherkhanov seconded the motion.

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

### H. Approval of May 15, 2019 Special Board Meeting Minutes

H. Beliak made a motion to approve minutes from the Special Board Meeting on 05-15-19.

S. Sherkhanov seconded the motion.

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

### I. Approval of June 3, 2019 AdHoc Committee Meeting Minutes

H. Beliak made a motion to approve minutes from the Ad-Hoc (Facility) Committee Meeting on 06-03-19.

S. Sherkhanov seconded the motion.

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

## II. Consent Item

### A. Approval of the MPS Dual and Concurrent Enrollment Policy

This item was approved under the Consent motion.

H. Beliak made a motion to approve the MPS Dual and Concurrent Enrollment Policy.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Dikbas Aye  
S. Orazov Absent  
S. Covarrubias Absent  
U. Yapanel Absent  
S. Sherkhanov Aye  
C. Brimmer Absent  
S. Geldiyev Aye  
D. Gonzalez Aye  
H. Beliak Aye

**B. Approval of the English Learner (EL) Master Plan**

This item was approved under the Consent motion.

H. Beliak made a motion to approve the EL Master Plan for the 2019-2020 school year.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Dikbas Aye  
D. Gonzalez Aye  
H. Beliak Aye  
S. Covarrubias Absent  
S. Sherkhanov Aye  
C. Brimmer Absent  
S. Orazov Absent  
S. Geldiyev Aye  
U. Yapanel Absent

**C. Approval 2019-20 MPS Student/Parent Handbook**

H. Beliak made a motion to approve the 2019-20 Student/Parent Handbook under consent.

S. Sherkhanov seconded the motion.

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

**Roll Call**

U. Yapanel Absent  
D. Gonzalez Aye  
S. Sherkhanov Aye  
S. Orazov Absent  
S. Dikbas Aye  
H. Beliak Aye  
S. Geldiyev Aye  
S. Covarrubias Absent  
C. Brimmer Absent

**D. Approval of 2019-20 MPS Fiscal Policy and Procedures Manual**

This item was approved under the Consent motion.

H. Beliak made a motion to approve the attached fiscal policies for Magnolia Public Schools.

S. Sherkhanov seconded the motion.

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

**Roll Call**

U. Yapanel Absent  
S. Covarrubias Absent  
C. Brimmer Absent  
H. Beliak Aye  
D. Gonzalez Aye  
S. Dikbas Aye  
S. Geldiyev Aye  
S. Orazov Absent

S. Sherkhanov Aye

**E. 2019-20 Certification of Assurances, Protected Prayer Certification, Application for Funding**

This item was approved under the Consent motion.

H. Beliak made a motion to approve the 2019-20 Certification of Assurances, 2019-20 Protected Prayer Certification, 2019-20 Application for Funding and General Assurances as presented.

S. Sherkhanov seconded the motion.

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

**Roll Call**

D. Gonzalez Aye  
S. Dikbas Aye  
S. Sherkhanov Aye  
U. Yapanel Absent  
S. Covarrubias Absent  
C. Brimmer Absent  
S. Orazov Absent  
S. Geldiyev Aye  
H. Beliak Aye

**F. Approval of 2019-20 EPA Spending Plans for all MPS**

This item was approved under the Consent motion.

H. Beliak made a motion to approve the 2019-20 EPA Spending Plans for all MPS sites.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Sherkhanov Aye  
S. Orazov Absent  
S. Covarrubias Absent  
S. Dikbas Aye  
U. Yapanel Absent  
C. Brimmer Absent  
H. Beliak Aye  
S. Geldiyev Aye  
D. Gonzalez Aye

**G. Approval of Certification of Signatures**

This item was approved under the Consent motion.

H. Beliak made a motion to approve the amended Certification of Signatures Form for Charter School Funds Distribution Authorization, signatures will be effective July 1, 2019, through June 30, 2020. Signatories will include the CEO & Superintendent, CFO, COO, and MPS Board Members.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Covarrubias Absent  
S. Dikbas Aye  
S. Geldiyev Aye  
U. Yapanel Absent  
S. Sherkhanov Aye  
D. Gonzalez Aye  
S. Orazov Absent  
H. Beliak Aye  
C. Brimmer Absent



### III. Action Items

#### A. Approval of Local Control and Accountability Plans (LCAP) for all MPS

D. Yilmaz, Chief Accountability Officer, went over the Local Control and Accountability Plans (LCAP) for all MPS. He explained that Principals worked on their LCAPS with home office staff including the finance team and stated that it had been a 2 month process. D. Yilmaz, explained what the LCAP reports include and that they will be submitted to authorizers once approved.

S. Sherkhanov made a motion to approve the LCAPs for all MPS.

H. Beliak seconded the motion.

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

##### Roll Call

H. Beliak	Aye
S. Dikbas	Aye
S. Sherkhanov	Aye
D. Gonzalez	Aye
S. Covarrubias	Absent
U. Yapanel	Absent
S. Orazov	Absent
C. Brimmer	Absent
S. Geldiyev	Aye

#### B. MPS 2019-20 Budget Including Master List of Contracts over \$25,000 and Home Office Management Fees

S. Sherkhanov, MPS Board Chair and MPS Finance Committee Member, informed the Board that the budget had been reviewed and approved by the MPS Finance Committee and all schools had a positive budget. N. Montijo, MPS CFO, explained to the Board the approval that was being requested in addition to the budget, was the approval of the ongoing contracts over \$25,000 and approval of the Home Office Management (HMO) Fee Structure. A. Rubalcava, MPS CEO, informed the Board of the slight change in the HMO fee since the time when it was approved by the MPS Finance Committee, which was to lower the HMO fee and allocate more money to the schools where the funds would be better served. Board Members had several questions regarding this adjustment which staff was able to address along with all other questions.

H. Beliak made a motion to (1) Adopt the 2019-20 Budget as reviewed and recommended for approval by the MPS Finance Committee; (2) Approve all vendors and ongoing contracts over \$25,000 for fiscal year 2019-20 as listed on the attached document; (3) Approve the Home Office Management Fee Structure for FY 2019-20.

D. Gonzalez seconded the motion.

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

##### Roll Call

S. Dikbas	Aye
C. Brimmer	Absent
H. Beliak	Aye
S. Geldiyev	Aye
D. Gonzalez	Aye
U. Yapanel	Absent
S. Orazov	Absent
S. Sherkhanov	Aye
S. Covarrubias	Absent

#### C. Approval of the Winning Bid for the Human Capital Management System (HCMS)

S. Acar, MPS Chief Operations Officer, explained this item to the Board. He informed them that this item was previously presented to the MPS Stakeholder Committee as an information

item with no request for approval as the RFP was still an ongoing process. S. Sherkhanov, MPS Board Chair, told staff that Board Members wanted to discuss and review this item further, therefore, they were postponing the approval until the July board meeting or a special board meeting if needed.

S. Sherkhanov made a motion to table this item to a special or regular board meeting.

H. Beliak seconded the motion.

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

**Roll Call**

S. Orazov Absent  
 H. Beliak Aye  
 U. Yapanel Absent  
 D. Gonzalez Aye  
 S. Covarrubias Absent  
 S. Sherkhanov Aye  
 S. Geldiyev Aye  
 S. Dikbas Aye  
 C. Brimmer Absent

**D. Approval of Home Office Staff Salary Bands Revision**

S. Acar, Chief Operations Officer, informed the Board that this presented salary band was discussed with the MPS Finance Committee before taking it to the Board. He stated that it had been previously approved by the board in 2015 but there have been many changes since then. This band structure does not assign salaries to anyone, it instead gives a salary band that will be referred to, to create salary amounts. In addition, an evaluation tool will be created as part two of this salary band which will reflect MPS organization goals.

S. Sherkhanov made a motion to approve the revised salary band for Home Office Positions.

H. Beliak seconded the motion.

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

**Roll Call**

H. Beliak Aye  
 S. Sherkhanov Aye  
 U. Yapanel Absent  
 C. Brimmer Absent  
 D. Gonzalez Aye  
 S. Dikbas Aye  
 S. Geldiyev No  
 S. Orazov Absent  
 S. Covarrubias Absent

**E. Approval of Charter Renewals Board Resolutions for MSA Bell and MSA San Diego**

A. Rubalcava, MPS CEO and Superintendent, explained the timeline for charter petitions for renewals. He briefly went over the school's test scores and how the positive results will help the renewal go smoothly.

H. Beliak made a motion to approve the board resolutions that authorize the filing of the Charter Renewal Petitions with the Los Angeles Unified School District for Magnolia Science Academy Bell and the San Diego Unified School District for Magnolia Science Academy San Diego and give authority to Alfredo Rubalcava, CEO and Superintendent to serve as the Lead Petitioner.

S. Sherkhanov seconded the motion.

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

**Roll Call**

H. Beliak Aye  
 U. Yapanel Absent  
 S. Dikbas Aye  
 C. Brimmer Absent  
 S. Geldiyev Aye

S. Orazov Absent  
S. Sherkhanov Aye  
S. Covarrubias Absent  
D. Gonzalez Aye

**F. Approval of 2019-20 MPS Board Committee Meeting Calendars and Committee Composition**

Staff stated that the only changes to the committees were the addition of alternate members to the Finance and Academic Committees. S. Sherkhanov, directed staff and the MPS Governance/Nominating Committee to search for new board members with a diverse background.

H. Beliak made a motion to approve the addition of alternate committee members to the Academic Committee (i.e. Serdar Orazov) and to the Finance Committee (i.e. Diane Gonzalez) and the continuation of committee chairs as stated below and approval of the 2019-20 MPS Committee Meeting Calendar. Academic Committee Chair; Dr. Saken Sherkhanov Finance Committee Chair; Mr. Serdar Orazov Facilities/Audit Committee; Ms. Charlotte Brimmer Stakeholder Engagement; Ms. Sandra Covarrubias Governance/Nominating; Dr. Umit Yapanel.

S. Sherkhanov seconded the motion.

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

**Roll Call**

C. Brimmer Absent  
S. Orazov Absent  
H. Beliak Aye  
S. Sherkhanov Aye  
S. Geldiyev Aye  
U. Yapanel Absent  
D. Gonzalez Aye  
S. Covarrubias Absent  
S. Dikbas Aye

**G. Approval of 2019-20 MPS Board Meeting Calendars and Appointment of Board Officers**

H. Beliak, MPS Board Member, stated his concern about committees being more diversified and having more members to be able to address the issues that come up. S. Sherkhanov, MPS Board Chair, wants the Board Retreat date to be reviewed in the July Board Meeting.

H. Beliak made a motion to reappoint Dr. Saken Sherkhanov to serve as the MPS Board Chair, Mr. Haim Beliak as the MPS Vice-Chair, and Ms. Barbara Torres as the MPS Board Secretary for the 2019-20 school year and to approve the 2019-20 Board Meeting Calendar.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Dikbas Aye  
S. Orazov Absent  
C. Brimmer Absent  
S. Geldiyev Aye  
U. Yapanel Absent  
D. Gonzalez Aye  
S. Covarrubias Absent  
S. Sherkhanov Aye  
H. Beliak Aye

**H. Approval of Winning Bids for Special Education and Related Services**

E. Acar, MPS Chief Academic Officer, presented the RFP and evaluation process for special education and related services. He stated the need for MPS to contract these services based on the school population needs and he went over the budget implications. A. Rubalcava,

MPS CEO & Superintendent informed the Board that many staff members from the schools' SPED departments were involved in reviewing the needs of this population and what priorities should be asked from the vendors. S. Daniel, MSA 3 Principal, gave her input on the services that the recommended vendor currently provided and how the services supplement the schools. A. Callaham, MPS Director of Student Services, added additional input on the SPED services provided by Edlogical and went over the budget implications. All questions were addressed.

H. Beliak made a motion to approve that MPS staff be directed to negotiate and Special Education and Related Services agreements with Edlogical Groups Corp and eLuma online therapy services.

S. Geldiyev seconded the motion.

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

**Roll Call**

H. Beliak Aye  
 S. Geldiyev Aye  
 S. Dikbas Aye  
 S. Sherkhanov Aye  
 S. Covarrubias Absent  
 S. Orazov Absent  
 C. Brimmer Absent  
 U. Yapanel Absent  
 D. Gonzalez Aye

**I. YMCA Agreement With MSA San Diego**

G. Serce, MSA- San Diego Principal, presented this item to the Board and reminded the Board about the previous discussion regarding this vendor agreement. He stated that as of now there was no contract to approve but the vendor had provided rates and estimated costs. The Board had no questions on this item.

H. Beliak made a motion to grant approval to Mr. Rubalcava, CEO and Superintendent of MPS to sign the MOA for MSA-SD Afterschool ASES Program with YMCA of San Diego County (YMCA) and the MOA with SDCOE and approve the addition of ASES budget in FY 2019-20 based on attached document from SDCOE.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Orazov Absent  
 U. Yapanel Absent  
 S. Dikbas Aye  
 D. Gonzalez Aye  
 S. Covarrubias Absent  
 S. Sherkhanov Aye  
 H. Beliak Aye  
 C. Brimmer Absent  
 S. Geldiyev Aye

**J. MPS Intra-Organizational Loan Repayment Plan**

N. Montijo, MPS Chief Financial Officer, presented the intra-organizational loan repayment plan to the Board. She went over the previous repayment schedules and stated that some schools had defaulted in their repayment schedule and for that reason staff was recommending a revised repayment schedule.

H. Beliak made a motion to approve the revised payment schedule plan for all MPS Intra-Organizational loans.

S. Sherkhanov seconded the motion.

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

**Roll Call**

S. Orazov Absent

S. Dikbas Aye  
D. Gonzalez Aye  
S. Geldiyev Aye  
C. Brimmer Absent  
U. Yapanel Absent  
S. Covarrubias Absent  
S. Sherkhonov Aye  
H. Beliak Aye

#### **IV. Information/Discussion Items**

##### **A. Oversight Authorizer Reports & Update on LAUSD Actions, Plans, Steps & Timeline for Fiscal Benchmarks**

This item was tabled until the next board meeting.

##### **B. Academic Update**

This item was tabled until the next board meeting.

##### **C. Enrollment Update**

This item was tabled until the next board meeting.

##### **D. 2018-19 Larson Communications End of Year Report**

This item was tabled until the next board meeting.

##### **E. Financial Update- April 2019**

This item was tabled until the next board meeting.

##### **F. Facilities Updates**

This item was tabled until the next board meeting.

#### **V. Closed Session Items**

##### **A. Public Announcement of Closed Session**

S. Sherkhonov, MPS Board Chair, announced that they were going into closed session to discuss eight matters and public employment for the CEO and Superintendent.

##### **B. Conference with Legal Counsel- Potential Litigation- Eight Matters**

The Board discussed these items in Closed Session.

##### **C. Public Employment: Chief Executive Officer and Superintendent**

The Board discussed this item in Closed Session.

##### **D. Report Out From Closed Session**

S. Sherkhonov, MPS Board Chair, reported out that all items in the Closed Session agenda were discussed but no actions were taken.

#### **VI. Additional Action Items**

##### **A. Approval of 2019-20 Employee Handbook**

H. Beliak made a motion to approve the proposed 2019-20 MPS Employee Handbook as presented.

S. Sherkhonov seconded the motion.

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

**Roll Call**

C. Brimmer Absent  
 S. Geldiyev Aye  
 D. Gonzalez Aye  
 U. Yapanel Absent  
 H. Beliak Aye  
 S. Dikbas Aye  
 S. Covarrubias Absent  
 S. Orazov Absent  
 S. Sherkhanov Aye

**B. Approval of Comparable Compensation Data for Charter School CEO & Superintendent**

S. Sherkhanov made a motion to approve the following: In connection with the Board's review of the Magnolia Public Schools ("MPS") CEO/Superintendent's employment agreement, the Board must meet this due diligence requirement by reviewing and adopting a comparability study. This review is essential in order to protect MPS (as a corporation) and the Board from IRS sanctions for "excess benefit transactions" and to establish a rebuttable presumption that the executive's compensation is reasonable. Thus, the Board must meet the criteria set out by the IRS for conducting this review prior to any of the above changes in employment occurring. This review must occur without the participation of any individuals who possesses a conflict of interest. Under the IRS regulations, any employees under the supervision of the CEO/Superintendent are automatically conflicted and must recuse themselves from any participation whatsoever in any aspect of this process. Accordingly, staff has produced a compensation comparability study for the Board's review.

H. Beliak seconded the motion.

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

**Roll Call**

S. Sherkhanov Aye  
 H. Beliak Aye  
 S. Covarrubias Absent  
 S. Dikbas Aye  
 C. Brimmer Absent  
 S. Geldiyev Aye  
 U. Yapanel Absent  
 D. Gonzalez Aye  
 S. Orazov Absent

**C. Approval of Contract Extension of CEO & Superintendent through June 30, 2020**

S. Sherkhanov, MPS Board Chair, made the following announcement: As to the next item regarding approval of the CEO/Superintendent's employment contract, I am required by law to indicate, prior to any vote on the contract, that the CEO/Superintendent's contract provides the following:

- The contract is a one (1) year (2019-2020) agreement which provides a base annual salary of \$220,000.
- Standard health benefits as are provided to certificated employees.
- Up to \$500.00 per month as a vehicle allowance

I would also note that the annual salary is wholly in keeping with the compensation comparability study the Board has received.

S. Sherkhanov made a motion to approve the CEO & Superintendent contract as described above.

H. Beliak seconded the motion.

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

**Roll Call**

S. Dikbas Aye  
 S. Sherkhanov Aye

D. Gonzalez Aye  
S. Geldiyev Aye  
S. Covarrubias Absent  
S. Orazov Absent  
C. Brimmer Absent  
U. Yapanel Absent  
H. Beliak Aye

## **VII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:10 PM.

Respectfully Submitted,  
S. Sherkhanov

## Cover Sheet

### Approval of June 17, 2019 Special AdHoc Committee Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** H. Approval of June 17, 2019 Special AdHoc Committee Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Special Ad-Hoc and Facility Committee Meeting on June 17, 2019





## Magnolia Public Schools

### Minutes

#### Special Ad-Hoc and Facility Committee Meeting

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**Date and Time**

Monday June 17, 2019 at 5:00 PM

**Location**

Dial: 1.844.572.5683 Code: 1948435

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Committee Members joined from the following locations:

- UCLA- 673 Boyer Hall, 611 Charles Young Dr. East, Los Angeles, CA 90095 (Dr. Saken Sherkhanov)
- 9715 Lockford St. LA, CA 90035 (Mr. Haim Beliak)
- 4701 Patrick Henry Dr. Bldg. #25, Santa Clara, CA 95054 (Dr. Umit Yapanel)
- 683 East Loyola Ave. Carson, CA 90746 (Ms. Charlotte Brimmer)

Facilities Committee Members

Ms. Charlotte Brimmer, Chair

Dr. Umit Yapanel

Dr. Salih Dikbas

Mr. Haim Beliak

Dr. Saken Sherkhanov (alternate)

CEO and Superintendent

Mr. Alfredo Rubalcava

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**Committee Members Present**

C. Brimmer (remote), H. Beliak (remote), S. Sherkhanov (remote), U. Yapanel (remote)

**Committee Members Absent**

S. Dikbas

**Committee Members Arrived Late**

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U. Yapanel

**Committee Members Left Early**

U. Yapanel

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**I. Opening Items**

**A. Call the Meeting to Order**

C. Brimmer called a meeting of the Facility/Audit committee of Magnolia Public Schools to order on Monday Jun 17, 2019 @ 5:09 PM at Dial: 1.844.572.5683 Code: 1948435.

**B. Record Attendance and Guests**

S. Sherkhanov, alternate committee member, joined in place of S. Dikbas who was unable to join.

**C. Public Comments**

There were no public comments made.

**D. Approval of Agenda**

H. Beliak made a motion to approve the agenda.

C. Brimmer seconded the motion.

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

**II. AdHoc Committee- Action Items**

**A. Approval of Revised Furniture Fixtures & Equipment Procurement for MSA-1**

P. Ontiveros, MPS General Counsel and Facilities Director, reminded the committee members of what was approved in the last meeting. He explained that since the last approval of Hertz contract, the vendor had notified MPS that there was an incorrect number on the bid and the bid was actually \$9,000 higher than what was previously approved, however, the bid was still the lowest that was received. P. Ontiveros provided the information that was given by the vendor regarding the mistake and stated that the vendor could not accept the contract without the additional cost since the bid was already low. Committee Members, stated their concern regarding the furniture items being of the same quality as stated in the original contract, P. Ontiveros stated that the items in the contract shall remain the same as originally stated. Committee Members directed staff to ensure the products purchased as part of this contract are of high quality and they want a letter from the vendor that states the explanation regarding the changes on the original bid and a commitment to high quality items.

U. Yapanel arrived late.

S. Sherkhanov made a motion to table approval of this item until further documentation is provided.

C. Brimmer seconded the motion.

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

**Roll Call**

C. Brimmer Aye

S. Dikbas Absent

H. Beliak Aye

S. Sherkhanov Aye

U. Yapanel Absent

U. Yapanel, Committee Member, was not present during the vote roll call.

U. Yapanel left early.

**B. Approval of Revised Play Surface Replacement for MSA-7**

P. Ontiveros, MPS General Counsel and Facilities Director, went over the revised play surface replacement item for MSA-7. He reminded the committee that this item had been previously approved but there had been new information provided from the vendor after the bid was granted to them. The vendor stated that the numbers they had originally provided on their bid were incorrect, and due to this mistake the contact now had a difference of about \$45,000. P. Ontiveros, explained that the vendor had previously stated a much higher cost difference but then lowered the number after further review. He also elaborated that despite this additional cost, the bid from this vendor continues to be the lowest received for this project.

C. Brimmer made a motion to table this item.

H. Beliak seconded the motion.

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

**Roll Call**

S. Sherkhanov Aye  
 S. Dikbas Absent  
 U. Yapanel Absent  
 H. Beliak Aye  
 C. Brimmer Aye

**C. Approval of Prop 39 Energy Upgrade Contracts for MSA-3, MSA-4, MSA-5, MSA-8**

This item was not discussed, C. Brimmer, MPS Facility Committee Chair, asked staff and committee members to table this item until the contracts are reviewed further. P. Ontiveros explained the urgency and deadlines pertaining to this project and its approval. The committee decided to table the item.

C. Brimmer made a motion to table this item.

H. Beliak seconded the motion.

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

**Roll Call**

H. Beliak Aye  
 S. Dikbas Absent  
 U. Yapanel Absent  
 C. Brimmer Aye  
 S. Sherkhanov Aye

**III. Facility Committee- Recommended Action Items**

**A. Recommendation of MSA-7 Restroom Renovation Capital Improvement Project Financed by CSFIG Funds**

P. Ontiveros, MPS General Counsel and Facilities Director, explained the deadlines pertaining to this project. He stated that there are three (3) projects being approved with this contract and he went over the RFP process. The school is not paying for these projects, the funds are being taken from the CSFIG granted amounts. In addition, although MSA-7 is located at a private site not owned by MPS, the school does plan on staying for at least a few more years as reflected on the lease contract. P. Ontiveros mentioned that the final cost would be known once the projects went through the proper approvals. This item requires a full board approval, before it goes to the board, committee members asked for additional information to be incorporated in the report.

C. Brimmer made a motion to approve and recommend to the full MPS Board the approval of the expenditure of CSFIG funds to add up to two (2) new staff restrooms, renovate an existing staff restroom, and renovate the remaining student restrooms at Magnolia Science Academy 7 Northridge (the "Project") at a cost of approximately \$96,412 and that TNL Construction, Inc. (License #988454) be awarded the contract for said Project.

H. Beliak seconded the motion.

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

**Roll Call**

C. Brimmer Aye  
S. Sherkhanov Aye  
U. Yapanel Absent  
H. Beliak Aye  
S. Dikbas Absent

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:38 PM.

Respectfully Submitted,  
C. Brimmer

# Cover Sheet

## Approval of June 24, 2019 AdHoc Committee Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** I. Approval of June 24, 2019 AdHoc Committee Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Special Ad-Hoc (Facility) Committee Meeting on June 24, 2019



## Magnolia Public Schools

### Minutes

#### Special Ad-Hoc (Facility) Committee Meeting

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**Date and Time**

Monday June 24, 2019 at 5:00 PM

**Location**

Teleconference: Dial:1.844.572.5683 Code:1948435

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Committee Members participated from the following locations:

- 683 East Loyola Ave. Carson, CA 90745 (Ms. Charlotte Brimmer)
- 9715 Lockford St. Los Angeles, CA 90746 (Mr. Haim Beliak)
- UCLA- 673 Boyer Hall, 611 Charles Young Dr. East, Los Angeles, CA 90095 (Dr. Saken Sherkhonov)

MPS Ad-Hoc Committee Members:

Mrs. Charlotte Brimmer, Chair

Dr. Umit Yapanel

Mr. Haim Beliak

Dr. Salih Dikbas

Dr. Saken Sherkhonov (Alternate)

CEO & Superintendent:

Mr. Alfredo Rubalcava

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**Committee Members Present**

C. Brimmer, H. Beliak, S. Sherkhonov

**Committee Members Absent**

S. Dikbas, U. Yapanel

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**I. Opening Items**

**A. Call the Meeting to Order**

C. Brimmer called a meeting of the Ad-Hoc Committee committee of Magnolia Public Schools to order on Monday Jun 24, 2019 @ 5:10 PM at Teleconference:  
Dial:1.844.572.5683 Code:1948435.

**B. Record Attendance and Guests**

S. Sherkhanov, participated as an alternate committee member.

**C. Public Comments**

There were no public comments.

**D. Approval of Agenda**

C. Brimmer made a motion to approve the agenda.

H. Beliak seconded the motion.

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

**II. Action Items**

**A. Approval of Revised Furniture. Fixtures & Equipment Procurement for MSA-1**

This item was discussed at a previous AdHoc committee meeting where committee members decided to table the approval until further documentation was provided. P. Ontiveros, MPS General Counsel and Facilities Director, explained to committee members what had been done since the last meeting where this item was presented. Committee members requested a more detailed letter from the vendor regarding the discrepancy. P. Ontiveros, confirmed that there would be no change order in the future for this purchase. The committee discussed this item at length.

C. Brimmer made a motion to approve Hertz Furniture (“Hertz”) as the vendor to provide furniture fixtures and equipment (“FF&E”) for the new building being constructed at 18220 Sherman Way for the benefit of MSA-1 (the “Project”) at a cost of \$224,907.69 and award a contract for the purchase of the FF&E to Hertz with the condition that Hertz revise the letter they provided to include the date it was written and other pertinent information as it relates to the discrepancy of the bid amount.

H. Beliak seconded the motion.

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

**Roll Call**

U. Yapanel Absent

S. Sherkhanov Aye

S. Dikbas Absent

H. Beliak Aye

C. Brimmer Aye

**B. Approval of Revised Play Surface Replacement for MSA-7**

This item was discussed at a previous AdHoc committee meeting where committee members decided to table the approval until further documentation was provided. P. Ontiveros, MPS General Counsel and Facilities Director, presented the new information to the committee. Committee members stated their concerns regarding the language used on the report and provided alternatives. All questions were addressed.

C. Brimmer made a motion to approve the replacement of the play surfaces at Magnolia Science Academy 7 Northridge (the “Project”) at a revised cost of \$170,000 (\$163,385.50 bid amount plus a \$6,614.50 contingency) and that Great Western Recreation be awarded the contract for said scope of work.

H. Beliak seconded the motion.

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

**Roll Call**

C. Brimmer Aye

U. Yapanel Absent

S. Dikbas Absent  
H. Beliak Aye  
S. Sherkhanov Aye

**C. Approval of Prop 39 Energy Upgrade Contracts for MSA-3, MSA-4, MSA-5, MSA-8**

This item was discussed at a previous AdHoc committee meeting where committee members decided to table the approval until further documentation was provided. P. Ontiveros, MPS General Counsel and Facilities Director, presented the new information to the committee. The committee discussed the federal regulations and amended the presented motion for approval.

C. Brimmer made a motion to approve the Prop 39 contracts listed below under Article III for MSA-3, MSA-4, MSA-5 and MSA-8 subject to changes required by law including but not limited to Davis-Bacon laws and subject to changes deemed necessary and proper by MPS staff.

H. Beliak seconded the motion.

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

**Roll Call**

H. Beliak Aye  
U. Yapanel Absent  
C. Brimmer Aye  
S. Sherkhanov Aye  
S. Dikbas Absent

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:03 PM.

Respectfully Submitted,  
C. Brimmer



# Cover Sheet

## Approval of June 28, 2019 Special Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** J. Approval of June 28, 2019 Special Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Special Board Meeting on June 28, 2019



## Magnolia Public Schools

### Minutes

#### Special Board Meeting

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**Date and Time**

Friday June 28, 2019 at 7:00 PM

**Location**

Teleconference: Dial:1.844.572.5683 Code:1948435

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Board Members joined from the following locations:

- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 683 East Loyola Ave. Carson, CA 90745 (Ms. Charlotte Brimmer)
- 7401 Madora Ave. Winnetka, CA 91306 (Ms. Sandra Covarrubias)
- UCLA- 673 Boyer Hall, 611 Charles Young Dr. East, Los Angeles, CA 90095 (Dr. Saken Sherkhanov)

Board Members:

Dr. Saken Sherkhanov, Chair

Mr. Haim Beliak, Vice-Chair

Dr. Umit Yapanel

Mr. Serdar Orazov

Dr. Salih Dikbas

Ms. Diane Gonzalez

Ms. Charlotte Brimmer

Ms. Sandra Covarrubias

Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

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**Directors Present**

C. Brimmer (remote), S. Covarrubias (remote), S. Dikbas (remote), S. Geldiyev (remote), S. Sherkhanov (remote)

## Directors Absent

D. Gonzalez, H. Beliak, S. Orazov, U. Yapanel

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## I. Opening Items

### A. Call the Meeting to Order

S. Sherkhanov called a meeting of the board of directors of Magnolia Public Schools to order on Friday Jun 28, 2019 @ 7:11 PM at Teleconference: Dial:1.844.572.5683 Code:1948435.

### B. Record Attendance and Guests

S. Orazov joined as a community member and did not vote.

### C. Public Comments

There were no public comments.

### D. Approval of Agenda

S. Sherkhanov made a motion to approve the agenda.

C. Brimmer seconded the motion.

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

## II. Closed Session Items

### A. Public Announcement of Closed Session

S. Sherkhanov, MPS Board Chair, announce to the public that the board would be going into Closed Session and reporting out in Open Session if any actions were taken.

### B. Conference with Legal Counsel- Potential Litigation- One Matter

The Board discussed this item in Closed Session.

### C. Report Out From Closed Session

S. Sherkhanov, MPS Board Chair, announce in Open Session that no actions were taken in Closed Session.

## III. Action Items

### A. Approval of 2019 Summer School Budgets

E. Acar, MPS Chief Academic Officer, explained that MPS will be providing summer school for about 1,000 students for the summer of 2019. He went over the details of how summer school will operate in the different schools now that the summer school will be offered internally by MPS. E. Acar, explained that budget implications were provided in the board report. There were no questions.

S. Sherkhanov made a motion to approve the use of each school's 2018-19 ending fund balance/ reserves to support/fund the July 2019 Summer Program for MSA 1, MSA 2, MSA 3, MSA 5, MSA 7, MSA 8, MSA SA and MSA SD with the stipulation that MPS staff will recoup the ADA from the designated authorizers.

S. Covarrubias seconded the motion.

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

#### Roll Call

S. Orazov	Absent
S. Geldiyev	Aye
C. Brimmer	Abstain

S. Sherkhanov Aye  
S. Dikbas Aye  
S. Covarrubias Aye  
D. Gonzalez Absent  
H. Beliak Absent  
U. Yapanel Absent

**B. Authorize AdHoc Committee to Approve MSA-7 Restroom Renovation Capital Improvement Project**

S. Sherkhanov, MPS Board Chair, quickly explained that this item was asking to give the AdHoc Committee authorization to approve the item MSA-7 restroom renovation upon further review.

C. Brimmer made a motion to appoint the MPS Facilities Committee as an Ad Hoc Committee with authority to approve a planned restroom renovation project at MSA-7 (the "Project") using Charter School Facility Incentive Grant ("CSFIG") funds.

S. Geldiyev seconded the motion.

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

**Roll Call**

H. Beliak Absent  
C. Brimmer Aye  
S. Sherkhanov Aye  
S. Orazov Absent  
S. Dikbas Abstain  
U. Yapanel Absent  
S. Covarrubias Aye  
D. Gonzalez Absent  
S. Geldiyev Aye

**IV. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,  
S. Sherkhanov

# Cover Sheet

## Approval of the Winning Bid for the Human Capital Management System (HCMS)

**Section:** III. Action Items  
**Item:** A. Approval of the Winning Bid for the Human Capital Management System (HCMS)  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** III A HCMS.pdf



Board Agenda Item #	Agenda # III A- Action Item
Date:	07.18.2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Suat Acar, COO
RE:	Human Capital Management Systems (HCMS) RFP winning bid

### Proposed Board Motion

I move the board that Paycom be approved to be the Human Capital Management System (HCMS) of MPS for up to 5 fiscal years, unless contract is terminated, starting from July 1<sup>st</sup> 2019.

### Introduction

Magnolia Public Schools (MPS) home office assessed the Human Capital Management System (HCMS) currently implemented organizationally and the requisition process completed during the 2015-2016 school year (Appendix 1). As a result of our assessment and to be compliant with audit requirements we decided to run a new Request for Proposals (RFP) for services beginning July 1, 2019 and ending June 30, 2022 (unless the Board considers to end the term).

### Background

MPS Home Office posted an RFP on March 25<sup>th</sup> 2019 on MPS website for calling vendors to respond through the link provided under RFP page of MPS. At the end of the RFP period 6 companies responded to the RFP:

1. Paycom (Our current HCMS vendor)
2. Ceridian
3. Paylocity
4. ADP
5. Ultipro (Ultimate)
6. OnePoint

MPS Home Office HR department is so glad to receive this many vendors to apply to this RFP. Therefore, we extended some timelines for the items in the RFP. The revised 1 on 1 presentation timeline to ended on May 17. Each meeting was set for at least 2 hours, some lasted for 4+ hours, Presenters went deeply into the database structure of their platforms as well as implementation of all the modules pertaining to Human Resources and Payroll. The Evaluation Committee came together twice to go over the responses on May 28, 2019 and May 29, 2019. The team consisted the COO, Director of HR and HR Administrator. We went over the submitted responses as well as the 1-pager expected cost estimations for MPS to use the vendors' platforms for 1 full fiscal year. We also asked the vendors about their pricing for a possible transitioning from a previous HCMS vendor to their platform.

Analysis (If applicable)

- 1- **1-on-1 Presentations:** Based on the 1-1 presentations, Q&A sessions and the RFP documents the evaluation committee concludes that
- a. The services provided by the companies are almost identical, however the database modelling and the interface visuals of their platforms are slightly different for each vendor.
  - b. Each vendor uses different terms for certain tasks, but in the end each platform fulfills the requirements.
  - c. It is important to note here that we tried to compare each platform with the platform we are using for the past 4 years. The team members discussed these features' convenience as well as how easy/difficult would the transition be in case of a switch from current platform to another.
  - d. User interface comparison analysis: Please see chart 1 below.

**2- Comparison of the bids with respect to online ratings & 1-1 Presentation notes**

The evaluation committee used [www.softwareadvice.com](http://www.softwareadvice.com) website to see the user reviews and ratings along with the notes we took (for Pros and cons) during the 1-1 presentations. The "RATING" column used the online reviews and ratings of the users of this website on 05.29.2019 to evaluate the services and the platform of these vendors. The Evaluation Committee considered these reviews as a more viable option to see where each vendor stands with respect to quality of service and the strength of their platforms.

Each rating is out of 5 and each rating cell has the number of users who reviewed the services of these vendors. As seen in the chart 1 a minimum of 213 users reviewed each vendor up to 3,023 reviews. The committee agreed that these reviewer counts serve as strong sample counts for an effective analysis of quality of services of these vendors.

The following three vendors have the highest user/customer ratings:

**Paycom:** 4.32 out of 5 per 356 reviews

**ADP:** 4.30 out of 5 per 3,023 reviews

**Ceridian:** 4.29 out of 5 per 458 reviews

<b>CHART-1</b>			
<b>RATING (out of 5)</b>	<b>COMPANY</b>	<b>PROS</b>	<b>CONS</b>
<b>4.30</b>  Out of 3,023 reviews	ADP	<ul style="list-style-type: none"> <li>- In CA support</li> <li>- Compare date with nearby schools</li> <li>- Leave management system</li> <li>- Single sign on</li> <li>- Payroll for different groups</li> <li>- Talent Community</li> <li>- Payroll section</li> <li>- Up to 7 years storage data (historical)</li> <li>- Payroll does Retroactive pay calculation</li> </ul>	<ul style="list-style-type: none"> <li>- User interface not friendly</li> <li>- HR sections look confusing, too complex</li> </ul>
<b>4.03</b>  Out of 213 reviews	PAYLOCITY	<ul style="list-style-type: none"> <li>- Retention %97</li> <li>- Aligned with other career websites</li> <li>- User interface</li> <li>- Easy to follow</li> <li>- Docs transferred to employee files</li> <li>- Different payroll batches at no additional cost</li> <li>- Real time accruals on the pay stubs</li> </ul>	<ul style="list-style-type: none"> <li>- No job templates</li> <li>- No scheduling</li> <li>- No representative in CA</li> <li>- No 22 pay period in system</li> <li>- Reporting</li> </ul>
<b>4.29</b>  Out of 458 reviews	CERIDIAN	<ul style="list-style-type: none"> <li>- Fountain Valley office</li> <li>- Reports and graphics</li> <li>- Scheduling</li> <li>- Reporting</li> </ul>	<ul style="list-style-type: none"> <li>- Recruitment module unable</li> </ul>



<p><b>4.04</b></p> <p>Out of 771 reviews</p>	<p>ULTIMATE</p>	<ul style="list-style-type: none"> <li>- 97% customer retention</li> <li>- Live streaming</li> <li>- Payroll flexibility and easiness</li> <li>- One username login</li> <li>- Analytics Reporting</li> <li>- Menus customizable</li> <li>- Onboarding process</li> <li>- Program developer onsite</li> </ul>	<ul style="list-style-type: none"> <li>- No onsite support or training</li> <li>- Employee training</li> </ul>
<p><b>4.11</b></p> <p>Out of 484</p>	<p>ONEPOINT (KRONOS)</p>	<ul style="list-style-type: none"> <li>- User interface</li> <li>- Software flexibility</li> <li>- Program developer onsite</li> <li>- One username</li> <li>- Leave Management</li> </ul>	<ul style="list-style-type: none"> <li>- Reporting interface</li> <li>- OnePoint is a subcontractor of Kronos, a much larger corporation. This, in a way, seems to be a pro, however, OnePoint will always be under the influence of the external corporate decisions, which, we felt, would be a risk for MPS.</li> </ul>
<p><b>4.32</b></p> <p>Out of 356 reviews</p>	<p>PAYCOM</p>	<ul style="list-style-type: none"> <li>- User interface</li> <li>- Onboarding</li> <li>- Paycom Learning University</li> <li>- Customer Service</li> <li>- Local representative</li> </ul>	<ul style="list-style-type: none"> <li>- No single sign-on</li> <li>- Scheduling extra cost</li> <li>- Payroll grouping extra cost</li> <li>- No real time time off</li> <li>- No document transfer from recruitment</li> </ul>

### 3- Comparison of the bids with respect to pricing

<b>CHART 2: Annual Estimates</b>			
	<b>Vendor</b>	<b>The bid annual total</b>	<b>Transitioning Cost</b>
<b>1</b>	<b>Paycom (Appendix 2)</b>	<b>\$129,183.36</b>	<b>None</b>
2	ADP (Appendix 3)	\$78,751.00	\$6,350.00
3	Ceridian (Appendix 4)	\$166,042.80	\$54,568.75
4	OnePoint (Appendix 5)	\$83,117.00	\$18,095.00
5	Paylocity (Appendix 6)	\$116,628.00	\$17,648.13
6	Ultimate (Appendix 7)	\$143,220.00	\$66,220.00

- The price comparison chart above is prepared with respect to the bids (annual cost estimates) provided by the vendors through email follow ups. The evaluation committee considered the bids for main HR functions. Any dollar amount for additional services are excluded from the bid amounts in the chart. Please see Appendixes 2-3-4-5-6-7.
- We spent some more time on the Paycom annual estimate, as our current vendor. Please see Appendix 2. It has both the 2020 estimate that they sent as well as a Year-to-Date (YTD) expense report for the time frame between January 1, 2019 and May 15, 2019. We wanted to make sure the 2020 estimates that is sent is in accordance with the actual YTD reports. Based on this analysis, the YTD total for year 2019 is \$61,598.78. The projected 2019 annual estimate would be approximately twice this amount, around \$125,000. Therefore, the evaluation committee concluded that the 2020 estimate of Paycom (i.e. \$129,183.36) is reasonable.
- The possible transitioning (1-time) costs of the vendors other than the current vendor we currently use are also added to the last column in the chart 2.
- Please see the transitioning expenses of Ceridian and Ultimate to be the highest similar to their bids. ADP's transitioning bid is more reasonable than OnePoint's bid by approximately \$11,000. Paycom has no transitioning cost as they are the current platform that MPS uses.
- Based on the dollar amounts on the Chart 2, the only bids comparable to the dollar amount we would pay to the current vendor is Paylocity, ADP & OnePoint bids
- The evaluation team concluded that
  - o the user interface of ADP is too complex and the transitioning would be very labor intensive.
  - o Also the difference between the bids of
    - OnePoint and Paycom is \$46,066.36 less the transitioning costs (\$18,095) yields the difference amount as \$27,971.36 in favor of OnePoint. (OnePoint annual pricing includes year end fees as well)
    - Paylocity and Paycom is \$12,555.36 less the transitioning cost (\$17,648.13) is \$5,092.77 in favor of Paycom.

### 4- Decision

The evaluation committee used a comparative analysis between the current vendor (Paycom) and each vendor with respect to the bid dollar amounts and the review ratings.

### Considering

- Paycom has the highest review rating amongst the user reviews (4.32). The other high rated vendors in reviews are ADP (4.30) and Ceridian (4.29) [see chart 1]
- lowest bids against Paycom are OnePoint and Paylocity. The differences between the bid dollar amounts of current vendor and other vendors are not that significant (i.e. OnePoint vs Paycom and Paylocity vs Paycom) [see the section 3 for comparisons]
- the previous transitioning took around 2 years to make the staff, the administrators and the infrastructure ready with all related purchases, set up and training, and the HR team is currently only 2 persons serving 10 sites and home office for close to 400 staff members

**the evaluation committee decided to call our Board for action to continue with Paycom, the current vendor, for up to 5 fiscal years starting from July 1<sup>st</sup>, 2019.**

### Budget Implications

- Amounts/ Funding Source: Paycom expenses are currently budgeted under each school's and MERF's budget for 2019-20. See below chart 3 showing budgeted amounts for each site in the budgets submitted to the Board for approval during June 13, 2019 MPS Regular Board Meeting. The total budgeted dollar amount, per chart 3, is \$190,640. The Paycom annual estimate for MPS is \$129,183.36. Therefore, there is enough funds budgeted for this procurement.

<b>CHART 3</b>	
<b>Site</b>	<b>Budgeted Dollar amounts for 2019-20</b>
MSA 1	\$25,000
MSA 2	\$17,000
MSA 3	\$25,714
MSA 4	\$10,044
MSA 5	\$10,038
MSA 6	\$10,844
MSA 7	\$15,000
MSA 8	\$17,000
MSA Santa Ana	\$30,000
MSA San Diego	\$10,000
MERF	20,000
<b>TOTAL</b>	<b>\$190,640</b>

- Budget implication was reviewed and approved by the MPS CFO on June 4, 2019.

Exhibits (attachments):

Appendix 1: The board report for the winning bid for 2015 HCMS RFP.

Appendix 2: The 1-pager annual expense estimation of Paycom

Appendix 3: The 1-pager annual expense estimation of ADP

Appendix 4: The 1-pager annual expense estimation of Ceridian

Appendix 5: The 1-pager annual expense estimation of OnePoint

Appendix 6: The 1-pager annual expense estimation of Paylocity

Appendix 7: The 1-pager annual expense estimation of Ultipro (Ultimate)



# MAGNOLIA PUBLIC SCHOOLS

## Board Of Directors

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Board Agenda Item #	III D
Date:	November 12, 2015
To:	Board of Directors
From:	Terri Boatman, Director of Human Resources
Staff Lead:	Oswaldo Diaz, Chief Financial Officer
RE:	Approval of the Paycom Contract

### Proposed Board Recommendation

I move that the Board to approve the purchase and use of the Paycom system as an HRIS/Time Reporting System.

### Background

Although Coolsis has been modified to store employee information, it does not function as a proper HRIS/Time Reporting System that provides access to accurate information, ease in storing employee data, verifiable and accurate time cards or employee indicative data such as start dates and ending dates of employee, pay changes, or transfers.

In addition we are out of compliance with the following requirements per CA and federal law:

- According to State of CA, every employer shall keep accurate information with respect to each employee including the following:
  - (1) Full name, home address, occupation and social security number.
  - (2) Birth date, if under 18 years, and designation as a minor.
  - (3) Time records showing when the employee begins and ends each work period. Meal periods, split shift intervals and total daily hours worked shall also be recorded. Meal periods during which operations cease and authorized rest periods need not be recorded.
  - (4) Total wages paid each payroll period, including value of board, lodging, or other compensation actually furnished to the employee.
  - (5) Total hours worked in the payroll period and applicable rates of pay. This information shall be made readily available to the employee upon reasonable request.
  - (6) When a piece rate or incentive plan is in operation, piece rates or an explanation of the incentive plan formula shall be provided to employees. An accurate production record shall be maintained by the employer.



# MAGNOLIA PUBLIC SCHOOLS

13950 Milton Ave. 200B Westminster, CA 92683

P: (714) 892-5066 F: (714) 362-9588

(B) Every employer shall semimonthly or at the time of each payment of wages furnish each employee, either as a detachable part of the check, draft, or voucher paying the employee's wages, or separately, an itemized statement in writing showing: (1) all deductions; (2) the inclusive dates of the period for which the employee is paid; (3) the name of the employee or the employee's social security number; and (4) the name of the employer, provided all deductions made on written orders of the employee may be aggregated and shown as one item.

(C) All required records shall be in the English language and in ink or other indelible form, properly dated, showing month, day and year, and shall be kept on file by the employer for at least three years at the place of employment or at a central location within the State of California. An employee's records shall be available for inspection by the employee upon reasonable request.

(D) Clocks shall be provided in all major work areas or within reasonable distance thereto insofar as practicable.

- **Meal and Rest Periods**

Our current system does not allow for us to track if hourly employees are taking their required meal periods as required by the CA State Law before the end of the 5<sup>th</sup> hours. We have no system to pay meal time penalties if this did not occur.

- **Time keeping Policy for CA:**

We are to provide a system which employees can verify the hours worked. (See attached)

- **Paid Time Off**

We don't have a system to track accurate PTO usage and accruals.

- **Recruiting**

No formal system in place to tracking our recruiting efforts. Candidates interviewed and the disposition.

No application method

- **I-9 and Immigration**

Current processes allows for errors in the creation of I9's.

No formal system to purge documents as required by law

No system to track expiration dates of work authorizations



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- **Other Compliance Errors**

No easy, accurate method to track expired credentials or TB Tests  
No way to ensure a start date occurs after the receipt of fingerprints.

A RFP was placed asking companies to provide quotes and summary of services. Three proposals were returned:

Paycom  
PeopleStrategy  
Helios

We also examined other systems including Zenefits, and ADP.

We have selected Paycom as it has the full functionality that we need to manage all aspects of the employee cycle from talent acquisitions, onboarding, employee portals, compliance, and time and attendance. Paycom will provide geo-coded/IP specific timeclock capabilities so that we can monitor and track employee time and attendance as well as usage of paid time off.

We feel that Paycom is the best mid-size enterprise system which will support the organization as we grow, ensure compliance and maintain employee records.

## Budget Implications

The financial cost of selecting Paycom versus our current payroll company is \$42,000 this year, but drops in future years after the implementation upfront costs of \$22,500. This is an average annual increase in payroll cost of less than \$3,500 and allows us to become completely compliant with all requirements. EdTec will continue to process our payroll checks with no contract change required. Our contract with EdTec did not include HRIS.

## Name of Staff Originator:

Oswaldo Diaz, Chief Financial Officer

## Attachments

Grid that tracks the components of each system.

**HRIS System Comparison**

Componet	Paycom		PeopleStrategy		Helios	
	Y/N	Notes	Y/N	Notes	Y/N	Notes
Applicant Tracking	Yes	Included in pricing	Yes		No	Somewhat available
Integration with payroll system	Yes	Included in pricing	Yes		No	Need a secondary vendor
Performance Management and the ability to create and track evaluations	YES	Included in pricing	No	Available, but not included in price	No	
Timekeeping and attendance tracking	Yes	Included in pricing	Yes		No	
Payroll processing	Yes	Included in pricing	Yes		No	
Onboarding platform which includes e-signature of relevant documents	Yes	Included in pricing	Yes		Yes	Includes new hire document
I9 completion and storage per federal guidelines	Yes	Included in pricing	Yes	Included Everify	No	
Reporting capabilities	Yes	Included in pricing	Yes		Yes	
Applicant tracking and talent acquisition	Yes	Included in pricing	Yes		No	
Job and pay history	Yes	Included in pricing	Yes		Yes	
Tracking of paid time off banks and approvias	Yes	Included in pricing	Yes		Yes	
Linkage to benefits platform	Yes	Included in pricing	No	Available, but not included in price	No	
Electronic form processing	Yes	Included in pricing	Yes		Yes	
ACA reporting	Yes	Included in pricing	No		No	
Training Management	Yes	Included in pricing	No		No	
Integration /interface with general ledger	Yes	Included in pricing	Yes		No	
Tracking of Credentials	Yes	Included in pricing	Yes		Yes	Credentials are automatically tracked and the data is uploaded from the CTC site. Reminders are sent.
Tracking of TB testings	Yes	Included in pricing	Yes		Yes	Results are tracked

Pricing	Annual	Initial	Annual	Initial	Annual	Initial
		\$97,081.68	\$22,500.00	\$72,795.00	7,995.00	\$19,960.00

Able to Meet January 1 Implementation	Yes	Yes	Yes
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PAYCOM ANNUAL EXPENSE ESTIMATION FOR MPS 2020						
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Client Code	Client Name	Total Base	Total Per Check	Number of Checks	Per Payroll	Yearly Totals
OKC 0Y383	MSA 1	\$162.51	\$8.67	59	\$674.04	\$16,176.96
OKC 0Y384	MSA 2	\$154.51	\$8.54	39	\$487.57	\$11,701.68
OKC 0Y385	MSA 3	\$154.51	\$8.54	38	\$479.03	\$11,496.72
OKC 0Y386	MSA 4	\$175.53	\$7.29	19	\$314.04	\$7,536.96
OKC 0Y387	MSA 5	\$184.06	\$7.29	24	\$359.02	\$8,616.48
OKC 0Y388	MSA 6	\$166.02	\$7.29	15	\$275.37	\$6,608.88
OKC 0Y389	MSA 7	\$154.51	\$8.54	29	\$402.17	\$9,652.08
OKC 0Y390	MSA 8	\$154.51	\$8.54	41	\$504.65	\$12,111.60
OKC 0Y391	MSA 9	\$154.51	\$8.54	32	\$427.79	\$10,266.96
OKC 0Y393	MSA 10	\$154.51	\$13.46	64	\$1,015.95	\$24,382.80
OKC 0Y394	MERF	\$229.51	\$8.54	25	\$443.01	\$10,632.24

2020 Estimated Total	<b><u>\$129,183.36</u></b>
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PAYCOM Year-to-date expense report for January 1st through May 15, 2019						
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Client Code	Family Code	Check Date	Number of Checks	Check Processing Tax Service	Total Billing	2019 Total
OKC 0Y385	OKC 0Y382	1/15/2019	41	\$504.65	\$548.05	<b><u>\$61,598.78</u></b>
OKC 0Y386	OKC 0Y382	1/15/2019	19	\$314.04	\$344.39	
OKC 0Y387	OKC 0Y382	1/15/2019	24	\$359.02	\$399.87	
OKC 0Y388	OKC 0Y382	1/15/2019	14	\$268.08	\$297.43	
OKC 0Y389	OKC 0Y382	1/15/2019	29	\$402.17	\$433.77	
OKC 0Y383	OKC 0Y382	1/15/2019	59	\$674.04	\$720.64	
OKC 0Y390	OKC 0Y382	1/15/2019	40	\$496.11	\$539.86	
OKC 0Y393	OKC 0Y382	1/15/2019	69	\$1,083.25	\$1,121.60	
OKC 0Y391	OKC 0Y382	1/15/2019	32	\$427.79	\$459.84	
OKC 0Y394	OKC 0Y382	1/15/2019	27	\$460.09	\$514.14	
OKC 0Y384	OKC 0Y382	1/15/2019	41	\$504.65	\$548.80	
OKC 0Y383	OKC 0Y382	1/31/2019	58	\$665.37	\$1,675.37	
OKC 0Y391	OKC 0Y382	1/31/2019	32	\$427.79	\$1,113.34	
OKC 0Y384	OKC 0Y382	1/31/2019	40	\$496.11	\$1,283.96	
OKC 0Y390	OKC 0Y382	1/31/2019	40	\$496.11	\$1,398.91	
OKC 0Y393	OKC 0Y382	1/31/2019	67	\$1,056.33	\$2,450.88	
OKC 0Y385	OKC 0Y382	1/31/2019	42	\$513.19	\$1,367.14	
OKC 0Y387	OKC 0Y382	1/31/2019	24	\$359.02	\$907.42	
OKC 0Y388	OKC 0Y382	1/31/2019	15	\$277.40	\$689.35	
OKC 0Y394	OKC 0Y382	1/31/2019	26	\$451.55	\$1,079.45	
OKC 0Y386	OKC 0Y382	1/31/2019	20	\$323.04	\$791.59	
OKC 0Y389	OKC 0Y382	1/31/2019	30	\$410.71	\$1,012.56	
OKC 0Y388	OKC 0Y382	2/15/2019	15	\$277.40	\$306.90	
OKC 0Y384	OKC 0Y382	2/15/2019	40	\$496.11	\$540.11	
OKC 0Y393	OKC 0Y382	2/15/2019	67	\$1,056.33	\$1,094.38	

OKC 0Y390	OKC 0Y382	2/15/2019	41	\$504.65	\$548.55
OKC 0Y383	OKC 0Y382	2/15/2019	61	\$691.38	\$738.53
OKC 0Y391	OKC 0Y382	2/15/2019	32	\$427.79	\$459.84
OKC 0Y389	OKC 0Y382	2/15/2019	30	\$410.71	\$442.46
OKC 0Y385	OKC 0Y382	2/15/2019	41	\$504.65	\$548.30
OKC 0Y386	OKC 0Y382	2/15/2019	19	\$314.04	\$344.39
OKC 0Y387	OKC 0Y382	2/15/2019	24	\$359.02	\$399.87
OKC 0Y394	OKC 0Y382	2/15/2019	25	\$443.01	\$486.76
OKC 0Y386	OKC 0Y382	2/28/2019	19	\$314.04	\$344.39
OKC 0Y387	OKC 0Y382	2/28/2019	25	\$368.01	\$409.01
OKC 0Y388	OKC 0Y382	2/28/2019	15	\$277.40	\$306.90
OKC 0Y389	OKC 0Y382	2/28/2019	30	\$410.71	\$442.46
OKC 0Y394	OKC 0Y382	2/28/2019	25	\$443.01	\$486.76
OKC 0Y383	OKC 0Y382	2/28/2019	58	\$665.37	\$712.07
OKC 0Y384	OKC 0Y382	2/28/2019	40	\$496.11	\$540.11
OKC 0Y390	OKC 0Y382	2/28/2019	42	\$513.19	\$557.24
OKC 0Y391	OKC 0Y382	2/28/2019	32	\$427.79	\$459.84
OKC 0Y385	OKC 0Y382	2/28/2019	40	\$496.11	\$539.61
OKC 0Y393	OKC 0Y382	2/28/2019	63	\$1,002.49	\$1,039.94
OKC 0Y383	OKC 0Y382	3/15/2019	59	\$674.04	\$737.89
OKC 0Y384	OKC 0Y382	3/15/2019	39	\$487.57	\$521.42
OKC 0Y390	OKC 0Y382	3/15/2019	40	\$496.11	\$540.11
OKC 0Y391	OKC 0Y382	3/15/2019	32	\$427.79	\$459.84
OKC 0Y393	OKC 0Y382	3/15/2019	65	\$1,029.41	\$1,067.16
OKC 0Y385	OKC 0Y382	3/15/2019	39	\$487.57	\$530.92
OKC 0Y387	OKC 0Y382	3/15/2019	25	\$368.01	\$409.01
OKC 0Y388	OKC 0Y382	3/15/2019	15	\$277.40	\$306.90
OKC 0Y389	OKC 0Y382	3/15/2019	30	\$410.71	\$442.46
OKC 0Y394	OKC 0Y382	3/15/2019	25	\$443.01	\$486.76
OKC 0Y386	OKC 0Y382	3/15/2019	19	\$314.04	\$344.39
OKC 0Y393	OKC 0Y382	3/29/2019	64	\$1,051.77	\$1,089.37
OKC 0Y391	OKC 0Y382	3/29/2019	32	\$443.42	\$475.47
OKC 0Y389	OKC 0Y382	3/29/2019	30	\$425.75	\$457.50
OKC 0Y390	OKC 0Y382	3/29/2019	42	\$532.14	\$576.44
OKC 0Y384	OKC 0Y382	3/29/2019	42	\$531.80	\$566.10
OKC 0Y383	OKC 0Y382	3/29/2019	60	\$707.52	\$754.52
OKC 0Y394	OKC 0Y382	3/29/2019	26	\$468.40	\$512.30
OKC 0Y388	OKC 0Y382	3/29/2019	15	\$287.83	\$317.33
OKC 0Y387	OKC 0Y382	3/29/2019	24	\$372.62	\$413.47
OKC 0Y386	OKC 0Y382	3/29/2019	19	\$325.75	\$356.10
OKC 0Y385	OKC 0Y382	3/29/2019	41	\$523.29	\$566.94
OKC 0Y386	OKC 0Y382	4/15/2019	19	\$325.75	\$356.10
OKC 0Y387	OKC 0Y382	4/15/2019	24	\$372.62	\$413.47
OKC 0Y388	OKC 0Y382	4/15/2019	15	\$287.83	\$317.33
OKC 0Y394	OKC 0Y382	4/15/2019	26	\$468.40	\$512.30

OKC 0Y385	OKC 0Y382	4/15/2019	41	\$523.29	\$566.94
OKC 0Y389	OKC 0Y382	4/15/2019	30	\$425.75	\$457.50
OKC 0Y391	OKC 0Y382	4/15/2019	32	\$443.42	\$475.47
OKC 0Y393	OKC 0Y382	4/15/2019	65	\$1,065.69	\$1,103.44
OKC 0Y390	OKC 0Y382	4/15/2019	42	\$532.14	\$576.44
OKC 0Y384	OKC 0Y382	4/15/2019	41	\$522.97	\$577.12
OKC 0Y383	OKC 0Y382	4/15/2019	60	\$707.52	\$754.52
OKC 0Y383	OKC 0Y382	4/30/2019	60	\$707.52	\$754.52
OKC 0Y384	OKC 0Y382	4/30/2019	39	\$505.30	\$539.15
OKC 0Y394	OKC 0Y382	4/30/2019	26	\$468.40	\$512.30
OKC 0Y391	OKC 0Y382	4/30/2019	32	\$443.42	\$475.47
OKC 0Y385	OKC 0Y382	4/30/2019	41	\$523.29	\$566.94
OKC 0Y393	OKC 0Y382	4/30/2019	64	\$1,051.77	\$1,089.37
OKC 0Y387	OKC 0Y382	4/30/2019	24	\$372.62	\$413.47
OKC 0Y388	OKC 0Y382	4/30/2019	15	\$287.83	\$317.33
OKC 0Y389	OKC 0Y382	4/30/2019	29	\$416.92	\$448.52
OKC 0Y390	OKC 0Y382	4/30/2019	43	\$540.98	\$585.43
OKC 0Y386	OKC 0Y382	4/30/2019	18	\$316.45	\$346.65
OKC 0Y385	OKC 0Y382	5/15/2019	42	\$532.47	\$586.27
OKC 0Y387	OKC 0Y382	5/15/2019	24	\$372.62	\$413.47
OKC 0Y388	OKC 0Y382	5/15/2019	15	\$287.83	\$317.33
OKC 0Y389	OKC 0Y382	5/15/2019	29	\$416.92	\$448.52
OKC 0Y394	OKC 0Y382	5/15/2019	26	\$468.40	\$512.30
OKC 0Y383	OKC 0Y382	5/15/2019	59	\$698.55	\$745.40
OKC 0Y384	OKC 0Y382	5/15/2019	39	\$505.30	\$539.15
OKC 0Y386	OKC 0Y382	5/15/2019	19	\$325.75	\$356.10
OKC 0Y390	OKC 0Y382	5/15/2019	42	\$532.14	\$576.44
OKC 0Y391	OKC 0Y382	5/15/2019	32	\$443.42	\$475.47
OKC 0Y393	OKC 0Y382	5/15/2019	64	\$1,051.77	\$1,089.37

**TOTAL            \$61,598.78**



**ADP Workforce Now**

**Total Estimated Employees on Payroll (Bi-Weekly):** 385

ADP Solution	Per Employee Per Processing	Per Employee Per Month	Annual
<b>Payroll</b>	\$61.75	\$1.46	\$16,220.10
* - Full Service Payroll/Tax Processing, GL Interface, Mobile, EE Discount Program, Group Term Life Calculation, Employment Verification PTO Accruals, Wage Garnishment Processing, UI Claim Management	Bi-weekly Base Fee	Bi-weekly, Per EE Per Processing	Annual
<b>HRIS</b>		\$6.01	\$27,766.20
* - Full HRIS, Employee/Manager Self-Service, Certifications/Licenses, Single System of Record, Benefits Administration, Auto Deductions, Mobile App, Compliance Library, Org Chart, ACA Dashboards, Onboarding/eI9, 1094C/1095C Filings, Effective Dating, Dependent Tracking, Open Enrollment Tools and Age-Banded Plan Tracking Capabilities, Secure Cloud Based Document Storage, Digital Employee Record		Monthly	Annual
<b>Time &amp; Attendance</b>		\$3.25	\$15,015.00
* - Time Collection, PTO Accruals Engine, Time Off Requests & Approval Workflow Scheduling, Rule Based Calc., PTO Mgmt. & Reporting		Monthly	Annual
<b>ADP DataCloud - Analytics &amp; Enhanced Insights</b>		\$1.56	\$7,207.20
* - Pre-configured KPI's, access to ADP's live, aggregated and anonymized data sets, Benchmark against industries, locations, employer size and revenues, Predictive analytics, turnover metrics		Monthly	
<b>Performance &amp; Compensation Mgmt.</b>		\$0.98	\$4,527.60
* - Custom Performance Review Templates, 360 Degree Peer Review, Employee Goal Management, Manager Dashboard, Performance Award Alignment, Budget and Award Guidelines		Monthly	Annual
<b>Recruitment &amp; Talent Acquisition</b>		\$1.30	\$6,006.00
* - Requisition Process & Reporting, Metrics behind Cost & Time to Hire Post Directly to Job Boards & Social Sites Media (LinkedIn, Indeed, etc.)		Monthly	Annual
<b>Year-End W2's/1099s (Annual)</b>	\$5.22		\$2,009.70
	Per Form, End of Year		
<b>Total Estimated Annual Spend with ADP</b>			<b>\$78,751.80</b>

Implementation	One Time
Payroll	\$875.00
HCM/HRIS Solution	\$2,750.00
Time and Attendance	\$975.00
DataCloud	\$250.00
Performance & Compensation Mgmt	\$1,000.00
Recruitment and Talent Acquisition	\$500.00
<b>Total One Time Fees</b>	<b>\$6,350.00</b>

**\*\*\*Free Implementation Support and Data Conversion\*\*\***

Check History: Up to 7 years: max 5,000 Lives

Pay Rate (or Salary) History: Up to 7 years; max 5,000 Lives

Position (or Job Profile) History: Up to 7 years: max 5,000 Lives

<b>CERIDIAN ANNUAL EXPENSE ESTIMATION FOR MPS</b>
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<b>ONE TIME</b>
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Module	PEPM	Implementation	# EMPLOYEES	TOTAL PEPM	MONTHS	ANNUAL TOTAL	IMPLEMENTATION	
Core-includes self-service & HR	\$ 5.00	\$20,000- \$40,000	Will depend on scoping attributes	385	\$ 1,925.00	12	\$ 23,100.00	
Payroll	\$ 6.00			385	\$ 2,310.00	12	\$ 27,720.00	
Benefits	\$ 2.00		Benefits- includes carrier/401k connections	385	\$ 770.00	12	\$ 9,240.00	
Time and Attendance	\$ 4.00		Time and attendance- includes scheduling	385	\$ 1,540.00	12	\$ 18,480.00	\$ 40,000.00
Employment/Salary verification	\$ -	\$ -	385	\$ -	12	\$ -	\$ -	
Education Package	\$ 1.00	\$ -	385	\$ 385.00	12	\$ 4,620.00	\$ -	
Unemployment compensation	\$ 0.44	\$ -	385	\$ 169.40	12	\$ 2,032.80	\$ -	
language packs	\$ 0.50	\$ -	385	\$ 192.50	12	\$ 2,310.00	\$ -	
Performance Management	\$ 2.25	\$2,550.00	385	\$ 866.25	12	\$ 10,395.00	\$ 2,550.00	
Single Sign On	\$ -	\$ 281.25	385	\$ -	12	\$ -	\$ 281.25	
Recruiting	\$ 1.50	\$2,550.00	Recruiting- includes integration to job boards/background screening/ I-9 verification	385	\$ 577.50	12	\$ 6,930.00	\$ 2,550.00

Dashboards	\$ 2.00	\$ 562.50
Learning Management	\$ 4.00	\$5,625.00
Learning Coach and Share	\$ 1.25	\$ -
Compensation Management	\$ 1.50	\$1,125.00
Document Mangement	\$ 1.50	\$1,125.00
Succession Planning	\$ 1.00	\$ -
ACA management	\$ 1.00	
Benefit decision support	\$ 1.00	\$ 750.00

385	\$ 770.00	12	\$ 9,240.00	\$ 562.50
385	\$ 1,540.00	12	\$ 18,480.00	\$ 5,625.00
385	\$ 481.25	12	\$ 5,775.00	\$ -
385	\$ 577.50	12	\$ 6,930.00	\$ 1,125.00
385	\$ 577.50	12	\$ 6,930.00	\$ 1,125.00
385	\$ 385.00	12	\$ 4,620.00	\$ -
385	\$ 385.00	12	\$ 4,620.00	\$ -
385	\$ 385.00	12	\$ 4,620.00	\$ 750.00

**\$ 166,042.80** \$ 54,568.75

Miscellaneous Fees	Fee	
Staging	\$ 6,291.00	per month in implementation- Impement ation takes
W-2s	\$ -	included in PEPM
1095s	\$ -	included in ACA
Benefit carrier feeds	\$ -	inlcuded in Benefits module
401k integration	\$ -	inlcuded in Benefits module
Standard GL	\$ -	
Custom GL	\$ 14,000.00	
Work comp tracking	\$ -	

tax credits	\$ -	
compliance	\$ -	
		We track and pay, but partner with WageWork
garnishments	\$ -	
check printing	\$ 0.15	
Direct deposit	\$ -	

<b>Clock options</b>	<b>Hardware-Purchase</b>	<b>Maintenance</b>
Dayforce Touch Bio w/ no reader	\$ 2,175.00	\$ 275.00
Dayforce Touch Bio w/ barcode reader	\$ 2,350.00	\$ 275.00
Dayforce Touch Bio w/ Mag stripe reader	\$ 2,360.00	\$ 275.00
Dayforce Touch Bio w/ Proximity reader	\$ 2,465.00	\$ 275.00
Dayforce Tuff w/ proximity reader	\$ 2,600.00	\$ 275.00
Dayforce Tuff w/o Proximity reader	\$ 2,500.00	\$ 250.00
Dayforce mobile- includes geo fencing	\$ -	\$ -



# Quote for Services

#PQ0004884

Magnolia Public Schools

OnePoint Human Capital Management

**Suat Acar**

sacar@magnoliapublicschools.org

**Trey Manganaan**

trey.manganaan@onehcm.com

Chief Operations Officer

05/31/2019

## Company Information

Number of Employees

**385**

Pay Frequency

**Semi-Monthly**

Number of Locations/Offices

**1**

Number of State/Local Tax Reports

**1**

## Payroll

	Unit Price			Monthly Price
OnePoint Payroll Per Check Fee (BW/SM/M)	\$2.25	20.00 %	\$1.80	\$1,386.00
OnePoint Payroll Service (BW/SM/M)	\$60.00	20.00 %	\$48.00	\$96.00
			<b>Total</b>	<b>\$1,482.00</b>
<b>Ancillary Products and/or Services</b>				
SSNVS and New Hire Filing	\$3.00			\$3.00

## HR Enterprise

	Unit Price			Monthly Price
<b>HR</b>				
Compensation Management - PEPM	\$0.50	20.00 %	\$0.40	\$154.00
Leave Management - PEPM	\$2.00	20.00 %	\$1.60	\$616.00
OnePoint HR Enterprise Service - PEPM	\$5.00	20.00 %	\$4.00	\$1,540.00
			<b>Total</b>	<b>\$2,310.00</b>
<b>Ancillary Products and/or Services</b>				
401K Interface File	\$1.00	20.00 %	\$0.80	\$308.00
HRE - HR Support Center Online + Ask the Pro	\$50.00	100.00 %	\$0.00	\$0.00
Recruitment (Per Live Job Listing) - Minimum	\$40.00			\$40.00
Recruitment (Per Live Job Listing) - Per Transaction	\$20.00			\$0.00
			<b>Total</b>	



**Time and Labor Management Enterprise**

	Unit Price			Monthly Price
<b>Time and Labor</b>				
OnePoint Enterprise Time & Labor Management Service - PEPM	\$4.00	20.00 %	\$3.20	\$1,232.00
			<b>Total</b>	<b>\$1,232.00</b>

**Benefits**

	Unit Price			Monthly Price
<b>ACA</b>				
ACA Management - PEPM	\$1.00	20.00 %	\$0.80	\$308.00
<b>Cobra</b>				
COBRA Administration - Base	\$50.00	20.00 %	\$40.00	\$40.00
COBRA Administration - PEPM	\$1.25	20.00 %	\$1.00	\$385.00
<b>EDI Carrier Connectivity</b>				
EDI Carrier Connectivity - PEPM	\$2.00	20.00 %	\$1.60	\$616.00
			<b>Total</b>	<b>\$1,349.00</b>

**One-Time Set-Up Fees**

OnePoint Payroll Setup				\$18,095.00
			<b>Total</b>	<b>\$18,095.00</b>

**Year-End Fees**

Annual Record Retention and Electronic Document Storage				\$100.00
Annual W2 Processing Service - Base				\$75.00
Annual W2 Processing Service - PEPM				\$2,290.75

**Total Cost Summary\*\***

	Totals
Total One-time Fees	\$18,095.00
Total Monthly Fees	\$6,721.00
Total Sales Tax (0.00 %)	\$0.00
Year-End Fees	\$2,465.75
<b>Total Annualized Fees (Less Year End Fees)</b>	<b>\$80,652.00</b>

- \*\*Plus sales tax if applicable.
- \*\*Delivery fees apply for packages at then applicable rates.
- \*\*\*Discounts and promotions are applicable for the first 12 months of service only.

THE ONEPOINT SERVICES COVERED BY THIS AGREEMENT ARE PROVIDED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE SOFTWARE AS A SERVICE AGREEMENT AND PAYROLL SERVICE AGREEMENT, IF APPLICABLE.

Client Authorization
Suat Acar
Magnolia Public Schools
250 E 1st St. Suite 1500, Los Angeles CA 90012
,

OnePoint Human Capital Management
5/31/19
Trey Manganaan - Regional Manager
trey.manganaan@onehcm.com

**Notes:**

Prepared Exclusively for:  
Magnolia Public School

Amanda Nguyen  
Sr. Account Executive - Los Angeles, CA  
Anguyen@Paylocity.com  
626-429-2111



## Paylocity Quote for Service

May 23, 2019

This quote valid for 30 days

Company Information	
Number of Employees	385
Number of Annual Payroll Processings	24
Number of State / Local Tax Reports	1

One-Time Fees	Qty	Cost Per	Ext. Cost
Full Bundle Pricing - Implementation			\$ 17,648.13
History Bundle (per Year)	3		
Web Benefits Implementation *4 EDI/Carrier Connections Included			
Web Time - Time and Labor			
<b>Total</b>			<b>\$ 17,648.13</b>

Monthly Fees	Qty	Cost Per	Ext. Cost
Full Bundle Pricing	385	\$ 24.75 Base \$	190.25 \$ 9,719.00
Unlimited Payroll Processing			
General Ledger Service			
Paylocity Bank Checks			
Check Signing			
Check Sealing			
Direct Deposit			
New Hire Reporting			
Comprehensive Training			
Report Writer (Ad Hoc Reporting)			
Comprehensive Report Library			
Time Off Accruals			
Remote Print Back			
Online Quarterly Reports and W2 Access			
Direct Agency Payments (\$2.50 per payment)			
Electronic Child Support Payments (\$1.50 per payment)			
Retirement File Transfer - John Hancock Integration			
Tax Filing - Semi-Monthly	1		
Delivery Method - Paperless			
Split Delivery - UPS (\$15.00 Per Delivery)			
Enhanced HR Bundle	385		
Full HRIS - Reporting, PTO Mgmt., Mobile, Notifications, Unlimited Doc Storage, etc.			
Self Service for Employees and Managers			
Intranet Portal w/Online Check View			
Performance Management			
Web Onboarding			
Web Recruiting			
Compensation Management			
Compliance Package with ACA	385		
Web Benefits	385		
Web Time - Time and Labor			
<b>Total Per Month</b>			<b>\$ 9,719.00</b>

Year-End Fees	Qty	Cost Per	Ext. Cost
Year-End W2/1099	385	\$ 6.50 Base \$ 45.00	\$ 2,547.50
Year-End Form 1094/1095C			Included
Quarterly Tax Return - Internet Delivery			Included
<b>Total</b>			<b>\$ 2,547.50</b>

Total Cost Summary*			
Total One-Time Fees		Total One-Time	\$ 17,648.13
Year-End Fees		Total Year-End	\$ 2,547.50
Total Yearly Fees (Annualized)		Total Per Year	\$ 116,628.00

\*Annualized Fees do not include Payroll Delivery Charges

\*Monthly fees based on # of Active Employees

\*\*Plus sales tax if applicable

THE PAYLOCITY SERVICES COVERED BY THIS AGREEMENT  
ARE PROVIDED IN ACCORDANCE WITH THE TERMS  
AND CONDITIONS OF THIS AGREEMENT

Paylocity Associate	Date
	5/23/2019
Amanda Nguyen Sr. Account Executive - Los Angeles, CA Anguyen@Paylocity.com	

Client Authorization
Client Name (Print)
Magnolia Public School

PRICING PROPOSAL PREPARED FOR:  
MagnoliaPublic School



PRICING PROPOSAL PREPARED BY:  
Katarina Britton (310) 926 9285

PROPOSAL BASED ON:  
 385 Compensated US & Canadian Employees  
 0 Global HR only Employees (1099's)

	PEPM	ANNUALIZED	ACTIVATION
<b>HR ONLY / GLOBAL RECORD KEEPING</b>	\$ 4.00	\$ -	\$ -
<ul style="list-style-type: none"> <li>Global HR record keeping for all foreign employees</li> <li>Able to track contractors for liability and reporting</li> </ul>			
<b>CORE HR/PAYROLL &amp; BENEFITS</b>	\$ 18.00	\$ 83,160.00	\$ 36,575.00
<ul style="list-style-type: none"> <li>One unified database for all HCM activities</li> <li>Real-time payroll processing</li> <li>Printing of live checks</li> <li>Manual and off-cycle checks</li> <li>Federal, state and local tax filing</li> <li>New hire reporting</li> <li>Commitment administration</li> <li>Direct deposit: creation/transmission of NACHA file</li> <li>300+ standard reports and business intelligence tools</li> <li>Web-based open enrollment for employees</li> <li>Automated life event management</li> <li>Online setup/management of open enrollment events</li> <li>ACA Filing &amp; Filing</li> <li>Mass update benefit costs</li> </ul>			<ul style="list-style-type: none"> <li>Point-in-time reporting</li> <li>Compliance reporting - OSHA, EEO, Vets100, etc.</li> <li>Company intranet and communications portal</li> <li>Employee/manager self-service</li> <li>Online pay statements and W-2s</li> <li>146 configurable workflows</li> <li>Document management and storage</li> <li>Automated interfaces to third parties</li> <li>PTO accruals, requests, and approvals</li> <li>Messaging to employees during enrollment process</li> <li>Attach documents and links to enrollment materials</li> <li>Self-kill and reconciliation reports</li> <li>Business unit customization</li> </ul>
<b>TIME MANAGEMENT</b>	\$ 3.00	\$ 23,280.00	\$ 11,550.00
<ul style="list-style-type: none"> <li>Eliminate paper time sheets</li> <li>Clock in/out or transfer labor codes</li> <li>View timesheet details for current/previous periods</li> <li>Enter timesheet data and submit for approval</li> <li>Create schedules</li> </ul>			<ul style="list-style-type: none"> <li>View accruals and balances</li> <li>Approve/deny PTO requests</li> <li>View complete attendance history</li> <li>Access analytics (overtime, in/out, scheduled hours, etc.)</li> <li>Disciplinary point system</li> </ul>
<b>TALENT ACQUISITION- RECRUITING &amp; ONBOARDING</b>	\$ 4.00	\$ 18,480.00	\$ 7,700.00
<ul style="list-style-type: none"> <li>Requisition creation/approval with unlimited workflow</li> <li>Configure multiple internal and external job boards</li> <li>Leverage the "Discover Your Potential" tool to find opportunities that best match their skills</li> <li>Allow candidates to instantly share open opportunities with their personal networks via Twitter</li> <li>Conveniently apply with LinkedIn profile</li> <li>Create multiple candidate pools to organize applicants by job, experience, qualification</li> <li>Personalize a simple and meaningful welcome packages for target employee groups</li> <li>Outline all the required tasks, including due dates with clear visual timeline</li> <li>Add dynamic content and videos to engage new hires</li> <li>Timeline of activities that should be handled before and after the new hires first day</li> <li>Instantly connect and collaborate with fellow team members</li> <li>Proactively assign provisioning tasks to prepare for new hire</li> </ul>			<ul style="list-style-type: none"> <li>Set up screening questions and rank candidates</li> <li>Manage interviews and offers</li> <li>Multiple search capabilities</li> <li>Request recommendations from references from within LinkedIn</li> <li>Leverage real-time reporting and analytics</li> <li>View key analytics such as time/cost to hire</li> <li>Establish mentor or coaches</li> <li>Establish individual goals for first 30, 60, 90 days of employment</li> <li>Electronically complete, review and sign documents such as W4, I9, direct deposit</li> <li>EEO and veterans reporting</li> <li>Automate E-Verify</li> <li>Electronically complete, review and sign company policies and procedures</li> </ul>
<b>EMPLOYEE CASE AND FILE MANAGEMENT</b>	\$ 4.00	\$ 18,480.00	\$ 10,395.00
<ul style="list-style-type: none"> <li>Digitally produce, access, and secure documents</li> <li>Create dynamic, logic-based documents based on templates</li> <li>Advanced document generation that will fill in the required data</li> <li>Maintain audit trail that tracks all actions performed on a document</li> <li>Enable employees to securely access documents, sign documents with electronic signature</li> <li>Bring employee documents from other systems and protect confidential information</li> </ul>			<ul style="list-style-type: none"> <li>Create workflows and processes, and quickly adapt them to make any changes</li> <li>Automate request escalation and notification</li> <li>View case history and access relevant employee documents with one click</li> <li>Provide employees with a user-friendly, comprehensive knowledgebase</li> <li>Access ongoing performance metrics to make data-driven decisions</li> <li>Enhance Employee experience and optimize HR service delivery</li> </ul>
<b>TOTAL US</b>	\$ 31.00	\$ 143,220.00	\$ 66,220.00
<b>COMPENSATION MANAGEMENT</b>	\$ 2.00	\$ 9,240.00	\$ 3,850.00
<ul style="list-style-type: none"> <li>Automate salary planning process giving you greater insight</li> <li>Experience flexibility in establishing reviewer and approver paths</li> <li>Configure merit guidelines based on performance rating or compa ratio in local currencies</li> <li>Quickly post salary changes and one-time payouts with automatic proration based on year</li> <li>Use visualizations and executive roll-up views for informed decision making</li> </ul>			<ul style="list-style-type: none"> <li>Create compensation plans based on job, location, department, etc.</li> <li>Merit design plans to employees</li> <li>Provide employees and managers clear visibility to compensation plans</li> <li>Easily configure calculation rules</li> <li>Establish target amounts based on percentage of base pay, flat amounts, or units (e.g., restricted stock units)</li> </ul>
<b>LEARNING MANAGEMENT - US</b>	\$ 5.00	\$ 23,100.00	\$ 3,850.00
<ul style="list-style-type: none"> <li>Create branded training academy tailored to your organization</li> <li>Determine role based access, assign materials, courses by location, groups, units</li> <li>Develop new content or convert existing to online courses, files, web content, videos, etc.</li> <li>Configure search and tagging options to make content easy to find</li> </ul>			<ul style="list-style-type: none"> <li>Add third party training content to your academy</li> <li>Access dashboards and content 24/7 via any device</li> <li>Self &amp; Peer sharing, collaborating and tracking capabilities</li> <li>Track employee progress with a powerful reporting dashboard</li> </ul>
<b>PERCEPTION (Surveys, Feedback)</b>	\$ 3.00	\$ 13,860.00	\$ 5,775.00
<ul style="list-style-type: none"> <li>Easily survey your workforce, gather employee input</li> <li>Leverage analytics to assess the engagement and effectiveness of teams and managers</li> <li>Using advanced natural language processing and machine-learning algorithms</li> <li>Uncover direct feedback but also how employees feel about their work environment</li> </ul>			<ul style="list-style-type: none"> <li>Interpret open-ended survey responses to uncover attitudes, trends</li> <li>Receive real-time actionable insights and analysis to improve employee satisfaction</li> <li>Leverage emotional promoter scores to guide leadership action</li> <li>Track employee progress with a powerful reporting dashboard</li> </ul>
<b>ACTIVATION INCLUDES</b>			
<ul style="list-style-type: none"> <li>UltiPro configuration</li> <li>Build benefit plans, files, rates and eligibility rules</li> <li>Best practice consultation</li> <li>GL and Time Import</li> <li>Workflow and approval configuration</li> </ul>			<ul style="list-style-type: none"> <li>Data conversion</li> <li>Business intelligence orientation</li> <li>Unlimited webcast training</li> <li>Parallel payroll processing</li> <li>Post-activation customer advocacy</li> </ul>
*Time clocks quoted separately	*PEPM = Per employee per month	*Historical data Conversion fees based on scope	*\$2,000 per interface file

**Historical Data Mapping**

<b>Data Type to Convert</b>
Employee Status History - up to 7 Years
Job History – up to 7 Years
Review History – up to 7 Years
Recruitment Data Conversion
Check detail history – up to 3 years
Check detail history – 4 to 7 years
Check detail history – 7+ years

**UltiPro Time Clock Price List**

<b>UltiPro TimeBase – Monthly Subscription price model</b>
<b>Description</b>
UltiPro TimeBase with RFID & WiFi
UltiPro TimeBase with RFID, WiFi & External Badge reader (to read client specific badge type)
UltiPro TimeBase with Biometric, WiFi & RFID
UltiPro TimeBase with Biometric, WiFi, RFID, External Badge reader (to read client specific badge type)
UltiPro TouchBase Core Device (no badge reader)
UltiPro TouchBase with badge reader (any badge type)

<b>UltiPro TimeBase – Outright Purchase price model</b>
<b>Description</b>
UltiPro TimeBase with RFID & WiFi

UltiPro TimeBase with RFID, WiFi & External Badge reader (to read client specific badge type)
---

UltiPro TimeBase with Biometric, WiFi & RFID
--

UltiPro TimeBase with Biometric, WiFi, RFID, External Badge reader (to read client specific badge type)
---

Price
\$5,000
\$5,000
\$5,000
\$5,000
\$5,000
\$10,000
Pricing available upon request

Monthly Subscription Fee (includes maintenance)
\$50 per clock per month
\$60 per clock per month
\$75 per clock per month
\$85 per clock per month
\$100 per clock per month
\$110 per clock per month

Price per unit	Maintenance Fee per unit (annual)
\$1,195.00	\$240.00

\$1,445.00	\$240.00
\$1,695.00	\$340.00
\$1,945.00	\$340.00



# Cover Sheet

## Approval of MSA-San Diego 6th Grade Camp Agreement

**Section:** III. Action Items  
**Item:** B. Approval of MSA-San Diego 6th Grade Camp Agreement  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** III B MSA-SD 6th grade Camp.pdf



Board Agenda Item #	III B- Action Item
Date:	July 18, 2019
To:	Magnolia Board Meeting
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Gokhan Serce, Principal
RE:	Request for approval of 6 <sup>th</sup> Grade Camp Agreement with SDCOE

### Proposed Board Motion

I move that the board grants approval to Alfredo Rubalcava, CEO & Superintendent, to sign the 6<sup>th</sup> Grade Camp Agreement between MSA San Diego and San Diego County of Education.

### Background

Cuyamaca Outdoor School, also known as 6th grade camp, has connected more than one million students with science and nature since 1946. Generations of school children have participated in hands-on lessons in an overnight camp setting. The activities aim to nourish an appreciation of nature, create a deeper understanding of science concepts, and provide an opportunity for students to explore their independence in a safe, educational and fun environment. Cuyamaca Outdoor School, operated by the SDCOE, is the only outdoor education program in San Diego County featuring credentialed teachers and a curriculum aligned with the Next Generation Science Standards and Common Core State Standards. Every year MSA-SD 6th grade students and 6th grade teachers participate at the 3 night 4-day camp. In 2019-20 school year we are expecting 130 Magnolia students and 4 teachers to participate at the camp. 6th grade camp not only helps students master California standards but also creates an environment where students develop social skills, learn new artistic and athletic skills.

### Budget Implications

In 2018-19 school year the cost for the camp for 109 students was \$27,718 and all camp amount and transportation costs were covered through donations and fundraisers. This year we are expecting to have more students participate and as a result we budgeted \$36,000 in our board approved budget.

### Funding Source

The expenses are paid through parent donations and fundraisers.

### CFO Approval

Approved

### How Does This Action Relate/Affect/Benefit All MSAs?

No perceived effect on other MSAs.

### Name of Staff Originator:

Gokhan Serce, Principal

### Attachments:

6th Grade Camp Agreement



**AGREEMENT FOR PARTICIPATION AND SERVICES 2019-2020  
OUTDOOR EDUCATION PROGRAM**



THIS AGREEMENT is entered into this 1<sup>st</sup> day of April, 2019 by and between the Superintendent of Schools, Office of Education, San Diego County, hereinafter called the OFFICE Magnolia Science Academy, hereinafter called the SCHOOL/DISTRCT.

WHEREAS, the OFFICE operates for the schools of San Diego County an outdoor education program at designated sites and authorized by the Education Code Section 35335 and following and 8760 and following; and

WHEREAS, the SCHOOL/DISTRICT desires to participate in said program; NOW, THEREFORE, the parties agree as follows:

I Use and Occupancy of Outdoor Education Premises and Facilities

A. The OFFICE agrees to provide:

- (1) Administration and operation of the outdoor education program.
- (2) Outdoor science education and conservation instructional and supervision services for an educational program.
- (3) Sites, buildings, utilities, and maintenance.
- (4) Food and its preparation.
- (5) All staff other than school district employees accompanying students.
- (6) Preparation and distribution of outdoor school schedules designating the site to be attended and the specific dates of attendance.
- (7) Promotion of the outdoor school program.
- (8) Transportation for students while in camp.

B. The SCHOOL/DISTRICT agrees to:

- (1) Pay to the OFFICE a "per pupil fee" less any applicable discounts, based on the number of SCHOOL/DISTRICT student's actual attendance at any time during each encampment.
- (2) In the event that the actual total number of SCHOOL/DISTRICT students attending during the agreement period is less than the minimum guaranteed number of students noted in section III.B., then the SCHOOL/DISTRICT shall pay OFFICE a "per pupil fee" to cover the difference between the guaranteed number and the number in actual attendance. Payments shall be made as noted in section B.(5).
- (3) For purposes of this agreement:
  - (a) "Pupil fee" means that per pupil amount established by the OFFICE for a school year as the cost of a pupil's instruction, food, lodging, and support services.
  - (b) Attendance for any portion of a day shall be counted a full day in camp.
  - (c) No refund of fees shall be made for students sent home for disciplinary reasons.**
- (4) Payments to OFFICE for all fees under this agreement shall be made as follows:

- (a) For San Diego County School Districts and Schools, payment shall be made by way of an auditor's cash transfer initiated by the OFFICE after each student encampment. OFFICE will provide DISTRICT/SCHOOL appropriate detailed backup for all charges.
- (b) For private schools and out-of-county schools/districts, or others not subject to an auditor's transfer, OFFICE will invoice the participating schools or districts and payment shall be made to OFFICE within 30 days of invoice. Invoices that are not paid in full within 30 days after invoice will be considered past due and will be subject to a 1.5% per month late fee on any outstanding balance, which will compound until paid in full. If collections are necessary, debtor agrees to pay all costs of collection, including but not limited to reasonable attorney's fees, court costs, and third-party collection agencies.
- (5) Provide transportation for pupils to and from outdoor school. In the event of an emergency closure of the camp facility, the SCHOOL/DISTRICT is responsible to evacuate students from the facility. If the SCHOOL/DISTRICT is unable to provide transportation within the timeframe needed to ensure the safety of students, the OFFICE will provide transportation and invoice the SCHOOL/DISTRICT for the actual cost of transportation.
- (6) Secure necessary funding so no child will be denied the outdoor school experience because of inability to pay.
- (7) Provide approximately one classroom teacher for every 30 pupils to actively participate in the 24-hour per day program under the direction of the site administrator.
- (8) Comply with the outdoor school schedule.
- (9) SCHOOL/DISTRICT shall defend, indemnify and hold the other party and the State of California, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages (collectively, the "Costs") arising out of or resulting from, SCHOOL/DISTRICT's use and occupancy of the premises and facilities and participation in the activities of the Outdoor Education Program under this agreement except for Costs arising from OFFICE'S negligence or willful misconduct. SCHOOL/DISTRICT at its own cost, expense and risk, shall defend any and all actions, suits or other legal proceedings, that may be brought or instituted against the OFFICE, its officers, agents, or employees, on any such claim or demand, and pay or satisfy the judgement that may be rendered against the San Diego County Superintendent of Schools, its officers, agents, or employees, in any such action, suit, legal proceedings or result thereof except for any g the foregoing arising from OFFICE's negligence or willful misconduct.

Additionally, SCHOOL/DISTRICT shall maintain general liability and property damage insurance in at least the minimum amount of \$2,000,000 to cover all activities under this agreement and provide OFFICE a certificate of insurance naming the OFFICE and State of California as additionally insured under the policy. Coverage under said policies shall not be reduced or canceled without thirty (30) days prior written notice to OFFICE and all required coverage shall be reinstated or replaced prior to expiration/cancellation date and new certificates naming the OFFICE and State of California as additionally insured under the policy shall be issued to OFFICE for the replacement policy or policies.

- (10) Provide all required information on the Participation Agreement form for each school that will participate in the OFFICE Outdoor School program. Form shall be completed and submitted to OFFICE by the deadline noted on the application form. **Participation Agreement shall be filled out each year of a multi-year agreement.**
- (11) Provide to OFFICE, on timelines indicated, complete and accurate information for each student, teacher and school on all Outdoor School registration and health forms provided by the OFFICE. Forms are available via SDCOE website. Such information includes but is not limited to; a complete and accurate list of the students and teachers from each school who will attend the Outdoor School Program. The required student information includes, but is not limited to; the student name, gender, ethnicity code, Child Nutrition program eligibility status (free, reduced, or paid), complete and accurate student health forms, information on requirements for special meals, authorizations for medications and prescriptions. Parental and physician signatures are required as noted on the forms. The OFFICE is authorized by the State of California Department of Education to obtain from the SCHOOL/DISTRICT all student information required to participate in the State and Federal child nutrition programs, including, but not limited to; each student's child nutrition eligibility status (Free,

Reduced, Paid), ethnicity code, and other appropriate demographic or identifying information. **If you choose to not provide this information prior to the encampment the cost per student will increase by \$25.00.**

(12) Provide services and/or accommodations as specified in the student's IEP or Section 504 plan for all students with special needs participating in Outdoor School programs.

## II. Agreement Period

- A. The term of this agreement shall commence on **July 1, 2019** and will continue through **June 30, 2020, 2021, or 2022** based on the option chosen below.
- B. **Please initial one of the options below to determine the number of years for this agreement:**

- \_\_\_\_\_ a. Option 1 – 1 Year Agreement
- \_\_\_\_\_ b. Option 2 – 2 Year Agreement with the base fee and equity credit rate locked in for two years.
- \_\_\_\_\_ c. Option 3 – 3 Year Agreement with the base fee and equity credit rate locked in for 3 years and provides a \$10 discount per full fee student.

## III. Fees and Minimum Guaranteed Participation

- A. The fee schedule is established each year and is adopted by the Board of Education. The applicable adopted fee schedule for fiscal year **2019-2020** is attached and is hereby made a part of this agreement. The fee schedule now includes available discounts which will be applied to the "per pupil fee" when applicable:

5-day Program**	Per Student	\$330.00
4-day Program***	Per Student	\$280.00

### \*\* Discounts 5-day Program

\*Equity Credit: \$90 discount multiplied by the percentage of students who have been identified as socioeconomically disadvantaged, as reported to the CDE, will be applied to the final invoice.

\*Introductory Credit: \$10 credit per full fee student.

\*Three Year "Discount" Contract: Locks in Base Fee and Equity Credits for three years and adds a \$10 credit per full fee student.

Two Year "Fee Lock" Contract: Locks in Base Fee and Equity Credits for two years.

September Rates: \$320 per student. Other discounts may be combined.

October thru December Rates: \$325 per student. Other discounts may be combined.

*\*Does not apply to out of county schools, private schools, or non-school groups.*

### \*\*\* Discounts 4-day Program

Equity Credit: \$78 discount multiplied by the percentage of students who have been identified as socioeconomically disadvantaged, as reported to the CDE, will be applied to the final invoice.

Introductory Credit: \$8 credit per full fee student

Three Year "Discount" Contract: Locks in Base Fee and Equity Credits for three years and adds an \$8 credit per full fee student.

Two Year "Fee Lock" Contract: Locks in Base Fee and Equity Credits for two years.

September Rates: \$270 per student. Other discounts may be combined.

October thru December Rates: \$275 per student. Other discounts may be combined.

*\*Does not apply to out of county schools, private schools, or non-school groups.*

- B. This agreement may be terminated at any time upon mutual agreement of the parties involved. A cancellation fee may be imposed if:
- A multi-year signed agreement is cancelled in any of the subsequent years; the discounts received must be paid back to SDCOE.
  - A signed agreement is returned and then cancelled without attending camp, 85% of the projected participation for the school is due if time slot could not be filled.

- C. The SCHOOL DISTRICT guarantees payment of the “per pupil fee” to the Office for not less than 85% of the total projected participation from all schools from the district as noted below during the school year. For multi-year contracts, the second and third year numbers cannot fluctuate more than 15% of the original year contract. In the event of a major change in the District that affects a school, you may contact OFFICE to discuss the contract terms. Minimum number of students per school as follows:

School	Scheduled	Guaranteed	Days	Week of
Magnolia Science Academy	130	111	4	1/21/2020

Executed by the parties on the dates shown below their respective signatures.

\_\_\_\_\_ School/District

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

County Superintendent of Schools  
San Diego County Office of Education



\_\_\_\_\_ Authorized Signature

Senior Director, Outdoor Education  
Title

**April 1, 2019**  
Date

Authorized or ratified by the Board of Education on:

\_\_\_\_\_

**Rules for acceptance and participation in the outdoor school program are the same for everyone without regard to race, color or national origin, sex, gender or handicap.**



To: Magnolia Public Schools  
From: Patrick Ontiveros, MPS General Counsel  
Date: July 11, 2018

RE: 6<sup>th</sup> Grade Camp Agreement Between MSA SD and San Diego County of Education

Magnolia Public Schools General Counsel acknowledges that he has read and reviewed the contract/memorandum pertaining to the above matter. Recommended changes have been agreed by both parties.

A handwritten signature in blue ink that reads "Patrick Ontiveros".

Patrick Ontiveros  
MPS General Counsel

A handwritten date in blue ink: "7/11/19".

Date

A handwritten signature in blue ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava  
MPS CEO & Superintendent

A handwritten date in blue ink: "07/11/19".

Date

# Cover Sheet

## Approval of Master Contract for a Non Public School Placement for MSA- San Diego

**Section:** III. Action Items  
**Item:** C. Approval of Master Contract for a Non Public School Placement for  
MSA- San Diego  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** III C Non School Placement .pdf





Board Agenda Item #	III C- Action Item
Date:	July 18, 2019
To:	Magnolia Board Meeting
From:	Dr. Artis Callaham
Staff Lead:	Gokhan Serce, Erdinc Acar and Artis Callaham
RE:	Request for approval of Master Contract for a Non-Public School placement for a MSA-San Diego Student

### Proposed Board Motion

I am requesting that the board move to approve \$45,784.20 for the purpose of funding a Non – Public Placement for a student at MSA- San Diego.

### Introduction

- Details pertaining to this case can be shared in closed session

### Background

- The information shared with the board will be confidential. This is to protect the student and adhere to HIPPA and FERPA laws.
- The amount will be submitted to the El Dorado SELPA to request reimbursement of at least 95% of the funds.
- The student has been hospitalized and has a diagnosis. He is in need of a more therapeutic educational setting.

### Analysis (If applicable)

- N/A

### Budget Implications

- \$ 45,784.20 – budgeted under the School’s SPED Funds (MSA- San Diego)

### Exhibits (attachments):

- NA

# Cover Sheet

## Approval of Intra-Organizational Loan to MSA-San Diego

**Section:** III. Action Items  
**Item:** D. Approval of Intra-Organizational Loan to MSA-San Diego  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** III D Intra Org MSA SD.pdf



Board Agenda Item #	III D- Action Item
Date:	7-18-2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Nanie Montijo, Chief Finance Officer and Karl Yoder, DMS
RE:	Temporary Intra-Organizational Loan for MSA – San Diego

### Proposed Board Recommendation

Staff moves that the board authorize a temporary intra-organizational loan not to exceed \$300,000 (or less, as needed) to meet the cash requirement for MSA-San Diego (MSA-SD) to fund payroll and other operating expenses.

### Background

The State Controller's Office calculates apportionments from July through January of every fiscal year based on prior year's P-2 attendance report. The state apportionment is adjusted in February based on the P-1 attendance report submitted every December of the current fiscal year.

Temporary loan is needed due to the following:

- MSA San Diego's state apportionments from July 2019 through January 2020 is based on the prior year's ADA of 386.
- Expenses from July 2019 will increase proportionately with the projected increase in enrollment (approximately 60 ADA).
- MSA San Diego will need additional cash infusion to sustain operating expenses until apportionment is adjusted in February 2020
- There have been some timing delays from transfer of State funding to San Diego County office.

### Budget Implications

The board approved budget for MSA SD is not impacted by this loan. The impact on monthly cash flow is shown on the attached schedule, with the loan draw and repayment highlighted.

The proposed repayment schedule shows the full payment of the temporary loan before end of current fiscal year 2019-20.

### How Does This Action Relate/Affect/Benefit All MSAs?

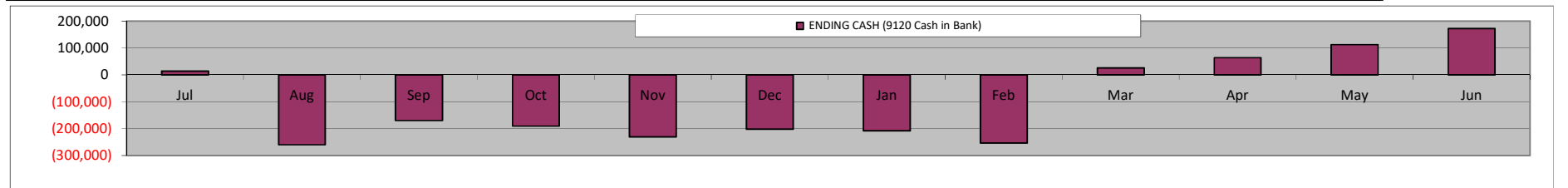
Temporary loan from MSA 8 with excess cash balance to MERF.  
MSA San Diego= will receive temporary loan from MERF.

Name of Staff Originator: Nanie Montijo, CFO and Karl Yoder, DMS

Attachments: MSA San Diego Cash Flow Projection and Repayment schedule; MSA 8 Cash Flow Proj.

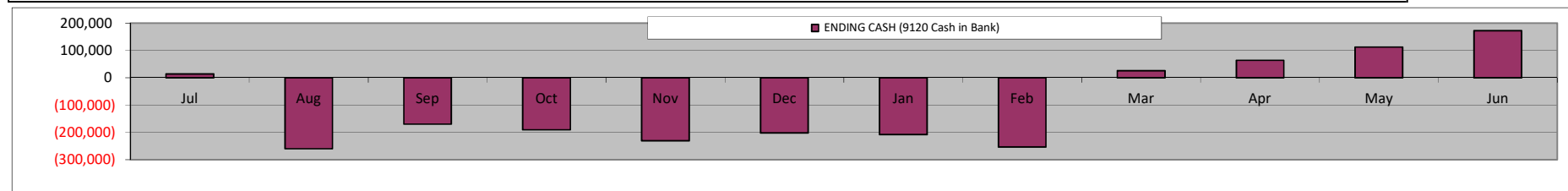
2019-20 Monthly Cash Flow (BEFORE INTRA-ORGANIZATION LOAN)

MSA-SD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
<b>BEGINNING CASH (9120 Cash in Bank)</b>	<b>139,491</b>	<b>13,637</b>	<b>(260,208)</b>	<b>(169,918)</b>	<b>(190,570)</b>	<b>(230,740)</b>	<b>(202,632)</b>	<b>(208,044)</b>	<b>(253,590)</b>	<b>25,302</b>	<b>63,453</b>	<b>112,120</b>	<b>171,666</b>	
<b>Revenue</b>														
LCFF Entitlement	41,684	177,272	346,208	275,334	255,816	255,816	275,334	273,899	571,705	357,596	332,409	332,409	264,482	3,759,963
Federal Revenue	-	-	11,069	-	-	17,108	10,651	10,651	10,651	10,651	10,651	10,651	17,613	109,696
Other State Revenues	22,960	22,960	67,960	41,327	41,327	87,910	41,327	2,629	29,261	2,629	38,331	49,211	(35,702)	412,129
Other Local Revenues	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	-	97,381
<b>Total Revenue</b>	<b>72,759</b>	<b>208,347</b>	<b>433,351</b>	<b>324,777</b>	<b>305,258</b>	<b>368,948</b>	<b>335,428</b>	<b>295,294</b>	<b>619,732</b>	<b>378,991</b>	<b>389,506</b>	<b>400,387</b>	<b>246,393</b>	<b>4,379,170</b>
<b>Expenses</b>														
Certificated Salaries	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	60,599	1,514,978
Classified Salaries	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	14,466	361,638
Benefits	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	27,848	696,191
Books and Supplies	6,526	49,382	6,526	6,526	6,526	1,938	1,938	1,938	1,938	1,938	1,938	1,938	(7,476)	81,577
Services and Operations	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	64,555	1,613,880
Depreciation / Cap Outlay	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	2,680	67,000
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>346,821</b>	<b>389,677</b>	<b>346,821</b>	<b>346,821</b>	<b>346,821</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>162,672</b>	<b>4,335,264</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	72,428	39,282	52,194											163,904
Accounts Receivable - Current Year														-
Other Assets														-
Fixed Assets														-
Due To (From)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)		(43,128)
Expenses - Prior Year Accruals	(1,550)	(48,273)												(49,823)
Accounts Payable - Current Year	75,938	(84,918)	(49,827)											(58,807)
Summer Holdback for Teachers	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987		59,844
<b>Loans (Current)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Loans (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Transactions</b>	<b>148,209</b>	<b>(92,516)</b>	<b>3,760</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>71,990</b>
<b>Total Change in Cash</b>	<b>(125,854)</b>	<b>(273,846)</b>	<b>90,290</b>	<b>(20,652)</b>	<b>(40,170)</b>	<b>28,108</b>	<b>(5,412)</b>	<b>(45,546)</b>	<b>278,892</b>	<b>38,151</b>	<b>48,666</b>	<b>59,547</b>		<b>115,896</b>
<b>ENDING CASH (9120 Cash in Bank)</b>	<b>13,637</b>	<b>(260,208)</b>	<b>(169,918)</b>	<b>(190,570)</b>	<b>(230,740)</b>	<b>(202,632)</b>	<b>(208,044)</b>	<b>(253,590)</b>	<b>25,302</b>	<b>63,453</b>	<b>112,120</b>	<b>171,666</b>		<<< = 14 days cash



**2019-20 Monthly Cash Flow (AFTER INTRA-ORGANIZATION LOAN)**

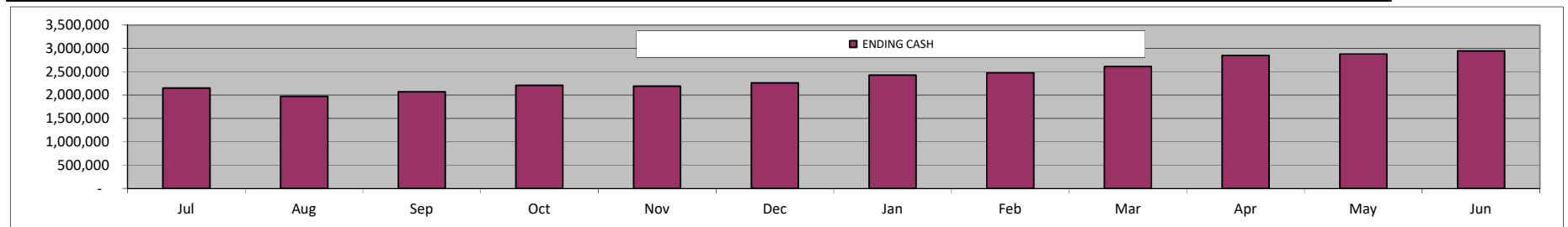
<b>MSA-SD</b>	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	<b>TOTAL</b>
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
<b>BEGINNING CASH (9120 Cash in Bank)</b>	<b>139,491</b>	<b>13,637</b>	<b>39,792</b>	<b>130,082</b>	<b>109,430</b>	<b>69,260</b>	<b>97,368</b>	<b>91,956</b>	<b>46,410</b>	<b>25,302</b>	<b>63,453</b>	<b>112,120</b>	<b>171,666</b>	
<b>Revenue</b>														
LCFF Entitlement	41,684	177,272	346,208	275,334	255,816	255,816	275,334	273,899	571,705	357,596	332,409	332,409	264,482	<b>3,759,963</b>
Federal Revenue	-	-	11,069	-	-	17,108	10,651	10,651	10,651	10,651	10,651	10,651	17,613	<b>109,696</b>
Other State Revenues	22,960	22,960	67,960	41,327	41,327	87,910	41,327	2,629	29,261	2,629	38,331	49,211	(35,702)	<b>412,129</b>
Other Local Revenues	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	8,115	-	<b>97,381</b>
<b>Total Revenue</b>	<b>72,759</b>	<b>208,347</b>	<b>433,351</b>	<b>324,777</b>	<b>305,258</b>	<b>368,948</b>	<b>335,428</b>	<b>295,294</b>	<b>619,732</b>	<b>378,991</b>	<b>389,506</b>	<b>400,387</b>	<b>246,393</b>	<b>4,379,170</b>
<b>Expenses</b>														
Certificated Salaries	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	121,198	60,599	<b>1,514,978</b>
Classified Salaries	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	28,931	14,466	<b>361,638</b>
Benefits	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	55,695	27,848	<b>696,191</b>
Books and Supplies	6,526	49,382	6,526	6,526	6,526	1,938	1,938	1,938	1,938	1,938	1,938	1,938	(7,476)	<b>81,577</b>
Services and Operations	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	129,110	64,555	<b>1,613,880</b>
Depreciation / Cap Outlay	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	5,360	2,680	<b>67,000</b>
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>346,821</b>	<b>389,677</b>	<b>346,821</b>	<b>346,821</b>	<b>346,821</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>342,233</b>	<b>162,672</b>	<b>4,335,264</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	72,428	39,282	52,194	-	-	-	-	-	-	-	-	-	-	<b>163,904</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fixed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Due To (From)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	(3,594)	-	<b>(43,128)</b>
Expenses - Prior Year Accruals	(1,550)	(48,273)	-	-	-	-	-	-	-	-	-	-	-	<b>(49,823)</b>
Accounts Payable - Current Year	75,938	(84,918)	(49,827)	-	-	-	-	-	-	-	-	-	-	<b>(58,807)</b>
Summer Holdback for Teachers	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	-	<b>59,844</b>
<b>Loans (Current)</b>	-	<b>300,000</b>	-	-	-	-	-	-	<b>(300,000)</b>	-	-	-	-	<b>-</b>
Loans (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Transactions</b>	<b>148,209</b>	<b>207,484</b>	<b>3,760</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	<b>(298,607)</b>	<b>1,393</b>	<b>1,393</b>	<b>1,393</b>	-	<b>71,990</b>
<b>Total Change in Cash</b>	<b>(125,854)</b>	<b>26,154</b>	<b>90,290</b>	<b>(20,652)</b>	<b>(40,170)</b>	<b>28,108</b>	<b>(5,412)</b>	<b>(45,546)</b>	<b>(21,108)</b>	<b>38,151</b>	<b>48,666</b>	<b>59,547</b>	-	<b>115,896</b>
<b>ENDING CASH (9120 Cash in Bank)</b>	<b>13,637</b>	<b>39,792</b>	<b>130,082</b>	<b>109,430</b>	<b>69,260</b>	<b>97,368</b>	<b>91,956</b>	<b>46,410</b>	<b>25,302</b>	<b>63,453</b>	<b>112,120</b>	<b>171,666</b>	<<< = 14 days cash	



**2019-20 Budget - Monthly Cash Flow (Actuals + Projections)**

MSA-8	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>2,410,838</b>	<b>2,148,965</b>	<b>1,972,063</b>	<b>2,069,515</b>	<b>2,208,615</b>	<b>2,190,703</b>	<b>2,258,223</b>	<b>2,427,732</b>	<b>2,476,927</b>	<b>2,610,630</b>	<b>2,847,327</b>	<b>2,883,078</b>	<b>2,945,785</b>	
<b>Revenue</b>														
LCFF Entitlement	148,547	214,766	399,822	512,688	355,677	355,677	512,688	402,919	464,323	590,422	389,475	389,475	275,794	5,012,273
Federal Revenue	-	-	48,115	-	-	58,477	30,410	30,410	30,410	30,410	30,410	30,410	44,781	333,831
Other State Revenues	22,599	22,599	63,783	40,679	40,679	67,634	40,679	30,134	53,237	30,134	30,134	57,088	-	499,379
Other Local Revenues	417	417	417	417	417	417	417	417	417	417	417	417	-	5,000
<b>Total Revenue</b>	<b>171,564</b>	<b>237,782</b>	<b>512,136</b>	<b>553,784</b>	<b>396,772</b>	<b>482,204</b>	<b>584,193</b>	<b>463,879</b>	<b>548,387</b>	<b>651,382</b>	<b>450,435</b>	<b>477,390</b>	<b>320,575</b>	<b>5,850,484</b>
<b>Expenses</b>														
Certificated Salaries	168,638	168,638	168,638	168,638	168,638	168,638	168,638	168,638	168,638	168,638	168,638	168,638	84,319	2,107,980
Classified Salaries	43,679	43,679	43,679	43,679	43,679	43,679	43,679	43,679	43,679	43,679	43,679	43,679	21,839	545,984
Benefits	71,114	71,114	71,114	71,114	71,114	71,114	71,114	71,114	71,114	71,114	71,114	71,114	35,557	888,921
Books and Supplies	22,693	22,693	22,693	22,693	22,693	22,693	22,693	22,693	22,693	22,693	22,693	22,693	11,346	283,659
Services and Operations	150,419	150,419	150,419	150,419	150,419	150,419	150,419	150,419	150,419	150,419	150,419	150,419	75,209	1,880,235
Depreciation / Cap Outlay	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	3,400	85,000
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>463,342</b>	<b>231,671</b>	<b>5,791,779</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	250,623													250,623
Accounts Receivable - Current Year														-
Other Assets														-
Fixed Assets														-
Due To (From)	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	43,587	523,047
Expenses - Prior Year Accruals	(269,375)													(269,375)
Accounts Payable - Current Year														-
Summer Holdback for Teachers	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	60,852
Loans Payable (Current)			-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)			-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Transactions</b>	<b>29,906</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>	<b>48,658</b>		<b>565,147</b>
<b>Total Change in Cash</b>	<b>(261,873)</b>	<b>(176,902)</b>	<b>97,452</b>	<b>139,099</b>	<b>(17,912)</b>	<b>67,520</b>	<b>169,509</b>	<b>49,195</b>	<b>133,703</b>	<b>236,697</b>	<b>35,751</b>	<b>62,706</b>		<b>623,851</b>

<b>ENDING CASH</b>	<b>2,148,965</b>	<b>1,972,063</b>	<b>2,069,515</b>	<b>2,208,615</b>	<b>2,190,703</b>	<b>2,258,223</b>	<b>2,427,732</b>	<b>2,476,927</b>	<b>2,610,630</b>	<b>2,847,327</b>	<b>2,883,078</b>	<b>2,945,785</b>	<<< = 186 days cash
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## Cover Sheet

### Approval to Use Reserves to Pay Chromebooks for MSA-1,4,5,8 and Santa Ana

**Section:** III. Action Items  
**Item:** E. Approval to Use Reserves to Pay Chromebooks for MSA-1,4,5,8 and Santa Ana  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** III E Use of Reserves for Chromebook Purchases.pdf



Board Agenda Item #	III E – Action Item
To:	Magnolia Board of Directors
From:	Alfredo Rubalcaba, CEO & Superintendent
Staff Lead:	Nanie Montijo, CFO
RE:	Use of Reserves to Pay for Chromebooks

### Proposed Board Recommendation

I move that the board approve the use of long-term reserve funds (MSA 1, MSA 4, MSA 5, MSA 8, MSA SA) to pay for Chromebooks ordered in June and received in July, 2019.

### Background

The schools requested the purchase of Chromebooks on June 20, 2019. The products did not get shipped until July 5-8, 2019. Standard accounting practice that MPS consistently follows is that expenditures are recorded when products are received and/or services are rendered, in accordance with generally accepted accounting principles. These orders received in July, 2019 will now be recorded as FY 2019-20 expenses.

### Budget Implications

These expenses are budgeted in FY 2018-19 and is therefore not included in the 2019-20 board approved budgets. Any unused funds from prior year are carried over to the next fiscal year, as the program allows. Staff request that the board approve the use of long-term reserve funds to pay for the expenses listed below.

School	Projected Ending Fund Balance as of May 2019	Cost of Chromebooks	Net Projected Ending Fund Balance
MSA 1	\$ 4,921,433.00	\$ 4,900.00	\$ 4,916,533.00
MSA 4	\$ 872,995.00	\$ 22,477.90	\$ 850,517.10
MSA 5	\$ 1,778,299.00	\$ 9,990.18	\$ 1,768,308.82
MSA 8	\$ 4,250,119.00	\$ 22,477.90	\$ 4,227,641.10
MSA SA	\$ 6,293,508.00	\$ 29,903.47	\$ 6,263,604.53

### Name of Staff Originator

Nanie Montijo, CFO



## Cover Sheet

### Oversight Authorizer Reports & Update on LAUSD Actions,Plans,Steps & Timeline for Fiscal Benchmarks

**Section:** IV. Information/Discussion Items  
**Item:** A. Oversight Authorizer Reports & Update on LAUSD Actions,Plans,Steps  
& Timeline for Fiscal Benchmarks  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** IV A Annual Oversight.pdf



Board Agenda Item #	IV A- Discussion Item
Date:	July 18, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	David Yilmaz, Chief Accountability Officer
RE:	MPS Schools Annual Authorizer Oversight Reports

### Proposed Board Recommendation

Information/Discussion Item

### Background

#### *Oversight Visits Overview*

Per the Education Code, charter authorizers need to conduct at least one annual oversight visit to their authorized schools. During an oversight visit authorizers meet with the school leadership, visit classrooms, conduct interviews with staff, parents, and students, check student and staff records, interview some staff (for segregation of duties, etc.), and review a list of documents that our schools provide in physical and electronic binders or folders. As a sample please see **attached** LAUSD annual performance-based binder prep guide 2018-19. The Home Office supports the schools in preparation for the oversight visits through mock visits, document preparation and review, and attendance to the oversight visits.

Also find **attached** MSA-4, 6 and 7 charter renewal letter from the LAUSD Charter Schools Division (CSD) which delineate academic and fiscal benchmarks. Our academic team addressed the academic benchmarks directly with the LAUSD Charter Schools Division earlier during the year. MPS' response to fiscal benchmarks has been attached as a separate cover page to this agenda along with our action plan as this will be presented separately by our CFO, Nanie Montijo.

*2018-19 Oversight Visits*

All MPS schools have been visited by their respective authorizers. Following are the oversight visit details for 2018-19:

<b>School</b>	<b>Authorizer</b>	<b>Visited?</b>	<b>Dates/Notes</b>
MSA-1	LACOE	Yes	3/26/19
MSA-2	LACOE	Yes	4/9/19
MSA-3	LACOE	Yes	4/10/19
MSA-4	LAUSD	Yes	2/28/19
MSA-5	LACOE	Yes	4/4/19
MSA-6	LAUSD	Yes	4/2/19 (Charter renewed)
MSA-7	LAUSD	Yes	4/3/19 (Charter renewed)
MSA-Bell	LAUSD	Yes	2/6/19 (Upcoming charter renewal)
MSA-San Diego	SDUSD	Yes	(Upcoming charter renewal)
MSA-Santa Ana	SBE	Yes	(Charter renewed)

*Oversight Visit Reports*

Authorizers typically provide the school with a report after their visit to delineate the school's areas of strength and areas for improvement as well as areas of compliance and non-compliance, if applicable. The school leadership and the Home Office review those reports very carefully for continuous improvement of our schools. LAUSD also gives a rating to the schools (out of 4) for the following areas: Governance, Student Achievement and Educational Performance, Organizational Management, Programs, and Operations, and Fiscal Operations. The following are ratings our LAUSD authorized schools received in 2017-18 and 2018-19:

<u>Authorizer Oversight Visit Reports</u>	Governance	Student Achievement and Educational Performance	Organizational Management, Programs, and Operations	Fiscal Operations
<b>2018-19</b>				
MSA-4	4	3	3	4
MSA-6	4	4	4	4
MSA-7	4	3	4	4
MSA-BELL	4	3	3	4
<b>2017-18</b>				
MSA-4	3	3	3	3
MSA-5	3	3	3	3
MSA-6	3	3	3	3
MSA-7	3	3	4	3
MSA-BELL	3	3	3	3

So far we have received 2018-19 oversight visit reports for MSA-4, 6, and Bell from LAUSD, and the attached letter from the CDE for MSA-Santa Ana. We have not received a letter or report from LACOE or SDUSD yet, but the overall visits have been successful, with no findings for non-compliance. The letter from the CDE states that the school is in compliance with the charter petition and the MOU.

It is notable that all our LAUSD-authorized schools received ratings of no less than “3” in each of the four areas, with MSA-6 receiving all “4”s. All four schools received a rating of “4” in both Governance and Fiscal Operations.

### **Areas Noted for Further Growth and/or Improvement from Oversight Visit Reports**

#### **Magnolia-wide:**

Notes: MPS leadership shared some updates in its policies, procedures, and systems that are in place and will be implemented to ensure that all schools are compliant with AB1432. Some of the updates include the following:

- Upon MERF Human Resources annual review of the MERF employee handbook with its legal counsel, updates will be made as necessary and will be presented to the MERF Board for approval.
- MERF HR will review and explain the compliance checklist, which includes AB 1432 training, with the school principals to implement the mandatory trainings to school staff.
- MERF works with Safe Schools trainings under CharterSafe to assign individual training sessions for many required trainings including the ones required by AB1432. While the legal requirement is for staff to complete within six (6) weeks after the first day of school or employment (whichever is first), MERF internally strongly encourages employee to complete the trainings within four (4) weeks after the first day of school or employment (whichever is first).
- MERF HR and the school sites work together to make sure all trainings are completed in a timely manner.

#### **Other Observations (Items described in this section, while not addressed in the charter school’s Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).**

##### **Itemized Receipts for Credit Card Purchases:**

Based on the CSD’s review of the school’s credit card statements for the period spanning from June 2018 through December 2018, a sample of 17 transactions were selected for further review. The CSD noted that one of these items lacked an itemized receipt (which was purchased with the school credit card ending in 91003, in the amount of \$66.00, dated 10/27/2018 and payable to Dominos Pizza). However, MERF provided documentation which referenced the proper approval and supported this transaction.

The CSD noted that MERF’s Fiscal Policies and Procedures (FPP’s) were silent regarding itemized receipts as part of its required documentation for credit card purchases. The CSD recommends that MERF update its FPP’s, to include the mandatory submission of itemized receipts to support all purchases.

The Charter Schools Division will review the recommended updates to the school’s fiscal policies by the next oversight visit. The results may be factored into the school’s rating for next year.

##### **Corrective Action Required:**

None noted that require immediate action to remedy concerns noted in this report.

**MSA-4:**Areas Noted for Further Growth and/or Improvement**O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS**

While the school has implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis, school leadership recognizes a need for improvement by developing a "Measurable Pupil Outcomes and Action Plan. Some of the features of the plan include the following:

- Develop a greater understanding of StudySync ELA Common Core curriculum in order to increase student achievement through StudySync trainings, department meetings/collaborations, Tuesday PDs, external and Magnolia-wide ongoing professional development
- Improve the Lexile levels for all students so that they can be at a or above grade level through the MyOn Program and Summer In-Service Training
- Teachers will be expected to pose higher-level questions to students that are geared toward pushing their critical thinking skills
- MPS Math Coach to provide professional development monthly to improve foundational skills to increase student achievement in Math. Professional development will be differentiated.
- Continue power Classes for targeted students and after-school tutoring (tutoring offered daily from 3:10pm to 4pm)

Additionally, school leadership shared the following: "One potential root cause in the decline in ELA and Math for our Latino students is not connecting with the curriculum and internalizing their learning. We will spend more PD time on building Culturally Responsive and relevant Pedagogy competencies, which will lead

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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019

to the inclusion of incorporating high-interest topics that students can relate to in all classrooms. Additionally, Imagine Etiquette has been brought in as a partner to motivate some middle school and 11<sup>th</sup> grader student's thought the fostering of a greater sense of cultural pride."

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

**MSA-7:**Areas Noted for Further Growth and/or Improvement

Please see summary for A2 and O4 that details what MSA 7 is doing to improve academic achievement for all students, especially in the area of math and for English Learners.

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Areas Noted for Further Growth and/or Improvement

A2: Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018

- Per CDE, MSA 7 has 5 numerically significant subgroups (English Learners, Latino, Socioeconomically Disadvantaged, Students with Disabilities, and White). 1 out of 5 numerically significant subgroups demonstrated growth in Math (White students). In Math, English Learners declined by 6.49%; Latino students declined by 10.77%; Socioeconomically Disadvantaged students declined by 12.67; and Students with Disabilities declined by 0.76%
  - Per school leadership, in an effort to increase academic achievement in math, MSA 7 will “continue with the XtraMath program to continue building math fact fluency, as well as after school tutoring based upon benchmark data. Rather than continuing an out-of-classroom math intervention program, we plan on focusing on building a strong guided math group program that aligns across grade levels.”

O4: The school continues to implement and monitor the components of the charter’s instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis.

- Per school leadership, in an effort to increase academic achievement, the following is being implemented:
  - English Learners receive 30 minutes of ELD Designated instruction in a protected block of time during the school day. The primary curriculum used during this designated time is *Wonders*, which is used in conjunction with supplemental programs such as Duolingo.
  - An instructional aide was hired to assist the EL Teacher/Coordinator in providing more academic support to English Learners.
  - ELD focused tutoring after school with ELD teachers
  - There are two paraeducators to support students with disabilities, as well as two Behavior Intervention Implementation (BII).
  - Counseling services for newcomers
  - Multi-Tiered System of Supports (MTSS) for students, with clear supports for those in Tiers 1, 2, or 3.
  - Principal attended a Homeless Education and Foster Youth Services Workshop 101 on 10/12/2018 proved by Foster Youth Services Coordinating Program
  - Student Support and Progress Team meetings occur monthly to discuss students’ needs, strategies, etc.

**MSA-BELL:**

Areas Noted for Further Growth and/or Improvement

**AI:** Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018

- Per the SBAC Report (CDE), 1 out of 5 numerically significant subgroups (Students with Disabilities) demonstrated growth. 4 out of the 5 subgroups demonstrated declines (English Learners at 0%; Latino students declined 7.19 percentage points; Socioeconomically Disadvantaged students declined by 7.56 percentage points; and White students declined by 5.43 percentage points)

The Home Office will continue to provide the board with any oversight report and feedback from the authorizer visits.

Budget Implications

N/A

How Does This Action Relate/Affect/Benefit All MSAs?

N/A

Name of Staff Originator:

David Yilmaz, Chief Accountability Officer

Exhibits (Attachments):

- Attachment A - Annual Performance-Based Oversight Visit Preparation Guide 2018-2019
- MSA-4, 6 and 7 Benchmarks Letter
- October 2018 Site Visit Letter No Concerns (for MSA-Santa Ana)
- Oversight Visit Reports for MSA-4, 6, 7, and Bell



## LOS ANGELES UNIFIED SCHOOL DISTRICT CHARTER SCHOOLS DIVISION

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**FRANCES GIPSON, Ph.D.**  
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**JOSÉ COLE-GUTIÉRREZ**  
*Director, Charter Schools Division*

### ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT PREPARATION GUIDE 2018-2019

Rev. 09/25/18

#### OVERVIEW

As part of our continuing efforts to provide performance-based oversight and to support the success of all students enrolled in LAUSD-authorized charter schools, the Charter Schools Division (CSD) observes and monitors each school's performance in view of state and federal law, District policy, and the school's charter. You can access District Policies Applicable to ALL LAUSD-Authorized Independent Charter Schools at <https://achieve.lausd.net/Page/1823>. In addition, you can access supplemental information on the CSD website at <https://achieve.lausd.net/Page/1816>. CSD staff members often make a number of informal visits to their assigned schools and may attend governing board meetings and admission lotteries throughout the academic year as part of year-round oversight. In accordance with California Education Code § 47604.32, the CSD annually conducts at least one formal school site visit - the "annual performance-based oversight visit" - that focuses on charter school performance in the following four categories:

<b>Category I:</b>	<b>Governance</b>
<b>Category II:</b>	<b>Student Achievement and Educational Performance</b>
<b>Category III:</b>	<b>Organizational Management, Programs, and Operations</b>
<b>Category IV:</b>	<b>Fiscal Operations</b>

The CSD provides the following guidance to assist charter schools in preparing for this year's CSD annual performance-based oversight visit. We hope this information will clearly communicate our expectations and thus enable each school to make sufficient advanced preparation to ensure a smooth, productive, and efficient visit experience for all. Prior to the annual oversight visit, your CSD assigned administrator, in consultation with the charter school's leadership, and the CSD Fiscal Team member assigned to the school, will determine and communicate the specific activities and schedule for the visit.



**LOGISTICS**

In order to facilitate a productive and efficient review process, the CSD requests each charter school to provide appropriate space(s) for the following visit activities:

- Small confidential work area containing a table and chairs with at least one nearby electrical outlet and **internet access**, for the use of the CSD visiting team to conduct document review and other team activities
- Room or other space in which the CSD team and the school leadership team can gather together for the Morning Meeting and visit debriefing
- If the school has been notified in advance that the visit will include stakeholder focus group interviews, a room or other space appropriate for conducting these confidential interviews.

Note: A single room or space may be appropriate, of course, to serve multiple purposes.

Please provide the following items in a separate folder for the CSD visiting team:

- Visit Schedule
- Master Schedule
- Staff Roster
- Site Map
- Bell Schedule
- School Contact Information

The CSD annual performance-based oversight visit typically encompasses the following activities, which provide opportunities to gather evidence (information and data) related to the performance indicators as well as to share “educator-to-educator” information and insights (required activities are in ***bold/italics***):

1. Interview/Discussion
  - a. ***“Morning Meeting”*** with school leadership, which includes reflection and discussion of school academic achievement data and other key aspects of school performance
  - b. ***Interview/discussions with organization and school-site leadership*** on specific topics (e.g. special education) and as needed to clarify and/or augment information already gathered
  - c. ***Interviews of stakeholder groups*** (students, parents, staff) as determined by CSD staff
  - d. ***Debriefing of visit with school leadership***
2. Observation
  - a. ***Classroom observation***
  - b. ***Site observation***
3. Document Review
  - a. ***Review of documentation provided by school*** (see guidance below)
  - b. ***Request and review of additional documentation***
4. Fiscal Review<sup>1</sup>

See section below on preparation for fiscal review

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<sup>1</sup> Note: The fiscal review component of the annual oversight visit may take place on a different day and/or at a different location (e.g. charter operator offices). The school/charter operator will be notified directly by the Fiscal Team, usually six weeks in advance of the scheduled annual performance-based oversight visit.

### **PREPARATION FOR INTERVIEW/DISCUSSION**

In the weeks prior to the scheduled visit, your CSD administrator will be providing school-specific guiding questions that focus on performance in one or more of the four assessment categories. The guiding questions are used during the Morning Meeting on the day of the visit to lead the discussion between the school's leadership team and CSD staff.

### **PREPARATION FOR DOCUMENT REVIEW**

As an integral part of every annual oversight visit, the CSD reviews documentation in order to gather information and evidence regarding the school's performance in the four categories set forth above. In the event the charter school leadership prefers to electronically maintain and submit in Dropbox all required documents for the binder review, please notify in writing said request **at least six weeks prior** to the scheduled Oversight Visit, and forward it via email to the assigned CSD Specialist. Please provide the names and email addresses of staff that will need access to Dropbox and they will receive an invitation to upload documents for the oversight visit. You will create folders labeled Binder 1, Binder 2, Binder 3 and Binder 3A to organize and submit the required documents. Please limit file names to less than 40 characters in length.

### **PREPARATION FOR BINDER (\*hard-copy or electronic)**

In order to facilitate the document review process, it is important to assemble and organize the school's documentation for the first three performance categories into the following binders:

- Binder 1: Governance Documentation
- Binder 2: Student Achievement and Educational Performance Documentation
- Binder 3: Organizational Management, Programs, and Operations Documentation
- Binder 3A: Documentation of Compliance with Clearance, Credentialing, ESSA Qualifications, Mandated Reporter Training requirements and Bloodborne Pathogen Training which must be generated in \*hard-copy vs. electronically.

### **PREPARATION FOR FISCAL OPERATIONS DOCUMENTATION**

As outlined more fully below, all documentation for the fourth performance category, Fiscal Operations, should be submitted **electronically** to the Fiscal Team member assigned to your school **three weeks prior to the fiscal site visit**, which is usually a component of the annual oversight visit but may be scheduled for a different day.

The following sections of this guide provide brief descriptions of the specific documentation needed for each performance category. Include all documentation applicable to the grade levels served by the school.

### **BINDER 1: GOVERNANCE DOCUMENTATION**

Please organize the documentation provided in this binder in the order listed below. Include tabbed dividers or file names numbered in accordance with the numbering below.

- 1.1 **Organizational Chart**
  - Current and complete organizational chart (including Governing Board)
  - Organizational chart from current petition
- 1.2 **Bylaws** (Provide if changed after Fall 2018 submission date)
  - Current Governing Board bylaws
- 1.3 **Board Members** (Provide if changed after Fall 2018 submission date)
  - Current roster of Governing Board members with contact information along with evidence that Board contact information is accessible to school stakeholders
- 1.4 **Board Meeting Agendas and Minutes**
  - Board meeting agendas and minutes for all meetings held in the last 12 months
- 1.5 **Board Meeting Calendar** (Provide if changed after Fall 2018 submission date)
  - Calendar(s) of regular meetings of Governing Board
- 1.6 **Committee(s)/Council(s) Meeting Calendars and Agendas**
  - Calendar(s) and Agenda(s) of Committee(s)/Council(s) with sign-in sheets (titled and dated). Include evidence of School Site Council and ELAC meetings (for applicable schools).
- 1.7 **Evaluation of School Leadership**
  - Evidence of a system of evaluation for chief executive officers and school administrator(s)
- 1.8 **Brown Act Training**
  - Documentation of Brown Act training for Governing Board members, including recent training for all new members
- 1.9 **Agenda Posting Procedures**
  - Documentation of the Board meeting agenda posting procedures, including evidence of implementation (Include evidence that agendas are on the school's website.)
- 1.10 **Parent-Student Handbook(s)**
  - Current and complete Parent-Student Handbook(s) (Provide if changed after Fall 2018 submission date)
- 1.11 **Uniform Complaint Procedures** (Provide if changed after Fall 2018 submission date)
  - Complete documentation of school/organization's Uniform Complaint Procedures (UCP) policy and forms that meet State and Federal requirements. Information regarding UCP policies and procedures can be found at <https://www.cde.ca.gov/re/cp/uc/>.  
**NOTE:** Each charter school must have its own UCP as well as the District's UCP brochure (for special education purposes). The UCP is specific to complaints that could be possible violations of federal or state laws. Independent charter schools should maintain evidence of UCP logs and compliant implementation of regulatory timelines in the event the school is audited. An independent charter school is requested to review and be familiar with UCP requirements

and guidance on the California Department of Education (CDE) website (<http://www.cde.ca.gov/re/cp/uc/>), and additionally compare its UCP documents to the LAUSD UCP documents provided on the LAUSD website at [lausd.net](http://lausd.net), in the *Offices* tab, at the *Educational Equity Compliance Office*.

**NOTE:** The UCP policy, procedures, and documents have also been added to the *COMPLIANCE MONITORING AND CERTIFICATION OF BOARD COMPLIANCE REVIEW* document for the governing board's annual review and certification.

- 1.12 **Stakeholder Complaint Procedure(s)**
  - Evidence of other stakeholder complaint procedure(s) for complaints outside regulatory scope of UCP, including the school's complaint form(s)
- 1.13 **Human Resources Policies and Procedures**
  - Evidence of policies and procedures specifically related to:
    - o Staff Due Process
    - o ESSA Qualification, Credentialing, and Clearance Requirements
- 1.14 **Data-Based Decision-Making**
  - Evidence of a system for Governing Board review and analysis of school data to inform and support sound decision-making
- 1.15 **Fiscal Management and Accountability**
  - Evidence of a system for Governing Board establishment, review and monitoring of fiscal policies, procedures, budget and finances to ensure sound fiscal management

## **BINDER 2: STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE**

Please organize the documentation provided in this binder, as applicable to the grade levels served by the school, in the order listed below. Include tabbed dividers or file names numbered in accordance with the numbering below. Prior to the oversight visit, analyze and be prepared to discuss the school's results and any other relevant sources of quantitative performance data that demonstrate the extent to which the school's significant subgroups as well as its schoolwide student population as a whole have experienced increases in academic achievement.

- 2.1 **LAUSD Office of Data and Accountability Data Set** (provided to the school prior to the visit)
- 2.2 **School Internal Assessment Data** (with analysis of results)
  - Additional quantitative performance data and information gathered and/or produced by the school related to academic performance and progress assessment, monitoring, and **analysis**, such as:
    - o Internal Assessments: Internal periodic assessments in ELA and Math. Internal assessment data for grades K, 1, 2, 9 and 10, to include:
      - Internal assessment data process
      - Tool(s) employed to collect data
      - Frequency of collection and growth (from beginning, middle, and end of year)

**NOTE:** Data must include an analysis of schoolwide and disaggregated subgroups for ELA and Math.

**NOTE:** The Internal Assessment data is only to be included as evidence for a new charter school or for charter schools which serve grade levels K, 1, 2, 9 and 10 which are not administered the CAASPP (SBAC).

**NOTE:** For purposes of evaluation of school performance for this indicator, the CSD considers only such data that is derived from standards-based high quality standardized or widely accepted assessments (e.g. SBAC Block Assessments,

NWEA, DIBELS) and/or other assessment instruments for which the school can demonstrate validity/reliability

**NOTE:** For your awareness, the oversight report will include the school's ratings on the California School Dashboard. The school's dashboard ratings **will not impact** the overall Student Achievement and Educational Performance Rating for 2018-2019 oversight, but will provide informational areas of focus. California School Dashboard Indicators may, however, figure into next year's 2019-2020 oversight ratings.

- 2.3 CELDT/ELPAC Criterion reports (CDE)

### **BINDER 3: ORGANIZATIONAL MANAGEMENT, PROGRAMS, & OPERATIONS DOCUMENTATION**

Please organize the documentation provided in this binder in the order listed below. Include tabbed dividers or file names numbered in accordance with the numbering below.

- 3.1 **School Safety and Operations** (School Safety Plan & Procedures)
  - a. **Visitor's Policy:** Copy of policy in Parent-Student Handbook and evidence that policy is posted for the public
  - b. **School Safety Plan:** Comprehensive Health, Safety, and Emergency Preparedness Plan, staff roles and assignments, including evacuation route maps (that complies with co-location requirements if co-located) and includes Threat Assessment protocol. For Co-locations, include copy of District school's Safe Schools Plan incorporating the charter school
  - c. **Emergency Drills and Training:** Documentation of evidence of conducting safety drills and emergency preparedness staff training
  - d. **Child Abuse Mandated Reporter Training:** Documentation of Child Abuse Mandated Reporter training for all staff and other persons working on behalf of the school who are mandated reporters (Include employee training documentation in Binder 3A)
  - e. **Bloodborne Pathogens Training:** Documentation of Bloodborne Pathogens training for all staff (Include employee training documentation in Binder 3A)
  - f. **Suicide Prevention Policy** for schools serving students in grades 7-12: (Provide if changed after Fall 2018 submission date) Inclusive, including evidence of board adoption of the policy; how stakeholders and mental health experts were consulted when developing the policy; professional development on suicide awareness and prevention; and any other activities that support AB 2246.
- 3.2 **Health and Safety**
  - a. **Current and appropriate Certificate(s) of Occupancy (COO)** or equivalent for all non-District sites on which the school operates (Provide if changed after Fall 2018 submission date)
  - b. **Student Immunization and Health Screening:** Evidence that the school provides for the immunization and health screening of its students, including but not limited to screening for vision, hearing, and scoliosis, to the same extent as would be required if the students were attending a non-charter public school  
**NOTE:** Do not provide individual student information
  - c. **Epi-Pen:** Documentation that the school maintains unexpired epinephrine auto-injectors ("epi-pens") onsite and has provided training to volunteer staff in the storage and use of the epi-pen

- 3.3 **School Instructional Programs**
- a. **Standards-Based Instructional Program:** Evidence of grade-level-appropriate California academic standards-based instructional program, which is aligned in accordance with the California Common Core State Standards and the English Language Development standards and the California Next Generation Science Standards. Evidence of staff professional development about Standards-Based Instructional Program (may provide in section 3.4b)
  - b. **Local Control and Accountability Plan (LCAP) and English Learner Master Plan or statement you are using the District English Learner Master Plan (Provide if changed after Fall 2018 submission date)**
  - c. **CAASPP (SBAC) Technology Readiness:** Evidence of technology readiness to administer CAASPP (SBAC) assessments (If existing schools are experiencing difficulty in this area, please notify your CSD administrator)
  - d. **WASC Accreditation Notification letter** (as applicable)
  - e. **UC Doorways:** Evidence that all A-G high school courses have been approved through UC Doorways (UCOP printout) (as applicable)
  - f. **Advanced Placement** examination participating and passage
  - g. **A-G:** Completion of and progress toward A-G requirements
  - h. **College:** College Acceptance
  - i. **Transitional Kindergarten:** Evidence that the school has implemented TK (as applicable)
  - j. **Meeting the Needs of All Students:** Evidence of implementation of interventions and supports to meet the learning needs of all students, including implementation of the school's Master Plan for English Learners as well as programs and activities to serve foster youth, socio-economically disadvantaged/students eligible for free and reduced price meals, students performing above and below grade level, students with disabilities, and GATE students/high achievers
  - k. **Key Features of Educational Program:** Evidence of implementation of the key features of the educational program set forth in the charter. Evidence of staff professional development about Key Features of Educational Program (may provide in section 3.4b)
  - l. **(Schools Serving 9<sup>th</sup> graders):** Evidence of compliance with the Mathematics Placement Act
- 3.4 **School Management and Operations**
- a. **Special Education:** Evidence of provision of special education programs, services, and procedures in compliance with MCD, including:
    - District Validation Review (DVR) - Documentation of the results of school's most recent (DVR)
    - Self-Review Checklist - Copy of the school's current/up-to-date Special Education Self-Review Checklist
    - Welligent Reports - Copy of the school's most current/up-to-date "IEP200-Annual and Triannual IEP Report" and the "SER300 (printed the week of the oversight visit)
    - Professional Development- Evidence of staff professional development about Special Education (may provide in section 3.4b)
  - b. **Professional Development:** Evidence of the school's professional development programs (e.g., school PD, CMO PD, and educator conferences) to support teachers and other school instructional staff (Can be provided here or in each section, as specified)

- c. **School Climate and Student Discipline:** Evidence of implementation of school climate and student discipline system that aligns with the principles of the District's Discipline Foundation Policy <https://achieve.lausd.net/page/11924#spn-content>, including:
- Tiered Behavior Intervention - Evidence of the school's tiered system of behavioral supports and interventions, such as SSPT
  - Alternatives to Suspension - Evidence of the alternatives to suspension implemented by the school
  - Schoolwide Positive Behavior Support System - Evidence of the school's recognition/incentive program(s) and/or other practices that provide positive behavior reinforcement and support
  - Data Monitoring - Evidence that school collects, analyzes, and responds to data related to school climate and student discipline
  - Professional Development - Evidence of staff professional development about School Climate and Student Discipline (may provide in section 3.4b)
- d. **Stakeholder Communication and Parent Engagement:** Evidence of a stakeholder communication system for gathering input, encouraging and facilitating parent involvement, sharing information, and resolving concerns, including:
- Stakeholder Consultation - Evidence of stakeholder consultation regarding the school's educational programs and its LCAP and related meeting agendas
  - Parent Engagement – Evidence of parent engagement, including parent involvement policy and compact per Title I (ESSA) requirements
  - Information Sharing – Evidence that the school shares accessible and relevant data and information regarding individual student and school-level performance and progress with all stakeholders (parents/guardians, students, teachers, and community members) as appropriate
  - Transferability of Course Credit/Courses – Evidence that parents are informed about transferability of courses/course credit to other public high schools and the eligibility of courses to meet college entrance requirements
  - Access to Approved Charter – Evidence that the school provides ready access to the school's approved charter to all stakeholders
  - Documentation of complaint resolution process
- e. **Stakeholder Communication and Transparency:** Evidence that the school demonstrates informational transparency to stakeholders via documents available both manually and electronically (website preferred) in the following areas:
- UCP and General Complaint procedures
  - Title IX information in accordance with SB1375 (required on website)
  - AB 2246 Suicide Prevention applicable posting (Gr 7-12)
  - Applicable categories described in LAUSD Charter School Transparency Resolution (schools may provide evidence of other electronic means for this item, if means other than website are utilized)

- f. **Staff Evaluation:** Evidence of a system of evaluation for faculty and other staff  
**NOTE:** Please provide this documentation here only if it is not included in Binder 1; see note in Binder 1 section above.

### **BINDER 3A: DOCUMENTATION OF COMPLIANCE WITH CLEARANCE, CREDENTIALING, ESSA QUALIFICATIONS AND MANDATED REPORTER TRAINING REQUIREMENTS**

Please organize the documentation provided in this binder in the order listed below. Include tabbed dividers or file names numbered in accordance with the numbering below.

#### 3A.1 **Certifications and Related School Information**

- a. **Certification (ESSA Grid):** The original signed document and one full-sized copy of the school's completed and signed "Certification of Clearances, Credentialing, ESSA Qualifications, and Mandated Reporter Training 2018-2019" form (often informally referred to as the "ESSA Grid"), on which the school, through its Custodian of Records, certifies compliance with criminal background clearance, tuberculosis (TB) risk assessment/clearance, ESSA teacher and paraprofessional qualifications, credentialing, child abuse mandated reporter training requirements, and blood borne pathogen training for all staff.  
**NOTE:** All school employees as well as all contracting entities/independent contractors ("vendors") providing school-site or student services must be included on the completed form.  
**NOTE:** The completed certification document should be ready and available for CSD review no later than the **7<sup>th</sup> week after the first day of school**. In the event that the school makes any subsequent personnel/ vendor changes, the form needs to be updated to reflect current staff and vendors
- b. **Staff Roster:** Current and complete school staff roster that shows all current assignment(s) for each staff member
- c. **Master Schedule:** Master schedule that also indicates which teachers instruct ELs, and which subjects/courses are identified as "core" and "college preparatory" in the school's approved charter
- d. **Custodian of Records:** Documentation that the school has at least one Custodian of Records who has been confirmed by the California Department of Justice (e.g., DOJ confirmation letter; DOJ Custodian of Records notification)

Please organize and tab the remaining three sections of binder 3A by last name of individual staff members or by contracting entity name. Provide this documentation (items 3A.2 and 3A.3 below) in the **same order as requested on the ESSA Grid**. i.e. *New Certificated Employees* collated by employee, followed by *Continuing Certificated Employees* collated by employee, followed by *New Non-Certificated Employees* collated by employee, and finally *Returning Non-Certificated Employees* collated by employee.

#### 3A.2 **Certificated Employee Documentation**

- a. **Criminal Background Clearance Certification:** Completed and signed "Criminal Background Clearance Certification" certifying criminal background clearance prior to employment or in any capacity.  
**NOTE:** Ensure all Social Security numbers recorded on these original forms are redacted



- b. **Credential(s):** Copy of current credential(s) (copy of original certificate(s) or print-out from CTC website), showing issuance and expiration dates, type of credential, subject matter authorization, and type of EL authorization, for each position/assignment performed by the staff member as required by the CDE Administrators Assignment Manual  
**NOTE:** Ensure credential printouts are legible and clearly show all authorizations
  - c. **Additional Authorization Documentation:** Any additional documentation necessary to authorize certificated service (e.g., CBEST, Temporary County Certificate (TCC), Teaching Permit for Statutory Leave (TPSL) documentation for any employee with a one-year credential)
- 3A.3 **Non-Certificated Employee Documentation**
  - a. **Criminal Background Clearance Certification:** Completed and signed “Criminal Background Clearance Certification” certifying criminal background clearance prior to employment or in any capacity.  
**NOTE:** Ensure all Social Security numbers recorded on these original forms are redacted
- 3A.4 **Employee Child Abuse Training Documentation and Bloodborne Pathogen Training:** For all staff members include the supporting documentation of completion of the Child Abuse training within timelines specified in AB 1432 and the Bloodborne Pathogen Training.
- 3A.5 **Contracting Entities Documentation** (For each contracting entity/independent contractor (“vendor”))
  - a. **Clearances and Credentialing Certification:** Current documentation from vendor certifying timely compliance with applicable criminal background and TB risk assessment/clearance requirements for vendor employees, and credentialing requirements for certificated vendor employees, with an appended list of the specific vendor employees covered by the certification.
  - b. **Sole Proprietor Vendors:** Current documentation from charter certifying timely compliance with applicable criminal background and TB risk assessment/clearance requirements for sole proprietors, and credentialing requirements for certificated vendor employees (AB 949 which amends Education Code section 45125.1 to address criminal background clearance procedures for sole proprietors, becomes effective law on January 1, 2018)  
**NOTE:** The charter school is responsible for ensuring that vendors provide the *Vendor Certification of Criminal Background Clearance, Tuberculosis Clearance, and Credential Verification* signed form to the charter school prior to the provision of services to the school.
- 3A.6 **Volunteer Clearances Certification** (if applicable)
  - a. **Clearances Certification:** Documentation certifying that the school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform school-site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students per the requirements of AB 1667, with an appended list of the names of the specific volunteers covered by the certification  
**NOTE:** To ensure adherence to HIPAA requirements and purposes, CSD staff will not review individual school staff member tuberculosis clearances or medical records. The CSD reserves the right to review such records as needed on a case-by-case basis and as permitted by law.

**FISCAL OPERATIONS DOCUMENTATION**

**PLEASE NOTE:** To assist our schools and our team with preparing for efficient and effective oversight visits, we have provided the list below to identify material and reports that the school needs to submit electronically to the Fiscal Team member assigned to the school three weeks prior to the fiscal site visit for appropriate staff review. All fiscal reports should be in Microsoft Excel unprotected format. All of the materials requested are intended to be documents routinely prepared by the charter school as a part of the regular operation of the school. Please number and name the electronic documents to be provided to the Fiscal Team member in correspondence with the items enumerated below. If an item listed below does not apply, or requires you to prepare something in addition to what is normally prepared in the regular operation of the school, please inform the CSD Fiscal Team member assigned to your school.

- 1 **Most current** fiscal reports presented to the charter school's governing board (provide reports presented at one of the meetings held in 2017-2018)
  - a. Balance Sheet: At a minimum include the categories of assets, liabilities, and net assets used in the audited financials
  - b. Income Statement (Statement of Activities): At a minimum include the categories of revenue and expenses used in the audited financials
  - c. Cash Flow Statement (including actual receipts and payments) to the end of the current fiscal year and through the next two fiscal years showing detailed sources of revenue and detailed expenditures. The cash flow projection for the current year should include actuals for the months where available and projections for the remaining months of the year. The cash flow should detail the revenue and expense categories for each month. These categories should, at a minimum, be the same categories referenced on the income statement listed above. Accruals for revenues and expenses should also be shown.
- 2 Minutes of the meeting when the above fiscal reports were presented to the charter school's governing board
- 3 Minutes of the meeting when the 2018-2019 budget was adopted
- 4 If the school is offering STRS, PERS, and/or Social Security benefits to its employees, evidence that this is done in a manner that is consistent with the charter terms and the Charter Schools Act (Education Code 47611)
- 5 Minutes of the meeting reflecting the selection of the independent auditor
- 6 Minutes of the meeting reflecting the discussion of the most current independent audit report
- 7 Minutes of the meeting reflecting the receipt, review, and approval of fiscal reports submitted to LAUSD
- 8 Minutes of the meeting reflecting the discussion and resolution of complaints received from staff or vendors, if any

- 9 Minutes of the meeting reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report (this does not apply to charter schools that were not in operation for the 2017-2018 school year)
- 10 A copy of the most current fiscal policies and procedures
  - a. If the most current fiscal policies and procedures do not include procurement guidelines, please provide a copy of the most current procurement policies and procedures that include, but are not limited to, competitive bidding thresholds for the procurement of goods and services, retention of contract records, and adequate segregation of duties
- 11 Minutes of the meeting reflecting approval of the current fiscal policies and procedures and if applicable, minutes of the meeting reflecting the approval of the current procurement policies and procedures
- 12 A copy of the charter school's organizational chart that depicts the current reporting structure of the charter school, including but not limited to, any board member or school employee, who has responsibilities outlined within the charter school's fiscal policies and procedures
- 13 A description of the relationship between the charter school and any related party<sup>2</sup>, and the business purpose of the related party
- 14 Copies of all contracts with related parties (e.g., management contracts, service agreements, license agreements, affiliation agreements, etc.)
  - a. If the charter school incurs management fees, licensing fees, or any other related party fees, please provide the following information in Microsoft Excel format:
    - i. The percentage and/or rate of the fees;
    - ii. The basis used to calculate the total fees;
    - iii. The terms of the services provided; and
    - iv. A rationale for the percentage and/or rate of the fees and the basis used to calculate the total fees
- 15 If applicable, minutes of the meeting reflecting approval of the management fees, licensing fees, or any other related party fees
- 16 If the charter school has a sole statutory member, please provide the following:
  - a. A copy of the sole statutory member's by-laws
  - b. A copy of the sole statutory member's articles of incorporation
- 17 Check registers for the prior 12 months in Microsoft Excel format

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<sup>2</sup> **Related parties** may include a) affiliates of the entity, b) principal owners of the entity and members of their immediate families, c) management of the entity and members of their immediate families, 4) other parties which the entity may deal if one party controls or can significantly influence the management or operating policies of the other to an extent that one of the transacting parties might be prevented from fully pursuing its own separate interests, and 5) other parties that can significantly influence the management or operating policies of the transacting parties or that have an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.

- 18 All credit card statements for the prior six months, and the following:
  - a. A list of all credit cards in Microsoft Excel format that includes the last four digits of each credit card number, the legal name of each credit card holder, and the job title of each credit card holder
- 19 Monthly bank statements and reconciliations for the prior six months, and the following:
  - a. A list of all school bank accounts in Microsoft Excel format that includes the type of account (e.g., checking, savings, money market, etc.), the last four digits of the account, a description of the purpose of the account (e.g., operating, nutrition, ASB, etc.) and the most current ending bank balance for that account
  - b. The bank statements are from the financial institution(s) referenced above and must show all deposits, withdrawals, transfers, electronic expenditures/transfers, use of debit cards, and canceled checks
  - c. The bank reconciliations must reflect the reviews, approvals, and the approval dates, consistent with the charter school's fiscal policies and procedures
  - d. If applicable, a list of all debit cards in Microsoft Excel format that includes the last four digits of each debit card number, the legal name of each debit card holder, and the job title of each debit card holder
- 20 Student body financial records (including Associated Student Body policies and procedures, budgets, cash flow statements and projections, bank statements with reconciliations, audit reports, and other fiscal reports, if applicable)
- 21 Equipment inventory listing (including asset tag numbers, purchase dates, purchase prices, book values, asset life, location of assets, etc.)
- 22 A link to the charter school's website where the Education Protection Account (EPA) allocation and expenditures are posted
- 23 If applicable, all signed and executed agreements related to the factoring of receivables, and the minutes of the meetings reflecting the reviews and approvals of said agreements
- 24 Disclosure of Legal Issues
 

**NOTE:** Any reference to "Charter School" shall be considered to include Charter Management Organizations, nonprofits, foundations, or other organizations that participate in the management or operation of the "charter school." Paid contractors are excluded unless the suit is brought by or against the Charter Management Organization, nonprofit, foundation, or other organization that participates in the management or operation of the "charter school."

**NOTE:** Disclosures should include civil or criminal cases filed in State or Federal courts; civil or criminal investigations by local, State, or Federal law enforcement authorities; and, enforcement proceedings or investigations by local, State, or Federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), and the outcome.

- Disclose material information relating to any legal or regulatory proceedings or investigations in which the Charter School is or has been a party and which might have a material impact on the fiscal viability of the Charter School. Such disclosures should include any parent, subsidiary, Limited Liability Company, Limited Liability Partnership related to the management or operation of the charter school, or affiliate of the Charter School.
  - Disclose any civil, criminal, or regulatory actions in which the Charter School, or any current board members, senior officers, senior management personnel, or employee, has been named a defendant in such action in the past five years. Also, include any actions older than five years that remain unresolved.
  - If the charter school has nothing to disclose, per the above, the charter school is to provide a written statement, signed by the board president or the chief administrator that indicates the charter school has nothing to disclose.
- 25 Any other Fiscal reports presented to the charter school's governing board (e.g., grants, bonds, independent audit reports, etc.)

**NOTE:** If you have any questions about preparation for document review, please contact your CSD assigned Fiscal Team member, as appropriate, well before your scheduled visit date.



Board Agenda Item #	Discussion Item
Date:	06-13-19
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Nanie Montijo, Chief Finance Officer
RE:	MSA 4 Fiscal Benchmarks

### Proposed Board Recommendation

Information and discussion – no actions required.

### Background

MSA 4 received the renewal letter dated January 9, 2018 from LAUSD CSD stating LAUSD Board of Education voted to renew with benchmarks the MSA 4 charter for 5 years beginning July 1, 2018 until June 30, 2023. MSA 4 must meet academic and fiscal benchmarks during the 2018-2023 charter term.

Fiscal Benchmark #1-4 has been submitted and completed as of July 12, 2018.

To comply with the requirements of benchmark #5-6, the attached report is presented to board to demonstrate improvements on fiscal management and operations; and continued implementation of recommendations from Fiscal Oversight Report and SSC's Management letter.

Please see attached.

### Budget Implications

None

### Attachments:

MERF's action Plan and Proof of Implementation  
LAUSD Renewal Letter with Benchmarks

As per 2017-2018 Annual Oversight Visit Report (Fiscal Operations)	MERF's governing board approved plan of action (meeting date: July 12, 2018)	MERF's governing board approved plan of action (meeting date: December 13, 2018)	MERF's governing board approved plan of action (meeting date: June 13, 2019)
Areas noted for further growth and/or improvement:			
1) Bank Reconciliation Reports	All bank reconciliations are reviewed and approved via email by Designees/Financial Analysts on a monthly basis. In order to adopt a recommendation by School Services of California ("SSCal <sup>1</sup> "), as of January 2017 MERF Financial Analysts approve, sign and date all bank reconciliation statements before scanning and emailing the same to MERF's back office provider. The new back office provider Delta Managed Services ("DMS") has been notified of the MERF policy about the bank reconciliation timeline (20th of the following month).	Bank Reconciliations starting July 1, 2018 are prepared by DMS, the new back office service providers. CFO or designee reviews and signs all bank reconciliations before returning to DMS and filing for records.	Our back-office service provider, DMS, prepares all bank reconciliation statement on a monthly basis in accordance with our board approved fiscal policies and procedures manual. CFO or designee still reviews and signs all bank reconciliations before returning to DMS and filing for records.
2) Credit Cards	As of April 2018, all credit cards issued to former employees have been closed. All school site credit cards are held at the home office and are in the name of the CEO. Every month, MERF Financial Analysts review all credit card statements and charges. Balances of all active credit cards are paid in full unless there are disputed transactions.	The credit card processes approved by board of directors in the July 2018 meeting is still being followed consistently every month. All credit cards are paid in full every month. Statements are reviewed and coded correctly by senior financial analysts.	The credit card processes approved by board of directors in the July 2018 meeting is still being followed consistently every month. All credit cards are paid in full every month. Statements are reviewed and coded correctly by senior financial analysts.
3) Automated Clearing House (ACH)/Recurring Automatic Payments	MERF's Magnolia Public Schools Financial Policies and Procedures Manual, provided to LAUSD on March 1, 2018, covers all payments types regardless of the manner of issuance. However, for the avoidance of doubt and to institute CSD 's recommendations, MERF will revise its policy to make it clear that the policy applies to ACH transactions and recurring payment processes. Such revision will presented to the MERF Board of Directors for adoption at its September 13, 2018 board meeting.	All ACH transactions are in compliance with the board approved MERF Fiscal Policies.	All ACH transactions are in compliance with the board approved MPS Fiscal Policies and Procedures Manual. All ACH payments are preapproved and reconciled with the bank statements.
Other Observations:			
1) MERF needs to improve the timeliness of its responses to the CSD	MERF responds as soon as possible to all CSD information requests. Staff adhered to the deadlines the great majority of the time and kept CSD staff informed whenever information could not be provided according to the stated deadline. Prospectively, MERF Staff will inform CSD when requested information cannot be provided by the stated deadline and the reason for such delay. In such instances, MERF staff will provide CSD with its best approximation of when the information will be provided. In all instances, MERF will use its best reasonable efforts to provide the information as quickly as possible.	Staff has been very conscientious in ensuring that responses to emails and requests from CSD staff are provided within 48 hours, if possible.	Staff ensures that responses to emails and requests from CSD staff are provided within 48 hours, if possible.
2) The CSC recommends that MERF update its fiscal policies and procedures to require original detailed receipts for all purchases made via check disbursements or credit cards.	MERF's fiscal policies already require that detailed receipts are required for all purchases made via check disbursements or credit cards. Finance Department staff has commenced and will continue to make regular visits to all school sites to train and review fiscal processes with school staff. On an ongoing basis, MERF Finance Department staff will attend and offer trainings to principals during their monthly meetings at MERF's home office.	Finance team ensures that all reimbursement requests and purchases are supported by detailed receipts and all documentations required based on our fiscal policies.	Fiscal policy and procedure manual have been revised and approved by the Board of Directors to include mandatory submission of itemized receipts in all payments and disbursements as recommended by LAUSD CSD staff.
3) The CSD recommends that MERF present and discuss the CSD's Annual Performance-Based Oversight Reports with its governing board.	MERF staff presented CSD 's Oversight report to its Board of Directors during the May 2018 meeting. It was again discussed in more detail at the July 2018 Board of Directors meeting. The approved board minutes for the July 2018 Board of Directors meeting were submitted to LAUSD on August 14, 2018.	MERF staff presented CSD 's Oversight report to its Board of Directors during the May 2018 meeting. It was again discussed in more detail at the July 2018 Board of Directors meeting. The approved board minutes for the July 2018 Board of Directors meeting were	MERF staff will present CSD 's Oversight report to its Board of Directors during the June 13, 2019 meeting.  The approved minutes of the board meeting on June 13, 2019 will be submitted to LAUSD as soon as it becomes available.

		submitted to LAUSD on August 14, 2018.	
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As per the SSC's Management Letter (dated July 27, 2018)	MPS' Response	MPS' governing board approved plan of action (meeting date: December 13, 2018)	MPS' governing board approved plan of action (meeting date: June 13, 2019)
Current Recommendations			
1) Consider consolidating to one financial system.	<p>MERF previously agreed to implement a more integrated system structure and a PO system that interfaces with the accounting system in order to create improved overall processes and internal controls. In order to meet this commitment, as of July 1, 2018 MERF transitioned to new back office service provider Delta Managed Solutions, Inc. ("DMS"). DMS uses a financial software package called Escape/SchoolAbility ("SchoolAbility") that incorporates purchasing and accounting processes into one database. SchoolAbility covers purchasing, payables, budget, financial reporting that is SACS compliant and compatible. Significantly, SchoolAbility allows for the generation of real-time reports for budget status, purchase requests, encumbrances, payments processed and other pertinent accounting records. MERF's previous software (CoolSIS and NetSuite) and back office provider did not have the capability to generate real-time reports. MERF will amend its fiscal policy and procedures manual at its October 2018 Board of Directors meeting to reflect the change in financial software. MERF continues to use Paycom software for human resource and payroll functions. Payroll registers are uploaded to SchoolAbility on a semimonthly basis. MERF has reduced the number of software systems it uses from three to two. MERF believes that this change is consistent with the recommendation to streamline services and increase accessibility to information.</p>	<p>The selection of DMS was approved by MERF's Board of Directors. This recommendation has been implemented insofar as establishing a more integrated system and lessening the number of software packages used.</p> <p>As of July 1, 2018, MERF uses two instead of three software packages. MERF will continue to work towards consolidating into one financial software package.</p> <p>SchoolAbility is currently the financial software being utilized for requisition, purchasing, reimbursements, accounts payable, accounts receivable, general ledger and financial reporting.</p> <p>Paycom is the software being used to maintain personnel records, payroll information and generates pay checks.</p>	<p>The implementation of SchoolAbility, a more integrated financial software has decreased the number of software packages used compared to FY 2016-17 and FY 2017-18. The purchasing module and GL modules are now centralized in one software package (SchoolAbility)</p> <p>MERF will continue to work towards consolidating into one financial software package.</p> <p>As of to date, SchoolAbility is the financial software being utilized for requisition, purchasing, reimbursements, accounts payable, accounts receivable, general ledger and financial reporting.</p> <p>Paycom is the software being used to maintain personnel records, payroll information and generates pay checks.</p>
2) Consider developing a more streamlined and standardized process for accounts payable.	<p>As mentioned, MERF has hired a new service provider, DMS. DMS uses SchoolAbility which incorporates all financial processes (including but not limited to purchasing, A/P, bank reconciliation, and state and federal reporting) into one database. MERF's Finance Department has centralized its accounts payable processing to have all invoices go to MERF's head office in order to provide more visibility of MERF's different vendors, their terms and conditions and to more closely monitor aging of payables. In addition, all approval processes are integrated into the SchoolAbility software (including home office executive team and school site principals' routing and approval, as required per MERF fiscal policy handbook) thereby creating an appropriate audit trail. The approval process is enhanced because Finance Department staff review all purchase requisitions, payment requests and employee reimbursements.</p>	<p>The selection of DMS and the use of SchoolAbility was approved by MERF's Board of Directors. The new financial system is more streamlined and standardized in processing purchase requests, payables, reimbursements and budgets.</p>	<p>The selection of DMS and the use of SchoolAbility streamlined and standardized the processing of all purchase requests, payables, reimbursements and budgets monitoring on a real time basis.</p>



<p>3) Consider reviewing cash receipts for timely deposits.</p>	<p>MERF Finance Department staff will continue to support school staff in making timely cash and check deposits. Finance Department staff will continue to make regular visits to all school sites to train and review fiscal processes with school staff. For example, from July 30, 2018 to August 2, 2018, Finance Department staff attended and participated in beginning of school year professional development training for office managers and principals. On an ongoing basis, MERF Finance Department staff will attend and offer trainings to principals during their monthly meetings at home office. MERF Finance Department staff will continue to monitor the timeliness of cash and check deposits. Where noncompliance is found, MERF Finance Department staff will work with the noncompliant school or staff to address and remedy any issues that contribute to noncompliance.</p>	<p>Continues trainings and communication with site staff is ongoing. CFO meets with all principals every month during the principals' meeting to address current issues and provide additional training. In addition, Senior Financial Analyst conducts site visits at least once a month to all school sites.</p>	<p>Continued trainings and communication with site staff are ongoing. CFO meets with all principals every month during the principals' meeting to address current issues and provide additional training. In addition, Senior Financial Analyst conducts site visits at least once a month to all school sites.</p>
<p>4) Consider reviewing cash deposits for appropriate coding.</p>	<p>Effective July 1, 2018 all transactions will be in compliance with SACS coding. Unlike its previous software, SchoolAbility is SACS compliant. MERF Finance Department staff will review all coding and GL postings before submission of interim reports and unaudited actual thereby insuring that all transactions are codified to the correct account.</p>	<p>Schoolability is a SACS compliant financial software. All transactions are coded based on CDE's SACS. Each entry is reviewed and approved by MPS Senior Financial Analyst and CFO before posting.</p>	<p>Schoolability is a SACS compliant financial software. All transactions are coded based on CDE's SACS. Each entry is reviewed and approved by MPS Senior Financial Analyst and CFO before posting.</p>



**CALIFORNIA DEPARTMENT  
OF EDUCATION**

**TOM TORLAKSON**  
STATE SUPERINTENDENT OF  
PUBLIC INSTRUCTION

1430 N STREET, SACRAMENTO, CA 95814-5901 • 916-319-0800 • WWW.CDE.CA.GOV

October 22, 2018

Saken Sherkhonov, Board Chair  
Erdinc Acar, Regional Director  
Alfredo Rubalcava, Superintendent of Instruction  
Varol Gurler, Principal  
Magnolia Science Academy–Santa Ana  
2840 West 1<sup>st</sup> Street  
Santa Ana, CA 92703

Dear Mr. Sherkhonov, Director Acar, Superintendent Rubalcava, and Principal Gurler:

Subject: Summary of Annual Site Visit for Magnolia Science Academy–Santa Ana  
Conducted on October 2 and 3, 2018

Thank you for the opportunity to visit Magnolia Science Academy–Santa Ana (MSA–SA). The California Department of Education (CDE) appreciates the tremendous amount of work you orchestrated before and during the site visit.

Based on interviews conducted with school leadership and staff, and through classroom observations, the CDE reviewed the information gathered and has determined that MSA–SA is in compliance with the MSA–SA charter petition, and the Memorandum of Understanding between the California State Board of Education and MSA–SA.

If you have any questions regarding this letter, please contact Carrie Lopes by phone at 916-323-2694 or by e-mail at [clopes@cde.ca.gov](mailto:clopes@cde.ca.gov).

Sincerely,

/s/

Lisa F. Constancio, Director  
Charter Schools Division

LFC:mlh

cc: Karen Stapf Walters, Executive Director, California State Board of Education  
Nick Schweizer, Deputy Superintendent, Systems Support Branch, California  
Department of Education

*Sent via First Class Mail and Email to:*

[ssherkhanov@magnoliapublicschools.org](mailto:ssherkhanov@magnoliapublicschools.org)

[eracar@magnoliapublicschools.org](mailto:eracar@magnoliapublicschools.org)

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[vgurler@magnoliapublicschools.org](mailto:vgurler@magnoliapublicschools.org)



# **LOS ANGELES UNIFIED SCHOOL DISTRICT** **CHARTER SCHOOLS DIVISION**

## **ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT 2018-2019 SCHOOL YEAR FOR**

**MAGNOLIA SCIENCE ACADEMY 4 (MSA 4) - 8011**

Name and Location Code of Charter School

### **LAUSD Vision**

Every student will receive a quality education in a safe, caring environment, and will be college-prepared and career-ready.

### **CSD Mission**

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

### **CSD Core Values**

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

<b>Charter School Name:</b>	<b>Magnolia Science Academy 4</b>			<b>Location Code:</b>	<b>8011</b>
<b>Current Address:</b>	<b>City:</b>	<b>ZIP Code:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>1330 W. Graham Place B-9</b>	<b>Los Angeles</b>	<b>90064</b>	<b>310-473-2464</b>	<b>310-473-2416</b>	
<b>Current Term of Charter:</b>			<b>LAUSD Board District:</b>	<b>LAUSD District:</b>	
<b>July 1, 2018 to June 30, 2023</b>			<b>4</b>	<b>West</b>	
<b>Number of Students Currently Enrolled:</b>	<b>Enrollment Capacity Per Charter:</b>	<b>Grades Currently Served:</b>	<b>Grades To Be Served Per Charter:</b>		
<b>171</b>	<b>360</b>	<b>6-12<sup>th</sup></b>	<b>6-12<sup>th</sup></b>		
<b>Total Number of Staff Members:</b>	<b>20</b>	<b>Certificated:</b>	<b>14</b>	<b>Classified:</b>	<b>6</b>
<b>Charter School's Leadership Team Members:</b>		<b>Lisa Ross, Principal; Musa Avsar, Dean of Academics; Victor Lanier, Dean of Students</b>			
<b>Charter School's Contact for Special Education:</b>		<b>Dr. Jon Gary</b>			
<b>CSD Assigned Administrator:</b>	<b>Yolanda Jordan</b>	<b>CSD Fiscal Services Manager:</b>	<b>Lourdes Echavarria</b>		
<b>Other School/CSD Team Members:</b>	<b>Aida Tatioossian</b>				
<b>Oversight Visit Date:</b>	<b>February 28, 2019</b>	<b>Fiscal Review Date (if different):</b>	<b>January 31, 2019</b>		
<b>Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):</b>	<b>Yes, Prop 39</b>	<b>LAUSD Co-Location Campus (if applicable):</b>	<b>Webster Middle School</b>		
		<b>DATE OF CO-LOCATION MEETING WITH OPERATIONS TEAM:</b>	<b>5/24/18</b>		

<b>SUMMARY OF RATINGS</b>			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
<b>Governance</b>	<b>Student Achievement and Educational Performance</b>	<b>Organizational Management, Programs, and Operations</b>	<b>Fiscal Operations</b>
<b>4</b>	<b>3</b>	<b>3</b>	<b>4</b>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019

## CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605 and 47607, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements. Pursuant to the requirements of SB 1290, the District “shall consider increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.” Ed. Code § 47607(a)(3)(A).

## REPORT GUIDE

In conducting oversight as a charter school authorizer, the District places an emphasis on performance and compliance with applicable law, policy, and the approved charter, as well as on the lead fiduciary role of a charter school’s governing board in the overall success of the school for students. Information gathered through oversight serves as part of the school’s ongoing record of performance and provides important data for the CSD, LAUSD Superintendent, and ultimately the LAUSD Board of Education in making informed decisions about charter school authorization. In designing this document, the District has considered California charter school law, as well as the California State Board of Education’s criteria for evaluating charter schools and the National Association of Charter School Authorizers’ *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

**Governance** – demonstrating fulfillment of the governing board’s fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school’s full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

**Student Achievement and Educational Performance** – demonstrating academic achievement and growth for all students

**Organizational Management, Programs, and Operations** – demonstrating effective leadership and implementation of the governing board’s policies and procedures, as well as the school’s educational program and systems and procedures for the day-to-day operations of the school

**Fiscal Operations** – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2017-2018*. The “Sources of Evidence” sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school’s performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential “promising practices” are identified within this section with an asterisk [\*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under “Corrective Action Required,” the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school’s approved charter. If the report includes any findings under “Corrective Action Required,” the charter school must take immediate and appropriate steps to remedy the identified concern. In accordance with its “tiered intervention” approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those “promising practices” that the school believes have contributed to its success, in order to support the CSD’s ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across the entire portfolio of LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

GOVERNANCE	RATING*
Summary of School Performance	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>G1:</b> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) as evidenced by Board meeting agendas and minutes, organizational chart, and committees/council agendas and minutes.</p> <p><b>G2:</b> The Governing Board complies with all material provisions of the Brown Act</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and items in Binder#1, the Magnolia Educational &amp; Research Foundation (MERF) Board meet regularly, meetings are conducted openly, and provide opportunities for public participation.</li> <li>• As evidenced by the school's website, the MERF Board complies with AB 2257 (a current board meeting agenda must be posted on the homepage of the charter school's primary website, and accessible through a prominent, direct link), which became effective January 1, 2019.</li> </ul> <p><b>G3:</b> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and in Binder #1, there is documentation of policies and procedures in the areas of student discipline, employee grievances and discipline, parent/stakeholder complaint resolution process, and Uniform Complaint Procedures</li> <li>• Evidence of AB699 (Educational equity; immigration and citizenship status) is included in the Student/Parent Handbook in both English and Spanish</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	
<p>Notes: MPS leadership shared some updates in its policies, procedures, and systems that are in place and will be implemented to ensure that all schools are compliant with AB1432. Some of the updates include the following:</p> <ul style="list-style-type: none"> <li>• Upon MERF Human Resources annual review of the MERF employee handbook with its legal counsel, updates will be made as necessary and will be presented to the MERF Board for approval.</li> <li>• MERF HR will review and explain the compliance checklist, which includes AB 1432 training, with the school principals to implement the mandatory trainings to school staff.</li> <li>• MERF works with Safe Schools trainings under CharterSafe to assign individual training sessions for many required trainings including the ones required by AB1432. While the legal requirement is for staff to complete within six (6) weeks after the first day of school or employment (whichever is first), MERF internally strongly encourages employee to complete the trainings within four (4) weeks after the first day of school or employment (whichever is first).</li> <li>• MERF HR and the school sites work together to make sure all trainings are completed in a timely manner.</li> </ul>	



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**UPDATE regarding the Settlement Agreement with LAUSD:** Based on the CSD's observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). The CSD will continue to monitor MERF's progress through oversight in addressing the remaining issues cited and implementing the recommendations from School Services of California's final management letter. Please see further details in the "Areas of Demonstrated Strength and/or Progress" in the Fiscal Operations section below.

**\*NOTE:** *If the CSD gathers or otherwise receives substantial evidence of actual conflict(s) of interest with respect to a governing board member or person in a school leadership position (e.g. CEO or principal), a charter school shall receive a rating of 1 in this category.*



LAUSD CHARTER SCHOOLS DIVISION

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Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - GOVERNANCE QUALITY INDICATOR #1**

*The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:*

- Governing Board (composition, structure, roles and responsibilities) committees/councils (for example, SSC and ELAC as applicable), including but not limited to those mandated by laws or regulations
- Evaluation of school's executive level leadership

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a highly developed system for the evaluation of the school leader(s) <input checked="" type="checkbox"/> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a partially developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter or any mandated committees/councils, and no system for the evaluation of the school leader(s)	<input checked="" type="checkbox"/> Organization chart <b>(B1.1)</b> <input checked="" type="checkbox"/> Bylaws <b>(B1.2)</b> <input checked="" type="checkbox"/> Board member roster <b>(B1.3)</b> <input checked="" type="checkbox"/> Board meeting agendas, and minutes <b>(B1.4)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Evidence of committee/council calendars, agendas, minutes and sign-ins <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level administrator(s) who reports to the Board. <b>(B1.7)</b> <input type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)

**G2: BROWN ACT - GOVERNANCE QUALITY INDICATOR #2**

*The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:*

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Brown Act
- Governing Board holds its meetings at a location(s) and in a manner that complies with teleconferencing, closed session, and access and Reasonable Accommodation requirements and the public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as noted in the charter petition
- Governing Board meeting agendas and minutes are posted and maintained, as appropriate, including on the school's website and in accordance with the Brown Act and with sufficient specificity

	Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

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<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas <b>(B1.4)</b> <input checked="" type="checkbox"/> Board meeting calendar <b>(B1.5)</b> <input checked="" type="checkbox"/> Brown Act training documentation <b>(B1.8)</b> <input type="checkbox"/> Documentation of the school's agenda posting procedures <b>(B1.9)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**G3: DUE PROCESS - GOVERNANCE QUALITY INDICATOR #3**

*The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:*

- Student discipline
- Employee grievances and discipline
- Parent/stakeholder complaint resolution
- Uniform Complaint Procedures

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, in for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Uniform Complaint Procedure documentation <b>(B1.11)</b> <input checked="" type="checkbox"/> Stakeholder complaint procedure(s) <b>(B1.12)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding staff due process <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/28/2019**G4: STAFFING - GOVERNANCE QUALITY INDICATOR #4**

*The Governing Board has a system in place to ensure that appropriate employment and other staffing decisions are made in accordance with applicable law and the terms of its approved charter governing qualifications, clearances and credentialing:*

- The Governing Board has established policies and procedures to ensure that faculty, staff, substitute teachers, and other persons providing service in a certificated position, are appropriately credentialed, authorized and/or otherwise qualified for the positions for which they have been employed/contracted and assigned, in accordance with applicable provisions of law and the school's charter.
- The Governing Board has established policies and procedures to ensure that the school obtains all necessary employee clearances, including criminal background and tuberculosis (TB) clearances, prior to employment, and keeps all clearances current.
- The Governing Board has established policies and procedures to ensure that the school obtains, monitors, and maintains all necessary and appropriate vendor certifications/waivers regarding vendor employee clearances, including criminal background and tuberculosis (TB) clearances.
- The Governing Board has established policies and procedures regarding requirements for school volunteers, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students per AB 1667.
- The Governing Board has established and monitors policies governing whether and under what circumstances the school may consider, for paid and volunteer service, candidates who have criminal records.

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has established and monitors comprehensive policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input checked="" type="checkbox"/> The Governing Board has established and monitors policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established some policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established few or no policies and procedures to ensure staffing in compliance with applicable law staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding ESSA qualifications, credentialing, and clearance requirements <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> ESSA Grid <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/28/2019**G5: DATA-BASED DECISION-MAKING - GOVERNANCE QUALITY INDICATOR #5**

<i>The Governing Board has a system in place to ensure ongoing:</i>	
<ul style="list-style-type: none"> <li>Review and use of academic and other internal school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence</li> <li>Monitoring of the school's implementation of its LCAP action plans and progress toward LCAP goals</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Governing Board regularly monitors school performance and other internal data to inform decision-making</li> <li><input checked="" type="checkbox"/> The Governing Board monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board inconsistently monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board seldom monitors school performance and other internal data to inform decision-making</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes with supporting materials and evidence of school performance and internal other data <b>(B1.4)</b></li> <li><input checked="" type="checkbox"/> Other evidence of system for Board review and analysis of internal school data to inform decision-making <b>(B1.14)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input checked="" type="checkbox"/> Discussion with leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>

**G6: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #6**

<i>The Governing Board has a system in place to ensure fiscal viability:</i>	
<ul style="list-style-type: none"> <li>The school is fiscally strong and net assets are positive in the prior two independent audit reports.</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports</li> <li><input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report</li> <li><input type="checkbox"/> The school is fiscally weak and net assets are negative in the most current independent audit report, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> <li><input type="checkbox"/> The school is consistently fiscally weak and net assets are negative in the prior two independent audit reports, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b></li> <li><input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input type="checkbox"/> Discussion with leadership</li> <li><input checked="" type="checkbox"/> Independent audit report(s)</li> <li><input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)</li> </ul>

**G7: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #7**



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***The Governing Board has a system in place to ensure sound fiscal management and accountability:***

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement <input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement <input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, <b>or</b> has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.) <input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, and has recurring areas noted for improvement, <b>or</b> has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.)	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to GOVERNANCE (if applicable):**

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
<b>Summary of School Performance</b>	<b>3</b>
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>A1:</b> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>Per CDE, MSA4 has two numerically significant subgroups (Latino and Socioeconomically Disadvantaged students). Socioeconomically Disadvantaged students increased by 2.90 percentage points.</li> </ul> <p><b>A5:</b> The school reclassifies English Learners at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the Reclassification Report (CDE), MSA 4's reclassification rate was 25.0%, compared to the Resident Schools Median of 12.9%.</li> </ul> <p><b>A6:</b> The school's percentage of "At Risk" English Learners is at rate lower than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the "At-Risk" by Grade Report (CDE), MSA 4's rate was 0%, compared to the Resident Schools Median of 1.6%</li> </ul> <p><b>A7:</b> The school's percentage of LTELs is at rate lower than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the LTEL by Grade Report (CDE), MSA 's rate is 10.0% (a decrease of 1.3% from last school year), compared to the Resident Schools Median of 15.7%</li> </ul> <p><b>A8:</b> The school's Four-Year Cohort Graduation Rate is at a rate higher than Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per CDE, MSA 4's Four-Year Cohort Graduation Rate is 95.8%, compared to the RSM at 78.3%.</li> <li>Per school leadership, the 2017-2018 graduation rate was 100% (25 students). Of the 25 students, nine are at a 4-year university, thirteen are at a community college, and three are undecided.</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p><b>A2:</b> None of the school's subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>Per CDE, both numerically significant subgroups showed declines in Math. Latino students decreased by 17.61 percentage points and Socioeconomically Disadvantaged students decreased by 13.30 percentage points.</li> </ul> <p><b>A3:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in ELA is at a rate lower than the Resident Schools Median (RSM)</p> <ul style="list-style-type: none"> <li>Per CDE and a review of data set LAUSD Office of Data &amp; Accountability, MSA 4 is at 32.63% in ELA, compared to RSM at 44.38%.</li> </ul> <p><b>A4:</b> The schoolwide percentage of students who Met or Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in Math is at a rate lower than the Resident Schools Median (RSM)</p> <ul style="list-style-type: none"> <li>Per CDE and a review of data set LAUSD Office of Data &amp; Accountability, MSA 4 is at 8.42% in Math, compared to RSM at 19.51%.</li> </ul>	



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**A9:** The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels.

- MSA 4 continues to administer the NWEA MAP three times per year in ELA and Math
- Both 9<sup>th</sup> and 10<sup>th</sup> grade students, school-wide, and numerically significant subgroups experienced some growth.
  - In Math, 9<sup>th</sup> grade grew by 3.8 RIT score and in Reading by 8.1 RIT score
  - Both 9<sup>th</sup> and 10<sup>th</sup> grade students receiving Free and Reduced Lunch (FRL) demonstrated growth in Math and Reading

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes: In response to MSA 4's data and student progress, the school created an "Action Plan." Please see **O4: Meeting the Needs for All Students** for more details.

**\*NOTE:** *Upon the State Board of Education's finalization of California's School Dashboard, CSD will determine implications for the oversight report.*



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DATE OF VISIT: 2/28/2019**A1: SBAC SUBGROUP ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #1**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP ELA (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school.

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)

**A2: SBAC SUBGROUP MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #2**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP Math (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school,

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/28/2019**A3: SBAC SCHOOLWIDE ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #3**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate similar to the Resident Schools Median <input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is substantially lower than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability <input type="checkbox"/> Other: (Specify)

**A4: SBAC SCHOOLWIDE MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #4**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide Math data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate similar to the Resident Schools Median <input checked="" type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is substantially lower than the Resident Schools Median. <input type="checkbox"/> No assessment of performance for this indicator	<input type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability (ODA) <input type="checkbox"/> Other: (Specify)

**A5: ENGLISH LEARNER RECLASSIFICATION - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #5**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- English Learner reclassification rate for 2017-2018 (CDE)





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Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school reclassifies English Learners at a rate higher than the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate similar to the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate lower than the Resident Schools Median <input type="checkbox"/> The school did not reclassify English Learners <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Reclassification report (CDE) <b>(B2.1)</b> <input type="checkbox"/> CELDT/ELPAC Criterion reports (CDE) <b>(B2.3)</b> <input type="checkbox"/> Other: (Specify)

**A6: “AT RISK” ENGLISH LEARNERS – (ELEMENTARY AND SECONDARY SCHOOLS) STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #6**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for At-Risk English Learners 2017-2018 (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school’s percentage of “At Risk” English Learners is at rate lower than the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> “At-Risk” by Grade report (CDE): 2017-2018 <b>(B2.1)</b>

**A7: LONG TERM ENGLISH LEARNERS (LTELs) - (SECONDARY SCHOOLS) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #7**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for Long Term English Learners 2017-2018 (CDE)

Rubric		Sources of Evidence



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<b>Performance</b>	<input checked="" type="checkbox"/> The school's percentage of LTELs is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Long-Term English Learners (LTEL) by Grade report (CDE): (2017-2018) <b>(B2.1)</b>
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**A8: FOUR-YEAR COHORT GRADUATION RATE - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #8**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Four-Year Cohort Graduation Rate (CDE) **(high schools only)**

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate higher than Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate lower than the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate substantially lower than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Four-Year Cohort Graduation Rate (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify) <hr/> A-G passing grade requirement (e.g. C or D) <b>(CSD internal use only) C</b>

**\*INDICATOR A9 IS ONLY APPLICABLE TO NEW CHARTER SCHOOLS WHICH DO NOT HAVE CAASPP (SBAC) SCORES AND CHARTER SCHOOLS WHICH SERVE GRADE LEVELS K, 1, 2, 9, AND 10 (THE GRADE LEVELS WHICH ARE NOT ADMINISTERED THE CAASPP).**

**A9: INTERNAL ASSESSMENT (Grades K, 1, 2, 9, 10 and New Charter Schools) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #9**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, for grades K, 1, 2, 9 and 10 or as a new school with no CAASPP data as measured by:*

- The school's internal assessments (with analysis of results) by subgroups and grade-levels
- Other academic achievement data gathered or produced by the school, such as Advanced Placement examination participation and passage rates, A-G requirements progress and completion rates, high school graduation rates, and college acceptance rates
- Results of internal assessments show growth in student achievement in ELA and Math



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*NOTE: For purposes of evaluation of school performance for this indicator, the CSD considers only such data that is derived from standards-based high quality standardized or widely accepted assessments (e.g. NWEA, DIBELS, SBAC Interim Block Assessments) and/or other assessment instruments for which the school can demonstrate validity/reliability.*

	Rubric	Sources of Evidence
<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has demonstrated accomplished levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect significant growth in student achievement in ELA and Math for all subgroups in all grade-levels</li> <li><input type="checkbox"/> The school has demonstrated proficient levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect moderate growth in student achievement in ELA and Math for the majority of subgroups and grade-levels.</li> <li><input checked="" type="checkbox"/> The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels</li> <li><input type="checkbox"/> The school has demonstrated unsatisfactory levels of student achievement and progress as measured by school's internal assessments and other school data and that reflect no growth or a decline in student achievement in ELA and Math for the majority of subgroups and grade-levels, or the school has not collected and/or analyzed and monitored internal assessment or other academic achievement data.</li> <li><input type="checkbox"/> No assessment of performance for this indicator.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal academic performance and progress data and information <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> School Internal Assessment Data Report or equivalent <b>(B2.2)</b></li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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### CALIFORNIA SCHOOL DASHBOARD STATE PRIORITIES

#### Summary of School Performance

\*Indicators A10-A19 reflect the school's ratings on the Dashboard. For Indicators A10 –A19 the school's ratings on the California School Dashboard will not impact the overall Student Achievement and Educational Performance Rating for 2017-2018 oversight but will provide informational areas of focus. California School Dashboard Indicators will figure into 2018-2019 oversight ratings.

*Blue                  Green                  Yellow                  Orange                  Red*

**A10: Priority 4-3.1 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 English Language Arts**

The school has achieved the performance level of Yellow

**A11: Priority 4-3.2 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 Mathematics**

The school has achieved the performance level of Red

**A12: Priority 4-3.5 Student Achievement English Learner Progress Indicator**

The school has achieved the performance level of No Performance Color

**A13: Priority 5-3.7 Student Engagement- Chronic Absenteeism Indicator**

The school has achieved the performance level of Orange

*\*this indicator will be available Fall 2018*

**A14: Priority 6-3.8 School Climate- Suspension Rate (K12) Indicator**

The school has achieved the performance level of Blue



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**On November 7, 2017, the LAUSD Board of Education adopted by consent vote to renew Magnolia Charter Academy 4 (MSA4), to serve 360 students in grades 6-12, with Academic Benchmarks. MSA 4 must meet the following academic benchmarks during the 2018-2023 charter term as described below:**

**Academic Benchmarks and status:**

**The school shall provide an update to the Charter Schools Division no later than December 15<sup>th</sup> of each year of the charter term (after CAASPP (SBAC) scores have been released by the CDE).**



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1. **The school will demonstrate at least one performance level growth per academic year, as reported on the California Dashboard, for numerically significant subgroups in ELA as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools Median, with the goal of achieving and maintain the “Green” performance level or higher.**
  - a. **STATUS:** Not Met: At MSA 4, the two numerically significant subgroups (Latino and Socioeconomically Disadvantaged), maintained "Orange" performance level on the ELA CAASPP (SBAC) from 2017 to 2018. MSA 4's numerically significant subgroups performed at a rate lower than the Resident Schools Medians: 28.99% of MSA 4 Latino subgroup and 33.33% of MSA 4 SED subgroup performed at a rate lower than the Subgroup Resident School Medians at 37.64% and 35.97%, respectively. One out of two numerically significant subgroups at MSA 4 outperformed Subgroup Similar Schools Medians at 36.78% (Latino) and 30.50% (SED)
2. **The school will demonstrate at least one performance level growth per academic year, as reported on the California Dashboard, for numerically significant subgroups in Math as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools Median, with the goal of achieving and maintain the “Green” performance level or higher.**
  - a. **STATUS:** Not Met: At MSA 4, the two numerically significant subgroups (Latino and Socioeconomically Disadvantaged) maintained "Red" performance level on the Math CAASPP (SBAC) from 2017 to 2018. MSA 4's numerically significant subgroups performed at a rate lower than the Resident and Similar Schools Median: 2.90% of Latino subgroup and 4.76% of SED subgroup performed at a rate lower than the Subgroup Resident School Medians at 13.46% and 15.26%, respectively. Additionally, MSA 4's numerically significant subgroups performed at a rate lower than the Similar Schools Median at 23.08% (Latino) and 22.97% (SED).



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
<b>Summary of School Performance</b>	3
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>O7:</b> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights as evidenced in Binder #3. Additionally, 2017-2018 data reveal that MSA 4 had 0% of In and Out of School suspension events.</p> <p><b>O8:</b> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter</p> <ul style="list-style-type: none"> <li>• Per school leadership and evidence in Binder #3, MSA 4 staff have participated in ongoing professional development. Some are as follows: <ul style="list-style-type: none"> <li>○ July 19-22, 2018 AP Annual Conference</li> <li>○ February 2, 2019, LMU Center for Equity for English Learners</li> <li>○ October 16, 2018, Special education updates, CAASPP Data overview, school-wide structures overview</li> <li>○ November 2, 2018, grading; classroom and school culture/environment</li> <li>○ Ongoing Magnolia Public Schools (MPS) professional development throughout the school year.</li> </ul> </li> </ul> <p><b>O10:</b> The school continues to have a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website</p> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p><b>O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS</b></p> <p>While the school has implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis, school leadership recognizes a need for improvement by developing a "Measurable Pupil Outcomes and Action Plan. Some of the features of the plan include the following:</p> <ul style="list-style-type: none"> <li>• Develop a greater understanding of StudySync ELA Common Core curriculum in order to increase student achievement through StudySync trainings, department meetings/collaborations, Tuesday PDs, external and Magnolia-wide ongoing professional development</li> <li>• Improve the Lexile levels for all students so that they can be at a or above grade level through the MyOn Program and Summer In-Service Training</li> <li>• Teachers will be expected to pose higher-level questions to students that are geared toward pushing their critical thinking skills</li> <li>• MPS Math Coach to provide professional development monthly to improve foundational skills to increase student achievement in Math. Professional development will be differentiated.</li> <li>• Continue power Classes for targeted students and after-school tutoring (tutoring offered daily from 3:10pm to 4pm)</li> </ul> <p>Additionally, school leadership shared the following: "One potential root cause in the decline in ELA and Math for our Latino students is not connecting with the curriculum and internalizing their learning. We will spend more PD time on building Culturally Responsive and relevant Pedagogy competencies, which will lead</p>	



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to the inclusion of incorporating high-interest topics that students can relate to in all classrooms. Additionally, Imagine Etiquette has been brought in as a partner to motivate some middle school and 11<sup>th</sup> grader student's thought the fostering of a greater sense of cultural pride."

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes: None

***\*NOTE: A charter school shall receive a rating of 1 in this category for any of the following reasons: (1) Failed to have Health, Safety, and Emergency Plan in place; (2) Failed to conduct child abuse mandated reporter training in accordance with AB 1432; (3) Failed to complete criminal background clearances for all new staff (as defined on the ESSA Grid) prior to employment; or (4) Failed to obtain DOJ clearance certification, as appropriate, from a vendor. A charter school cannot receive a rating in this category greater than 2 if any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.***

**O1: SCHOOL SAFETY AND OPERATIONS: SCHOOL SAFETY PLAN AND PROCEDURES - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #1**





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**The school has a system in place to ensure that:**

- The school has a current site-specific comprehensive Health, Safety, and Emergency Plan  
(Note: for co-locations, the charter school complies with the District school’s Health, Safety and Emergency Plan)
- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol)
- School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting in accordance with the requirements of AB 1432
- School staff receives annual training on the handling of bloodborne pathogens
- The school has a Visitor’s policy and it’s visible in the main office
- A Pupil Suicide Prevention Policy (grades 7-12) is in place, in compliance with AB 2246

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan <b>(B3.1b)</b> <input checked="" type="checkbox"/> Evacuation route maps <b>(B3.1b)</b> <input checked="" type="checkbox"/> Documentation of emergency drills and training <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of provision and location of onsite emergency supplies <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of AB 2246 implementation (grades 7-12) <b>(B3.1e)</b> <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation <b>(B3.1d and B3A.4)</b> <input checked="" type="checkbox"/> Bloodborne pathogens training documentation <b>(B3.13 and B3A.4)</b> <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2018-2019</i> (“ESSA Grid”) <b>(B3A)</b> <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O2: HEALTH AND SAFETY - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #2**

**The school has a system in place to ensure that:**



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- For each school site, the school has a current site-specific Certificate of Occupancy or equivalent that authorizes the current use of the site
- School provides documentation of student immunization and
- School provides documentation of health screening per applicable law and terms of the charter
- School maintains an emergency epinephrine auto-injectors (“epi-pen”) onsite and has provided training to volunteer staff member(s) in the storage and emergency use of the epi-pen

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input checked="" type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input type="checkbox"/> Certificate of Occupancy or equivalent <b>(B3.2a)</b> <input checked="" type="checkbox"/> Evidence of student immunization <b>(B3.2b)</b> <input checked="" type="checkbox"/> Evidence of health screening <b>(B3.2b)</b> <input checked="" type="checkbox"/> Epi-pen documentation <b>(B3.2c)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O3: STANDARDS-BASED INSTRUCTION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #3***The school has:*

- Implemented standards-based instruction schoolwide in accordance with the California academic content standards, including the California Common Core State Standards (CA CCSS), that are applicable to the grade levels served
- Demonstrated evidence of implementation of the California Next Generation Science Standards
- Obtained WASC accreditation **(high schools only)**
- Implemented a system to monitor student progress toward and completion of graduation and A-G requirements **(high schools only)**
- Received UC/CSU approval of courses (UC Doorways) **(high schools only)**

Rubric	Sources of Evidence
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<b>Performance</b>	<input type="checkbox"/> The school has fully-implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input checked="" type="checkbox"/> The school has substantially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has partially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has minimally implemented, or not at all, grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS	<input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b> <input checked="" type="checkbox"/> Evidence of implementation of CA NGSS <b>(B3.3a)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input type="checkbox"/> Evidence of technology readiness to administer CAASPP assessments <b>(B3.3c) *new schools only</b> <input checked="" type="checkbox"/> WASC documentation <b>(B3.3d)</b> <input checked="" type="checkbox"/> UC Doorways course approval documentation <b>(B3.3d)</b> <input type="checkbox"/> Evidence of implementation of Transitional Kindergarten <b>(B3.3i)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #4**

<p><i>The school:</i></p> <ul style="list-style-type: none"> <li>• Implements the differentiation, intervention, and other instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all subgroups identified in the school’s LCAP and by CDE</li> <li>• Disaggregates and analyzes data on a regular basis to address individual student needs</li> <li>• Implements, monitors, and modifies, as appropriate, its Master Plan for English Learners (EL identification, designated and integrated ELD instruction, progress monitoring, assessment, and reclassification)</li> <li>• Has appointed a designee to assist and support foster youth</li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>



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<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has fully implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and modifies instruction based on data analysis</li> <li><input checked="" type="checkbox"/> The school has substantially implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis</li> <li><input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis</li> <li><input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and does not consistently modify instruction based on data analysis</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b></li> <li><input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b></li> <li><input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b></li> <li><input checked="" type="checkbox"/> Evidence of intervention and support for all students, including but not limited to foster youth, at-risk students, and high performing students <b>(3.3j)</b></li> <li><input checked="" type="checkbox"/> Implementation of the school's English Learner Master Plan <b>(B3.3b)</b></li> <li><input checked="" type="checkbox"/> Evidence of implementation of data analysis system program <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> School Internal Assessment Data Report, or equivalent <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> Classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>
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**O5: IMPLEMENTATION OF KEY FEATURES OF EDUCATIONAL PROGRAM - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #5**

<i>The school has implemented the key features components of the educational program described in the school's charter</i>		
	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has fully implemented the key features of the educational program described in the charter</li> <li><input checked="" type="checkbox"/> The school has substantially implemented the key features of the educational program described in the charter</li> <li><input type="checkbox"/> The school has partially implemented the key features of the educational program described in the charter</li> <li><input type="checkbox"/> The school has minimally implemented, or not at all, the key features of the educational program described in the charter</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b></li> <li><input checked="" type="checkbox"/> Evidence of implementation of key features of educational program <b>(B3.3k)</b></li> <li><input checked="" type="checkbox"/> Classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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DATE OF VISIT: 2/28/2019**O6: SPECIAL EDUCATION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #6***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs and the terms of the Modified Consent Decree
- Provides special education training for staff in accordance with requirements of the Modified Consent Decree
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input checked="" type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for students with disabilities <b>(B3.3j)</b> <input checked="" type="checkbox"/> Self-Review Checklist <b>(B3.4a)</b> <input checked="" type="checkbox"/> Other special education documentation <b>(B3.4a)</b> <input checked="" type="checkbox"/> Consultation with Charter Operated Programs office <input checked="" type="checkbox"/> Welligent reports and/or other MCD documentation, including from the Division of Special Education <b>(B3.4a)</b> <input type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O7: SCHOOL CLIMATE AND STUDENT DISCIPLINE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #7***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with the principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student subgroups

	Rubric	Sources of Evidence



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<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of tiered behavior intervention, such as SST/COST <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of alternatives to suspension <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of schoolwide positive behavior support system <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of data monitoring <b>(B3.4c)</b> <input checked="" type="checkbox"/> LAUSD ODA suspension and expulsion data reports <b>(B2.1)</b> <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify) <input checked="" type="checkbox"/> Suspension rates, and disproportionality rates
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**O8: PROFESSIONAL DEVELOPMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #8**

<p><i>The school:</i></p> <ul style="list-style-type: none"> <li>• Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs</li> <li>• Provides faculty and other instructional staff with professional development opportunities to improve instructional practice</li> <li>• Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction</li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>



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<b>Performance</b>	<input type="checkbox"/> The school has fully implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input checked="" type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.3b) <input checked="" type="checkbox"/> Professional development documentation (e.g. professional development calendar, agendas and sign-ins) (B3.4b) <input type="checkbox"/> Interview of teachers and/or other staff <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O9: STAKEHOLDER COMMUNICATION AND INVOLVEMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #9**

*The school has a stakeholder communication system for gathering input, facilitating and encouraging involvement, sharing information, and resolving concerns, which:*

- Engages in communication that notifies parents and other stakeholders of the process for resolving concerns, including how they may contact board members, and supports students, families, and other stakeholders in effectively resolving concerns
- Provides all stakeholders (e.g., parents/guardians, students, and teachers) with appropriate, accessible and relevant information about individual student and schoolwide academic progress and performance
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements (high schools only)
- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school’s charter, and the school LCAP

Rubric	Sources of Evidence
<input type="checkbox"/> The school has a highly developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input checked="" type="checkbox"/> The school has a well-developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10) <input checked="" type="checkbox"/> LCAP (B3.3b) <input checked="" type="checkbox"/> Evidence of stakeholder consultation (B3.4d) <input checked="" type="checkbox"/> Evidence of parent/stakeholder involvement and engagement (B3.4d)



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<b>Performance</b>	<input type="checkbox"/> The school has a partially developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Evidence of sharing accessible and relevant information about individual student and schoolwide academic progress and performance with all stakeholders as appropriate <b>(B3.4d)</b> <input checked="" type="checkbox"/> Evidence of communication to parents and other stakeholders of complaint resolution process(es) <b>(B3.4d)</b> <input checked="" type="checkbox"/> Evidence that parents are informed about transferability of courses/course credit and eligibility to meet A-G requirements <b>(B3.4d)</b> <input checked="" type="checkbox"/> Evidence of provision of stakeholder access to school's approved charter <b>(B3.4d)</b> <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O10: STAKEHOLDER COMMUNICATION AND TRANSPARENCY- ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #10**

*The school's documents that are available both manually and electronically (website preferred) serve as a vehicle for transparency through its displays and provision of information.*

- Information is easily accessible to the public and school stakeholders
- UCP and all complaint procedures
- Title IX information in accordance with SB 1375\*\*
- AB 2246 Suicide Prevention applicable posting (Gr 7-12)
- Applicable categories described in Charter School Transparency Resolution

\*\*required on website

Rubric	Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a well-developed communication system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed communication system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed communication system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website	<input checked="" type="checkbox"/> Review of the availability of information to the public/stakeholders <b>(B3.4e)</b> for: <ul style="list-style-type: none"> <li>• SB 1375 Information</li> <li>• UCP Procedure and Forms</li> <li>• Complaint Forms</li> <li>• AB 2246 (grades 7-12)</li> <li>• LCAP</li> <li>• Financial Audit</li> <li>• Student Demographics</li> </ul>





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	<ul style="list-style-type: none"> <li>• Student Achievement Information</li> </ul>
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**O11: EVALUATION OF SCHOOL STAFF - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #11**

*The school has a system in place for the evaluation of school staff designed to ensure that:*

- the school’s educational program yields high student achievement
- the school complies with all applicable legal requirements

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evidence of staff evaluation system <b>(B3.4f)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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**O12: CLEARANCES AND CREDENTIALING COMPLIANCE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #12**

*The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:*

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform schoolsite services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times</li> <li><input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> <li><input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> <li><input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2017-2018</i> form (“ESSA Grid”) <b>(B3A.1a)</b></li> <li><input checked="" type="checkbox"/> Staff rosters and school master schedule <b>(B3A.1 b and c)</b></li> <li><input checked="" type="checkbox"/> Custodian(s) of Records documentation <b>(B3A.1d)</b></li> <li><input checked="" type="checkbox"/> Criminal Background Clearance Certifications <b>(B3A.2)</b></li> <li><input checked="" type="checkbox"/> Teaching credential/authorization documentation <b>(B3A.2a)</b></li> <li><input checked="" type="checkbox"/> Vendor certifications <b>(B3A.5)</b></li> <li><input type="checkbox"/> Volunteer (TB) risk assessment/clearance certification <b>(B3A.6)</b></li> <li><input type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to ORGANIZATIONAL MANAGEMENT (if applicable):**

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

8011 Magnolia Science Academy 4	2015-16					2016-17					2017-18				
	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		454,221	431,925	493,669	494,503		495,984	601,711	776,350	776,350		648,571	627,787	1,336,770	1,336,770
Current Assets		664,221	607,889	893,664	902,173		1,068,476	1,039,109	1,214,674	1,215,177		1,102,995	963,869	1,494,375	1,494,742
Fixed and Other Assets		15,279	17,112	64,144	64,144		48,488	48,486	53,729	53,730		106,137	106,137	46,458	46,459
<b>Total Assets</b>		679,500	625,001	957,808	966,317		1,116,964	1,087,595	1,268,403	1,268,907		1,209,132	1,070,006	1,540,833	1,541,201
Deferred Outflow		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		5,735	76,660	187,705	303,827		187,420	177,921	232,885	238,748		113,923	11,598	47,725	70,687
Long Term Liabilities		0	0	6,462	0		0	6,500	0	0		0	0	0	0
<b>Total Liabilities</b>		5,735	76,660	194,167	303,827		187,420	184,421	232,885	238,748		113,923	11,598	47,725	70,687
Unfunded OPEB Liabilities/Deferred Inflow		0	0	0	0		0	0	0	0		0	0	0	0
<b>Net Assets</b>		673,765	548,341	763,641	662,490		929,544	903,174	1,035,518	1,030,159		1,095,210	1,058,407	1,493,108	1,470,514
Total Revenues	2,062,124	2,135,847	2,188,831	2,235,710	2,280,876	2,189,203	2,379,292	2,383,802	2,361,237	2,427,635	2,315,274	2,160,715	2,344,475	2,382,377	2,446,842
Total Expenditures	2,003,700	1,964,233	2,107,310	1,938,889	2,085,206	1,992,237	2,112,238	2,143,118	1,988,209	2,059,966	2,202,177	2,101,023	2,316,227	1,919,428	2,006,487
<b>Net Income / (Loss)</b>	58,424	171,614	81,521	296,821	195,670	196,966	267,054	240,684	373,028	367,669	113,097	59,692	28,248	462,949	440,355
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	58,424	171,614	81,521	296,821	195,670	196,966	267,054	240,684	373,028	367,669	113,097	59,692	28,248	462,949	440,355
Net Assets, Beginning	430,237	502,151	502,151	502,151	466,820	548,341	763,641	763,641	763,641	662,490	903,173	1,035,518	1,035,518	1,030,159	1,030,159
Adj. for restatement / Prior Yr Adj	0	0	(35,331)	(35,331)	0	0	(101,151)	(101,151)	(101,151)	0	0	0	(5,359)	0	0
<b>Net Assets, Beginning, Adjusted</b>	430,237	502,151	466,820	466,820	466,820	548,341	662,490	662,490	662,490	662,490	903,173	1,035,518	1,030,159	1,030,159	1,030,159
<b>Net Assets, End</b>	488,661	673,765	548,341	763,641	662,490	745,307	929,544	903,174	1,035,518	1,030,159	1,016,271	1,095,210	1,058,407	1,493,108	1,470,514

8011 Magnolia Science Academy 4	Audited Financials					2018-19				
	2014-15	2015-16	2016-17	2017-18	2018-19	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents	352,618	494,503	776,350	1,336,770	0		0	807,651	0	0
Current Assets	519,870	902,173	1,215,177	1,494,742	0		0	1,037,066	0	0
Fixed and Other Assets	26,333	64,144	53,730	46,459	0		0	39,669	0	0
<b>Total Assets</b>	546,203	966,317	1,268,907	1,541,201	0		0	1,076,735	0	0
Deferred Outflow	0	0	0	0	0		0	0	0	0
Current Liabilities	79,383	303,827	238,748	70,687	0		0	193,741	0	0
Other Long Term Liabilities	0	0	0	0	0		0	0	0	0
Unfunded OPEB Liabilities/Deferred Inflow	0	0	0	0	0		0	0	0	0
<b>Total Liabilities</b>	79,383	303,827	238,748	70,687	0		0	193,741	0	0
<b>Net Assets</b>	466,820	662,490	1,030,159	1,470,514	0		1,187,040	882,994	0	0
Total Revenues	2,112,262	2,280,876	2,427,635	2,446,842	0	2,280,825	2,306,668	2,223,924	0	0
Total Expenditures	1,884,034	2,085,206	2,059,966	2,006,487	0	2,357,549	2,612,736	2,811,443	0	0
<b>Net Income / (Loss)</b>	228,228	195,670	367,669	440,355	0	(76,724)	(306,068)	(587,519)	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	228,228	195,670	367,669	440,355	0	(76,724)	(306,068)	(587,519)	0	0
Net Assets, Beginning	238,592	466,820	662,490	1,030,159	0	1,058,407	1,493,108	1,493,107	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	0	0	(22,594)	0	0
<b>Net Assets, Beginning, Adjusted</b>	238,592	466,820	662,490	1,030,159	0	1,058,407	1,493,108	1,470,513	0	0
<b>Net Assets, End</b>	466,820	662,490	1,030,159	1,470,514	0	981,683	1,187,040	882,994	0	0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019**FISCAL OPERATIONS****RATING**

You have been assessed by the Fiscal Oversight team and you are receiving the rating of 4, Accomplished.

4

**Other circumstances and information could influence the rating and are noted in this evaluation.**

MSA 4's fiscal condition is positive and has been upward trending since the 2014-2015 fiscal year. According to the 2017-2018 independent audit report, the school had positive net assets of \$1,470,514 and net income of \$440,355. The 2018-2019 Second Interim projects positive net assets of \$882,995 and a net loss of **(\$587,519)**. See Item 22 in the Notes section regarding this projected net loss.

According to MSA 4's independent audit report dated June 30, 2018, MSA 4 is one of 10 schools operated by MERF. MERF currently has four schools that are authorized by the Los Angeles Unified School District (LAUSD). MERF's fiscal condition is strong. MERF and its charter schools reported positive net assets of \$26,910,962 and net income of \$5,432,552. MERF, without its charter schools, reported positive net assets of \$793,961 and net income of \$1,560,739. According to MERF, during 2017-2018, MSA 4 paid management fees of \$82,190 to MERF for administrative services such as: finance and accounting, human resources and employee relations, Home Office management, information technology, operational compliance support, growth and facilities management, parent and community engagement, and programmatic compliance. These management fees were calculated based on a variable rate driven by the Average Daily Attendance (ADA) for each of the MERF charter schools.

**Areas of Demonstrated Strength and/or Progress:****1. The school's fiscal condition is positive.**

	2014-2015 (Audited Actuals)	2015-2016 (Audited Actuals)	2016-2017 (Audited Actuals)	2017-2018 (Audited Actuals)	2018-2019 (Second Interim)
Net Assets	\$466,820	\$662,490	\$1,030,159	\$1,470,514	\$882,995
Net Income/Loss	\$228,228	\$195,670	\$367,669	\$440,355	<b>(\$587,519)</b>
Transfers In/Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019**2. Status of March 2015 Settlement Agreement:**

On or about March 20, 2015, LAUSD and MERF entered into a Settlement Agreement, whereby the parties agreed to resolve a lawsuit filed by MERF when LAUSD rescinded the conditional renewals of Magnolia Science Academy 6, 7, and 8. The terms and conditions set forth in Paragraph 8 of the Settlement Agreement stated: “MERF agrees to be subject to fiscal oversight during fiscal year 2015-2016 by the Fiscal Crisis & Management Assistance Team (FCMAT), or a reasonably equivalent fiscal organization, which would oversee MERF’s fiscal operations.”

On September 7, 2017, MERF provided the final management letter from FCMAT (and the first management letter from School Services of California [SSCal], which was contracted by MERF in May 2017 to continue the fiscal oversight initiated by FCMAT). On August 2, 2018, the CSD received SSCal’s final management letter dated July 27, 2018. On August 20, 2018, MERF submitted its response and action plan to the CSD derived from SSCal’s recommendations to MERF articulated in its final management letter.

Based on the CSD’s observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). Based on the CSD’s 2018-2019 oversight review, the CSD noted that, effective July 1, 2018, MERF contracted with a new back office services provider firm, Delta Managed Solutions (DMS). In addition, the CSD was advised that MERF had integrated the Escape School Ability (“SchoolAbility”) financial software, which incorporates its purchasing and accounting processes into a single database. The CSD was further advised that SchoolAbility’s purchasing, payables, budget, and financial reporting modules/functions are compliant and compatible with the Standardized Account Code Structure (SACS) financial report format. According to MERF, the DMS staff and SchoolAbility consultants have provided MERF and school users (i.e., the MERF Home Office staff, school Principals, Office Managers, and other school staff and teachers) with initial training on the implementation of SchoolAbility. This training involved a combination of onsite visits and full-day training sessions at both the MERF Home Office and individual school locations. MERF declared that SchoolAbility enables the generation of real-time reports for items including budget status, purchase requests, encumbrances, payments processed, and other pertinent accounting records. Moreover, the CSD was advised that the implementation of SchoolAbility was a component of MERF’s action plan to address some of the issues outlined in SSCal’s recommendations to MERF. The CSD will continue to monitor MERF’s progress in addressing the remaining issues cited and implementing the recommendations from SSCal’s July 27, 2018 final management letter.

**Areas Noted for Further Growth and/or Improvement:**

No significant items noted.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019

**Other Observations (Items described in this section, while not addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).**

**Itemized Receipts for Credit Card Purchases:**

Based on the CSD's review of the school's credit card statements for the period spanning from June 2018 through December 2018, a sample of 17 transactions were selected for further review. The CSD noted that one of these items lacked an itemized receipt (which was purchased with the school credit card ending in 91003, in the amount of \$66.00, dated 10/27/2018 and payable to Dominos Pizza). However, MERF provided documentation which referenced the proper approval and supported this transaction.

The CSD noted that MERF's Fiscal Policies and Procedures (FPP's) were silent regarding itemized receipts as part of its required documentation for credit card purchases. The CSD recommends that MERF update its FPP's, to include the mandatory submission of itemized receipts to support all purchases.

The Charter Schools Division will review the recommended updates to the school's fiscal policies by the next oversight visit. The results may be factored into the school's rating for next year.

**Corrective Action Required:**

None noted that require immediate action to remedy concerns noted in this report.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019**Notes:**

1. Reviewed independent audit report for the fiscal year ended June 30, 2018 and noted the following:
  - a. Audit opinion: Unmodified
  - b. Material weaknesses: None Reported
  - c. Deficiencies/Findings: None Reported
2. Reviewed bank statements and bank reconciliations from July 2018 through December 2018. Selected the months of July 2018 through December 2018 for sample testing. No discrepancies were noted.
  - a. Citi Bank – 5041 MSA 4 (Checking)
  - b. Citi Bank – 6769 MSA 4 (Checking)
  - c. Citi Bank – 6121 MSA 6 (Checking)
  - d. Citi Bank – 2703 MSA 7 (Checking)
3. Reviewed credit card statements from June 2018 through December 2018. Selected the month of June 2018 and additional random transactions from all of the MSA schools authorized by LAUSD. The CSD's observations were noted in the Other Observations section above.
  - a. American Express, credit card ending in 2002 (Chief Financial Officer, MSA 4)
  - b. American Express, credit card ending in 1000 (Chief Financial Officer, MSA 6)
  - c. American Express, credit card ending in 2005 (Chief Financial Officer, MSA 7)
  - d. American Express, credit card ending in 1006 (Chief Financial Officer, MSA 4)
4. Reviewed the following 21 checks and 12 debit/credit transactions. No discrepancies were noted.
  - a. Check numbers: 42714, 42951, 42965, 42969, 62696, 70005, 70006, 70026, 73320, 73343, 73353, 73369, 73400, 82911, 90033, 90067, 90068, 90088, DDP-00000012, DDP-00000022, and DDP-00000014 (Operating Accounts)
  - b. Debit Transactions [transaction dates and amounts]: (1) 7/2/18 – \$3,125.17; (2) 7/3/18 – \$2,530.90; (3) 8/1/18 – \$6,471.43; (4) 8/29/18 – \$25.00; (5) 8/31/18 – \$20,543.81; (6) 7/3/18 – \$297.64; (7) 7/3/18 – \$424.64; (8) 7/3/18 – \$469.89; (9) 7/12/18 – \$40.00; (10) 7/18/18 – \$148,562.90; (11) 8/13/18 – \$82,619.67; and (12) 9/20/18 – \$600,000.00 (Operating Accounts)
5. Per the 2017-2018 audit report, the school's cash and cash equivalents is \$1,336,770, and total expenditures equal \$2,006,487. Therefore, the school's cash reserve level is 66.62%, which exceeds the recommended 5%.
6. A copy of the charter school's organizational chart, which depicts the current reporting structure of the charter school, including but not limited to, any board member or school employee with responsibilities outlined within the charter school's financial policies and procedures was provided.
7. A Segregation of Duties (SOD) review was conducted at MSA Bell. No discrepancies were noted.
8. MERF provided documentation from CharterSafe, which disclosed eight pending legal matters. Magnolia asserted that all of these matters are covered by MERF's insurance. MERF further stated: "None of these matters has a material impact on the financial viability of the project or School/borrower/project sponsor."



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/28/2019

9. Governing board meeting minutes reflecting the presentation of financial reports, such as balance sheets, income statements, and cash flow statements were provided.
10. Governing board meeting minutes reflecting the adoption of the 2018-2019 budget were provided.
11. Governing board meeting minutes reflecting the receipt, review, and approval of interim financial reports submitted to LAUSD were provided.
12. Governing board meeting minutes reflecting the selection of the current independent auditor were provided.
13. Governing board meeting minutes reflecting the approval of the current fiscal policies and procedures were provided.
14. Governing board meeting minutes reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report were provided.
15. Governing board meeting minutes reflecting the approval of the management fees, licensing fees, or other related party fees were provided.
16. Governing board meeting minutes reflecting the discussion of the most current independent audit report were provided.
17. Evidence of MSA 4 offering STRS, PERS, and/or Social Security benefits to its employees and proof of payment was provided.
18. Equipment inventory was provided.
19. The 2018-2019 LCAP was submitted to LAUSD.
20. The EPA allocation and expenditures are posted on the charter school's website.
21. The 2017-2018 audited and unaudited actuals nearly mirror each other
22. As per DMS, MSA 4's net loss of **(\$587,519)** projected in its Second Interim financials has primarily been attributed to the following factors:
  - a. The decrease of \$208K in the one-time Proposition 39 Energy funding for the 2018-2019 fiscal year (which is accounted for under Other State Revenues);
  - b. The increase of \$275K in salaries and benefits to the school's certificated staff; and
  - c. The decrease of \$46K in the Local Control Funding Formula (LCFF) monies due to the school's decreased ADA.





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

### Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):

As part of its renewal petition approved by the LAUSD Board of Education on November 7, 2017, MSA 4 must meet the following fiscal benchmarks during the 2018-2023 charter term and take the following actions in relation to its fiscal operations:

1. The school shall provide the Charter Schools Division (CSD) with the complete, executed service contract signed between Magnolia Educational & Research Foundation (MERF) and School Services of California's (SSCal), as approved by MERF's governing board on May 20, 2017, no later than November 30, 2017. This contract shall reflect SSCal's scope of work for the six-month period spanning from January 2017 through June 2017.
2. MERF shall continue to apprise the CSD of SSCal's findings and recommendations pertaining to its reviews of Magnolia schools' May and June 2017 transactions. MERF will provide the CSD with SSCal's review status in writing on a monthly basis, beginning December 1, 2017, until SSCal completes its six-month reviews.
3. MERF will provide the CSD with SSCal's management letters and MERF's action items in response to SSCal's findings, if any, within 30 days from the date of the management letter issued by SSCal. SSCal's final management letter, along with MERF's response and action items, shall be provided to the Charter Schools Division no later than December 1, 2018.
4. Upon the CSD's review of SSCal's first six (6) months of oversight when completed, the District will determine if it is necessary to extend SSCal's oversight period, pursuant to the February 8, 2017 letter issued by LAUSD legal counsel to MERF, which states, "MERF must remain subject to fiscal oversight by FCMAT or an equivalent entity for six (6) consecutive months in 2017, to commence as soon as possible, with an option, at the District's request and sole discretion, to extend the oversight depending on the results of the first six (6) months of oversight." MERF may *not* terminate or cease SSCal's work without the CSD's or District's prior consent in writing.
5. MERF will continue to take steps to remediate its fiscal practices and demonstrate improvement in its fiscal management and operations, based on the recommendations made by the Fiscal Crisis & Management Assistance Team and SSCal, through the end of the term of MSA 4's charter or by the end of fiscal year 2022-2023.
6. MERF must provide an annual update to the Charter Schools Division starting by December 15 of each year through the end of the term of MSA 4's charter or by the end of fiscal year 2022-2023, as to its progress in improving the school's fiscal management and operations as mentioned in the fiscal benchmark 5 above.

To date, MSA 4 has complied with the benchmarks cited above. Please refer to Item 2 in the "Areas of Demonstrated Strength and/or Progress" section above for details. The CSD will continue to monitor the school's progress and compliance with the fiscal benchmarks above through the remainder of the school's charter term.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

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DATE OF VISIT: 2/28/2019

### Fiscal Operations Rubrics

**Existing School** – a charter school that has at least one annual independent audit on file with the Charter Schools Division [Possible Rating 1-4]

**New School** – a charter school that does not have an independent audit on file with the Charter Schools Division [Possible Rating 1-2]

<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the prior two audits;</li> <li>2. The two most current audits show no material weaknesses, deficiencies and/or findings;</li> <li>3. All vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner; and</li> <li>14. Audited and unaudited actuals nearly mirror each other; and</li> </ol>	<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the most current audit;</li> <li>2. The most current audit shows no material weaknesses, deficiencies and/or findings;</li> <li>3. Vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school generally adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner;</li> <li>14. There are no significant recurring issues; and</li> </ol>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p>15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement</p>	<p>15. Audited and unaudited actuals nearly mirror each other.</p>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>
<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>	<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>
<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 4% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 5% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salary schedules/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 3% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 4% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salaries schedule/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

<p><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></p>
<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive, or net assets are negative with strong trend toward positive ( be positive at the end of the third year, per applicable audit, and beyond);</li> <li>2. Vendors and staff are paid in a timely manner;</li> <li>3. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>4. Governing board adopts the annual budget;</li> <li>5. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>6. The LCAP is submitted to the appropriate agencies;</li> <li>7. Have an audit conducted annually by an independent auditing firm; and</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD.</li> </ol> <p><b><u>Note:</u></b> Other circumstances and information could influence the rating and will be noted in the evaluation.</p> <p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. The cash balance at the beginning of the school year is positive;</li> <li>2. Enrollment is stable or changing at a manageable rate (Enrollment changes are reflected in annual budget and facilities);</li> <li>3. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>4. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting;</li> </ol>	<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

<p><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></p>
<ol style="list-style-type: none"> <li>5. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>6. <b>Current</b> audit shows no material weaknesses, deficiencies and/or findings;</li> <li>7. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>8. There is no apparent conflict of interest;</li> <li>9. Governing board approves any amendment(s) to the charter school’s budget; and</li> <li>10. Governing board approved LCAP is posted on the charter school’s website.</li> </ol> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 4

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/28/2019

*A new school that meets all of the Required criteria listed below would be assessed eligible to be considered as Developing.*

*A new school would be assessed as Unsatisfactory based on the statements below:*

**New Schools:**

**New Schools:**

**REQUIRED CRITERIA**

1. A new school is one that does not have an independent audit on file with the Charter Schools Division.
2. If enrollment is below the funding survey, the charter school has made significant adjustments in their operations to allow for the reduced income, and submitted a revised three-year budget and three-year cash flow statement.
3. Projected debt is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school.
4. Interim reports and unaudited actuals project:
  - a. Positive net assets
  - b. Expenses less than revenues
  - c. Projected expenses and revenues have no significant variance from budget
5. As a practice, the governing board receives and reviews the charter school's financial reports as evidenced by the governing board meeting minutes.
6. The LCAP is submitted to the appropriate agencies.
7. The EPA allocation and expenditures are posted on the charter school's website, if applicable.

A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. A charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.

Note: A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.

Note: A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

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# **LOS ANGELES UNIFIED SCHOOL DISTRICT** **CHARTER SCHOOLS DIVISION**

## **ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT 2018-2019 SCHOOL YEAR FOR**

### **MAGNOLIA SCIENCE ACADEMY 6 (8013)**

Name and Location Code of Charter School

#### **LAUSD Vision**

Every student will receive a quality education in a safe, caring environment, and will be college-prepared and career-ready.

#### **CSD Mission**

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

#### **CSD Core Values**

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019

<b>Charter School Name:</b>	<b>Magnolia Science Academy 6 (MSA6)</b>			<b>Location Code:</b>	<b>8013</b>
<b>Current Address:</b>	<b>City:</b>	<b>ZIP Code:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>3754 Dunn Drive</b>	<b>Los Angeles</b>	<b>90034</b>	<b>310-842-8555</b>	<b>310-842-8558</b>	
<b>Current Term of Charter:</b>	<b>LAUSD Board District:</b>		<b>LAUSD District:</b>		
<b>July 1, 2014 to June 30, 2019</b>	<b>1</b>		<b>West</b>		
<b>Number of Students Currently Enrolled:</b>	<b>Enrollment Capacity Per Charter:</b>	<b>Grades Currently Served:</b>		<b>Grades To Be Served Per Charter:</b>	
<b>160</b>	<b>300</b>	<b>6<sup>th</sup> – 8<sup>th</sup></b>		<b>6<sup>th</sup> – 8<sup>th</sup></b>	
<b>Total Number of Staff Members:</b>	<b>15</b>	<b>Certificated:</b>	<b>9</b>	<b>Classified:</b>	<b>6</b>
<b>Charter School's Leadership Team Members:</b>	<b>John Terzi, Principal; James Choe, Assistant Principal</b>				
<b>Charter School's Contact for Special Education:</b>	<b>Ms. Terry Bourdages</b>				
<b>CSD Assigned Administrator:</b>	<b>Yolanda Jordan</b>	<b>CSD Fiscal Services Manager:</b>	<b>Lourdes Echavarria</b>		
<b>Other School/CSD Team Members:</b>	<b>Aida Tatiossian</b>				
<b>Oversight Visit Date:</b>	<b>April 2, 2019</b>	<b>Fiscal Review Date (if different):</b>	<b>January 31, 2019</b>		
<b>Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):</b>	<b>No</b>	<b>LAUSD Co-Location Campus (if applicable):</b>	<b>N/A</b>		
		<b>DATE OF CO-LOCATION MEETING WITH OPERATIONS TEAM:</b>	<b>N/A</b>		

<b>SUMMARY OF RATINGS</b>			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
<b>Governance</b>	<b>Student Achievement and Educational Performance</b>	<b>Organizational Management, Programs, and Operations</b>	<b>Fiscal Operations</b>
<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/2/2019

## CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605 and 47607, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements. Pursuant to the requirements of SB 1290, the District “shall consider increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.” Ed. Code § 47607(a)(3)(A).

## REPORT GUIDE

In conducting oversight as a charter school authorizer, the District places an emphasis on performance and compliance with applicable law, policy, and the approved charter, as well as on the lead fiduciary role of a charter school’s governing board in the overall success of the school for students. Information gathered through oversight serves as part of the school’s ongoing record of performance and provides important data for the CSD, LAUSD Superintendent, and ultimately the LAUSD Board of Education in making informed decisions about charter school authorization. In designing this document, the District has considered California charter school law, as well as the California State Board of Education’s criteria for evaluating charter schools and the National Association of Charter School Authorizers’ *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

**Governance** – demonstrating fulfillment of the governing board’s fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school’s full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

**Student Achievement and Educational Performance** – demonstrating academic achievement and growth for all students

**Organizational Management, Programs, and Operations** – demonstrating effective leadership and implementation of the governing board’s policies and procedures, as well as the school’s educational program and systems and procedures for the day-to-day operations of the school

**Fiscal Operations** – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2017-2018*. The “Sources of Evidence” sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school’s performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential “promising practices” are identified within this section with an asterisk [\*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under “Corrective Action Required,” the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school’s approved charter. If the report includes any findings under “Corrective Action Required,” the charter school must take immediate and appropriate steps to remedy the identified concern. In accordance with its “tiered intervention” approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those “promising practices” that the school believes have contributed to its success, in order to support the CSD’s ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across the entire portfolio of LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/2/2019

GOVERNANCE	RATING*
<b>Summary of School Performance</b>	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>G1:</b> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) as evidenced by Board meeting agendas and minutes, organizational chart, and committees/council agendas and minutes.</p> <p><b>G2:</b> The Governing Board complies with all material provisions of the Brown Act</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and items in Binder#1, the Magnolia Educational &amp; Research Foundation (MERF) Board meet regularly, meetings are conducted openly, and provide opportunities for public participation.</li> <li>• As evidenced by the school's website, the MERF Board complies with AB 2257 (a current board meeting agenda must be posted on the homepage of the charter school's primary website, and accessible through a prominent, direct link), which became effective January 1, 2019.</li> </ul> <p><b>G3:</b> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and in Binder #1, there is documentation of policies and procedures in the areas of student discipline, employee grievances and discipline, parent/stakeholder complaint resolution process, and Uniform Complaint Procedures</li> <li>• Evidence of AB699 (Educational equity; immigration and citizenship status) is included in the Student/Parent Handbook in both English and Spanish</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	
<p>Notes: MPS leadership shared some updates in its policies, procedures, and systems that are in place and will be implemented to ensure that all schools are compliant with AB1432. Some of the updates include the following:</p> <ul style="list-style-type: none"> <li>• Upon MERF Human Resources annual review of the MERF employee handbook with its legal counsel, updates will be made as necessary and will be presented to the MERF Board for approval.</li> <li>• MERF HR will review and explain the compliance checklist, which includes AB 1432 training, with the school principals to implement the mandatory trainings to school staff.</li> <li>• MERF works with Safe Schools trainings under CharterSafe to assign individual training sessions for many required trainings including the ones required by AB1432. While the legal requirement is for staff to complete within six (6) weeks after the first day of school or employment (whichever is first), MERF internally strongly encourages employee to complete the trainings within four (4) weeks after the first day of school or employment (whichever is first).</li> <li>• MERF HR and the school sites work together to make sure all trainings are completed in a timely manner.</li> </ul>	



LAUSD CHARTER SCHOOLS DIVISION

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**UPDATE regarding the Settlement Agreement with LAUSD:** Based on the CSD's observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). The CSD will continue to monitor MERF's progress through oversight in addressing the few remaining issues cited and implementing the recommendations from School Services of California's final management letter. Please see further details in the "Areas of Demonstrated Strength and/or Progress" in the Fiscal Operations section below.

**\*NOTE:** *If the CSD gathers or otherwise receives substantial evidence of actual conflict(s) of interest with respect to a governing board member or person in a school leadership position (e.g. CEO or principal), a charter school shall receive a rating of 1 in this category.*



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - GOVERNANCE QUALITY INDICATOR #1**

*The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:*

- Governing Board (composition, structure, roles and responsibilities) committees/councils (for example, SSC and ELAC as applicable), including but not limited to those mandated by laws or regulations
- Evaluation of school's executive level leadership

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a highly developed system for the evaluation of the school leader(s) <input checked="" type="checkbox"/> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a partially developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter or any mandated committees/councils, and no system for the evaluation of the school leader(s)	<input checked="" type="checkbox"/> Organization chart <b>(B1.1)</b> <input checked="" type="checkbox"/> Bylaws <b>(B1.2)</b> <input checked="" type="checkbox"/> Board member roster <b>(B1.3)</b> <input checked="" type="checkbox"/> Board meeting agendas, and minutes <b>(B1.4)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Evidence of committee/council calendars, agendas, minutes and sign-ins <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level administrator(s) who reports to the Board. <b>(B1.7)</b> <input type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)

**G2: BROWN ACT - GOVERNANCE QUALITY INDICATOR #2**

*The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:*

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Brown Act
- Governing Board holds its meetings at a location(s) and in a manner that complies with teleconferencing, closed session, and access and Reasonable Accommodation requirements and the public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as noted in the charter petition
- Governing Board meeting agendas and minutes are posted and maintained, as appropriate, including on the school's website and in accordance with the Brown Act and with sufficient specificity

	Rubric	Sources of Evidence



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

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DATE OF VISIT: 4/2/2019

<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas <b>(B1.4)</b> <input checked="" type="checkbox"/> Board meeting calendar <b>(B1.5)</b> <input checked="" type="checkbox"/> Brown Act training documentation <b>(B1.8)</b> <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures <b>(B1.9)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**G3: DUE PROCESS - GOVERNANCE QUALITY INDICATOR #3**

*The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:*

- Student discipline
- Employee grievances and discipline
- Parent/stakeholder complaint resolution
- Uniform Complaint Procedures

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, in for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Uniform Complaint Procedure documentation <b>(B1.11)</b> <input checked="" type="checkbox"/> Stakeholder complaint procedure(s) <b>(B1.12)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding staff due process <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**G4: STAFFING - GOVERNANCE QUALITY INDICATOR #4**

*The Governing Board has a system in place to ensure that appropriate employment and other staffing decisions are made in accordance with applicable law and the terms of its approved charter governing qualifications, clearances and credentialing:*

- The Governing Board has established policies and procedures to ensure that faculty, staff, substitute teachers, and other persons providing service in a certificated position, are appropriately credentialed, authorized and/or otherwise qualified for the positions for which they have been employed/contracted and assigned, in accordance with applicable provisions of law and the school's charter.
- The Governing Board has established policies and procedures to ensure that the school obtains all necessary employee clearances, including criminal background and tuberculosis (TB) clearances, prior to employment, and keeps all clearances current.
- The Governing Board has established policies and procedures to ensure that the school obtains, monitors, and maintains all necessary and appropriate vendor certifications/waivers regarding vendor employee clearances, including criminal background and tuberculosis (TB) clearances.
- The Governing Board has established policies and procedures regarding requirements for school volunteers, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students per AB 1667.
- The Governing Board has established and monitors policies governing whether and under what circumstances the school may consider, for paid and volunteer service, candidates who have criminal records.

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has established and monitors comprehensive policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input checked="" type="checkbox"/> The Governing Board has established and monitors policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established some policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established few or no policies and procedures to ensure staffing in compliance with applicable law staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding ESSA qualifications, credentialing, and clearance requirements <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> ESSA Grid <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**G5: DATA-BASED DECISION-MAKING - GOVERNANCE QUALITY INDICATOR #5**

<i>The Governing Board has a system in place to ensure ongoing:</i>	
<ul style="list-style-type: none"> <li>Review and use of academic and other internal school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence</li> <li>Monitoring of the school's implementation of its LCAP action plans and progress toward LCAP goals</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Governing Board regularly monitors school performance and other internal data to inform decision-making</li> <li><input checked="" type="checkbox"/> The Governing Board monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board inconsistently monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board seldom monitors school performance and other internal data to inform decision-making</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes with supporting materials and evidence of school performance and internal other data <b>(B1.4)</b></li> <li><input checked="" type="checkbox"/> Other evidence of system for Board review and analysis of internal school data to inform decision-making <b>(B1.14)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input checked="" type="checkbox"/> Discussion with leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>

**G6: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #6**

<i>The Governing Board has a system in place to ensure fiscal viability:</i>	
<ul style="list-style-type: none"> <li>The school is fiscally strong and net assets are positive in the prior two independent audit reports.</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports</li> <li><input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report</li> <li><input type="checkbox"/> The school is fiscally weak and net assets are negative in the most current independent audit report, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> <li><input type="checkbox"/> The school is consistently fiscally weak and net assets are negative in the prior two independent audit reports, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b></li> <li><input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input type="checkbox"/> Discussion with leadership</li> <li><input checked="" type="checkbox"/> Independent audit report(s)</li> <li><input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)</li> </ul>



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DATE OF VISIT: 4/2/2019**G7: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #7***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement <input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement <input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, <b>or</b> has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.) <input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, and has recurring areas noted for improvement, <b>or</b> has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.)	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to GOVERNANCE (if applicable):**

N/A





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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
<b>Summary of School Performance</b>	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>A1:</b> All subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>Per CDE, MSA 6 has 5 subgroups (African-American, English Learners, Latino, Socioeconomically Disadvantaged, and Students with Disabilities). However, there continues to be 2 numerically significant subgroups (Latino and Socioeconomically Disadvantaged or SED). Latino students grew by 2.56 percentage points and SED students increased by 5.28 percentage points in ELA.</li> </ul> <p><b>A2:</b> All subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>Per CDE, MSA 6 has 5 subgroups (African-American, English Learners, Latino, Socioeconomically Disadvantaged, and Students with Disabilities). However, there continues to be 2 numerically significant subgroups (Latino and Socioeconomically Disadvantaged or SED). Latino students grew by 11.36 percentage points and SED students increased by 10.61 percentage points in Math.</li> </ul> <p><b>A3:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per CDE and a data set provided by LAUSD Data and Accountability, 48.05% of MSA 6’s students Met and Exceeded Standards on the SBAC in ELA, compared to the Resident Schools Median of 36.76%.</li> </ul> <p><b>A4:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per CDE and a data set provided by LAUSD Data and Accountability, 38.56% of MSA 6’s students Met and Exceeded Standards on the SBAC in Math, compared to the Resident Schools Median of 22.92%.</li> </ul> <p><b>A5:</b> The school reclassifies English Learners at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the CDE Reclassification Report, 47.4% of MSA 6’s English Learners reclassified, compared to the Resident Schools Median at 25.5%</li> </ul> <p><b>A6:</b> The school’s percentage of “At Risk” English Learners is at rate lower than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the CDE’s “At-Risk” by Grade report, MSA 6 is at 0%, compared to the Resident Schools Median at 0.8%.</li> </ul> <p><b>A7:</b> The school’s percentage of LTELs is at rate lower than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>Per the CDE’s Long-Term English Learners (LTEL) by Grade report, MSA 6 is at 14.3%, compared to the Resident Schools Median at 17.8%</li> </ul>	
<p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p>	



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DATE OF VISIT: 4/2/2019

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes: None

***\*NOTE: Upon the State Board of Education's finalization of California's School Dashboard, CSD will determine implications for the oversight report.***



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DATE OF VISIT: 4/2/2019**A1: SBAC SUBGROUP ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #1**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP ELA (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school.

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> All subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)

**A2: SBAC SUBGROUP MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #2**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP Math (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school,

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> All subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**A3: SBAC SCHOOLWIDE ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #3**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is substantially lower than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability <input type="checkbox"/> Other: (Specify)

**A4: SBAC SCHOOLWIDE MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #4**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide Math data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is substantially lower than the Resident Schools Median. <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability (ODA) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**A5: ENGLISH LEARNER RECLASSIFICATION - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #5**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- English Learner reclassification rate for 2017-2018 (CDE)

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school reclassifies English Learners at a rate higher than the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate similar to the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate lower than the Resident Schools Median <input type="checkbox"/> The school did not reclassify English Learners <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Reclassification report (CDE) <b>(B2.1)</b> <input type="checkbox"/> CELDT/ELPAC Criterion reports (CDE) <b>(B2.3)</b> <input type="checkbox"/> Other: (Specify)

**A6: "AT RISK" ENGLISH LEARNERS – (ELEMENTARY AND SECONDARY SCHOOLS) STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #6**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for At-Risk English Learners 2017-2018 (CDE)

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school's percentage of "At Risk" English Learners is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> "At-Risk" by Grade report (CDE): 2017-2018 <b>(B2.1)</b>



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**A7: LONG TERM ENGLISH LEARNERS (LTELs) - (SECONDARY SCHOOLS) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #7**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for Long Term English Learners 2017-2018 (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school's percentage of LTELs is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Long-Term English Learners (LTEL) by Grade report (CDE): (2017-2018) <b>(B2.1)</b>

**A8: FOUR-YEAR COHORT GRADUATION RATE - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #8**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Four-Year Cohort Graduation Rate (CDE) **(high schools only)**

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate higher than Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate lower than the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate substantially lower than the Resident Schools Median <input checked="" type="checkbox"/> No assessment of performance for this indicator	<input type="checkbox"/> Four-Year Cohort Graduation Rate (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify) <hr/> A-G passing grade requirement (e.g. C or D) <b>(CSD internal use only)</b>



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**\*INDICATOR A9 IS ONLY APPLICABLE TO NEW CHARTER SCHOOLS WHICH DO NOT HAVE CAASPP (SBAC) SCORES AND CHARTER SCHOOLS WHICH SERVE GRADE LEVELS K, 1, 2, 9, AND 10 (THE GRADE LEVELS WHICH ARE NOT ADMINISTERED THE CAASPP).**

**A9: INTERNAL ASSESSMENT (Grades K, 1, 2, 9, 10 and New Charter Schools) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #9**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, for grades K, 1, 2, 9 and 10 or as a new school with no CAASPP data as measured by:*

- The school's internal assessments (with analysis of results) by subgroups and grade-levels
- Other academic achievement data gathered or produced by the school, such as Advanced Placement examination participation and passage rates, A-G requirements progress and completion rates, high school graduation rates, and college acceptance rates
- Results of internal assessments show growth in student achievement in ELA and Math

*NOTE: For purposes of evaluation of school performance for this indicator, the CSD considers only such data that is derived from standards-based high quality standardized or widely accepted assessments (e.g. NWEA, DIBELS, SBAC Interim Block Assessments) and/or other assessment instruments for which the school can demonstrate validity/reliability.*

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<input type="checkbox"/> The school has demonstrated accomplished levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect significant growth in student achievement in ELA and Math for all subgroups in all grade-levels <input type="checkbox"/> The school has demonstrated proficient levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect moderate growth in student achievement in ELA and Math for the majority of subgroups and grade-levels. <input type="checkbox"/> The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels <input type="checkbox"/> The school has demonstrated unsatisfactory levels of student achievement and progress as measured by school's internal assessments and other school data and that reflect no growth or a decline in student achievement in ELA and Math for the majority of subgroups and grade-levels, or the school has not collected and/or analyzed and monitored internal assessment or other academic achievement data. <input checked="" type="checkbox"/> No assessment of performance for this indicator.	<input type="checkbox"/> Internal academic performance and progress data and information <b>(B2.2)</b> <input type="checkbox"/> School Internal Assessment Data Report or equivalent <b>(B2.2)</b> <input type="checkbox"/> Other: (Specify)



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### CALIFORNIA SCHOOL DASHBOARD STATE PRIORITIES

#### Summary of School Performance

\*Indicators A10-A19 reflect the school's ratings on the Dashboard. For Indicators A10 –A19 the school's ratings on the California School Dashboard will not impact the overall Student Achievement and Educational Performance Rating for 2017-2018 oversight but will provide informational areas of focus. California School Dashboard Indicators will figure into 2018-2019 oversight ratings.

*Blue*      *Green*      *Yellow*      *Orange*      *Red*

**A10: Priority 4-3.1 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 English Language Arts**

The school has achieved the performance level of \_\_\_\_\_ **Green**

**A11: Priority 4-3.2 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 Mathematics**

The school has achieved the performance level of \_\_\_\_\_ **Yellow**

**A12: Priority 4-3.5 Student Achievement English Learner Progress Indicator**

The school has achieved the performance level of \_\_\_\_\_ **No Performance Color**

**A13: Priority 5-3.7 Student Engagement- Chronic Absenteeism Indicator**

The school has achieved the performance level of \_\_\_\_\_ **Blue**

*\*this indicator will be available Fall 2018*

**A14: Priority 6-3.8 School Climate- Suspension Rate (K12) Indicator**

The school has achieved the performance level of \_\_\_\_\_ **Yellow**





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**HIGH SCHOOLS ONLY:**

**A16: Priority 4-3.3 Student Achievement Academic Indicator (Grade 11) Distance from Level 3 English Language Arts**

The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A17: Priority 4-3.4 Student Achievement Academic Indicator (Grade 11) Distance from Level 3 Mathematics**

The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A18: Priority 5-3.6 Student Engagement-Graduation Rate Indicator**

The school has achieved the performance level of \_\_\_\_\_ N/A

**A19: Priority 7 & 8-3.9 Access to and Outcomes in a Broad Course of Study-College/Career Indicator**

The school has achieved the following status \_\_\_\_\_ N/A

**NOTES:**

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to STUDENT ACHIEVEMENT (if applicable):**

N/A



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
<b>Summary of School Performance</b>	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>O2:</b> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens as evidenced indicated in binder #3.</p> <p><b>O7:</b> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights.</p> <ul style="list-style-type: none"> <li>• MSA6 continues to have a 0% suspension rate</li> <li>• Per school leadership, MSA6 has an approved grant for \$,200 from LACOE to support and assist their foster and homeless youth</li> <li>• School works with the Family Mitchell Clinic, for students to provide counseling to all students.</li> <li>• Based on 160 student surveys, 78% of students believe the school provides a climate of support and academic learning; 71% of students feel safe; 63% of students have a sense of belonging; and 78% of students overall enjoy their school experiences</li> </ul> <p><b>O9:</b> The school has a highly developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns.</p> <ul style="list-style-type: none"> <li>• As evidenced by discussion with leadership and in Binder #3, MSA6 implements several opportunities for stakeholders to be involved, which include the following: Parent College, Title I Parental Involvement and Annual Parent Meeting; SSC and ELAC meetings; Coffee with the Principal; and participation in the Parent Task Force (PTF).</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	
<p>Notes: None</p>	



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***\*NOTE: A charter school shall receive a rating of 1 in this category for any of the following reasons: (1) Failed to have Health, Safety, and Emergency Plan in place; (2) Failed to conduct child abuse mandated reporter training in accordance with AB 1432; (3) Failed to complete criminal background clearances for all new staff (as defined on the ESSA Grid) prior to employment; or (4) Failed to obtain DOJ clearance certification, as appropriate, from a vendor. A charter school cannot receive a rating in this category greater than 2 if any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.***



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**O1: SCHOOL SAFETY AND OPERATIONS: SCHOOL SAFETY PLAN AND PROCEDURES - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #1**

**The school has a system in place to ensure that:**

- The school has a current site-specific comprehensive Health, Safety, and Emergency Plan  
(Note: for co-locations, the charter school complies with the District school’s Health, Safety and Emergency Plan)
- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol)
- School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting in accordance with the requirements of AB 1432
- School staff receives annual training on the handling of bloodborne pathogens
- The school has a Visitor’s policy and it’s visible in the main office
- A Pupil Suicide Prevention Policy (grades 7-12) is in place, in compliance with AB 2246

	Rubric	Sources of Evidence
Performance	<input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan <b>(B3.1b)</b> <input checked="" type="checkbox"/> Evacuation route maps <b>(B3.1b)</b> <input checked="" type="checkbox"/> Documentation of emergency drills and training <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of provision and location of onsite emergency supplies <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of AB 2246 implementation (grades 7-12) <b>(B3.1e)</b> <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation <b>(B3.1d and B3A.4)</b> <input checked="" type="checkbox"/> Bloodborne pathogens training documentation <b>(B3.13 and B3A.4)</b> <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2018-2019</i> (“ESSA Grid”) <b>(B3A)</b> <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**O2: HEALTH AND SAFETY - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #2***The school has a system in place to ensure that:*

- For each school site, the school has a current site-specific Certificate of Occupancy or equivalent that authorizes the current use of the site
- School provides documentation of student immunization and
- School provides documentation of health screening per applicable law and terms of the charter
- School maintains an emergency epinephrine auto-injectors (“epi-pen”) onsite and has provided training to volunteer staff member(s) in the storage and emergency use of the epi-pen

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Certificate of Occupancy or equivalent <b>(B3.2a)</b> <input checked="" type="checkbox"/> Evidence of student immunization <b>(B3.2b)</b> <input checked="" type="checkbox"/> Evidence of health screening <b>(B3.2b)</b> <input checked="" type="checkbox"/> Epi-pen documentation <b>(B3.2c)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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**O3: STANDARDS-BASED INSTRUCTION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #3**

*The school has:*

- Implemented standards-based instruction schoolwide in accordance with the California academic content standards, including the California Common Core State Standards (CA CCSS), that are applicable to the grade levels served
- Demonstrated evidence of implementation of the California Next Generation Science Standards
- Obtained WASC accreditation (*high schools only*)
- Implemented a system to monitor student progress toward and completion of graduation and A-G requirements (*high schools only*)
- Received UC/CSU approval of courses (UC Doorways) (*high schools only*)

	Rubric	Sources of Evidence
<b>Performance</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school has fully-implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS</li> <li><input type="checkbox"/> The school has substantially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS</li> <li><input type="checkbox"/> The school has partially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS</li> <li><input type="checkbox"/> The school has minimally implemented, or not at all, grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b></li> <li><input checked="" type="checkbox"/> Evidence of implementation of CA NGSS <b>(B3.3a)</b></li> <li><input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b></li> <li><input type="checkbox"/> Evidence of technology readiness to administer CAASPP assessments <b>(B3.3c) *new schools only</b></li> <li><input checked="" type="checkbox"/> WASC documentation <b>(B3.3d)</b></li> <li><input type="checkbox"/> UC Doorways course approval documentation <b>(B3.3d)</b></li> <li><input type="checkbox"/> Evidence of implementation of Transitional Kindergarten <b>(B3.3i)</b></li> <li><input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b></li> <li><input checked="" type="checkbox"/> Classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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DATE OF VISIT: 4/2/2019**O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #4****The school:**

- Implements the differentiation, intervention, and other instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all subgroups identified in the school's LCAP and by CDE
- Disaggregates and analyzes data on a regular basis to address individual student needs
- Implements, monitors, and modifies, as appropriate, its Master Plan for English Learners (EL identification, designated and integrated ELD instruction, progress monitoring, assessment, and reclassification)
- Has appointed a designee to assist and support foster youth

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has fully implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and modifies instruction based on data analysis <input checked="" type="checkbox"/> The school has substantially implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis <input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis <input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for all students, including but not limited to foster youth, at-risk students, and high performing students <b>(3.3j)</b> <input checked="" type="checkbox"/> Implementation of the school's English Learner Master Plan <b>(B3.3b)</b> <input checked="" type="checkbox"/> Evidence of implementation of data analysis system program <b>(B2.2)</b> <input checked="" type="checkbox"/> School Internal Assessment Data Report, or equivalent <b>(B2.2)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**O5: IMPLEMENTATION OF KEY FEATURES OF EDUCATIONAL PROGRAM - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #5***The school has implemented the key features components of the educational program described in the school's charter*

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has fully implemented the key features of the educational program described in the charter <input checked="" type="checkbox"/> The school has substantially implemented the key features of the educational program described in the charter <input type="checkbox"/> The school has partially implemented the key features of the educational program described in the charter <input type="checkbox"/> The school has minimally implemented, or not at all, the key features of the educational program described in the charter	<input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of implementation of key features of educational program <b>(B3.3k)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O6: SPECIAL EDUCATION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #6***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs and the terms of the Modified Consent Decree
- Provides special education training for staff in accordance with requirements of the Modified Consent Decree
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input checked="" type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for students with disabilities <b>(B3.3j)</b> <input checked="" type="checkbox"/> Self-Review Checklist <b>(B3.4a)</b> <input checked="" type="checkbox"/> Other special education documentation <b>(B3.4a)</b> <input checked="" type="checkbox"/> Consultation with Charter Operated Programs office <input checked="" type="checkbox"/> Welligent reports and/or other MCD documentation, including from the Division of Special Education <b>(B3.4a)</b> <input type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)





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DATE OF VISIT: 4/2/2019**O7: SCHOOL CLIMATE AND STUDENT DISCIPLINE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #7**

*The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with the principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student subgroups

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of tiered behavior intervention, such as SST/COST <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of alternatives to suspension <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of schoolwide positive behavior support system <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of data monitoring <b>(B3.4c)</b> <input checked="" type="checkbox"/> LAUSD ODA suspension and expulsion data reports <b>(B2.1)</b> <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify) <input checked="" type="checkbox"/> Suspension rates, and disproportionality rates



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DATE OF VISIT: 4/2/2019**O8: PROFESSIONAL DEVELOPMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #8*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<input checked="" type="checkbox"/> The school has fully implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP ( <b>B3.3b</b> ) <input checked="" type="checkbox"/> Professional development documentation (e.g. professional development calendar, agendas and sign-ins) ( <b>B3.4b</b> ) <input type="checkbox"/> Interview of teachers and/or other staff <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/2/2019**O9: STAKEHOLDER COMMUNICATION AND INVOLVEMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #9**

*The school has a stakeholder communication system for gathering input, facilitating and encouraging involvement, sharing information, and resolving concerns, which:*

- Engages in communication that notifies parents and other stakeholders of the process for resolving concerns, including how they may contact board members, and supports students, families, and other stakeholders in effectively resolving concerns
- Provides all stakeholders (e.g., parents/guardians, students, and teachers) with appropriate, accessible and relevant information about individual student and schoolwide academic progress and performance
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements (*high schools only*)
- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP

Rubric		Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a well-developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns		<input checked="" type="checkbox"/> Parent-Student Handbook ( <b>B1.10</b> ) <input checked="" type="checkbox"/> LCAP ( <b>B3.3b</b> ) <input checked="" type="checkbox"/> Evidence of stakeholder consultation ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of parent/stakeholder involvement and engagement ( <b>B3.4d</b> )
<b>Performance</b>	<input type="checkbox"/> The school has a partially developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Evidence of sharing accessible and relevant information about individual student and schoolwide academic progress and performance with all stakeholders as appropriate ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of communication to parents and other stakeholders of complaint resolution process(es) ( <b>B3.4d</b> ) <input type="checkbox"/> Evidence that parents are informed about transferability of courses/course credit and eligibility to meet A-G requirements ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of provision of stakeholder access to school's approved charter ( <b>B3.4d</b> ) <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

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DATE OF VISIT: 4/2/2019**O10: STAKEHOLDER COMMUNICATION AND TRANSPARENCY- ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #10**

*The school's documents that are available both manually and electronically (website preferred) serve as a vehicle for transparency through its displays and provision of information.*

- Information is easily accessible to the public and school stakeholders
- UCP and all complaint procedures
- Title IX information in accordance with SB 1375\*\*
- AB 2246 Suicide Prevention applicable posting (Gr 7-12)
- Applicable categories described in Charter School Transparency Resolution

\*\*required on website

Rubric	Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a well-developed communication system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed communication system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed communication system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website	<input checked="" type="checkbox"/> Review of the availability of information to the public/stakeholders <b>(B3.4e)</b> for: <ul style="list-style-type: none"> <li>• SB 1375 Information</li> <li>• UCP Procedure and Forms</li> <li>• Complaint Forms</li> <li>• AB 2246 (grades 7-12)</li> <li>• LCAP</li> <li>• Financial Audit</li> <li>• Student Demographics</li> <li>• Student Achievement Information</li> </ul>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

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DATE OF VISIT: 4/2/2019**O11: EVALUATION OF SCHOOL STAFF - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #11**

*The school has a system in place for the evaluation of school staff designed to ensure that:*

- the school's educational program yields high student achievement
- the school complies with all applicable legal requirements

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evidence of staff evaluation system (B3.4f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O12: CLEARANCES AND CREDENTIALING COMPLIANCE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #12**

*The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:*

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform schoolsite services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

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<b>Performance</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times</li> <li><input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> <li><input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> <li><input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2017-2018</i> form (“ESSA Grid”) <b>(B3A.1a)</b></li> <li><input checked="" type="checkbox"/> Staff rosters and school master schedule <b>(B3A.1 b and c)</b></li> <li><input checked="" type="checkbox"/> Custodian(s) of Records documentation <b>(B3A.1d)</b></li> <li><input checked="" type="checkbox"/> Criminal Background Clearance Certifications <b>(B3A.2)</b></li> <li><input checked="" type="checkbox"/> Teaching credential/authorization documentation <b>(B3A.2a)</b></li> <li><input checked="" type="checkbox"/> Vendor certifications <b>(B3A.5)</b></li> <li><input type="checkbox"/> Volunteer (TB) risk assessment/clearance certification <b>(B3A.6)</b></li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>
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<b>Progress on LAUSD Board of Education and/or MOU Benchmarks related to ORGANIZATIONAL MANAGEMENT (if applicable):</b>
N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

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DATE OF VISIT: 4/2/2019

8013 Magnolia Science Academy 6	2015-16					2016-17					2017-18				
	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents		1,140,596	745,313	535,799	535,854		309,957	425,269	754,059	754,059		811,084	1,000,285	1,442,531	1,442,531
Current Assets		1,323,596	945,537	1,129,326	1,137,099		1,111,611	1,099,539	1,377,897	1,389,727		1,365,004	1,289,212	1,622,341	1,622,399
Fixed and Other Assets		5,637	79,810	66,400	66,400		37,674	37,674	51,733	51,733		102,842	69,005	27,990	27,990
<b>Total Assets</b>		1,329,233	1,025,347	1,195,726	1,203,499		1,149,285	1,137,213	1,429,630	1,441,460		1,467,846	1,358,217	1,650,331	1,650,389
Defered Outflow		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		293,042	122,405	182,262	246,234		108,457	12,812	176,677	182,539		180,209	43,491	46,754	46,491
Long Term Liabilities		181,177	0	6,688	0		0	6,500	0	0		0	0	0	0
<b>Total Liabilities</b>		474,219	122,405	188,950	246,234		108,457	19,312	176,677	182,539		180,209	43,491	46,754	46,491
Unfunded OPEB Liabilities/Deferred Inflow		0	0	0	0		0	0	0	0		0	0	0	0
<b>Net Assets</b>		<b>855,014</b>	<b>902,942</b>	<b>1,006,776</b>	<b>957,265</b>		<b>1,040,828</b>	<b>1,117,902</b>	<b>1,252,953</b>	<b>1,258,921</b>		<b>1,287,637</b>	<b>1,314,726</b>	<b>1,603,576</b>	<b>1,603,898</b>
Total Revenues	1,472,371	1,811,043	1,805,855	1,949,276	1,978,995	1,952,604	1,962,456	1,994,599	1,990,263	2,032,981	1,966,979	1,890,155	1,977,708	1,969,508	2,019,409
Total Expenditures	1,292,304	1,441,465	1,377,470	1,417,057	1,496,287	1,622,710	1,878,893	1,822,134	1,682,747	1,731,325	1,789,080	1,855,471	1,921,903	1,624,852	1,674,432
<b>Net Income / (Loss)</b>	180,067	369,578	428,385	532,219	482,708	329,894	83,563	172,465	307,516	301,656	177,899	34,684	55,805	344,656	344,977
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	180,067	369,578	428,385	532,219	482,708	329,894	83,563	172,465	307,516	301,656	177,899	34,684	55,805	344,656	344,977
Net Assets, Beginning	288,780	485,436	485,436	485,437	474,557	902,942	1,006,776	1,006,776	1,006,776	957,265	1,117,901	1,252,953	1,252,953	1,258,921	1,258,921
Adj. for restatement / Prior Yr Adj	0	0	(10,879)	(10,880)	0	0	(49,511)	(61,339)	(61,339)	0	0	0	5,968	0	0
<b>Net Assets, Beginning, Adjusted</b>	288,780	485,436	474,557	474,557	474,557	902,942	957,265	945,437	945,437	957,265	1,117,901	1,252,953	1,258,921	1,258,921	1,258,921
<b>Net Assets, End</b>	<b>468,847</b>	<b>855,014</b>	<b>902,942</b>	<b>1,006,776</b>	<b>957,265</b>	<b>1,232,836</b>	<b>1,040,828</b>	<b>1,117,902</b>	<b>1,252,953</b>	<b>1,258,921</b>	<b>1,295,801</b>	<b>1,287,637</b>	<b>1,314,726</b>	<b>1,603,577</b>	<b>1,603,898</b>

8013 Magnolia Science Academy 6	Audited Financials					2018-19				
	2014-15	2015-16	2016-17	2017-18	2018-19	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
Cash and Cash Equivalents	806,785	535,854	754,059	1,442,531	0		0	1,308,993	0	0
Current Assets	1,044,455	1,137,099	1,389,727	1,622,399	0		0	1,625,976	0	0
Fixed and Other Assets	0	66,400	51,733	27,990	0		0	11,433	0	0
<b>Total Assets</b>	<b>1,044,455</b>	<b>1,203,499</b>	<b>1,441,460</b>	<b>1,650,389</b>	0		0	1,637,409	0	0
Defered Outflow	0	0	0	0	0		0	0	0	0
Current Liabilities	569,898	246,234	182,539	46,491	0		0	17,250	0	0
Other Long Term Liabilities	0	0	0	0	0		0	0	0	0
Unfunded OPEB Liabilities/Deferred Inflow	0	0	0	0	0		0	0	0	0
<b>Total Liabilities</b>	<b>569,898</b>	<b>246,234</b>	<b>182,539</b>	<b>46,491</b>	0		0	17,250	0	0
<b>Net Assets</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	<b>1,603,898</b>	0		<b>1,744,799</b>	<b>1,620,159</b>	<b>0</b>	<b>0</b>
Total Revenues	1,511,887	1,978,995	2,032,981	2,019,409	0	1,895,880	2,015,550	1,936,283	0	0
Total Expenditures	1,101,792	1,496,287	1,731,325	1,674,432	0	1,835,179	1,874,328	1,920,022	0	0
<b>Net Income / (Loss)</b>	410,095	482,708	301,656	344,977	0	60,701	141,222	16,261	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	<b>410,095</b>	<b>482,708</b>	<b>301,656</b>	<b>344,977</b>	<b>0</b>	<b>60,701</b>	<b>141,222</b>	<b>16,261</b>	<b>0</b>	<b>0</b>
Net Assets, Beginning	64,462	474,557	957,265	1,258,921	0	1,314,726	1,603,577	1,603,577	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	0	0	321	0	0
<b>Net Assets, Beginning, Adjusted</b>	<b>64,462</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	<b>0</b>	<b>1,314,726</b>	<b>1,603,577</b>	<b>1,603,898</b>	<b>0</b>	<b>0</b>
<b>Net Assets, End</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	<b>1,603,898</b>	<b>0</b>	<b>1,375,427</b>	<b>1,744,799</b>	<b>1,620,159</b>	<b>0</b>	<b>0</b>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019**FISCAL OPERATIONS****RATING**

You have been assessed by the Fiscal Oversight team and you are receiving the rating of 4, Accomplished.

4

**Other circumstances and information could influence the rating and are noted in this evaluation.**

MSA 6's fiscal condition is positive and has been upward trending since the 2014-2015 fiscal year. According to the 2017-2018 independent audit report, the school had positive net assets of \$1,603,898 and net income of \$344,977. The 2018-2019 Second Interim projects positive net assets of \$1,620,159 and net income of \$16,261.

According to MSA 6's independent audit report dated June 30, 2018, MSA 6 is one of 10 schools operated by MERF. MERF currently has four schools that are authorized by the Los Angeles Unified School District (LAUSD). MERF's fiscal condition is strong. MERF and its charter schools reported positive net assets of \$26,910,962 and net income of \$5,432,552. MERF, without its charter schools, reported positive net assets of \$793,961 and net income of \$1,560,739. According to MERF, during 2017-2018, MSA 6 paid management fees of \$82,190 to MERF for administrative services such as: finance and accounting, human resources and employee relations, Home Office management, information technology, operational compliance support, growth and facilities management, parent and community engagement, and programmatic compliance. These management fees were calculated based on a variable rate driven by the Average Daily Attendance (ADA) for each of the MERF charter schools.

**Areas of Demonstrated Strength and/or Progress:**

1. The school's fiscal condition is positive.

	2014-2015 (Audited Actuals)	2015-2016 (Audited Actuals)	2016-2017 (Audited Actuals)	2017-2018 (Audited Actuals)	2018-2019 (Second Interim)
Net Assets	\$474,557	\$957,265	\$1,258,921	\$1,603,898	\$1,620,159
Net Income/Loss	\$410,095	\$482,708	\$301,656	\$344,977	\$16,261
Transfers In/Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/2/2019**2. Status of March 2015 Settlement Agreement:**

On or about March 20, 2015, LAUSD and MERF entered into a Settlement Agreement, whereby the parties agreed to resolve a lawsuit filed by MERF when LAUSD rescinded the conditional renewals of Magnolia Science Academy 6, 7, and 8. The terms and conditions set forth in Paragraph 8 of the Settlement Agreement stated: “MERF agrees to be subject to fiscal oversight during fiscal year 2015-2016 by the Fiscal Crisis & Management Assistance Team (FCMAT), or a reasonably equivalent fiscal organization, which would oversee MERF’s fiscal operations.”

On September 7, 2017, MERF provided the final management letter from FCMAT (and the first management letter from School Services of California [SSCal], which was contracted by MERF in May 2017 to continue the fiscal oversight initiated by FCMAT). On August 2, 2018, the CSD received SSCal’s final management letter dated July 27, 2018. On August 20, 2018, MERF submitted its response and action plan to the CSD derived from SSCal’s recommendations to MERF articulated in its final management letter.

Based on the CSD’s observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). Based on the CSD’s 2018-2019 oversight review, the CSD noted that, effective July 1, 2018, MERF contracted with a new back office services provider firm, Delta Managed Solutions (DMS). In addition, the CSD was advised that MERF had integrated the Escape School Ability (“SchoolAbility”) financial software, which incorporates its purchasing and accounting processes into a single database. The CSD was further advised that SchoolAbility’s purchasing, payables, budget, and financial reporting modules/functions are compliant and compatible with the Standardized Account Code Structure (SACS) financial report format. According to MERF, the DMS staff and SchoolAbility consultants have provided MERF and school users (i.e., the MERF Home Office staff, school Principals, Office Managers, and other school staff and teachers) with initial training on the implementation of SchoolAbility. This training involved a combination of onsite visits and full-day training sessions at both the MERF Home Office and individual school locations. MERF declared that SchoolAbility enables the generation of real-time reports for items including budget status, purchase requests, encumbrances, payments processed, and other pertinent accounting records. Moreover, the CSD was advised that the implementation of SchoolAbility was a component of MERF’s action plan to address some of the issues outlined in SSCal’s recommendations to MERF. The CSD will continue to monitor MERF’s progress in addressing the remaining issues cited and implementing the recommendations from SSCal’s July 27, 2018 final management letter.

**Areas Noted for Further Growth and/or Improvement:**

No significant items noted.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/2/2019

**Other Observations (Items described in this section, while not addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).**

**Itemized Receipts for Credit Card Purchases:**

Based on the CSD's review of the school's credit card statements for the period spanning from June 2018 through December 2018, a sample of 17 transactions were selected for further review. The CSD noted that one of these items lacked an itemized receipt (which was purchased with the school credit card ending in 91003, in the amount of \$66.00, dated 10/27/2018 and payable to Dominos Pizza). However, MERF provided documentation which referenced the proper approval and supported this transaction.

The CSD noted that MERF's Fiscal Policies and Procedures (FPP's) were silent regarding itemized receipts as part of its required documentation for credit card purchases. The CSD recommends that MERF update its FPP's, to include the mandatory submission of itemized receipts to support all purchases.

The Charter Schools Division will review the recommended updates to the school's fiscal policies by the next oversight visit. The results may be factored into the school's rating for next year.

**Corrective Action Required:**

None noted that require immediate action to remedy concerns noted in this report.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

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DATE OF VISIT: 4/2/2019**Notes:**

1. Reviewed independent audit report for the fiscal year ended June 30, 2018 and noted the following:
  - a. Audit opinion: Unmodified
  - b. Material weaknesses: None Reported
  - c. Deficiencies/Findings: None Reported
2. Reviewed bank statements and bank reconciliations from July 2018 through December 2018. Selected the months of July 2018 through December 2018 for sample testing. No discrepancies were noted.
  - a. Citi Bank Checking Account Ending in X5041 (MSA 4)
  - b. Citi Bank Checking Account Ending in X6769 (MSA 4)
  - c. Citi Bank Checking Account Ending in X6121 (MSA 6)
  - d. Citi Bank Checking Account Ending in X2703 (MSA 7)
3. Reviewed credit card statements from June 2018 through December 2018. Selected the month of June 2018 and additional random transactions from all of the MSA schools authorized by LAUSD. The CSD's observations were noted in the Other Observations section above.
  - a. American Express Credit Card Ending in X2002 (Chief Financial Officer, MSA 4)
  - b. American Express Credit Card Ending in X1000 (Chief Financial Officer, MSA 6)
  - c. American Express Credit Card Ending in X2005 (Chief Financial Officer, MSA 7)
  - d. American Express Credit Card Ending in X1006 (Chief Financial Officer, MSA 8)
4. Reviewed the following 21 checks and 12 debit/credit transactions. No discrepancies were noted.
  - a. Check numbers: 42714, 42951, 42965, 42969, 62696, 70005, 70006, 70026, 73320, 73343, 73353, 73369, 73400, 82911, 90033, 90067, 90068, 90088, DDP-00000012, DDP-00000022, and DDP-00000014 (Operating Accounts)
  - b. Debit Transactions [transaction dates and amounts]: (1) 7/2/2018 – \$3,125.17; (2) 7/3/2018 – \$2,530.90; (3) 8/1/2018 – \$6,471.43; (4) 8/29/2018 – \$25.00; (5) 8/31/2018 – \$20,543.81; (6) 7/3/2018 – \$297.64; (7) 7/3/2018 – \$424.64; (8) 7/3/2018 – \$469.89; (9) 7/12/2018 – \$40.00; (10) 7/18/2018 – \$148,562.90; (11) 8/13/2018 – \$82,619.67, and (12) 9/20/2018 – \$600,000.00 (Operating Accounts)
5. Per the 2017-2018 audit report, the school's cash and cash equivalents is \$1,442,531, and total expenditures equal \$1,674,432. Therefore, the school's cash reserve level is 86.15%, which exceeds the recommended 5%.
6. A copy of the charter school's organizational chart, which depicts the current reporting structure of the charter school, including but not limited to, any board member or school employee with responsibilities outlined within the charter school's financial policies and procedures was provided.
7. A Segregation of Duties (SOD) review was conducted at MSA Bell. No discrepancies were noted.
8. MERF provided documentation from CharterSafe, which disclosed eight pending legal matters. Magnolia asserted that all of these matters are covered by MERF's insurance. MERF further stated: "None of these matters has a material impact on the financial viability of the project or School/borrower/project sponsor."
9. Governing board meeting minutes reflecting the presentation of financial reports, such as balance sheets, income statements, and cash flow statements were provided.
10. Governing board meeting minutes reflecting the adoption of the 2018-2019 budget were provided.
11. Governing board meeting minutes reflecting the receipt, review, and approval of interim financial reports submitted to LAUSD were provided.
12. Governing board meeting minutes reflecting the selection of the current independent auditor were provided.
13. Governing board meeting minutes reflecting the approval of the current fiscal policies and procedures were provided.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/2/2019

14. Governing board meeting minutes reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report were provided.
15. Governing board meeting minutes reflecting the approval of the management fees, licensing fees, or other related party fees were provided.
16. Governing board meeting minutes reflecting the discussion of the most current independent audit report were provided.
17. Evidence of MSA 6 offering STRS, PERS, and/or Social Security benefits to its employees and proof of payment was provided.
18. Equipment inventory was provided.
19. The 2018-2019 LCAP was submitted to LAUSD.
20. The EPA allocation and expenditures are posted on the charter school's website.
21. The 2017-2018 audited and unaudited actuals nearly mirror each other.

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):**

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019**Fiscal Operations Rubrics***Existing School* – a charter school that has at least one annual independent audit on file with the Charter Schools Division [Possible Rating 1-4]*New School* – a charter school that does not have an independent audit on file with the Charter Schools Division [Possible Rating 1-2]

<p><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></p>	<p><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></p>
<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the prior two audits;</li> <li>2. The two most current audits show no material weaknesses, deficiencies and/or findings;</li> <li>3. All vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner; and</li> <li>14. Audited and unaudited actuals nearly mirror each other; and</li> </ol>	<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the most current audit;</li> <li>2. The most current audit shows no material weaknesses, deficiencies and/or findings;</li> <li>3. Vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school generally adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner;</li> <li>14. There are no significant recurring issues; and</li> </ol>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019

<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p>15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement</p>	<p>15. Audited and unaudited actuals nearly mirror each other.</p>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>
<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>	<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>
<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 4% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 5% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items: <ul style="list-style-type: none"> <li>○ Most current financial reports presented to the governing board</li> <li>○ Employee handbook</li> <li>○ Student handbook</li> <li>○ Salary schedules/benefits/information</li> <li>○ Budget development process</li> <li>○ Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>○ The most current approved petition</li> <li>○ Administration/school contact</li> <li>○ School calendar</li> <li>○ Enrollment policies and procedures</li> <li>○ Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school's website.</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 3% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 4% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items: <ul style="list-style-type: none"> <li>○ Most current financial reports presented to the governing board</li> <li>○ Employee handbook</li> <li>○ Student handbook</li> <li>○ Salaries schedule/benefits/information</li> <li>○ Budget development process</li> <li>○ Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>○ The most current approved petition</li> <li>○ Administration/school contact</li> <li>○ School calendar</li> <li>○ Enrollment policies and procedures</li> <li>○ Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school's website.</li> </ol>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019

<p><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></p>
<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive, or net assets are negative with strong trend toward positive ( be positive at the end of the third year, per applicable audit, and beyond);</li> <li>2. Vendors and staff are paid in a timely manner;</li> <li>3. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>4. Governing board adopts the annual budget;</li> <li>5. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>6. The LCAP is submitted to the appropriate agencies;</li> <li>7. Have an audit conducted annually by an independent auditing firm; and</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD.</li> </ol> <p><b><u>Note:</u></b> Other circumstances and information could influence the rating and will be noted in the evaluation.</p> <p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. The cash balance at the beginning of the school year is positive;</li> <li>2. Enrollment is stable or changing at a manageable rate (Enrollment changes are reflected in annual budget and facilities);</li> <li>3. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>4. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting;</li> </ol>	<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019

<p><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></p>
<ol style="list-style-type: none"> <li>5. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>6. <b>Current</b> audit shows no material weaknesses, deficiencies and/or findings;</li> <li>7. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>8. There is no apparent conflict of interest;</li> <li>9. Governing board approves any amendment(s) to the charter school’s budget; and</li> <li>10. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>	
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 6

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/2/2019

<p><i>A new school that meets all of the Required criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>A new school would be assessed as Unsatisfactory based on the statements below:</i></p>
<p><b><u>New Schools:</u></b></p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. A new school is one that does not have an independent audit on file with the Charter Schools Division.</li> <li>2. If enrollment is below the funding survey, the charter school has made significant adjustments in their operations to allow for the reduced income, and submitted a revised three-year budget and three-year cash flow statement.</li> <li>3. Projected debt is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school.</li> <li>4. Interim reports and unaudited actuals project:       <ol style="list-style-type: none"> <li>a. Positive net assets</li> <li>b. Expenses less than revenues</li> <li>c. Projected expenses and revenues have no significant variance from budget</li> </ol> </li> <li>5. As a practice, the governing board receives and reviews the charter school's financial reports as evidenced by the governing board meeting minutes.</li> <li>6. The LCAP is submitted to the appropriate agencies.</li> <li>7. The EPA allocation and expenditures are posted on the charter school's website, if applicable.</li> </ol> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><b><u>New Schools:</u></b></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. A charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



# **LOS ANGELES UNIFIED SCHOOL DISTRICT** **CHARTER SCHOOLS DIVISION**

## **ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT 2018-2019 SCHOOL YEAR FOR**

### **MAGNOLIA SCIENCE ACADEMY 7 - 8014**

Name and Location Code of Charter School

#### **LAUSD Vision**

Every student will receive a quality education in a safe, caring environment, and will be college-prepared and career-ready.

#### **CSD Mission**

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

#### **CSD Core Values**

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019

<b>Charter School Name:</b>	<b>Magnolia Science Academy 7 (MSA 7)</b>			<b>Location Code:</b>	<b>8014</b>
<b>Current Address:</b>	<b>City:</b>	<b>ZIP Code:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>18355 Roscoe Blvd.</b>	<b>Northridge</b>	<b>91325</b>	<b>818-221-5328</b>	<b>818-975-5215</b>	
<b>Current Term of Charter:</b>			<b>LAUSD Board District:</b>	<b>LAUSD District:</b>	
<b>July 1, 2014 to June 30, 2019</b>			<b>3</b>	<b>Northwest</b>	
<b>Number of Students Currently Enrolled:</b>	<b>Enrollment Capacity Per Charter:</b>	<b>Grades Currently Served:</b>	<b>Grades To Be Served Per Charter:</b>		
<b>286</b>	<b>300</b>	<b>K-5<sup>th</sup></b>	<b>K-5<sup>th</sup></b>		
<b>Total Number of Staff Members:</b>	<b>31</b>	<b>Certificated:</b>	<b>13</b>	<b>Classified:</b>	<b>18</b>
<b>Charter School's Leadership Team Members:</b>		<b>Fatih Metin, Principal; Meagan Alonso, Assistant Principal</b>			
<b>Charter School's Contact for Special Education:</b>		<b>Sharee Lear</b>			
<b>CSD Assigned Administrator:</b>	<b>Yolanda Jordan</b>	<b>CSD Fiscal Services Manager:</b>	<b>Lourdes Echavarria</b>		
<b>Other School/CSD Team Members:</b>	<b>Aida Tatiossian</b>				
<b>Oversight Visit Date:</b>	<b>April 3, 2019</b>	<b>Fiscal Review Date (if different):</b>	<b>January 31, 2019</b>		
<b>Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):</b>	<b>N/A</b>	<b>LAUSD Co-Location Campus (if applicable):</b>	<b>N/A</b>		
		<b>DATE OF CO-LOCATION MEETING WITH OPERATIONS TEAM:</b>	<b>N/A</b>		

<b>SUMMARY OF RATINGS</b>			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
<b>Governance</b>	<b>Student Achievement and Educational Performance</b>	<b>Organizational Management, Programs, and Operations</b>	<b>Fiscal Operations</b>
<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/3/2019

## CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605 and 47607, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements. Pursuant to the requirements of SB 1290, the District “shall consider increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.” Ed. Code § 47607(a)(3)(A).

## REPORT GUIDE

In conducting oversight as a charter school authorizer, the District places an emphasis on performance and compliance with applicable law, policy, and the approved charter, as well as on the lead fiduciary role of a charter school’s governing board in the overall success of the school for students. Information gathered through oversight serves as part of the school’s ongoing record of performance and provides important data for the CSD, LAUSD Superintendent, and ultimately the LAUSD Board of Education in making informed decisions about charter school authorization. In designing this document, the District has considered California charter school law, as well as the California State Board of Education’s criteria for evaluating charter schools and the National Association of Charter School Authorizers’ *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

**Governance** – demonstrating fulfillment of the governing board’s fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school’s full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

**Student Achievement and Educational Performance** – demonstrating academic achievement and growth for all students

**Organizational Management, Programs, and Operations** – demonstrating effective leadership and implementation of the governing board’s policies and procedures, as well as the school’s educational program and systems and procedures for the day-to-day operations of the school

**Fiscal Operations** – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2017-2018*. The “Sources of Evidence” sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school’s performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential “promising practices” are identified within this section with an asterisk [\*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under “Corrective Action Required,” the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school’s approved charter. If the report includes any findings under “Corrective Action Required,” the charter school must take immediate and appropriate steps to remedy the identified concern. In accordance with its “tiered intervention” approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those “promising practices” that the school believes have contributed to its success, in order to support the CSD’s ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across the entire portfolio of LAUSD schools.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/3/2019

GOVERNANCE	RATING*
<b>Summary of School Performance</b>	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>G1:</b> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) as evidenced by Board meeting agendas and minutes, organizational chart, and committees/council agendas and minutes.</p> <p><b>G2:</b> The Governing Board complies with all material provisions of the Brown Act</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and items in Binder#1, the Magnolia Educational &amp; Research Foundation (MERF) Board meet regularly, meetings are conducted openly, and provide opportunities for public participation.</li> <li>• As evidenced by the school's website, the MERF Board complies with AB 2257 (a current board meeting agenda must be posted on the homepage of the charter school's primary website, and accessible through a prominent, direct link), which became effective January 1, 2019.</li> </ul> <p><b>G3:</b> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public</p> <ul style="list-style-type: none"> <li>• As evidenced by the school's website and in Binder #1, there is documentation of policies and procedures in the areas of student discipline, employee grievances and discipline, parent/stakeholder complaint resolution process, and Uniform Complaint Procedures</li> <li>• Evidence of AB699 (Educational equity; immigration and citizenship status) is included in the Student/Parent Handbook in both English and Spanish</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	
<p>Notes: MPS leadership shared some updates in its policies, procedures, and systems that are in place and will be implemented to ensure that all schools are compliant with AB1432. Some of the updates include the following:</p> <ul style="list-style-type: none"> <li>• Upon MERF Human Resources annual review of the MERF employee handbook with its legal counsel, updates will be made as necessary and will be presented to the MERF Board for approval.</li> <li>• MERF HR will review and explain the compliance checklist, which includes AB 1432 training, with the school principals to implement the mandatory trainings to school staff.</li> <li>• MERF works with Safe Schools trainings under CharterSafe to assign individual training sessions for many required trainings including the ones required by AB1432. While the legal requirement is for staff to complete within six (6) weeks after the first day of school or employment (whichever is first), MERF internally strongly encourages employee to complete the trainings within four (4) weeks after the first day of school or employment (whichever is first).</li> <li>• MERF HR and the school sites work together to make sure all trainings are completed in a timely manner.</li> </ul>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/3/2019

**UPDATE regarding the Settlement Agreement with LAUSD:** Based on the CSD's observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). The CSD will continue to monitor MERF's progress through oversight in addressing the few remaining issues cited and implementing the recommendations from School Services of California's final management letter. Please see further details in the "Areas of Demonstrated Strength and/or Progress" in the Fiscal Operations section below.

**\*NOTE:** *If the CSD gathers or otherwise receives substantial evidence of actual conflict(s) of interest with respect to a governing board member or person in a school leadership position (e.g. CEO or principal), a charter school shall receive a rating of 1 in this category.*



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - GOVERNANCE QUALITY INDICATOR #1**

*The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:*

- Governing Board (composition, structure, roles and responsibilities) committees/councils (for example, SSC and ELAC as applicable), including but not limited to those mandated by laws or regulations
- Evaluation of school's executive level leadership

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a highly developed system for the evaluation of the school leader(s) <input checked="" type="checkbox"/> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a partially developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter or any mandated committees/councils, and no system for the evaluation of the school leader(s)	<input checked="" type="checkbox"/> Organization chart <b>(B1.1)</b> <input checked="" type="checkbox"/> Bylaws <b>(B1.2)</b> <input checked="" type="checkbox"/> Board member roster <b>(B1.3)</b> <input checked="" type="checkbox"/> Board meeting agendas, and minutes <b>(B1.4)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Evidence of committee/council calendars, agendas, minutes and sign-ins <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level administrator(s) who reports to the Board. <b>(B1.7)</b> <input type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)

**G2: BROWN ACT - GOVERNANCE QUALITY INDICATOR #2**

*The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:*

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Brown Act
- Governing Board holds its meetings at a location(s) and in a manner that complies with teleconferencing, closed session, and access and Reasonable Accommodation requirements and the public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as noted in the charter petition
- Governing Board meeting agendas and minutes are posted and maintained, as appropriate, including on the school's website and in accordance with the Brown Act and with sufficient specificity

Rubric	Sources of Evidence
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<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas <b>(B1.4)</b> <input checked="" type="checkbox"/> Board meeting calendar <b>(B1.5)</b> <input checked="" type="checkbox"/> Brown Act training documentation <b>(B1.8)</b> <input checked="" type="checkbox"/> Documentation of the school’s agenda posting procedures <b>(B1.9)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**G3: DUE PROCESS - GOVERNANCE QUALITY INDICATOR #3**

*The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school’s charter, and LAUSD charter policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:*

- Student discipline
- Employee grievances and discipline
- Parent/stakeholder complaint resolution
- Uniform Complaint Procedures

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, in for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Uniform Complaint Procedure documentation <b>(B1.11)</b> <input checked="" type="checkbox"/> Stakeholder complaint procedure(s) <b>(B1.12)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding staff due process <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)





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DATE OF VISIT: 4/3/2019**G4: STAFFING - GOVERNANCE QUALITY INDICATOR #4**

*The Governing Board has a system in place to ensure that appropriate employment and other staffing decisions are made in accordance with applicable law and the terms of its approved charter governing qualifications, clearances and credentialing:*

- The Governing Board has established policies and procedures to ensure that faculty, staff, substitute teachers, and other persons providing service in a certificated position, are appropriately credentialed, authorized and/or otherwise qualified for the positions for which they have been employed/contracted and assigned, in accordance with applicable provisions of law and the school's charter.
- The Governing Board has established policies and procedures to ensure that the school obtains all necessary employee clearances, including criminal background and tuberculosis (TB) clearances, prior to employment, and keeps all clearances current.
- The Governing Board has established policies and procedures to ensure that the school obtains, monitors, and maintains all necessary and appropriate vendor certifications/waivers regarding vendor employee clearances, including criminal background and tuberculosis (TB) clearances.
- The Governing Board has established policies and procedures regarding requirements for school volunteers, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students per AB 1667.
- The Governing Board has established and monitors policies governing whether and under what circumstances the school may consider, for paid and volunteer service, candidates who have criminal records.

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has established and monitors comprehensive policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input checked="" type="checkbox"/> The Governing Board has established and monitors policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established some policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established few or no policies and procedures to ensure staffing in compliance with applicable law staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding ESSA qualifications, credentialing, and clearance requirements <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> ESSA Grid <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**G5: DATA-BASED DECISION-MAKING - GOVERNANCE QUALITY INDICATOR #5**

<i>The Governing Board has a system in place to ensure ongoing:</i>	
<ul style="list-style-type: none"> <li>Review and use of academic and other internal school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence</li> <li>Monitoring of the school's implementation of its LCAP action plans and progress toward LCAP goals</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Governing Board regularly monitors school performance and other internal data to inform decision-making</li> <li><input checked="" type="checkbox"/> The Governing Board monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board inconsistently monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board seldom monitors school performance and other internal data to inform decision-making</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes with supporting materials and evidence of school performance and internal other data <b>(B1.4)</b></li> <li><input checked="" type="checkbox"/> Other evidence of system for Board review and analysis of internal school data to inform decision-making <b>(B1.14)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input checked="" type="checkbox"/> Discussion with leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>

**G6: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #6**

<i>The Governing Board has a system in place to ensure fiscal viability:</i>	
<ul style="list-style-type: none"> <li>The school is fiscally strong and net assets are positive in the prior two independent audit reports.</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports</li> <li><input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report</li> <li><input type="checkbox"/> The school is fiscally weak and net assets are negative in the most current independent audit report, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> <li><input type="checkbox"/> The school is consistently fiscally weak and net assets are negative in the prior two independent audit reports, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b></li> <li><input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input type="checkbox"/> Discussion with leadership</li> <li><input checked="" type="checkbox"/> Independent audit report(s)</li> <li><input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)</li> </ul>



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DATE OF VISIT: 4/3/2019**G7: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #7***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement <input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement <input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, <b>or</b> has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.) <input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, and has recurring areas noted for improvement, <b>or</b> has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.)	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to GOVERNANCE (if applicable):**

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
<b>Summary of School Performance</b>	<b>3</b>
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>A1:</b> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>• Per CDE, MSA 7 has 5 numerically significant subgroups (English Learners, Latino, Socioeconomically Disadvantaged, Students with Disabilities, and White). 3 out of 5 numerically significant subgroups demonstrated growth in ELA (English Learners, Students with Disabilities, and White students).</li> </ul> <p><b>A3:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>• Per CDE, the school’s ELA rate was at 50.33%, compared to the Resident Schools Median at 33.07%.</li> </ul> <p><b>A4:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3<sup>rd</sup> – 8<sup>th</sup>, 11<sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>• Per CDE, the school’s Math rate was at 33.33%, compared to the Resident Schools Median at 25.87%.</li> </ul> <p><b>A5:</b> The school reclassifies English Learners at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>• Per CDE, the school’s reclassification rate was 27.0%, compared to the Resident Schools Median of 19.1%</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p><b>A2:</b> Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018</p> <ul style="list-style-type: none"> <li>• Per CDE, MSA 7 has 5 numerically significant subgroups (English Learners, Latino, Socioeconomically Disadvantaged, Students with Disabilities, and White). 1 out of 5 numerically significant subgroups demonstrated growth in Math (White students). In Math, English Learners declined by 6.49%; Latino students declined by 10.77%; Socioeconomically Disadvantaged students declined by 12.67%; and Students with Disabilities declined by 0.76% <ul style="list-style-type: none"> <li>○ Per school leadership, in an effort to increase academic achievement in math, MSA 7 will “continue with the XtraMath program to continue building math fact fluency, as well as after school tutoring based upon benchmark data. Rather than continuing an out-of-classroom math intervention program, we plan on focusing on building a strong guided math group program that aligns across grade levels.”</li> </ul> </li> </ul> <p><b>A6:</b> The school’s percentage of “At Risk” English Learners is at a rate higher than the Resident Schools Median</p> <ul style="list-style-type: none"> <li>• Per CDE, 15.2% of English Learners are “At Risk,” compared to the Resident Schools Median of 9.6%</li> </ul> <p><b>A9:</b> The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels.</p> <ul style="list-style-type: none"> <li>• Per school leadership, TK-1 grade students use curriculum based benchmark assessments to measure student growth in ELA and Math. The assessments are given regularly to track progress. Some of the assessments include Wonder of Reading and Fluency assessments and My Math chapter and benchmark assessments.</li> </ul>	



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- Per school leadership, while TK-1 show strengths in ELA and Math (e.g. upper and lower letter identification, identification of numbers, efficiency in reading grade level high frequency words, understanding place value, 3-digit addition with and without regrouping, et.) Students with Disabilities and English Learners need additional support in both ELA and Math.
- The NWEA MAP assessment for students in grade 2 revealed the following:
  - During the administration of the Fall assessment in Reading, 32% of 2nd grade students scored at High, 11% of 2nd grade students scored at Medium, and 58% of 2nd grade students scored at Low. The Spring assessment revealed that 28% of 2nd grade students scored at High, 7% of 2nd grade students scored at Medium, and 64% of 2nd grade students scored at Low. This increase in the Low, was due to increasing text complexity between the fall and spring.
  - During the administration of the Fall assessment in Math, 25% of 2nd grade students scored at High, 21% of 2nd grade students scored at Medium, and 53% of 2nd grade students scored at Low. The Spring assessment revealed that 15% of 2nd grade students scored at High, 25% of 2nd grade students scored at Medium, and 61% of 2nd grade students scored at Low. This increase in the Low, was due to increasing mathematical computation complexity between the fall and spring.
  - Subgroups (Students with Disabilities, English Learners, and Socioeconomically Disadvantaged) showed limited growth in both ELA and Math from the Fall assessment to the Spring assessment.

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes: None

***\*NOTE: Upon the State Board of Education's finalization of California's School Dashboard, CSD will determine implications for the oversight report.***



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DATE OF VISIT: 4/3/2019**A1: SBAC SUBGROUP ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #1**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP ELA (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school.

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)

**A2: SBAC SUBGROUP MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #2**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP Math (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school,

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**A3: SBAC SCHOOLWIDE ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #3**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is substantially lower than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability <input type="checkbox"/> Other: (Specify)

**A4: SBAC SCHOOLWIDE MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #4**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide Math data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is substantially lower than the Resident Schools Median. <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability (ODA) <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**A5: ENGLISH LEARNER RECLASSIFICATION - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #5**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- English Learner reclassification rate for 2017-2018 (CDE)

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school reclassifies English Learners at a rate higher than the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate similar to the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate lower than the Resident Schools Median <input type="checkbox"/> The school did not reclassify English Learners <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Reclassification report (CDE) <b>(B2.1)</b> <input type="checkbox"/> CELDT/ELPAC Criterion reports (CDE) <b>(B2.3)</b> <input type="checkbox"/> Other: (Specify)

**A6: "AT RISK" ENGLISH LEARNERS – (ELEMENTARY AND SECONDARY SCHOOLS) STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #6**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for At-Risk English Learners 2017-2018 (CDE)

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school's percentage of "At Risk" English Learners is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate similar to the Resident Schools Median <input checked="" type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of "At Risk" English Learners is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> "At-Risk" by Grade report (CDE): 2017-2018 <b>(B2.1)</b>

**A7: LONG TERM ENGLISH LEARNERS (LTELs) - (SECONDARY SCHOOLS) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #7**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Providing supports for Long Term English Learners 2017-2018 (CDE)

	Rubric	Sources of Evidence





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<b>Performance</b>	<input type="checkbox"/> The school's percentage of LTELs is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate that is substantially higher than the Resident Schools Median <input checked="" type="checkbox"/> No assessment of performance for this indicator	<input type="checkbox"/> Long-Term English Learners (LTEL) by Grade report (CDE): (2017-2018) <b>(B2.1)</b>
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**A8: FOUR-YEAR COHORT GRADUATION RATE - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #8**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Four-Year Cohort Graduation Rate (CDE) **(high schools only)**

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate higher than Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate lower than the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate substantially lower than the Resident Schools Median <input checked="" type="checkbox"/> No assessment of performance for this indicator	<input type="checkbox"/> Four-Year Cohort Graduation Rate (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)  A-G passing grade requirement (e.g. C or D) <b>(CSD internal use only)</b>

**\*INDICATOR A9 IS ONLY APPLICABLE TO NEW CHARTER SCHOOLS WHICH DO NOT HAVE CAASPP (SBAC) SCORES AND CHARTER SCHOOLS WHICH SERVE GRADE LEVELS K, 1, 2, 9, AND 10 (THE GRADE LEVELS WHICH ARE NOT ADMINISTERED THE CAASPP).**

**A9: INTERNAL ASSESSMENT (Grades K, 1, 2, 9, 10 and New Charter Schools) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #9**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, for grades K, 1, 2, 9 and 10 or as a new school with no CAASPP data as measured by:*

- The school's internal assessments (with analysis of results) by subgroups and grade-levels
- Other academic achievement data gathered or produced by the school, such as Advanced Placement examination participation and passage rates, A-G requirements progress and completion rates, high school graduation rates, and college acceptance rates
- Results of internal assessments show growth in student achievement in ELA and Math



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*NOTE: For purposes of evaluation of school performance for this indicator, the CSD considers only such data that is derived from standards-based high quality standardized or widely accepted assessments (e.g. NWEA, DIBELS, SBAC Interim Block Assessments) and/or other assessment instruments for which the school can demonstrate validity/reliability.*

	Rubric	Sources of Evidence
<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has demonstrated accomplished levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect significant growth in student achievement in ELA and Math for all subgroups in all grade-levels</li> <li><input type="checkbox"/> The school has demonstrated proficient levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect moderate growth in student achievement in ELA and Math for the majority of subgroups and grade-levels.</li> <li><input checked="" type="checkbox"/> The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels</li> <li><input type="checkbox"/> The school has demonstrated unsatisfactory levels of student achievement and progress as measured by school's internal assessments and other school data and that reflect no growth or a decline in student achievement in ELA and Math for the majority of subgroups and grade-levels, or the school has not collected and/or analyzed and monitored internal assessment or other academic achievement data.</li> <li><input type="checkbox"/> No assessment of performance for this indicator.</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal academic performance and progress data and information <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> School Internal Assessment Data Report or equivalent <b>(B2.2)</b></li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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### CALIFORNIA SCHOOL DASHBOARD STATE PRIORITIES

#### Summary of School Performance

\*Indicators A10-A19 reflect the school's ratings on the Dashboard. For Indicators A10 –A19 the school's ratings on the California School Dashboard will not impact the overall Student Achievement and Educational Performance Rating for 2017-2018 oversight but will provide informational areas of focus. California School Dashboard Indicators will figure into 2018-2019 oversight ratings.

*Blue                  Green                  Yellow                  Orange                  Red*

**A10: Priority 4-3.1 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 English Language Arts**

The school has achieved the performance level of \_\_\_\_\_ **Orange (was Yellow)**

**A11: Priority 4-3.2 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 Mathematics**

The school has achieved the performance level of \_\_\_\_\_ **Orange (was Yellow)**

**A12: Priority 4-3.5 Student Achievement English Learner Progress Indicator**

The school has achieved the performance level of \_\_\_\_\_ **No Performance Color**

**A13: Priority 5-3.7 Student Engagement- Chronic Absenteeism Indicator**

The school has achieved the performance level of \_\_\_\_\_ **Orange**

*\*this indicator will be available Fall 2018*

**A14: Priority 6-3.8 School Climate- Suspension Rate (K12) Indicator**

The school has achieved the performance level of \_\_\_\_\_ **Blue**



LAUSD CHARTER SCHOOLS DIVISION

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The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A17: Priority 4-3.4 Student Achievement Academic Indicator (Grade 11) Distance from Level 3 Mathematics**

The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A18: Priority 5-3.6 Student Engagement-Graduation Rate Indicator**

The school has achieved the performance level of \_\_\_\_\_ N/A

**A19: Priority 7 & 8-3.9 Access to and Outcomes in a Broad Course of Study-College/Career Indicator**

The school has achieved the following status \_\_\_\_\_ N/A

**NOTES:****Progress on LAUSD Board of Education and/or MOU Benchmarks related to STUDENT ACHIEVEMENT (if applicable):**

On October 23, 2018, the LAUSD Board of Education adopted by consent vote to renew Magnolia Science Academy 7 (MSA7), to serve up to 300 students in grades TK-5, with Academic Benchmarks. MSA 7 must meet the following benchmarks during the 2019-2024 charter term in order to address academic concerns. The school shall provide a written status report to the Charter Schools Division (CSD) annually no later than December 1 that provides evidence of the following:

1. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for "English Learners" in English Language Arts (ELA), as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools, with the goal of achieving and maintaining the "Green" performance level or higher by the end of the charter term.



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- 2. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for “English Learners” in Math, as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools, with the goal of achieving and maintaining the “Green” performance level or higher by the end of the charter term.**



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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
<b>Summary of School Performance</b>	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>O3:</b> The school continues to fully implement grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS as evidenced by MSA 7's Curriculum Inventory of textbooks/print resources (e.g. Wonders, grade-level novels, Inspire Science, My Math, etc.) and their use of web-based programs like Readworks, AR reading program, Xtra Math, Kahn Academy, and Brain-Pop.</p> <p><b>O4:</b> The school continues to implement and monitor the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis.</p> <ul style="list-style-type: none"> <li>• Per school leadership, in an effort to increase academic achievement, the following is being implemented: <ul style="list-style-type: none"> <li>○ English Learners receive 30 minutes of ELD Designated instruction in a protected block of time during the school day. The primary curriculum used during this designated time is <i>Wonders</i>, which is used in conjunction with supplemental programs such as Duolingo.</li> <li>○ An instructional aide was hired to assist the EL Teacher/Coordinator in providing more academic support to English Learners.</li> <li>○ ELD focused tutoring after school with ELD teachers</li> <li>○ There are two paraeducators to support students with disabilities, as well as two Behavior Intervention Implementation (BII).</li> <li>○ Counseling services for newcomers</li> <li>○ Multi-Tiered System of Supports (MTSS) for students, with clear supports for those in Tiers 1, 2, or 3.</li> <li>○ Principal attended a Homeless Education and Foster Youth Services Workshop 101 on 10/12/2018 proved by Foster Youth Services Coordinating Program</li> <li>○ Student Support and Progress Team meetings occur monthly to discuss students' needs, strategies, etc.</li> </ul> </li> </ul> <p><b>O6:</b> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree</p> <ul style="list-style-type: none"> <li>• At the time of the oversight visit, per Welligent reports, there were no overdue IEPs and the 300 report indicated one record in Tier 3, some in Tier 2, and the majority of records were in Tier 1</li> <li>• As evidenced in Binder #3, some of the curriculum and supplemental resources used in the Learning Center include the following: AR Level Books, Wilson Reading System: Just Words, Reading A-Z, Writing A-Z, Excel Math, Prodigy Math Practice, and Write Brain Books Writing Program.</li> </ul> <p><b>O7:</b> The school continues to have a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights</p> <ul style="list-style-type: none"> <li>• As evidenced by LAUSD suspension and expulsion data reports, MSA 7 continues to have 0% suspensions and 0% expulsions.</li> <li>• Student survey indicate the following: Climate of Support for Academic Learning at 82%; Knowledge and Fairness of Discipline, Rules, and Norms at 77%; Overall School Experience at 89%; Safety at 65%; and Sense of Belonging at 76%</li> </ul>	



LAUSD CHARTER SCHOOLS DIVISION

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Please see summary for **A2** and **O4** that details what MSA 7 is doing to improve academic achievement for all students, especially in the area of math and for English Learners.

Corrective Action Required

None noted that require immediate action to remedy concerns indicated in this report.

Notes: None

***\*NOTE: A charter school shall receive a rating of 1 in this category for any of the following reasons: (1) Failed to have Health, Safety, and Emergency Plan in place; (2) Failed to conduct child abuse mandated reporter training in accordance with AB 1432; (3) Failed to complete criminal background clearances for all new staff (as defined on the ESSA Grid) prior to employment; or (4) Failed to obtain DOJ clearance certification, as appropriate, from a vendor. A charter school cannot receive a rating in this category greater than 2 if any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.***



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**O1: SCHOOL SAFETY AND OPERATIONS: SCHOOL SAFETY PLAN AND PROCEDURES - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #1**

*The school has a system in place to ensure that:*

- The school has a current site-specific comprehensive Health, Safety, and Emergency Plan  
(Note: for co-locations, the charter school complies with the District school’s Health, Safety and Emergency Plan)
- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol)
- School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting in accordance with the requirements of AB 1432
- School staff receives annual training on the handling of bloodborne pathogens
- The school has a Visitor’s policy and it’s visible in the main office
- A Pupil Suicide Prevention Policy (grades 7-12) is in place, in compliance with AB 2246

	Rubric	Sources of Evidence
<b>Performance</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety</li> <li><input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety</li> <li><input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety</li> <li><input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b></li> <li><input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan <b>(B3.1b)</b></li> <li><input checked="" type="checkbox"/> Evacuation route maps <b>(B3.1b)</b></li> <li><input checked="" type="checkbox"/> Documentation of emergency drills and training <b>(B3.1c)</b></li> <li><input checked="" type="checkbox"/> Evidence of provision and location of onsite emergency supplies <b>(B3.1c)</b></li> <li><input type="checkbox"/> Evidence of AB 2246 implementation (grades 7-12) <b>(B3.1e)</b></li> <li><input checked="" type="checkbox"/> Child abuse mandated reporter training documentation <b>(B3.1d and B3A.4)</b></li> <li><input checked="" type="checkbox"/> Bloodborne pathogens training documentation <b>(B3.13 and B3A.4)</b></li> <li><input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2018-2019</i> (“ESSA Grid”) <b>(B3A)</b></li> <li><input checked="" type="checkbox"/> Site/classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>





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DATE OF VISIT: 4/3/2019**O2: HEALTH AND SAFETY - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #2*****The school has a system in place to ensure that:***

- For each school site, the school has a current site-specific Certificate of Occupancy or equivalent that authorizes the current use of the site
- School provides documentation of student immunization and
- School provides documentation of health screening per applicable law and terms of the charter
- School maintains an emergency epinephrine auto-injectors (“epi-pen”) onsite and has provided training to volunteer staff member(s) in the storage and emergency use of the epi-pen

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Certificate of Occupancy or equivalent <b>(B3.2a)</b> <input checked="" type="checkbox"/> Evidence of student immunization <b>(B3.2b)</b> <input checked="" type="checkbox"/> Evidence of health screening <b>(B3.2b)</b> <input checked="" type="checkbox"/> Epi-pen documentation <b>(B3.2c)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O3: STANDARDS-BASED INSTRUCTION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #3****The school has:**

- Implemented standards-based instruction schoolwide in accordance with the California academic content standards, including the California Common Core State Standards (CA CCSS), that are applicable to the grade levels served
- Demonstrated evidence of implementation of the California Next Generation Science Standards
- Obtained WASC accreditation (**high schools only**)
- Implemented a system to monitor student progress toward and completion of graduation and A-G requirements (**high schools only**)
- Received UC/CSU approval of courses (UC Doorways) (**high schools only**)

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school has fully-implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has substantially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has partially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has minimally implemented, or not at all, grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS	<input checked="" type="checkbox"/> Evidence of standards-based instructional program ( <b>B3.3a</b> ) <input checked="" type="checkbox"/> Evidence of implementation of CA NGSS ( <b>B3.3a</b> ) <input checked="" type="checkbox"/> LCAP ( <b>B3.3b</b> ) <input type="checkbox"/> Evidence of technology readiness to administer CAASPP assessments ( <b>B3.3c</b> ) <b>*new schools only</b> <input checked="" type="checkbox"/> WASC documentation ( <b>B3.3d</b> ) <input type="checkbox"/> UC Doorways course approval documentation ( <b>B3.3d</b> ) <input checked="" type="checkbox"/> Evidence of implementation of Transitional Kindergarten ( <b>B3.3i</b> ) <input checked="" type="checkbox"/> Professional development documentation ( <b>B3.4b</b> ) <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #4****The school:**

- Implements the differentiation, intervention, and other instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all subgroups identified in the school's LCAP and by CDE
- Disaggregates and analyzes data on a regular basis to address individual student needs
- Implements, monitors, and modifies, as appropriate, its Master Plan for English Learners (EL identification, designated and integrated ELD instruction, progress monitoring, assessment, and reclassification)
- Has appointed a designee to assist and support foster youth

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has fully implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and modifies instruction based on data analysis <input checked="" type="checkbox"/> The school has substantially implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis <input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis <input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and does not consistently modify instruction based on data analysis	<input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for all students, including but not limited to foster youth, at-risk students, and high performing students <b>(3.3j)</b> <input checked="" type="checkbox"/> Implementation of the school's English Learner Master Plan <b>(B3.3b)</b> <input checked="" type="checkbox"/> Evidence of implementation of data analysis system program <b>(B2.2)</b> <input checked="" type="checkbox"/> School Internal Assessment Data Report, or equivalent <b>(B2.2)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O5: IMPLEMENTATION OF KEY FEATURES OF EDUCATIONAL PROGRAM - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #5***The school has implemented the key features components of the educational program described in the school's charter*

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school has fully implemented the key features of the educational program described in the charter <input type="checkbox"/> The school has substantially implemented the key features of the educational program described in the charter <input type="checkbox"/> The school has partially implemented the key features of the educational program described in the charter <input type="checkbox"/> The school has minimally implemented, or not at all, the key features of the educational program described in the charter	<input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of implementation of key features of educational program <b>(B3.3k)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O6: SPECIAL EDUCATION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #6***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs and the terms of the Modified Consent Decree
- Provides special education training for staff in accordance with requirements of the Modified Consent Decree
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input checked="" type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for students with disabilities <b>(B3.3j)</b> <input checked="" type="checkbox"/> Self-Review Checklist <b>(B3.4a)</b> <input checked="" type="checkbox"/> Other special education documentation <b>(B3.4a)</b> <input checked="" type="checkbox"/> Consultation with Charter Operated Programs office <input checked="" type="checkbox"/> Welligent reports and/or other MCD documentation, including from the Division of Special Education <b>(B3.4a)</b> <input type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O7: SCHOOL CLIMATE AND STUDENT DISCIPLINE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #7**

*The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with the principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student subgroups

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of tiered behavior intervention, such as SST/COST <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of alternatives to suspension <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of implementation of schoolwide positive behavior support system <b>(B3.4c)</b> <input checked="" type="checkbox"/> Evidence of data monitoring <b>(B3.4c)</b> <input checked="" type="checkbox"/> LAUSD ODA suspension and expulsion data reports <b>(B2.1)</b> <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify) <input checked="" type="checkbox"/> Suspension rates, and disproportionality rates



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DATE OF VISIT: 4/3/2019**O8: PROFESSIONAL DEVELOPMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #8*****The school:***

- Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs
- Provides faculty and other instructional staff with professional development opportunities to improve instructional practice
- Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has fully implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input checked="" type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP ( <b>B3.3b</b> ) <input checked="" type="checkbox"/> Professional development documentation (e.g. professional development calendar, agendas and sign-ins) ( <b>B3.4b</b> ) <input type="checkbox"/> Interview of teachers and/or other staff <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O9: STAKEHOLDER COMMUNICATION AND INVOLVEMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #9**

*The school has a stakeholder communication system for gathering input, facilitating and encouraging involvement, sharing information, and resolving concerns, which:*

- Engages in communication that notifies parents and other stakeholders of the process for resolving concerns, including how they may contact board members, and supports students, families, and other stakeholders in effectively resolving concerns
- Provides all stakeholders (e.g., parents/guardians, students, and teachers) with appropriate, accessible and relevant information about individual student and schoolwide academic progress and performance
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements (*high schools only*)
- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school's charter, and the school LCAP

Rubric		Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a well-developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns		<input checked="" type="checkbox"/> Parent-Student Handbook ( <b>B1.10</b> ) <input checked="" type="checkbox"/> LCAP ( <b>B3.3b</b> ) <input checked="" type="checkbox"/> Evidence of stakeholder consultation ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of parent/stakeholder involvement and engagement ( <b>B3.4d</b> )
<b>Performance</b>	<input type="checkbox"/> The school has a partially developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Evidence of sharing accessible and relevant information about individual student and schoolwide academic progress and performance with all stakeholders as appropriate ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of communication to parents and other stakeholders of complaint resolution process(es) ( <b>B3.4d</b> ) <input type="checkbox"/> Evidence that parents are informed about transferability of courses/course credit and eligibility to meet A-G requirements ( <b>B3.4d</b> ) <input checked="" type="checkbox"/> Evidence of provision of stakeholder access to school's approved charter ( <b>B3.4d</b> ) <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 4/3/2019**O10: STAKEHOLDER COMMUNICATION AND TRANSPARENCY- ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #10**

*The school's documents that are available both manually and electronically (website preferred) serve as a vehicle for transparency through its displays and provision of information.*

- Information is easily accessible to the public and school stakeholders
- UCP and all complaint procedures
- Title IX information in accordance with SB 1375\*\*
- AB 2246 Suicide Prevention applicable posting (Gr 7-12)
- Applicable categories described in Charter School Transparency Resolution

\*\*required on website

Rubric	Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a well-developed communication system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed communication system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed communication system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website	<input checked="" type="checkbox"/> Review of the availability of information to the public/stakeholders <b>(B3.4e)</b> for: <ul style="list-style-type: none"> <li>• SB 1375 Information</li> <li>• UCP Procedure and Forms</li> <li>• Complaint Forms</li> <li>• AB 2246 (grades 7-12)</li> <li>• LCAP</li> <li>• Financial Audit</li> <li>• Student Demographics</li> <li>• Student Achievement Information</li> </ul>





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**O11: EVALUATION OF SCHOOL STAFF - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #11**

*The school has a system in place for the evaluation of school staff designed to ensure that:*

- the school’s educational program yields high student achievement
- the school complies with all applicable legal requirements

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evidence of staff evaluation system <b>(B3.4f)</b> <input type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

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DATE OF VISIT: 4/3/2019**O12: CLEARANCES AND CREDENTIALING COMPLIANCE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #12**

*The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:*

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform schoolsite services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

	<b>Rubric</b>	<b>Sources of Evidence</b>
<b>Performance</b>	<input checked="" type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times <input type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2017-2018</i> form (“ESSA Grid”) <b>(B3A.1a)</b> <input checked="" type="checkbox"/> Staff rosters and school master schedule <b>(B3A.1 b and c)</b> <input checked="" type="checkbox"/> Custodian(s) of Records documentation <b>(B3A.1d)</b> <input checked="" type="checkbox"/> Criminal Background Clearance Certifications <b>(B3A.2)</b> <input checked="" type="checkbox"/> Teaching credential/authorization documentation <b>(B3A.2a)</b> <input checked="" type="checkbox"/> Vendor certifications <b>(B3A.5)</b> <input type="checkbox"/> Volunteer (TB) risk assessment/clearance certification <b>(B3A.6)</b> <input type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to ORGANIZATIONAL MANAGEMENT (if applicable):**

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019

8014	2015-16					2016-17					2017-18				
	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
<b>Magnolia Science Academy 7</b>															
Cash and Cash Equivalents		1,158,938	480,118	909,182	914,277		418,153	418,912	830,140	830,140		951,941	1,008,028	1,269,979	1,269,979
Current Assets		1,586,116	946,936	1,781,779	1,427,398		1,088,560	1,097,540	1,241,021	1,237,021		1,338,710	1,366,084	1,607,504	1,610,557
Fixed and Other Assets		50,619	38,801	38,801	42,801		200,208	61,884	31,590	35,589		78,421	65,317	168,098	175,325
<b>Total Assets</b>		1,636,735	985,737	1,820,580	1,470,199		1,288,768	1,159,424	1,272,610	1,272,610		1,417,131	1,431,401	1,775,602	1,785,882
Deferred Outflow		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		687,998	4,150	870,316	522,847		281,541	232,528	254,417	260,280		263,151	329,510	276,944	287,686
Long Term Liabilities		0	0	11,156	0		0	14,500	0	0		0	0	0	0
<b>Total Liabilities</b>		687,998	4,150	881,472	522,847		281,541	247,028	254,417	260,280		263,151	329,510	276,944	287,686
Unfunded OPEB Liabilities/Deferred Inflow		0	0	0	0		0	0	0	0		0	0	0	0
<b>Net Assets</b>		948,737	981,587	939,108	947,352		1,007,228	912,396	1,018,193	1,012,330		1,153,980	1,101,891	1,498,659	1,498,196
Total Revenues	3,398,157	3,501,595	3,523,814	3,461,008	3,515,135	3,692,766	3,817,312	3,625,736	3,551,194	3,620,605	3,503,588	3,527,538	3,695,027	3,784,761	3,851,149
Total Expenditures	3,206,602	3,314,881	3,379,728	3,359,402	3,405,285	3,657,044	3,757,437	3,660,692	3,480,352	3,555,627	3,468,344	3,391,751	3,605,465	3,298,432	3,365,283
<b>Net Income / (Loss)</b>	191,555	186,714	144,086	101,606	109,850	35,722	59,876	(34,956)	70,841	64,978	35,244	135,787	89,561	486,329	485,866
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	191,555	186,714	144,086	101,606	109,850	35,722	59,876	(34,956)	70,841	64,978	35,244	135,787	89,561	486,329	485,866
Net Assets, Beginning	846,263	762,023	762,023	762,024	837,502	981,587	939,108	939,108	939,108	947,352	912,396	1,018,193	1,018,193	1,012,330	1,012,330
Adj. for restatement / Prior Yr Adj	0	0	75,478	75,478	0	0	8,244	8,244	8,244	0	0	0	(5,863)	0	0
<b>Net Assets, Beginning, Adjusted</b>	846,263	762,023	837,501	837,502	837,502	981,587	947,352	947,352	947,352	947,352	912,396	1,018,193	1,012,330	1,012,330	1,012,330
<b>Net Assets, End</b>	1,037,818	948,737	981,587	939,108	947,352	1,017,309	1,007,228	912,396	1,018,193	1,012,330	947,640	1,153,980	1,101,891	1,498,659	1,498,196

8014	Audited Financials					2018-19				
	2014-15	2015-16	2016-17	2017-18	2018-19	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
<b>Magnolia Science Academy 7</b>										
Cash and Cash Equivalents	924,010	914,277	830,140	1,269,979	0		0	601,058	0	0
Current Assets	1,560,122	1,427,398	1,237,021	1,610,557	0		0	1,143,608	0	0
Fixed and Other Assets	55,040	42,801	35,589	175,325	0		0	152,110	0	0
<b>Total Assets</b>	1,615,162	1,470,199	1,272,610	1,785,882	0		0	1,295,718	0	0
Deferred Outflow	0	0	0	0	0		0	0	0	0
Current Liabilities	777,660	522,847	260,280	287,686	0		0	75,286	0	0
Other Long Term Liabilities	0	0	0	0	0		0	0	0	0
Unfunded OPEB Liabilities/Deferred Inflow	0	0	0	0	0		0	0	0	0
<b>Total Liabilities</b>	777,660	522,847	260,280	287,686	0		0	75,286	0	0
<b>Net Assets</b>	837,502	947,352	1,012,330	1,498,196	0		1,311,921	1,220,432	0	0
Total Revenues	2,978,484	3,515,135	3,620,605	3,851,149	0	3,706,710	3,781,111	4,008,044	0	0
Total Expenditures	2,739,495	3,405,285	3,555,627	3,365,283	0	3,607,797	3,967,849	4,285,808	0	0
<b>Net Income / (Loss)</b>	238,989	109,850	64,978	485,866	0	98,912	(186,738)	(277,764)	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	238,989	109,850	64,978	485,866	0	98,912	(186,738)	(277,764)	0	0
Net Assets, Beginning	598,513	837,502	947,352	1,012,330	0	1,101,891	1,498,659	1,498,658	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	0	0	(462)	0	0
<b>Net Assets, Beginning, Adjusted</b>	598,513	837,502	947,352	1,012,330	0	1,101,891	1,498,659	1,498,196	0	0
<b>Net Assets, End</b>	837,502	947,352	1,012,330	1,498,196	0	1,200,803	1,311,921	1,220,432	0	0



LAUSD CHARTER SCHOOLS DIVISION

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DATE OF VISIT: 4/3/2019**FISCAL OPERATIONS****RATING**

You have been assessed by the Fiscal Oversight team and you are receiving the rating of 4, Accomplished.

4

**Other circumstances and information could influence the rating and are noted in this evaluation.**

MSA 7's fiscal condition is positive and has been upward trending since the 2014-2015 fiscal year. According to the 2017-2018 independent audit report, the school had positive net assets of \$1,498,196 and net income of \$485,866. The 2018-2019 Second Interim projects positive net assets of \$1,220,432 and a net loss of **(\$277,764)**.

According to MSA 7's independent audit report dated June 30, 2018, MSA 7 is one of 10 schools operated by MERF. MERF currently has four schools that are authorized by the Los Angeles Unified School District (LAUSD). MERF's fiscal condition is strong. MERF and its charter schools reported positive net assets of \$26,910,962 and net income of \$5,432,552. MERF, without its charter schools, reported positive net assets of \$793,961 and net income of \$1,560,739. According to MERF, during 2017-2018, MSA 7 paid management fees of \$547,935 to MERF for administrative services such as: finance and accounting, human resources and employee relations, Home Office management, information technology, operational compliance support, growth and facilities management, parent and community engagement, and programmatic compliance. These management fees were calculated based on a variable rate driven by the Average Daily Attendance (ADA) for each of the MERF charter schools.

**Areas of Demonstrated Strength and/or Progress:**

1. The school's fiscal condition is positive.

	2014-2015 (Audited Actuals)	2015-2016 (Audited Actuals)	2016-2017 (Audited Actuals)	2017-2018 (Audited Actuals)	2018-2019 (Second Interim)
Net Assets	\$837,502	\$947,352	\$1,012,330	\$1,498,196	\$1,220,432
Net Income/Loss	\$238,989	\$109,850	\$64,978	\$485,866	<b>(\$277,764)</b>
Transfers In/Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/3/2019**2. Status of March 2015 Settlement Agreement:**

On or about March 20, 2015, LAUSD and MERF entered into a Settlement Agreement, whereby the parties agreed to resolve a lawsuit filed by MERF when LAUSD rescinded the conditional renewals of Magnolia Science Academy 6, 7, and 8. The terms and conditions set forth in Paragraph 8 of the Settlement Agreement stated: “MERF agrees to be subject to fiscal oversight during fiscal year 2015-2016 by the Fiscal Crisis & Management Assistance Team (FCMAT), or a reasonably equivalent fiscal organization, which would oversee MERF’s fiscal operations.”

On September 7, 2017, MERF provided the final management letter from FCMAT (and the first management letter from School Services of California [SSCal], which was contracted by MERF in May 2017 to continue the fiscal oversight initiated by FCMAT). On August 2, 2018, the CSD received SSCal’s final management letter dated July 27, 2018. On August 20, 2018, MERF submitted its response and action plan to the CSD derived from SSCal’s recommendations to MERF articulated in its final management letter.

Based on the CSD’s observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). Based on the CSD’s 2018-2019 oversight review, the CSD noted that, effective July 1, 2018, MERF contracted with a new back office services provider firm, Delta Managed Solutions (DMS). In addition, the CSD was advised that MERF had integrated the Escape School Ability (“SchoolAbility”) financial software, which incorporates its purchasing and accounting processes into a single database. The CSD was further advised that SchoolAbility’s purchasing, payables, budget, and financial reporting modules/functions are compliant and compatible with the Standardized Account Code Structure (SACS) financial report format. According to MERF, the DMS staff and SchoolAbility consultants have provided MERF and school users (i.e., the MERF Home Office staff, school Principals, Office Managers, and other school staff and teachers) with initial training on the implementation of SchoolAbility. This training involved a combination of onsite visits and full-day training sessions at both the MERF Home Office and individual school locations. MERF declared that SchoolAbility enables the generation of real-time reports for items including budget status, purchase requests, encumbrances, payments processed, and other pertinent accounting records. Moreover, the CSD was advised that the implementation of SchoolAbility was a component of MERF’s action plan to address some of the issues outlined in SSCal’s recommendations to MERF. The CSD will continue to monitor MERF’s progress in addressing the remaining issues cited and implementing the recommendations from SSCal’s July 27, 2018 final management letter.

**Areas Noted for Further Growth and/or Improvement:**

No significant items noted.



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**Other Observations (Items described in this section, while not addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).**

**Itemized Receipts for Credit Card Purchases:**

Based on the CSD's review of the school's credit card statements for the period spanning from June 2018 through December 2018, a sample of 17 transactions were selected for further review. The CSD noted that one of these items lacked an itemized receipt (which was purchased with the school credit card ending in 91003, in the amount of \$66.00, dated 10/27/2018 and payable to Dominos Pizza). However, MERF provided documentation which referenced the proper approval and supported this transaction.

The CSD noted that MERF's Fiscal Policies and Procedures (FPP's) were silent regarding itemized receipts as part of its required documentation for credit card purchases. The CSD recommends that MERF update its FPP's, to include the mandatory submission of itemized receipts to support all purchases.

The Charter Schools Division will review the recommended updates to the school's fiscal policies by the next oversight visit. The results may be factored into the school's rating for next year.

**Corrective Action Required:**

None noted that require immediate action to remedy concerns noted in this report.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 4/3/2019**Notes:**

1. Reviewed independent audit report for the fiscal year ended June 30, 2018 and noted the following:
  - a. Audit opinion: Unmodified
  - b. Material weaknesses: None Reported
  - c. Deficiencies/Findings: None Reported
2. Reviewed bank statements and bank reconciliations from July 2018 through December 2018. Selected the months of July 2018 through December 2018 for sample testing. No discrepancies were noted.
  - a. Citi Bank Checking Account Ending in X5041 (MSA 4)
  - b. Citi Bank Checking Account Ending in X6769 (MSA 4)
  - c. Citi Bank Checking Account Ending in X6121 (MSA 6)
  - d. Citi Bank Checking Account Ending in X2703 (MSA 7)
3. Reviewed credit card statements from June 2018 through December 2018. Selected the month of June 2018 and additional random transactions from all of the MSA schools authorized by LAUSD. The CSD's observations were noted in the Other Observations section above.
  - a. American Express Credit Card Ending in X2002 (Chief Financial Officer, MSA 4)
  - b. American Express Credit Card Ending in X1000 (Chief Financial Officer, MSA 6)
  - c. American Express Credit Card Ending in X2005 (Chief Financial Officer, MSA 7)
  - d. American Express Credit Card Ending in X1006 (Chief Financial Officer, MSA 8)
4. Reviewed the following 21 checks and 12 debit/credit transactions. No discrepancies were noted.
  - a. Check numbers: 42714, 42951, 42965, 42969, 62696, 70005, 70006, 70026, 73320, 73343, 73353, 73369, 73400, 82911, 90033, 90067, 90068, 90088, DDP-00000012, DDP-00000022, and DDP-00000014 (Operating Accounts)
  - b. Debit Transactions [transaction dates and amounts]: (1) 7/2/2018 – \$3,125.17; (2) 7/3/2018 – \$2,530.90; (3) 8/1/2018 – \$6,471.43; (4) 8/29/2018 – \$25.00; (5) 8/31/2018 – \$20,543.81; (6) 7/3/2018 – \$297.64; (7) 7/3/2018 – \$424.64; (8) 7/3/2018 – \$469.89; (9) 7/12/2018 – \$40.00; (10) 7/18/2018 – \$148,562.90; (11) 8/13/2018 – \$82,619.67; and (12) 9/20/2018 – \$600,000.00 (Operating Accounts)
5. Per the 2017-2018 audit report, the school's cash and cash equivalents is \$1,269,979, and total expenditures equal \$3,365,283. Therefore, the school's cash reserve level is 37.74%, which exceeds the recommended 5%.
6. A copy of the charter school's organizational chart, which depicts the current reporting structure of the charter school, including but not limited to, any board member or school employee with responsibilities outlined within the charter school's financial policies and procedures was provided.
7. A Segregation of Duties (SOD) review was conducted at MSA Bell. No discrepancies were noted.
8. MERF provided documentation from CharterSafe, which disclosed eight pending legal matters. Magnolia asserted that all of these matters are covered by MERF's insurance. MERF further stated: "None of these matters has a material impact on the financial viability of the project or School/borrower/project sponsor."
9. Governing board meeting minutes reflecting the presentation of financial reports, such as balance sheets, income statements, and cash flow statements were provided.
10. Governing board meeting minutes reflecting the adoption of the 2018-2019 budget were provided.
11. Governing board meeting minutes reflecting the receipt, review, and approval of interim financial reports submitted to LAUSD were provided.
12. Governing board meeting minutes reflecting the selection of the current independent auditor were provided.
13. Governing board meeting minutes reflecting the approval of the current fiscal policies and procedures were provided.



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14. Governing board meeting minutes reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report were provided.
15. Governing board meeting minutes reflecting the approval of the management fees, licensing fees, or other related party fees were provided.
16. Governing board meeting minutes reflecting the discussion of the most current independent audit report were provided.
17. Evidence of MSA 7 offering STRS, PERS, and/or Social Security benefits to its employees and proof of payment was provided.
18. Equipment inventory was provided.
19. The 2018-2019 LCAP was submitted to LAUSD.
20. The EPA allocation and expenditures are posted on the charter school's website.
21. The 2017-2018 audited and unaudited actuals nearly mirror each other.

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):**

N/A





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**Existing School** – a charter school that has at least one annual independent audit on file with the Charter Schools Division [Possible Rating 1-4]

**New School** – a charter school that does not have an independent audit on file with the Charter Schools Division [Possible Rating 1-2]

<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the prior two audits;</li> <li>2. The two most current audits show no material weaknesses, deficiencies and/or findings;</li> <li>3. All vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school’s website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner; and</li> <li>14. Audited and unaudited actuals nearly mirror each other; and</li> <li>15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement</li> </ol>	<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the most current audit;</li> <li>2. The most current audit shows no material weaknesses, deficiencies and/or findings;</li> <li>3. Vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school generally adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school’s website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner;</li> <li>14. There are no significant recurring issues; and</li> <li>15. Audited and unaudited actuals nearly mirror each other.</li> </ol>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

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<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>
<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 4% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 5% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salary schedules/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>	<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 3% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 4% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salaries schedule/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019

<p><b><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></b></p>	<p><b><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></b></p>
<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive, or net assets are negative with strong trend toward positive ( be positive at the end of the third year, per applicable audit, and beyond);</li> <li>2. Vendors and staff are paid in a timely manner;</li> <li>3. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>4. Governing board adopts the annual budget;</li> <li>5. The EPA allocation and expenditures are posted on the charter school's website;</li> <li>6. The LCAP is submitted to the appropriate agencies;</li> <li>7. Have an audit conducted annually by an independent auditing firm; and</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD.</li> </ol> <p><b><u>Note:</u></b> Other circumstances and information could influence the rating and will be noted in the evaluation.</p> <p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. The cash balance at the beginning of the school year is positive;</li> <li>2. Enrollment is stable or changing at a manageable rate (Enrollment changes are reflected in annual budget and facilities);</li> <li>3. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>4. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting;</li> </ol>	<p><b><u>Existing Schools (based on the most current audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019

*An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.*

5. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;
6. **Current** audit shows no material weaknesses, deficiencies and/or findings;
7. Charter school adheres to the governing board approved Fiscal Policies and Procedures;
8. There is no apparent conflict of interest;
9. Governing board approves any amendment(s) to the charter school's budget; and
10. Governing board approved LCAP is posted on the charter school's website.

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.

*An existing school would be assessed as Unsatisfactory based on the statements below:*

Note: Other circumstances and information could influence the rating and will be noted in the evaluation.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy 7

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 4/3/2019

<p><b><i>A new school that meets all of the Required criteria listed below would be assessed eligible to be considered as Developing.</i></b></p>	<p><b><i>A new school would be assessed as Unsatisfactory based on the statements below:</i></b></p>
<p><b><u>New Schools:</u></b></p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. A new school is one that does not have an independent audit on file with the Charter Schools Division.</li> <li>2. If enrollment is below the funding survey, the charter school has made significant adjustments in their operations to allow for the reduced income, and submitted a revised three-year budget and three-year cash flow statement.</li> <li>3. Projected debt is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school.</li> <li>4. Interim reports and unaudited actuals project:       <ol style="list-style-type: none"> <li>a. Positive net assets</li> <li>b. Expenses less than revenues</li> <li>c. Projected expenses and revenues have no significant variance from budget</li> </ol> </li> <li>5. As a practice, the governing board receives and reviews the charter school's financial reports as evidenced by the governing board meeting minutes.</li> <li>6. The LCAP is submitted to the appropriate agencies.</li> <li>7. The EPA allocation and expenditures are posted on the charter school's website, if applicable.</li> </ol> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><b><u>New Schools:</u></b></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. A charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



# **LOS ANGELES UNIFIED SCHOOL DISTRICT**

## **CHARTER SCHOOLS DIVISION**

### **ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT**

### **2018-2019 SCHOOL YEAR**

### **FOR**

**MAGNOLIA SCIENCE ACADEMY BELL - 5166**

Name and Location Code of Charter School

#### **LAUSD Vision**

Every student will receive a quality education in a safe, caring environment, and will be college-prepared and career-ready.

#### **CSD Mission**

The LAUSD Charter Schools Division (CSD) fosters high quality educational opportunities and outcomes for students in the greater Los Angeles community through exemplary charter public school authorizing, oversight, and sharing of promising practices so that all students maximize their potential.

#### **CSD Core Values**

We believe that our success depends on:

- Making decisions that put the interests of students first.
- Serving with high expectations, integrity, professionalism, and commitment.
- Employing authentic, responsive, and effective leadership and teamwork.
- Continuously learning as a dynamic organization.
- Building and sustaining a healthy workplace culture where high performance, diversity, and creativity thrive.
- Developing productive relationships with our charter schools and all stakeholders.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<b>Charter School Name:</b>	<b>Magnolia Science Academy BELL (PSC)</b>			<b>Location Code:</b>	<b>5166</b>
<b>Current Address:</b>	<b>City:</b>	<b>ZIP Code:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>6411 Orchard Avenue</b>	<b>Bell</b>	<b>90201</b>	<b>323-826-3925</b>	<b>323-826-3926</b>	
<b>Current Term of Charter:</b>			<b>LAUSD Board District:</b>	<b>LAUSD District:</b>	
<b>July 1, 2015 to June 30, 2020</b>			<b>5</b>	<b>South</b>	
<b>Number of Students Currently Enrolled:</b>	<b>Enrollment Capacity Per Charter:</b>	<b>Grades Currently Served:</b>		<b>Grades To Be Served Per Charter:</b>	
<b>462</b>	<b>492</b>	<b>6<sup>th</sup> – 8<sup>th</sup></b>		<b>6<sup>th</sup> – 8<sup>th</sup></b>	
<b>Total Number of Staff Members:</b>	<b>39</b>	<b>Certificated:</b>	<b>22</b>	<b>Classified:</b>	<b>17</b>
<b>Charter School's Leadership Team Members:</b>		<b>Jason Hernandez, Principal; Arturo Prado, AP; Maria Mendoza, AP; Sam Fagnoli AP</b>			
<b>Charter School's Contact for Special Education:</b>		<b>Cecilia Martinez, Special Education Coordinator</b>			
<b>CSD Assigned Administrator:</b>	<b>Yolanda Jordan</b>		<b>CSD Fiscal Services Manager:</b>	<b>Lourdes Echavarria</b>	
<b>Other School/CSD Team Members:</b>	<b>Sarah Ziegenhorn</b>				
<b>Oversight Visit Date:</b>	<b>February 6, 2019</b>		<b>Fiscal Review Date (if different):</b>	<b>January 31, 2019</b>	
<b>Is school located on a District facility? If so, please indicate the applicable program (e.g. Prop 39, PSC, conversion, etc.):</b>	<b>PSC</b>		<b>LAUSD Co-Location Campus (if applicable):</b>	<b>Orchard Academies</b>	
			<b>DATE OF CO-LOCATION MEETING WITH OPERATIONS TEAM:</b>	<b>N/A</b>	

<b>SUMMARY OF RATINGS</b>			
<i>(4)=Accomplished (3)=Proficient (2)=Developing (1)=Unsatisfactory</i>			
<b>Governance</b>	<b>Student Achievement and Educational Performance</b>	<b>Organizational Management, Programs, and Operations</b>	<b>Fiscal Operations</b>
<b>4</b>	<b>3</b>	<b>3</b>	<b>4</b>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

## CHARTER RENEWAL CRITERIA

In accordance with Education Code §§ 47605 and 47607, in order to renew a charter, the District must determine whether the charter school has met the statutory requirements. Pursuant to the requirements of SB 1290, the District “shall consider increases in pupil academic achievement for all groups of pupils served by the charter school as the most important factor in determining whether to grant a charter renewal.” Ed. Code § 47607(a)(3)(A).

## REPORT GUIDE

In conducting oversight as a charter school authorizer, the District places an emphasis on performance and compliance with applicable law, policy, and the approved charter, as well as on the lead fiduciary role of a charter school’s governing board in the overall success of the school for students. Information gathered through oversight serves as part of the school’s ongoing record of performance and provides important data for the CSD, LAUSD Superintendent, and ultimately the LAUSD Board of Education in making informed decisions about charter school authorization. In designing this document, the District has considered California charter school law, as well as the California State Board of Education’s criteria for evaluating charter schools and the National Association of Charter School Authorizers’ *Principles and Standards of Quality Authorizing*. This reporting tool provides guidelines and criteria used by the CSD to observe, record, assess, and reflect with the charter school on school performance as captured during the annual oversight visit process in these four categories:

**Governance** – demonstrating fulfillment of the governing board’s fiduciary responsibility to effectively direct and provide oversight for the charter public school, including but not limited to enactment and monitoring of policies and procedures to ensure the school’s full compliance with applicable law, policy, and the terms of the charter approved by the LAUSD Board of Education

**Student Achievement and Educational Performance** – demonstrating academic achievement and growth for all students

**Organizational Management, Programs, and Operations** – demonstrating effective leadership and implementation of the governing board’s policies and procedures, as well as the school’s educational program and systems and procedures for the day-to-day operations of the school

**Fiscal Operations** – demonstrating sound fiscal management, appropriate use of public funds, and compliance with regulatory requirements

This report, including the ratings in each category, is based on information and evidence gathered at the time of the annual oversight visit. The CSD considers evidence provided through CSD staff observations, document review, interviews, and discussion with school representatives and stakeholders. All charter schools are expected to prepare for the visit and have available, as applicable, all documentation requested in the *Annual Performance Based Oversight Visit Preparation Guide 2017-2018*. The “Sources of Evidence” sections below identify key information sources generally relevant to their respective indicators; these lists are not exhaustive, however, and some items may not be applicable to the grades served. Schools may present additional evidence as deemed relevant and appropriate. As needed, CSD staff also may request additional information and/or documentation prior to, during, and/or following the visit.

The tool employs the following four-point rubric to rate the school’s performance in each category: (4) *Accomplished*, (3) *Proficient*, (2) *Developing*, and (1) *Unsatisfactory*. In addition, the *Summary of School Performance* section in each category captures key findings under one or more of the following headings: (1) Areas of Demonstrated Strength and/or Progress (Note: potential “promising practices” are identified within this section with an asterisk [\*]); (2) Areas Noted for Further Growth and/or Improvement; and, if applicable, (3) Corrective Action Required. Under “Corrective Action Required,” the CSD reports findings of material noncompliance with applicable law, LAUSD charter policy, or the school’s approved charter. If the report includes any findings under “Corrective Action Required,” the charter school must take immediate and appropriate steps to remedy the identified concern. In accordance with its “tiered intervention” approach to charter school non-compliance and poor performance, the CSD may also send the school appropriate notices, separate and apart from this report, to provide and document time-specific follow-up as necessary. At the other end of the spectrum of performance, any school that earns a rating of *Accomplished* in any category is encouraged to submit to the CSD a summary of those “promising practices” that the school believes have contributed to its success, in order to support the CSD’s ongoing efforts to promote and facilitate reciprocal sharing of promising practices among education leaders from across the entire portfolio of LAUSD schools.





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

GOVERNANCE	RATING*
Summary of School Performance	4
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>G1:</b> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) as evidenced by Board meeting agendas and minutes, organizational chart, and committees/council agendas and minutes.</p> <p><b>G2:</b> The Governing Board complies with all material provisions of the Brown Act</p> <ul style="list-style-type: none"> <li>As evidenced by the school's website and items in Binder#1, the Magnolia Educational &amp; Research Foundation (MERF) Board meet regularly, meetings are conducted openly, and provide opportunities for public participation.</li> <li>As evidenced by the school's website, the MERF Board complies with AB 2257 (a current board meeting agenda must be posted on the homepage of the charter school's primary website, and accessible through a prominent, direct link), which became effective January 1, 2019.</li> </ul> <p><b>G3:</b> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public</p> <ul style="list-style-type: none"> <li>As evidenced by the school's website and in Binder #1, there is documentation of policies and procedures in the areas of student discipline, employee grievances and discipline, parent/stakeholder complaint resolution process, and Uniform Complaint Procedures</li> <li>Evidence of AB699 (Educational equity; immigration and citizenship status) is included in the Student/Parent Handbook in both English and Spanish</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>None</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	
<p>Notes: MPS leadership shared some updates in its policies, procedures, and systems that are in place and will be implemented to ensure that all schools are compliant with AB1432. Some of the updates include the following:</p> <ul style="list-style-type: none"> <li>Upon MERF Human Resources annual review of the MERF employee handbook with its legal counsel, updates will be made as necessary and will be presented to the MERF Board for approval.</li> <li>MERF HR will review and explain the compliance checklist, which includes AB 1432 training, with the school principals to implement the mandatory trainings to school staff.</li> <li>MERF works with Safe Schools trainings under CharterSafe to assign individual training sessions for many required trainings including the ones required by AB1432. While the legal requirement is for staff to complete within six (6) weeks after the first day of school or employment (whichever is first), MERF internally strongly encourages employee to complete the trainings within four (4) weeks after the first day of school or employment (whichever is first).</li> <li>MERF HR and the school sites work together to make sure all trainings are completed in a timely manner.</li> </ul>	



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

**UPDATE regarding the Settlement Agreement with LAUSD:** Based on the CSD's observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). The CSD will continue to monitor MERF's progress through oversight in addressing the few remaining issues cited and implementing the recommendations from School Services of California's final management letter. Please see further details in the "Areas of Demonstrated Strength and/or Progress" in the Fiscal Operations section below.

**\*NOTE:** *If the CSD gathers or otherwise receives substantial evidence of actual conflict(s) of interest with respect to a governing board member or person in a school leadership position (e.g. CEO or principal), a charter school shall receive a rating of 1 in this category.*



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019**G1: GOVERNANCE STRUCTURE AND EVALUATION OF SCHOOL LEADER(S) - GOVERNANCE QUALITY INDICATOR #1**

*The Governing Board has implemented the organizational structure, roles and responsibilities set forth in the approved charter, including:*

- Governing Board (composition, structure, roles and responsibilities) committees/councils (for example, SSC and ELAC as applicable), including but not limited to those mandated by laws or regulations
- Evaluation of school's executive level leadership

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has fully implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a highly developed system for the evaluation of the school leader(s) <input checked="" type="checkbox"/> The Governing Board has substantially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and an adequately developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has partially implemented the organizational structure set forth in approved charter, including any mandated committees/councils, and a partially developed system for the evaluation of the school leader(s) <input type="checkbox"/> The Governing Board has not implemented the organizational structure set forth in approved charter or any mandated committees/councils, and no system for the evaluation of the school leader(s)	<input checked="" type="checkbox"/> Organization chart <b>(B1.1)</b> <input checked="" type="checkbox"/> Bylaws <b>(B1.2)</b> <input checked="" type="checkbox"/> Board member roster <b>(B1.3)</b> <input checked="" type="checkbox"/> Board meeting agendas, and minutes <b>(B1.4)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Evidence of committee/council calendars, agendas, minutes and sign-ins <input checked="" type="checkbox"/> Documentation related to system for evaluation of executive level administrator(s) who reports to the Board. <b>(B1.7)</b> <input type="checkbox"/> Discussion with leadership <input type="checkbox"/> Other: (Specify)

**G2: BROWN ACT - GOVERNANCE QUALITY INDICATOR #2**

*The Governing Board has a system in place to ensure it is adhering to applicable open meeting requirements, which protect the public interest in transparency and help to ensure that decisions are made without apparent or actual conflicts of interest:*

- Governing Board meetings occur regularly, are conducted openly, and provide opportunity for public participation in accordance with the Brown Act
- Governing Board holds its meetings at a location(s) and in a manner that complies with teleconferencing, closed session, and access and Reasonable Accommodation requirements and the public has access to the meetings from a location(s) within the jurisdictional boundaries of LAUSD, as noted in the charter petition
- Governing Board meeting agendas and minutes are posted and maintained, as appropriate, including on the school's website and in accordance with the Brown Act and with sufficient specificity

	Rubric	Sources of Evidence
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LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board complies with all material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with most material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with some material provisions of the Brown Act <input type="checkbox"/> The Governing Board complies with few material provisions of the Brown Act	<input checked="" type="checkbox"/> Board meeting agendas <b>(B1.4)</b> <input checked="" type="checkbox"/> Board meeting calendar <b>(B1.5)</b> <input checked="" type="checkbox"/> Brown Act training documentation <b>(B1.8)</b> <input checked="" type="checkbox"/> Documentation of the school's agenda posting procedures <b>(B1.9)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**G3: DUE PROCESS - GOVERNANCE QUALITY INDICATOR #3**

*The Governing Board has systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the school's charter, and LAUSD charter policy, to honor and protect the rights of students, employees, parents, and the public in the following areas:*

- Student discipline
- Employee grievances and discipline
- Parent/stakeholder complaint resolution
- Uniform Complaint Procedures

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The Governing Board has highly developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has well-developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has partially developed systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, for students, employees, parents, and the public <input type="checkbox"/> The Governing Board has minimal or no systems in place to ensure that the school provides adequate due process, in accordance with applicable law, the charter, and LAUSD charter policy, in for students, employees, parents, and the public	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Uniform Complaint Procedure documentation <b>(B1.11)</b> <input checked="" type="checkbox"/> Stakeholder complaint procedure(s) <b>(B1.12)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding staff due process <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019**G4: STAFFING - GOVERNANCE QUALITY INDICATOR #4**

*The Governing Board has a system in place to ensure that appropriate employment and other staffing decisions are made in accordance with applicable law and the terms of its approved charter governing qualifications, clearances and credentialing:*

- The Governing Board has established policies and procedures to ensure that faculty, staff, substitute teachers, and other persons providing service in a certificated position, are appropriately credentialed, authorized and/or otherwise qualified for the positions for which they have been employed/contracted and assigned, in accordance with applicable provisions of law and the school's charter.
- The Governing Board has established policies and procedures to ensure that the school obtains all necessary employee clearances, including criminal background and tuberculosis (TB) clearances, prior to employment, and keeps all clearances current.
- The Governing Board has established policies and procedures to ensure that the school obtains, monitors, and maintains all necessary and appropriate vendor certifications/waivers regarding vendor employee clearances, including criminal background and tuberculosis (TB) clearances.
- The Governing Board has established policies and procedures regarding requirements for school volunteers, including criminal background clearances for all volunteers who perform school site services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students per AB 1667.
- The Governing Board has established and monitors policies governing whether and under what circumstances the school may consider, for paid and volunteer service, candidates who have criminal records.

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The Governing Board has established and monitors comprehensive policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input checked="" type="checkbox"/> The Governing Board has established and monitors policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established some policies and procedures to ensure staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements <input type="checkbox"/> The Governing Board has established few or no policies and procedures to ensure staffing in compliance with applicable law staffing in compliance with applicable provisions of law and the charter related to qualifications, clearances, credentialing, and assignment requirements	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> H.R. policies and procedures regarding ESSA qualifications, credentialing, and clearance requirements <b>(B1.13)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with school leadership <input checked="" type="checkbox"/> ESSA Grid <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/6/2019**G5: DATA-BASED DECISION-MAKING - GOVERNANCE QUALITY INDICATOR #5**

<i>The Governing Board has a system in place to ensure ongoing:</i>	
<ul style="list-style-type: none"> <li>Review and use of academic and other internal school data and information to ensure sound Governing Board decision-making in support of continuous improvement of student achievement, fiscal viability, compliance, and overall public school excellence</li> <li>Monitoring of the school's implementation of its LCAP action plans and progress toward LCAP goals</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> The Governing Board regularly monitors school performance and other internal data to inform decision-making</li> <li><input checked="" type="checkbox"/> The Governing Board monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board inconsistently monitors school performance and other internal data to inform decision-making</li> <li><input type="checkbox"/> The Governing Board seldom monitors school performance and other internal data to inform decision-making</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes with supporting materials and evidence of school performance and internal other data <b>(B1.4)</b></li> <li><input checked="" type="checkbox"/> Other evidence of system for Board review and analysis of internal school data to inform decision-making <b>(B1.14)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input checked="" type="checkbox"/> Discussion with leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>

**G6: FISCAL CONDITION - GOVERNANCE QUALITY INDICATOR #6**

<i>The Governing Board has a system in place to ensure fiscal viability:</i>	
<ul style="list-style-type: none"> <li>The school is fiscally strong and net assets are positive in the prior two independent audit reports.</li> </ul>	
Rubric	Sources of Evidence
<b>Performance</b> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The school is fiscally strong with positive net assets in the prior two independent audit reports</li> <li><input type="checkbox"/> The school is fiscally stable, with positive net assets in the most current independent audit report</li> <li><input type="checkbox"/> The school is fiscally weak and net assets are negative in the most current independent audit report, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> <li><input type="checkbox"/> The school is consistently fiscally weak and net assets are negative in the prior two independent audit reports, <b>or</b> the school does not have an independent audit report on file with the Charter Schools Division</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b></li> <li><input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b></li> <li><input type="checkbox"/> Observation of Governing Board meeting</li> <li><input type="checkbox"/> Discussion with leadership</li> <li><input checked="" type="checkbox"/> Independent audit report(s)</li> <li><input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)</li> </ul>



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DATE OF VISIT: 2/6/2019**G7: FISCAL MANAGEMENT AND ACCOUNTABILITY - GOVERNANCE QUALITY INDICATOR #7***The Governing Board has a system in place to ensure sound fiscal management and accountability:*

- The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement.

	Rubric	Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school adheres to the Governing Board approved fiscal policies and procedures, and does not have any areas noted for improvement <input type="checkbox"/> The school generally adheres to the Governing Board approved fiscal policies and procedures, but has areas noted for improvement <input type="checkbox"/> The school is not adhering to the Governing Board approved fiscal policies and procedures, and has areas noted for improvement, <b>or</b> has significant fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.) <input type="checkbox"/> The school is continuously not adhering to the Governing Board approved fiscal policies and procedures, and has recurring areas noted for improvement, <b>or</b> has significant and recurring fiscal-related issues (e.g., fiscal mismanagement, audit findings, potential conflicts of interest, inadequate cash flow, etc.)	<input checked="" type="checkbox"/> Board meeting agendas and minutes <b>(B1.4)</b> <input type="checkbox"/> Other evidence of system for Board review and monitoring of fiscal policies, procedures, budget, and finances <b>(B1.15)</b> <input type="checkbox"/> Observation of Governing Board meeting <input checked="" type="checkbox"/> Discussion with leadership <input type="checkbox"/> Independent audit report(s) <input checked="" type="checkbox"/> Other: (see Fiscal Operations section below)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to GOVERNANCE (if applicable):**

N/A



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STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE	RATING*
<b>Summary of School Performance</b>	<b>3</b>
<u>Areas of Demonstrated Strength and/or Progress</u>	
<b>A2:</b> The majority of subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018	
<ul style="list-style-type: none"> <li>Per the SBAC Report (CDE) 4 out of 5 numerically significant subgroups, demonstrated growth (Latino students increased by a 0.07 percentage point; Socioeconomically Disadvantaged students increased by a 0.97 percentage point; Students with Disabilities increased by 2.55 percentage points; and White students increased by 9.05 percentage points).</li> </ul>	
<b>A3:</b> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median	
<ul style="list-style-type: none"> <li>Per a review of the Data Set from LAUSD Office of Data &amp; Accountability and SBAC Report (CDE), Magnolia Science Academy (MSA) Bell’s SBAC rate in ELA is 37.32%, compared to the Resident Schools Median of 35.60%.</li> </ul>	
<b>A4:</b> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate similar to the Resident Schools Median	
<ul style="list-style-type: none"> <li>Per a review of the Data Set from LAUSD Office of Data &amp; Accountability and SBAC Report (CDE), MSA Bell’s SBAC rate in Math is 22.89%, compared to the Resident Schools Median of 23.97%.</li> </ul>	
<b>A5:</b> The school reclassifies English Learners at a rate higher than the Resident Schools Median	
<ul style="list-style-type: none"> <li>Per the Reclassification Report (CDE), MSA Bell’s reclassification rate was 42.7%, compared to the Resident Schools Median of 25.4%.</li> </ul>	
<b>A6:</b> The school’s percentage of “At Risk” English Learners is at rate lower than the Resident Schools Median	
<ul style="list-style-type: none"> <li>Per the “At-Risk” by Grade Report (CDE), MSA Bell’s rate was 0.7%, compared to the Resident Schools Median of 1.2%</li> </ul>	
<b>A7:</b> The school’s percentage of LTELs is at rate lower than the Resident Schools Median	
<ul style="list-style-type: none"> <li>Per the LTEL by Grade Report (CDE), MSA Bell’s rate is 12.4% (a decrease of 1.7% from last school year), compared to the Resident Schools Median of 14.1%</li> </ul>	
<u>Areas Noted for Further Growth and/or Improvement</u>	
<b>A1:</b> Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018	
<ul style="list-style-type: none"> <li>Per the SBAC Report (CDE), 1 out of 5 numerically significant subgroups (Students with Disabilities) demonstrated growth. 4 out of the 5 subgroups demonstrated declines (English Learners at 0%; Latino students declined 7.19 percentage points; Socioeconomically Disadvantaged students declined by 7.56 percentage points; and White students declined by 5.43 percentage points)</li> </ul>	
<u>Corrective Action Required</u>	
None noted that require immediate action to remedy concerns indicated in this report.	





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## Notes:

MSA Bell's leadership has identified that reading comprehension as the largest area of need for English Learners. Additionally, many of the students classified as English Learners, are also identified as students with disabilities. In an effort to increase academic achievement for English Learners, the school has done the following: hired an ELD Coordinator this school year. The ELD Coordinator, with support and assistance from the MPS ELD Coordinator, provides ongoing professional development (e.g. ELD Standards, ELD in Math, ELD in Humanities and Science, Designated and Integrated ELD, etc.) and coaching to teaching staff. Additionally, the ELD coordinator works closely with teachers to implement the MPS EL Master plan, which includes implementation of SDAIE and CHATS framework.

As it relates to math, the MPS Math Coach conducts trainings and professional development for teaching staff, especially in the area of mathematics and incorporation of English language development strategies. Per MSA Bell leadership, "Demo Class" lessons are conducted to close the mathematical achievement gap and provide math teacher an opportunity to see practices in action. Other resources for training include Google Classroom with resources on instructional strategies, data analysis, webinars, and podcasts.

***\*NOTE: Upon the State Board of Education's finalization of California's School Dashboard, CSD will determine implications for the oversight report.***



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DATE OF VISIT: 2/6/2019**A1: SBAC SUBGROUP ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #1***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP ELA (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school.

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> Some subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP ELA performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)

**A2: SBAC SUBGROUP MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #2***The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Performance of all subgroups on the CAASPP Math (students with disabilities, English Learners, and socio-economically disadvantaged students, etc.)(CDE)
- In accordance with SB1290, increases in pupil academic achievement for all groups of pupils served by the charter school,

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> All subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input checked="" type="checkbox"/> The majority of subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> Some subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> None of the school's subgroups demonstrated growth in CAASPP Math performance from 2016/2017 to 2017/2018 <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/6/2019**A3: SBAC SCHOOLWIDE ELA - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #3**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide ELA data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate higher than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in ELA is substantially lower than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability <input type="checkbox"/> Other: (Specify)

**A4: SBAC SCHOOLWIDE MATH - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #4**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Schoolwide Math data (CDE)

Rubric		Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The schoolwide percentage of students who Met and Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate higher than the Resident Schools Median <input checked="" type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate similar to the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is at a rate lower than the Resident Schools Median <input type="checkbox"/> The schoolwide percentage of students who Met or Exceeded Standards in 3 <sup>rd</sup> – 8 <sup>th</sup> , 11 <sup>th</sup> Grade on the SBAC in Math is substantially lower than the Resident Schools Median. <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> SBAC report (CDE) <b>(B2.1)</b> <input checked="" type="checkbox"/> Review of Data Set LAUSD Office of Data & Accountability (ODA) <input type="checkbox"/> Other: (Specify)

**A5: ENGLISH LEARNER RECLASSIFICATION - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #5**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- English Learner reclassification rate for 2017-2018 (CDE)



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Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school reclassifies English Learners at a rate higher than the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate similar to the Resident Schools Median <input type="checkbox"/> The school reclassifies English Learners at a rate lower than the Resident Schools Median <input type="checkbox"/> The school did not reclassify English Learners <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Reclassification report (CDE) <b>(B2.1)</b> <input type="checkbox"/> CELDT/ELPAC Criterion reports (CDE) <b>(B2.3)</b> <input type="checkbox"/> Other: (Specify)

**A6: “AT RISK” ENGLISH LEARNERS – (ELEMENTARY AND SECONDARY SCHOOLS) STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #6**

<i>The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:</i>		
<ul style="list-style-type: none"> <li>Providing supports for At-Risk English Learners 2017-2018 (CDE)</li> </ul>		
Rubric		Sources of Evidence
<b>Performance</b>	<input checked="" type="checkbox"/> The school’s percentage of “At Risk” English Learners is at rate lower than the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school’s percentage of “At Risk” English Learners is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> “At-Risk” by Grade report (CDE): 2017-2018 <b>(B2.1)</b>

**A7: LONG TERM ENGLISH LEARNERS (LTELs) - (SECONDARY SCHOOLS) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #7**

<i>The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:</i>		
<ul style="list-style-type: none"> <li>Providing supports for Long Term English Learners 2017-2018 (CDE)</li> </ul>		
Rubric		Sources of Evidence



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<b>Performance</b>	<input checked="" type="checkbox"/> The school's percentage of LTELs is at rate lower than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate higher than the Resident Schools Median <input type="checkbox"/> The school's percentage of LTELs is at a rate that is substantially higher than the Resident Schools Median <input type="checkbox"/> No assessment of performance for this indicator	<input checked="" type="checkbox"/> Long-Term English Learners (LTEL) by Grade report (CDE): (2017-2018) <b>(B2.1)</b>
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**A8: FOUR-YEAR COHORT GRADUATION RATE - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #8**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, as measured by:*

- Four-Year Cohort Graduation Rate (CDE) **(high schools only)**

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate higher than Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate similar to the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate lower than the Resident Schools Median <input type="checkbox"/> The school's Four-Year Cohort Graduation Rate is at a rate substantially lower than the Resident Schools Median <input checked="" type="checkbox"/> No assessment of performance for this indicator	<input type="checkbox"/> Four-Year Cohort Graduation Rate (CDE) <b>(B2.1)</b> <input type="checkbox"/> Other: (Specify)  A-G passing grade requirement (e.g. C or D) <b>(CSD internal use only)</b>

**\*INDICATOR A9 IS ONLY APPLICABLE TO NEW CHARTER SCHOOLS WHICH DO NOT HAVE CAASPP (SBAC) SCORES AND CHARTER SCHOOLS WHICH SERVE GRADE LEVELS K, 1, 2, 9, AND 10 (THE GRADE LEVELS WHICH ARE NOT ADMINISTERED THE CAASPP).**

**A9: INTERNAL ASSESSMENT (Grades K, 1, 2, 9, 10 and New Charter Schools) - STUDENT ACHIEVEMENT AND EDUCATIONAL PERFORMANCE QUALITY INDICATOR #9**

*The school demonstrates student academic achievement, including progress towards closing the achievement gap, for grades K, 1, 2, 9 and 10 or as a new school with no CAASPP data as measured by:*

- The school's internal assessments (with analysis of results) by subgroups and grade-levels
- Other academic achievement data gathered or produced by the school, such as Advanced Placement examination participation and passage rates, A-G requirements progress and completion rates, high school graduation rates, and college acceptance rates
- Results of internal assessments show growth in student achievement in ELA and Math



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*NOTE: For purposes of evaluation of school performance for this indicator, the CSD considers only such data that is derived from standards-based high quality standardized or widely accepted assessments (e.g. NWEA, DIBELS, SBAC Interim Block Assessments) and/or other assessment instruments for which the school can demonstrate validity/reliability.*

	Rubric	Sources of Evidence
<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has demonstrated accomplished levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect significant growth in student achievement in ELA and Math for all subgroups in all grade-levels</li> <li><input type="checkbox"/> The school has demonstrated proficient levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect moderate growth in student achievement in ELA and Math for the majority of subgroups and grade-levels.</li> <li><input type="checkbox"/> The school has demonstrated developing levels of student achievement and progress as measured by school's internal assessments and other school data that are regularly monitored and analyzed and that reflect limited growth in student achievement in ELA and Math for some subgroups and grade-levels</li> <li><input type="checkbox"/> The school has demonstrated unsatisfactory levels of student achievement and progress as measured by school's internal assessments and other school data and that reflect no growth or a decline in student achievement in ELA and Math for the majority of subgroups and grade-levels, or the school has not collected and/or analyzed and monitored internal assessment or other academic achievement data.</li> <li><input checked="" type="checkbox"/> No assessment of performance for this indicator.</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Internal academic performance and progress data and information <b>(B2.2)</b></li> <li><input type="checkbox"/> School Internal Assessment Data Report or equivalent <b>(B2.2)</b></li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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### CALIFORNIA SCHOOL DASHBOARD STATE PRIORITIES

#### Summary of School Performance

\*Indicators A10-A19 reflect the school's ratings on the Dashboard. For Indicators A10 –A19 the school's ratings on the California School Dashboard will not impact the overall Student Achievement and Educational Performance Rating for 2017-2018 oversight but will provide informational areas of focus. California School Dashboard Indicators will figure into 2018-2019 oversight ratings.

*Blue                  Green                  Yellow                  Orange                  Red*

**A10: Priority 4-3.1 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 English Language Arts**

The school has achieved the performance level of Orange

**A11: Priority 4-3.2 Student Achievement Academic Indicator (Grades 3-8) Distance from Level 3 Mathematics**

The school has achieved the performance level of Orange

**A12: Priority 4-3.5 Student Achievement English Learner Progress Indicator**

The school has achieved the performance level of No Performance Color

**A13: Priority 5-3.7 Student Engagement- Chronic Absenteeism Indicator**

The school has achieved the performance level of Green

*\*this indicator will be available Fall 2018*

**A14: Priority 6-3.8 School Climate- Suspension Rate (K12) Indicator**

The school has achieved the performance level of Blue



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**HIGH SCHOOLS ONLY:**

**A16: Priority 4-3.3 Student Achievement Academic Indicator (Grade 11) Distance from Level 3 English Language Arts**

The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A17: Priority 4-3.4 Student Achievement Academic Indicator (Grade 11) Distance from Level 3 Mathematics**

The school has achieved the following status \_\_\_\_\_ and change \_\_\_\_\_ N/A

**A18: Priority 5-3.6 Student Engagement-Graduation Rate Indicator**

The school has achieved the performance level of \_\_\_\_\_ N/A

**A19: Priority 7 & 8-3.9 Access to and Outcomes in a Broad Course of Study-College/Career Indicator**

The school has achieved the following status \_\_\_\_\_ N/A

**NOTES:**

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to STUDENT ACHIEVEMENT (if applicable):**

N/A





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ORGANIZATIONAL MANAGEMENT, PROGRAMS, AND OPERATIONS	RATING*
<b>Summary of School Performance</b>	3
<p><u>Areas of Demonstrated Strength and/or Progress</u></p> <p><b>O2:</b> The school continues to have a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens.</p> <ul style="list-style-type: none"> <li>As evidenced in Binder #3, the school has documentation of health screenings and epi-pen trainings to staff (3 staff members are volunteers)</li> </ul> <p><b>O3:</b> The school has substantially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS</p> <ul style="list-style-type: none"> <li>As evidenced by classroom observations, there was evidence of the students' use and knowledge of the Summit platform. Most students demonstrated their ability to navigate through various curriculum resources through the use of technology (e.g. computers). Additionally, there was evidence of the day's learning objective via conversation with the students and it being visibly posted in the classroom</li> </ul> <p><b>O5:</b> The school has substantially implemented the key features of the educational program described in the charter</p> <ul style="list-style-type: none"> <li>Per school leadership, the school added a new course this year: STEAM Lab. The STEAM Lab is an elective class and is offered to 6<sup>th</sup> grade students and certain 7<sup>th</sup> and 8<sup>th</sup> grade students. Students learn to navigate technology on the Apple platform through the use of iMacs. Additionally, students use Wonder Media (for language literacy), CS First (students practice computational thinking), and visual arts and design is also a strong emphasis in this course.</li> </ul> <p><b>O10:</b> The school has a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website.</p> <ul style="list-style-type: none"> <li>The school's website includes all legally required information, as well as applicable categories described in the Charter School Transparency Resolution by the LAUSD Board of Education</li> </ul> <p><b>O11:</b> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements</p> <ul style="list-style-type: none"> <li>As evidenced in Binder #3, the school has a staff evaluation that includes multiple measures with a 4 point rubric</li> </ul> <p><u>Areas Noted for Further Growth and/or Improvement</u></p> <p>See notes section</p> <p><u>Corrective Action Required</u></p> <p>None noted that require immediate action to remedy concerns indicated in this report.</p>	



LAUSD CHARTER SCHOOLS DIVISION

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## Notes:

Related to indicator **O4 (Meeting The Needs of All Students; Subgroup Data Analysis)**: while the school has implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis, school leadership has made some changes in an effort to increase academic achievement. Some of the changes include the following:

- Beginning with the 2018-2019 school year, a multi-tiered systems of support (MTSS) Coordinator has been established for each grade level in order to address the social-emotional developmental and academic needs of middle school students and close the achievement gap
- An ELD Coordinator was hired in an effort to increase academic achievement for English Learners
- An additional administrator, Dean of Academics, was added at the beginning of the second semester. This administrator will collaborate with the MTSS Coordinator and Dean of Students in creating quality instructional strategies for ELs and SWD, as well as assist with the establishment of foundations for MTSS and RTI.

**\*NOTE: A charter school shall receive a rating of 1 in this category for any of the following reasons: (1) Failed to have Health, Safety, and Emergency Plan in place; (2) Failed to conduct child abuse mandated reporter training in accordance with AB 1432; (3) Failed to complete criminal background clearances for all new staff (as defined on the ESSA Grid) prior to employment; or (4) Failed to obtain DOJ clearance certification, as appropriate, from a vendor. A charter school cannot receive a rating in this category greater than 2 if any teacher of the core instructional program is not appropriately credentialed and assigned per legal requirements and the school's current approved charter.**

**O1: SCHOOL SAFETY AND OPERATIONS: SCHOOL SAFETY PLAN AND PROCEDURES - ORGANIZATIONAL MANAGEMENT QUALITY**  
INDICATOR #1

***The school has a system in place to ensure that:***

- The school has a current site-specific comprehensive Health, Safety, and Emergency Plan  
(Note: for co-locations, the charter school complies with the District school's Health, Safety and Emergency Plan)
- The school is able and prepared to implement its emergency procedures in the event of a natural disaster or other emergency (includes threat assessment protocol)
- School staff and other mandated reporters working on behalf of the school receive timely training on child abuse awareness and reporting in accordance with the requirements of AB 1432
- School staff receives annual training on the handling of bloodborne pathogens
- The school has a Visitor's policy and it's visible in the main office
- A Pupil Suicide Prevention Policy (grades 7-12) is in place, in compliance with AB 2246

Rubric

Sources of Evidence



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<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input checked="" type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Comprehensive Health, Safety, and Emergency Plan <b>(B3.1b)</b> <input checked="" type="checkbox"/> Evacuation route maps <b>(B3.1b)</b> <input checked="" type="checkbox"/> Documentation of emergency drills and training <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of provision and location of onsite emergency supplies <b>(B3.1c)</b> <input checked="" type="checkbox"/> Evidence of AB 2246 implementation (grades 7-12) <b>(B3.1e)</b> <input checked="" type="checkbox"/> Child abuse mandated reporter training documentation <b>(B3.1d and B3A.4)</b> <input checked="" type="checkbox"/> Bloodborne pathogens training documentation <b>(B3.13 and B3A.4)</b> <input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2018-2019</i> (“ESSA Grid”) <b>(B3A)</b> <input checked="" type="checkbox"/> Site/classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O2: HEALTH AND SAFETY - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #2**

<p><i>The school has a system in place to ensure that:</i></p> <ul style="list-style-type: none"> <li>• For each school site, the school has a current site-specific Certificate of Occupancy or equivalent that authorizes the current use of the site</li> <li>• School provides documentation of student immunization and</li> <li>• School provides documentation of health screening per applicable law and terms of the charter</li> <li>• School maintains an emergency epinephrine auto-injectors (“epi-pen”) onsite and has provided training to volunteer staff member(s) in the storage and emergency use of the epi-pen</li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>



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<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a well-developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a partially developed system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens <input type="checkbox"/> The school has a minimal or no system in place to ensure protection of student and staff health and safety, and compliance with applicable legal and charter requirements related to health and safety for Certificates of Occupancy, immunization, health screenings and emergency epi-pens	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input type="checkbox"/> Certificate of Occupancy or equivalent <b>(B3.2a)</b> <input checked="" type="checkbox"/> Evidence of student immunization <b>(B3.2b)</b> <input checked="" type="checkbox"/> Evidence of health screening <b>(B3.2b)</b> <input checked="" type="checkbox"/> Epi-pen documentation <b>(B3.2c)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O3: STANDARDS-BASED INSTRUCTION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #3**

<p><i>The school has:</i></p> <ul style="list-style-type: none"> <li>• Implemented standards-based instruction schoolwide in accordance with the California academic content standards, including the California Common Core State Standards (CA CCSS), that are applicable to the grade levels served</li> <li>• Demonstrated evidence of implementation of the California Next Generation Science Standards</li> <li>• Obtained WASC accreditation <b>(high schools only)</b></li> <li>• Implemented a system to monitor student progress toward and completion of graduation and A-G requirements <b>(high schools only)</b></li> <li>• Received UC/CSU approval of courses (UC Doorways) <b>(high schools only)</b></li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>



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<b>Performance</b>	<input checked="" type="checkbox"/> The school has fully-implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has substantially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has partially implemented grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS <input type="checkbox"/> The school has minimally implemented, or not at all, grade-level-appropriate standards-based instruction in accordance with the California academic content standards, including the CA CCSS	<input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b> <input checked="" type="checkbox"/> Evidence of implementation of CA NGSS <b>(B3.3a)</b> <input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b> <input type="checkbox"/> Evidence of technology readiness to administer CAASPP assessments <b>(B3.3c) *new schools only</b> <input checked="" type="checkbox"/> WASC documentation <b>(B3.3d)</b> <input type="checkbox"/> UC Doorways course approval documentation <b>(B3.3d)</b> <input type="checkbox"/> Evidence of implementation of Transitional Kindergarten <b>(B3.3i)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O4: MEETING THE NEEDS OF ALL STUDENTS; SUBGROUP DATA ANALYSIS - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #4**

<p><i>The school:</i></p> <ul style="list-style-type: none"> <li>• Implements the differentiation, intervention, and other instructional strategies and approaches described in the charter designed to meet the learning needs of all students, including all subgroups identified in the school’s LCAP and by CDE</li> <li>• Disaggregates and analyzes data on a regular basis to address individual student needs</li> <li>• Implements, monitors, and modifies, as appropriate, its Master Plan for English Learners (EL identification, designated and integrated ELD instruction, progress monitoring, assessment, and reclassification)</li> <li>• Has appointed a designee to assist and support foster youth</li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>



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<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has fully implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and modifies instruction based on data analysis</li> <li><input checked="" type="checkbox"/> The school has substantially implemented and monitors the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and generally modifies instruction based on data analysis</li> <li><input type="checkbox"/> The school has partially implemented the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and partially modifies instruction based on data analysis</li> <li><input type="checkbox"/> The school has minimally implemented, or not at all, the components of the charter's instructional program designed to meet the learning needs of all students, including its subgroups, and does not consistently modify instruction based on data analysis</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Evidence of standards-based instructional program <b>(B3.3a)</b></li> <li><input checked="" type="checkbox"/> LCAP <b>(B3.3b)</b></li> <li><input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b></li> <li><input checked="" type="checkbox"/> Evidence of intervention and support for all students, including but not limited to foster youth, at-risk students, and high performing students <b>(3.3j)</b></li> <li><input checked="" type="checkbox"/> Implementation of the school's English Learner Master Plan <b>(B3.3b)</b></li> <li><input checked="" type="checkbox"/> Evidence of implementation of data analysis system program <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> School Internal Assessment Data Report, or equivalent <b>(B2.2)</b></li> <li><input checked="" type="checkbox"/> Classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>
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**O5: IMPLEMENTATION OF KEY FEATURES OF EDUCATIONAL PROGRAM - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #5**

<i>The school has implemented the key features components of the educational program described in the school's charter</i>		
<b>Rubric</b>		<b>Sources of Evidence</b>
<b>Performance</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> The school has fully implemented the key features of the educational program described in the charter</li> <li><input checked="" type="checkbox"/> The school has substantially implemented the key features of the educational program described in the charter</li> <li><input type="checkbox"/> The school has partially implemented the key features of the educational program described in the charter</li> <li><input type="checkbox"/> The school has minimally implemented, or not at all, the key features of the educational program described in the charter</li> </ul>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b></li> <li><input checked="" type="checkbox"/> Evidence of implementation of key features of educational program <b>(B3.3k)</b></li> <li><input checked="" type="checkbox"/> Classroom observation</li> <li><input checked="" type="checkbox"/> Discussion with school leadership</li> <li><input type="checkbox"/> Other: (Specify)</li> </ul>



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DATE OF VISIT: 2/6/2019**O6: SPECIAL EDUCATION - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #6***The school has a system in place to ensure that the school:*

- Provides special education programs and services in accordance with students' IEPs and the terms of the Modified Consent Decree
- Provides special education training for staff in accordance with requirements of the Modified Consent Decree
- Conducts a special education self-review annually, using the Special Education Self-Review Checklist
- Maintains timely IEP timeline records and accurate service provision records in Welligent

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input checked="" type="checkbox"/> The school has a well-developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a partially developed system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree <input type="checkbox"/> The school has a minimal or no system in place for full implementation and monitoring of its special education processes and program in compliance with all requirements, including the Modified Consent Decree	<input checked="" type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input checked="" type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input checked="" type="checkbox"/> Evidence of intervention and support for students with disabilities <b>(B3.3j)</b> <input checked="" type="checkbox"/> Self-Review Checklist <b>(B3.4a)</b> <input checked="" type="checkbox"/> Other special education documentation <b>(B3.4a)</b> <input checked="" type="checkbox"/> Consultation with Charter Operated Programs office <input checked="" type="checkbox"/> Welligent reports and/or other MCD documentation, including from the Division of Special Education <b>(B3.4a)</b> <input type="checkbox"/> Classroom observation <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**O7: SCHOOL CLIMATE AND STUDENT DISCIPLINE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #7***The school has a school climate and schoolwide student discipline system in place to ensure that the school's practices:*

- Align with the principles of the District's Discipline Foundation Policy and School Climate Bill of Rights Resolution, including but not limited to, tiered behavior intervention, alternatives to suspension, and schoolwide positive behavior support, data monitoring and, includes a discipline system complaint process
- Provide positive opportunities for student wellness, growth and success, aimed at making the school safe, welcoming, supportive and inclusive
- Minimize discretionary suspensions and expulsions
- Reduce or eliminate suspension disproportionality for student subgroups

	Rubric	Sources of Evidence



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<b>Performance</b>	<input checked="" type="checkbox"/> The school has a highly developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a well-developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a partially developed school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights <input type="checkbox"/> The school has a minimally developed or no school climate and student discipline system in place that is aligned with the principles of the Discipline Foundation Policy and School Climate Bill of Rights	<input type="checkbox"/> Parent-Student Handbook(s) <b>(B1.10)</b> <input type="checkbox"/> LCAP <b>(B3.3b)</b> <input type="checkbox"/> Professional development documentation <b>(B3.4b)</b> <input type="checkbox"/> Evidence of implementation of school climate and student discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights principles <b>(B3.4c)</b> <input type="checkbox"/> Evidence of implementation of tiered behavior intervention, such as SST/COST <b>(B3.4c)</b> <input type="checkbox"/> Evidence of implementation of alternatives to suspension <b>(B3.4c)</b> <input type="checkbox"/> Evidence of implementation of schoolwide positive behavior support system <b>(B3.4c)</b> <input type="checkbox"/> Evidence of data monitoring <b>(B3.4c)</b> <input type="checkbox"/> LAUSD ODA suspension and expulsion data reports <b>(B2.1)</b> <input type="checkbox"/> Interview of stakeholders <input type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify) <input type="checkbox"/> Suspension rates, and disproportionality rates
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**O8: PROFESSIONAL DEVELOPMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #8**

<p><i>The school:</i></p> <ul style="list-style-type: none"> <li>• Has a schoolwide professional development plan for teachers and other staff that supports the educational program set forth in the charter and targets identified needs</li> <li>• Provides faculty and other instructional staff with professional development opportunities to improve instructional practice</li> <li>• Provides opportunities for teachers to collaborate regularly for the purpose of planning and improving curriculum and instruction</li> </ul>	
<b>Rubric</b>	<b>Sources of Evidence</b>





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<b>Performance</b>	<input type="checkbox"/> The school has fully implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input checked="" type="checkbox"/> The school has implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has partially implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter <input type="checkbox"/> The school has not implemented a professional development plan for teachers and other staff that supports instructional practices, targets identified needs, and aligns with the education program set forth in the charter	<input checked="" type="checkbox"/> LCAP (B3.3b) <input checked="" type="checkbox"/> Professional development documentation (e.g. professional development calendar, agendas and sign-ins) (B3.4b) <input type="checkbox"/> Interview of teachers and/or other staff <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O9: STAKEHOLDER COMMUNICATION AND INVOLVEMENT - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #9**

*The school has a stakeholder communication system for gathering input, facilitating and encouraging involvement, sharing information, and resolving concerns, which:*

- Engages in communication that notifies parents and other stakeholders of the process for resolving concerns, including how they may contact board members, and supports students, families, and other stakeholders in effectively resolving concerns
- Provides all stakeholders (e.g., parents/guardians, students, and teachers) with appropriate, accessible and relevant information about individual student and schoolwide academic progress and performance
- Informs parents of high school students about transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements (high schools only)
- Provides parents, teachers, and students with meaningful opportunities for involvement and engagement that meet the requirements and goals of applicable federal and state law, the school’s charter, and the school LCAP

Rubric	Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a well-developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Parent-Student Handbook (B1.10) <input checked="" type="checkbox"/> LCAP (B3.3b) <input checked="" type="checkbox"/> Evidence of stakeholder consultation (B3.4d) <input checked="" type="checkbox"/> Evidence of parent/stakeholder involvement and engagement (B3.4d)



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<b>Performance</b>	<input type="checkbox"/> The school has a partially developed stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns <input type="checkbox"/> The school has a minimal or no stakeholder communication system for gathering input, encouraging involvement, sharing information, and resolving concerns	<input checked="" type="checkbox"/> Evidence of sharing accessible and relevant information about individual student and schoolwide academic progress and performance with all stakeholders as appropriate <b>(B3.4d)</b> <input checked="" type="checkbox"/> Evidence of communication to parents and other stakeholders of complaint resolution process(es) <b>(B3.4d)</b> <input type="checkbox"/> Evidence that parents are informed about transferability of courses/course credit and eligibility to meet A-G requirements <b>(B3.4d)</b> <input checked="" type="checkbox"/> Evidence of provision of stakeholder access to school's approved charter <b>(B3.4d)</b> <input type="checkbox"/> Interview of stakeholders <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)
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**O10: STAKEHOLDER COMMUNICATION AND TRANSPARENCY- ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #10**

*The school's documents that are available both manually and electronically (website preferred) serve as a vehicle for transparency through its displays and provision of information.*

- Information is easily accessible to the public and school stakeholders
- UCP and all complaint procedures
- Title IX information in accordance with SB 1375\*\*
- AB 2246 Suicide Prevention applicable posting (Gr 7-12)
- Applicable categories described in Charter School Transparency Resolution

\*\*required on website

Rubric	Sources of Evidence
<input checked="" type="checkbox"/> The school has a highly developed communication system to share information with stakeholders, that is easily accessible via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a well-developed communication system to share information with stakeholders via its documents available both manually, electronically and on its website <input type="checkbox"/> The school has a partially developed communication system to share information with stakeholders via its documents available manually/electronically or on its website <input type="checkbox"/> The school has a minimally developed communication system to share information with stakeholders with limited to no availability of documents manually/electronically or on its website	<input checked="" type="checkbox"/> Review of the availability of information to the public/stakeholders <b>(B3.4e)</b> for: <ul style="list-style-type: none"> <li>• SB 1375 Information</li> <li>• UCP Procedure and Forms</li> <li>• Complaint Forms</li> <li>• AB 2246 (grades 7-12)</li> <li>• LCAP</li> <li>• Financial Audit</li> <li>• Student Demographics</li> </ul>



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	<ul style="list-style-type: none"> <li>• Student Achievement Information</li> </ul>
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**O11: EVALUATION OF SCHOOL STAFF - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #11**

*The school has a system in place for the evaluation of school staff designed to ensure that:*

- the school’s educational program yields high student achievement
- the school complies with all applicable legal requirements

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has a highly developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input checked="" type="checkbox"/> The school has a well-developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a partially developed system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements <input type="checkbox"/> The school has a minimal or no system in place for the evaluation of school staff designed to ensure that the school's educational program yields high student achievement and complies with all applicable legal requirements	<input checked="" type="checkbox"/> Evidence of staff evaluation system (B3.4f) <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)



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DATE OF VISIT: 2/6/2019**O12: CLEARANCES AND CREDENTIALING COMPLIANCE - ORGANIZATIONAL MANAGEMENT QUALITY INDICATOR #12**

*The school is in compliance with applicable law and the terms of its approved charter regarding clearances and credentialing:*

- All certificated staff are fully credentialed, including EL authorizations, and appropriately assigned as authorized by their credentials at all times
- The school has obtained all necessary employee clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to employment, and keeps all clearances current
- The school has obtained all necessary vendor clearances, including criminal background and tuberculosis (TB) risk assessments/clearances, prior to the provision of service, and keeps all clearances current
- The school has conducted volunteer clearances in accordance with applicable law and policy, including criminal background clearances for all volunteers who perform schoolsite services while not under the direct supervision of a school employee, and tuberculosis (TB) risk assessments/clearances for all volunteers with frequent or prolonged contact with students

	Rubric	Sources of Evidence
<b>Performance</b>	<input type="checkbox"/> The school has fully implemented and continually monitors systems and procedures that maintain 100% compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements at all times <input checked="" type="checkbox"/> The school has implemented and monitors systems and procedures that maintain substantial compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has partially implemented and intermittently monitors systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements <input type="checkbox"/> The school has not implemented and/or does not monitor systems and procedures to maintain compliance with applicable law, including but not limited to clearance, credentialing, and assignment requirements	<input checked="" type="checkbox"/> <i>Certification of Clearances, Credentialing, and Mandated Reporter Training 2017-2018</i> form (“ESSA Grid”) <b>(B3A.1a)</b> <input checked="" type="checkbox"/> Staff rosters and school master schedule <b>(B3A.1 b and c)</b> <input checked="" type="checkbox"/> Custodian(s) of Records documentation <b>(B3A.1d)</b> <input checked="" type="checkbox"/> Criminal Background Clearance Certifications <b>(B3A.2)</b> <input checked="" type="checkbox"/> Teaching credential/authorization documentation <b>(B3A.2a)</b> <input checked="" type="checkbox"/> Vendor certifications <b>(B3A.5)</b> <input type="checkbox"/> Volunteer (TB) risk assessment/clearance certification <b>(B3A.6)</b> <input checked="" type="checkbox"/> Discussion with school leadership <input type="checkbox"/> Other: (Specify)

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to ORGANIZATIONAL MANAGEMENT (if applicable):**

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

8013	2015-16					2016-17					2017-18				
	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
<b>Magnolia Science Academy 6</b>															
Cash and Cash Equivalents		1,140,596	745,313	535,799	535,854		309,957	425,269	754,059	754,059		811,084	1,000,285	1,442,531	1,442,531
Current Assets		1,323,596	945,537	1,129,326	1,137,099		1,111,611	1,099,539	1,377,897	1,389,727		1,365,004	1,289,212	1,622,341	1,622,399
Fixed and Other Assets		5,637	79,810	66,400	66,400		37,674	37,674	51,733	51,733		102,842	69,005	27,990	27,990
<b>Total Assets</b>		1,329,233	1,025,347	1,195,726	1,203,499		1,149,285	1,137,213	1,429,630	1,441,460		1,467,846	1,358,217	1,650,331	1,650,389
Deferred Outflow		0	0	0	0		0	0	0	0		0	0	0	0
Current Liabilities		293,042	122,405	182,262	246,234		108,457	12,812	176,677	182,539		180,209	43,491	46,754	46,491
Long Term Liabilities		181,177	0	6,688	0		0	6,500	0	0		0	0	0	0
<b>Total Liabilities</b>		474,219	122,405	188,950	246,234		108,457	19,312	176,677	182,539		180,209	43,491	46,754	46,491
Unfunded OPEB Liabilities/Deferred Inflow		0	0	0	0		0	0	0	0		0	0	0	0
<b>Net Assets</b>		<b>855,014</b>	<b>902,942</b>	<b>1,006,776</b>	<b>957,265</b>		<b>1,040,828</b>	<b>1,117,902</b>	<b>1,252,953</b>	<b>1,258,921</b>		<b>1,287,637</b>	<b>1,314,726</b>	<b>1,603,576</b>	<b>1,603,898</b>
Total Revenues	1,472,371	1,811,043	1,805,855	1,949,276	1,978,995	1,952,604	1,962,456	1,994,599	1,990,263	2,032,981	1,966,979	1,890,155	1,977,708	1,969,508	2,019,409
Total Expenditures	1,292,304	1,441,465	1,377,470	1,417,057	1,496,287	1,622,710	1,878,893	1,822,134	1,682,747	1,731,325	1,789,080	1,855,471	1,921,903	1,624,852	1,674,432
<b>Net Income / (Loss)</b>	180,067	369,578	428,385	532,219	482,708	329,894	83,563	172,465	307,516	301,656	177,899	34,684	55,805	344,656	344,977
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	180,067	369,578	428,385	532,219	482,708	329,894	83,563	172,465	307,516	301,656	177,899	34,684	55,805	344,656	344,977
<b>Net Assets, Beginning</b>	288,780	485,436	485,436	485,437	474,557	902,942	1,006,776	1,006,776	1,006,776	957,265	1,117,901	1,252,953	1,252,953	1,258,921	1,258,921
Adj. for restatement / Prior Yr Adj	0	0	(10,879)	(10,880)	0	0	(49,511)	(61,339)	(61,339)	0	0	0	5,968	0	0
<b>Net Assets, Beginning, Adjusted</b>	288,780	485,436	474,557	474,557	474,557	902,942	957,265	945,437	945,437	957,265	1,117,901	1,252,953	1,258,921	1,258,921	1,258,921
<b>Net Assets, End</b>	<b>468,847</b>	<b>855,014</b>	<b>902,942</b>	<b>1,006,776</b>	<b>957,265</b>	<b>1,232,836</b>	<b>1,040,828</b>	<b>1,117,902</b>	<b>1,252,953</b>	<b>1,258,921</b>	<b>1,295,801</b>	<b>1,287,637</b>	<b>1,314,726</b>	<b>1,603,577</b>	<b>1,603,898</b>

8013	Audited Financials					2018-19				
	2014-15	2015-16	2016-17	2017-18	2018-19	Preliminary Budget	First Interim	Second Interim	Unaudited Actuals	Audited Financials
<b>Magnolia Science Academy 6</b>										
Cash and Cash Equivalents	806,785	535,854	754,059	1,442,531	0		0	0	0	0
Current Assets	1,044,455	1,137,099	1,389,727	1,622,399	0		0	0	0	0
Fixed and Other Assets	0	66,400	51,733	27,990	0		0	0	0	0
<b>Total Assets</b>	<b>1,044,455</b>	<b>1,203,499</b>	<b>1,441,460</b>	<b>1,650,389</b>	0		0	0	0	0
Deferred Outflow	0	0	0	0	0		0	0	0	0
Current Liabilities	569,898	246,234	182,539	46,491	0		0	0	0	0
Other Long Term Liabilities	0	0	0	0	0		0	0	0	0
Unfunded OPEB Liabilities/Deferred Inflow	0	0	0	0	0		0	0	0	0
<b>Total Liabilities</b>	<b>569,898</b>	<b>246,234</b>	<b>182,539</b>	<b>46,491</b>	0		0	0	0	0
<b>Net Assets</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	<b>1,603,898</b>	0		<b>1,744,799</b>	<b>0</b>	<b>0</b>	<b>0</b>
Total Revenues	1,511,887	1,978,995	2,032,981	2,019,409	0	1,895,880	2,015,550	0	0	0
Total Expenditures	1,101,792	1,496,287	1,731,325	1,674,432	0	1,835,179	1,874,328	0	0	0
<b>Net Income / (Loss)</b>	410,095	482,708	301,656	344,977	0	60,701	141,222	0	0	0
Operating Transfers In (Out) and Sources / Uses	0	0	0	0	0	0	0	0	0	0
Extraordinary Item - Transfer of Net Assets	0	0	0	0	0	0	0	0	0	0
<b>Inc / (Dec) in Net Assets</b>	<b>410,095</b>	<b>482,708</b>	<b>301,656</b>	<b>344,977</b>	0	<b>60,701</b>	<b>141,222</b>	0	0	0
Net Assets, Beginning	64,462	474,557	957,265	1,258,921	0	1,314,726	1,603,577	0	0	0
Adj. for restatement / Prior Yr Adj	0	0	0	0	0	0	0	0	0	0
<b>Net Assets, Beginning, Adjusted</b>	<b>64,462</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	0	<b>1,314,726</b>	<b>1,603,577</b>	0	0	0
<b>Net Assets, End</b>	<b>474,557</b>	<b>957,265</b>	<b>1,258,921</b>	<b>1,603,898</b>	0	<b>1,375,427</b>	<b>1,744,799</b>	<b>0</b>	<b>0</b>	<b>0</b>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019**FISCAL OPERATIONS****RATING**

You have been assessed by the Fiscal Oversight team and you are receiving the rating of 4, Accomplished.

4

**Other circumstances and information could influence the rating and are noted in this evaluation.**

MSA Bell's fiscal condition is positive and the school has been upward trending since the 2014-2015 fiscal year. According to the 2017-2018 independent audit report, the school had positive net assets of \$4,083,717 and net income of \$717,318. The 2018-2019 First Interim projects positive net assets of \$4,515,866 and net income of \$432,149.

According to MSA Bell's independent audit report dated June 30, 2018, MSA Bell is one of 10 schools operated by MERF. MERF currently has four schools that are authorized by the Los Angeles Unified School District (LAUSD). MERF's fiscal condition is strong. MERF and its charter schools reported positive net assets of \$26,910,962 and net income of \$5,432,552. MERF, without its charter schools, reported positive net assets of \$793,961 and net income of \$1,560,739. According to MERF, during 2017-2018, MSA Bell paid management fees of \$1,095,870 to MERF for administrative services such as: finance and accounting, human resources and employee relations, Home Office management, information technology, operational compliance support, growth and facilities management, parent and community engagement, and programmatic compliance. These management fees were calculated based on a variable rate driven by the Average Daily Attendance (ADA) for each of the MERF charter schools.

**Areas of Demonstrated Strength and/or Progress:**

- The school's fiscal condition is positive.

	2014-2015 (Audited Actuals)	2015-2016 (Audited Actuals)	2016-2017 (Audited Actuals)	2017-2018 (Audited Actuals)	2017-2018 (First Interim)
Net Assets	\$2,876,665	\$3,004,175	\$3,366,399	\$4,083,717	\$4,515,866
Net Income/Loss	(\$10,793)	\$127,510	\$362,224	\$717,318	\$432,149
Transfers In/Out	\$0	\$0	\$0	\$0	\$0
Prior Year Adjustment(s)	\$0	\$0	\$0	\$0	\$0



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

## 2. March 2015 Settlement Agreement Status:

On or about March 20, 2015, LAUSD and MERF entered into a Settlement Agreement, whereby the parties agreed to resolve a lawsuit filed by MERF when LAUSD rescinded the conditional renewals of Magnolia Science Academy 6, 7, and 8. The terms and conditions set forth in Paragraph 8 of the Settlement Agreement stated: “MERF agrees to be subject to fiscal oversight during fiscal year 2015-2016 by the Fiscal Crisis & Management Assistance Team (FCMAT), or a reasonably equivalent fiscal organization, which would oversee MERF’s fiscal operations.”

On September 7, 2017, MERF provided the final management letter from FCMAT (and the first management letter from School Services of California [SSCal], which was contracted by MERF in May 2017 to continue the fiscal oversight initiated by FCMAT). On August 2, 2018, the CSD received SSCal’s final management letter dated July 27, 2018. On August 20, 2018, MERF submitted its response and action plan to the CSD derived from SSCal’s recommendations to MERF articulated in its final management letter.

Based on the CSD’s observations from its oversight visits and its review of a sample of check disbursements and credit card transactions, the CSD noted the progress made by MERF towards fulfilling the fiscal oversight requirements outlined in Paragraph 8 of the March 2015 Settlement Agreement (i.e., since the 2016-2017 oversight visit). Based on the CSD’s 2018-2019 oversight review, the CSD noted that, effective July 1, 2018, MERF contracted with a new back office services provider firm, Delta Managed Solutions (DMS). Also, the CSD was advised that MERF had implemented Escape School Ability (“SchoolAbility”), a financial software package designed to incorporate purchasing and accounting processes into a single database. The CSD was also advised that SchoolAbility possesses purchasing, payables, budget, and financial reporting modules/functions that are compliant and compatible with the Standardized Account Code Structure (SACS) financial report. According to MERF, the DMS staff and SchoolAbility consultants have provided MERF and school users (i.e., the MERF Home Office staff, school Principals, Office Managers, and other school staff and teachers) with initial training on the implementation of SchoolAbility. This training involved a combination of onsite visits and all-day training sessions at both the MERF Home Office as well as individual school locations. MERF declared that SchoolAbility enables the generation of real-time reports for items including budget status, purchase requests, encumbrances, payments processed, and other pertinent accounting records. Moreover, the CSD was advised that the implementation of SchoolAbility was a component of MERF’s action plan to address some of the issues outlined in SSCal’s recommendations to MERF. The CSD will continue to monitor MERF’s progress in addressing the few remaining issues cited and implementing the recommendations from SSCal’s July 27, 2018 final management letter.

### **Areas Noted for Further Growth and/or Improvement:**

No significant items noted.



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

**Other Observations (Items described in this section, while not addressed in the charter school's Fiscal Policies and Procedures, are recommended for improvement to align with optimal business practices).**

**1. Itemized Receipts for Credit Card Purchases:**

Based on the CSD's review of the school's credit card statements for the period spanning from June 2018 through December 2018, a sample of 17 transactions were selected for further review. The CSD noted that one of these items lacked an itemized receipt (which was purchased with the school credit card ending in 91003, in the amount of \$66.00, dated 10/27/2018 and payable to Dominos Pizza). However, MERF provided documentation which referenced the proper approval and supported this transaction.

The CSD noted that MERF's Fiscal Policies and Procedures (FPP's) were silent regarding itemized receipts as part of its required documentation for credit card purchases. The CSD recommends that MERF update its FPP's, to include the mandatory submission of itemized receipts to support all purchases.

The Charter Schools Division will review the recommended updates to the school's fiscal policies by the next oversight visit. The results may be factored into the school's rating for next year.

**Corrective Action Required:**

None noted that require immediate action to remedy concerns noted in this report.





LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019**Notes:**

1. Reviewed independent audit report for the fiscal year ended June 30, 2018 and noted the following:
  - a. Audit opinion: Unmodified
  - b. Material weaknesses: None Reported
  - c. Deficiencies/Findings: None Reported
2. Reviewed bank statements and bank reconciliations from July 2018 through December 2018. Selected the months of July 2018 through December 2018 for sample testing. No discrepancies were noted.
  - a. Citi Bank – 5041 MSA Bell (Checking)
  - b. Citi Bank – 6769 MSA 4 (Checking)
  - c. Citi Bank – 6121 MSA 6 (Checking)
  - d. Citi Bank – 2703 MSA 7 (Checking)
3. Reviewed credit card statements from June 2018 through December 2018. Selected the month of June 2018 and additional random transactions from all of the MSA schools authorized by LAUSD. The CSD's observations were noted in the Other Observations section above.
  - a. American Express, credit card ending in 2002 (CFO, MSA 4)
  - b. American Express, credit card ending in 1000 (CFO, MSA 6)
  - c. American Express, credit card ending in 2005 (CFO, MSA 7)
  - d. American Express, credit card ending in 1006 (CFO, MSA BELL)
4. Reviewed the following 21 checks and 12 debit/credit transactions. No discrepancies were noted.
  - a. Check numbers: 42714, 42951, 42965, 42969, 62696, 70005, 70006, 70026, 73320, 73343, 73353, 73369, 73400, 82911, 90033, 90067, 90068, 90088, DDP-00000012, DDP-00000022, and DDP-00000014 (Operating Accounts)
  - b. Debit Transactions [transaction dates and amounts]: (1) 7/2/18 – \$3,125.17; (2) 7/3/18 – \$2,530.90; (3) 8/1/18 – \$6,471.43; (4) 8/29/18 – \$25.00; (5) 8/31/18 – \$20,543.81; (6) 7/3/18 – \$297.64; (7) 7/3/18 – \$424.64; (8) 7/3/18 – \$469.89; (9) 7/12/18 – \$40.00; (10) 7/18/18 – \$148,562.90; (11) 8/13/18 – \$82,619.67; and (12) 9/20/18 – \$600,000.00 (Operating Accounts)
5. Per the 2017-2018 audit report, the school's cash and cash equivalents is \$1,907,434, and total expenditures equal \$5,219,805. Therefore, the school's cash reserve level is 36.54%, which exceeds the recommended 5%.
6. A copy of the charter school's organizational chart, which depicts the current reporting structure of the charter school, including but not limited to, any board member or school employee with responsibilities outlined within the charter school's financial policies and procedures was provided.
7. A Segregation of Duties (SOD) review was conducted at MSA Bell. No discrepancies were noted.
8. MERF provided documentation from CharterSafe, which disclosed eight pending legal matters. Magnolia asserted that all of these matters are covered by MERF's insurance. MERF further stated: "None of these matters has a material impact on the financial viability of the project or School/borrower/project sponsor."



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)Annual Performance-Based Oversight Visit ReportDATE OF VISIT: 2/6/2019

9. Governing board meeting minutes reflecting the presentation of financial reports, such as balance sheets, income statements, and cash flow statements were provided.
10. Governing board meeting minutes reflecting the adoption of the 2018-2019 budget were provided.
11. Governing board meeting minutes reflecting the receipt, review, and approval of interim financial reports submitted to LAUSD were provided.
12. Governing board meeting minutes reflecting the selection of the current independent auditor were provided.
13. Governing board meeting minutes reflecting the approval of the current fiscal policies and procedures were provided.
14. Governing board meeting minutes reflecting the receipt, review, and discussion of the most current Annual Performance-Based Oversight Visit report were provided.
15. Governing board meeting minutes reflecting the approval of the management fees, licensing fees, or other related party fees were provided.
16. Governing board meeting minutes reflecting the discussion of the most current independent audit report were provided.
17. Evidence of MSA Bell offering STRS, PERS, and/or Social Security benefits to its employees and proof of payment was provided.
18. Equipment inventory was provided.
19. The 2018-2019 LCAP was submitted to LAUSD.
20. The EPA allocation and expenditures are posted on the charter school's website.
21. The 2017-2018 audited and unaudited actuals nearly mirror each other

**Progress on LAUSD Board of Education and/or MOU Benchmarks related to FISCAL OPERATIONS (if applicable):**

N/A



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

**Fiscal Operations Rubrics**

*Existing School* – a charter school that has at least one annual independent audit on file with the Charter Schools Division [Possible Rating 1-4]

*New School* – a charter school that does not have an independent audit on file with the Charter Schools Division [Possible Rating 1-2]

<p><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></p>	<p><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></p>
<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the prior two audits;</li> <li>2. The two most current audits show no material weaknesses, deficiencies and/or findings;</li> <li>3. All vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school’s website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner; and</li> <li>14. Audited and unaudited actuals nearly mirror each other; and</li> </ol>	<p><b><u>Existing Schools (based on the most current annual audit):</u></b> An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive in the most current audit;</li> <li>2. The most current audit shows no material weaknesses, deficiencies and/or findings;</li> <li>3. Vendors and staff are paid in a timely manner;</li> <li>4. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>5. Charter school generally adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>6. Governing board adopts the annual budget;</li> <li>7. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD;</li> <li>9. There is no apparent conflict of interest;</li> <li>10. The EPA allocation and expenditures are posted on the charter school’s website;</li> <li>11. The LCAP is submitted to the appropriate agencies;</li> <li>12. The charter school has knowledge of any material differences amongst the preliminary budget, first interim, second interim, unaudited actuals, and audited actuals;</li> <li>13. Requests for information made by the Charter Schools Division and LAUSD are processed by the charter school in a timely manner;</li> <li>14. There are no significant recurring issues; and</li> </ol>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<p><b><i>An existing school that meets all of the required criteria and four of the Supplemental Criteria listed below would be assessed eligible to be considered as Accomplished.</i></b></p>	<p><b><i>An existing school that meets all of the required criteria and three of the Supplemental Criteria listed below would be assessed eligible to be considered as Proficient.</i></b></p>
<p>15. There are no discrepancies cited in the Areas Noted for Further Growth and/or Improvement</p>	<p>15. Audited and unaudited actuals nearly mirror each other.</p>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>
<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>	<p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p>
<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 4% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 5% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salary schedules/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>	<ol style="list-style-type: none"> <li>1. Positive Net Assets exceed 3% of prior year expenditures;</li> <li>2. The cash balance at the beginning of the school year is at least 4% of the prior year expenses;</li> <li>3. A comprehensive website that provides at a minimum six of the following fiscal items:             <ul style="list-style-type: none"> <li>o Most current financial reports presented to the governing board</li> <li>o Employee handbook</li> <li>o Student handbook</li> <li>o Salaries schedule/benefits/information</li> <li>o Budget development process</li> <li>o Governing board member information (e.g., name, contact information, position on the governing board, term expiration) and meeting dates, time, and location</li> <li>o The most current approved petition</li> <li>o Administration/school contact</li> <li>o School calendar</li> <li>o Enrollment policies and procedures</li> <li>o Fiscal policies and procedures manual</li> </ul> </li> <li>4. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>5. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting; and</li> <li>6. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<p><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></p>	<p><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></p>
<p><b><u>Existing Schools (based on the most current audit):</u></b>                  An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. Net Assets are positive, or net assets are negative with strong trend toward positive ( be positive at the end of the third year, per applicable audit, and beyond);</li> <li>2. Vendors and staff are paid in a timely manner;</li> <li>3. Governing board approves Fiscal Policies and Procedures, at a minimum, every five years to correspond to the charter term;</li> <li>4. Governing board adopts the annual budget;</li> <li>5. The EPA allocation and expenditures are posted on the charter school’s website;</li> <li>6. The LCAP is submitted to the appropriate agencies;</li> <li>7. Have an audit conducted annually by an independent auditing firm; and</li> <li>8. Governing board discusses and resolves audit exceptions and deficiencies to the satisfaction of LAUSD.</li> </ol> <p><b><u>Note:</u></b> Other circumstances and information could influence the rating and will be noted in the evaluation.</p> <p style="text-align: center;"><b><u>SUPPLEMENTAL CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. The cash balance at the beginning of the school year is positive;</li> <li>2. Enrollment is stable or changing at a manageable rate (Enrollment changes are reflected in annual budget and facilities);</li> <li>3. Governing board selects independent audit firm, acceptable if the independent audit firm is under a multi-year contract;</li> <li>4. Fiscal reports (e.g., balance sheet, income statement, budget to actuals, cash flow statement, etc.) are presented to the governing board at each regular governing board meeting;</li> </ol>	<p><b><u>Existing Schools (based on the most current audit):</u></b>                  An existing school is one that has at least one annual independent audit on file with the Charter Schools Division</p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. The charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide a satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school’s governing board members lack fiscal capacity.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<p><b><i>An existing school that meets all of the Required criteria and six of the supplemental criteria listed below would be assessed eligible to be considered as Developing.</i></b></p>	<p><b><i>An existing school would be assessed as Unsatisfactory based on the statements below:</i></b></p>
<ol style="list-style-type: none"> <li>5. Governing board receives and reviews reports (e.g., preliminary budget, first interim, second interim, unaudited actuals, audited actuals, etc.) submitted to LAUSD;</li> <li>6. <b>Current</b> audit shows no material weaknesses, deficiencies and/or findings;</li> <li>7. Charter school adheres to the governing board approved Fiscal Policies and Procedures;</li> <li>8. There is no apparent conflict of interest;</li> <li>9. Governing board approves any amendment(s) to the charter school’s budget; and</li> <li>10. Governing board approved LCAP is posted on the charter school’s website.</li> </ol>	
<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



LAUSD CHARTER SCHOOLS DIVISION

SCHOOL NAME: Magnolia Science Academy BELL (PSC)

Annual Performance-Based Oversight Visit Report

DATE OF VISIT: 2/6/2019

<p><b><i>A new school that meets all of the Required criteria listed below would be assessed eligible to be considered as Developing.</i></b></p>	<p><b><i>A new school would be assessed as Unsatisfactory based on the statements below:</i></b></p>
<p><b><u>New Schools:</u></b></p> <p style="text-align: center;"><b><u>REQUIRED CRITERIA</u></b></p> <ol style="list-style-type: none"> <li>1. A new school is one that does not have an independent audit on file with the Charter Schools Division.</li> <li>2. If enrollment is below the funding survey, the charter school has made significant adjustments in their operations to allow for the reduced income, and submitted a revised three-year budget and three-year cash flow statement.</li> <li>3. Projected debt is managed efficiently and will not cause the charter school to end the fiscal year with negative net assets. The non-profit organization is financially viable to support the charter school.</li> <li>4. Interim reports and unaudited actuals project:       <ol style="list-style-type: none"> <li>a. Positive net assets</li> <li>b. Expenses less than revenues</li> <li>c. Projected expenses and revenues have no significant variance from budget</li> </ol> </li> <li>5. As a practice, the governing board receives and reviews the charter school's financial reports as evidenced by the governing board meeting minutes.</li> <li>6. The LCAP is submitted to the appropriate agencies.</li> <li>7. The EPA allocation and expenditures are posted on the charter school's website, if applicable.</li> </ol> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>	<p><b><u>New Schools:</u></b></p> <p>A charter school is assessed as Unsatisfactory if the charter school does not meet the criteria for Developing. A charter school was given a certain period of time to address the fiscal concerns of LAUSD, but failed to provide satisfactory response. Continued operation of a charter school that is assessed as Unsatisfactory may result to non-implementation of instructional programs as provided in the petition. The charter school also has shown no immediate source of revenue to maintain a viable budget, nor has provided a feasible financial plan to mitigate the negative fiscal condition. The charter school's governing board members lack fiscal capacity.</p> <p><u>Note:</u> A new school is one that does not have an independent audit on file with the Charter Schools Division. New schools are evaluated based on current year information. New schools receive a rating of 1 or 2.</p> <p><u>Note:</u> Other circumstances and information could influence the rating and will be noted in the evaluation.</p>



Board Agenda Item #	Discussion Item
Date:	06-13-19
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Nanie Montijo, Chief Finance Officer
RE:	MSA 4 Fiscal Benchmarks

### Proposed Board Recommendation

Information and discussion – no actions required.

### Background

MSA 4 received the renewal letter dated January 9, 2018 from LAUSD CSD stating LAUSD Board of Education voted to renew with benchmarks the MSA 4 charter for 5 years beginning July 1, 2018 until June 30, 2023. MSA 4 must meet academic and fiscal benchmarks during the 2018-2023 charter term.

Fiscal Benchmark #1-4 has been submitted and completed as of July 12, 2018.

To comply with the requirements of benchmark #5-6, the attached report is presented to board to demonstrate improvements on fiscal management and operations; and continued implementation of recommendations from Fiscal Oversight Report and SSC's Management letter.

Please see attached.

### Budget Implications

None

### Attachments:

MERF's action Plan and Proof of Implementation  
LAUSD Renewal Letter with Benchmarks



As per 2017-2018 Annual Oversight Visit Report (Fiscal Operations)	MERF's governing board approved plan of action (meeting date: July 12, 2018)	MERF's governing board approved plan of action (meeting date: December 13, 2018)	MERF's governing board approved plan of action (meeting date: June 13, 2019)
Areas noted for further growth and/or improvement:			
1) Bank Reconciliation Reports	All bank reconciliations are reviewed and approved via email by Designees/Financial Analysts on a monthly basis. In order to adopt a recommendation by School Services of California ("SSCal <sup>1</sup> "), as of January 2017 MERF Financial Analysts approve, sign and date all bank reconciliation statements before scanning and emailing the same to MERF's back office provider. The new back office provider Delta Managed Services ("DMS") has been notified of the MERF policy about the bank reconciliation timeline (20th of the following month).	Bank Reconciliations starting July 1, 2018 are prepared by DMS, the new back office service providers. CFO or designee reviews and signs all bank reconciliations before returning to DMS and filing for records.	Our back-office service provider, DMS, prepares all bank reconciliation statement on a monthly basis in accordance with our board approved fiscal policies and procedures manual. CFO or designee still reviews and signs all bank reconciliations before returning to DMS and filing for records.
2) Credit Cards	As of April 2018, all credit cards issued to former employees have been closed. All school site credit cards are held at the home office and are in the name of the CEO. Every month, MERF Financial Analysts review all credit card statements and charges. Balances of all active credit cards are paid in full unless there are disputed transactions.	The credit card processes approved by board of directors in the July 2018 meeting is still being followed consistently every month. All credit cards are paid in full every month. Statements are reviewed and coded correctly by senior financial analysts.	The credit card processes approved by board of directors in the July 2018 meeting is still being followed consistently every month. All credit cards are paid in full every month. Statements are reviewed and coded correctly by senior financial analysts.
3) Automated Clearing House (ACH)/Recurring Automatic Payments	MERF's Magnolia Public Schools Financial Policies and Procedures Manual, provided to LAUSD on March 1, 2018, covers all payments types regardless of the manner of issuance. However, for the avoidance of doubt and to institute CSD 's recommendations, MERF will revise its policy to make it clear that the policy applies to ACH transactions and recurring payment processes. Such revision will presented to the MERF Board of Directors for adoption at its September 13, 2018 board meeting.	All ACH transactions are in compliance with the board approved MERF Fiscal Policies.	All ACH transactions are in compliance with the board approved MPS Fiscal Policies and Procedures Manual. All ACH payments are preapproved and reconciled with the bank statements.
Other Observations:			
1) MERF needs to improve the timeliness of its responses to the CSD	MERF responds as soon as possible to all CSD information requests. Staff adhered to the deadlines the great majority of the time and kept CSD staff informed whenever information could not be provided according to the stated deadline. Prospectively, MERF Staff will inform CSD when requested information cannot be provided by the stated deadline and the reason for such delay. In such instances, MERF staff will provide CSD with its best approximation of when the information will be provided. In all instances, MERF will use its best reasonable efforts to provide the information as quickly as possible.	Staff has been very conscientious in ensuring that responses to emails and requests from CSD staff are provided within 48 hours, if possible.	Staff ensures that responses to emails and requests from CSD staff are provided within 48 hours, if possible.
2) The CSC recommends that MERF update its fiscal policies and procedures to require original detailed receipts for all purchases made via check disbursements or credit cards.	MERF's fiscal policies already require that detailed receipts are required for all purchases made via check disbursements or credit cards. Finance Department staff has commenced and will continue to make regular visits to all school sites to train and review fiscal processes with school staff. On an ongoing basis, MERF Finance Department staff will attend and offer trainings to principals during their monthly meetings at MERF's home office.	Finance team ensures that all reimbursement requests and purchases are supported by detailed receipts and all documentations required based on our fiscal policies.	Fiscal policy and procedure manual have been revised and approved by the Board of Directors to include mandatory submission of itemized receipts in all payments and disbursements as recommended by LAUSD CSD staff.
3) The CSD recommends that MERF present and discuss the CSD's Annual Performance-Based Oversight Reports with its governing board.	MERF staff presented CSD 's Oversight report to its Board of Directors during the May 2018 meeting. It was again discussed in more detail at the July 2018 Board of Directors meeting. The approved board minutes for the July 2018 Board of Directors meeting were submitted to LAUSD on August 14, 2018.	MERF staff presented CSD 's Oversight report to its Board of Directors during the May 2018 meeting. It was again discussed in more detail at the July 2018 Board of Directors meeting. The approved board minutes for the July 2018 Board of Directors meeting were	MERF staff will present CSD 's Oversight report to its Board of Directors during the June 13, 2019 meeting.  The approved minutes of the board meeting on June 13, 2019 will be submitted to LAUSD as soon as it becomes available.

		submitted to LAUSD on August 14, 2018.	
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As per the SSC's Management Letter (dated July 27, 2018)	MPS' Response	MPS' governing board approved plan of action (meeting date: December 13, 2018)	MPS' governing board approved plan of action (meeting date: June 13, 2019)
Current Recommendations			
1) Consider consolidating to one financial system.	<p>MERF previously agreed to implement a more integrated system structure and a PO system that interfaces with the accounting system in order to create improved overall processes and internal controls. In order to meet this commitment, as of July 1, 2018 MERF transitioned to new back office service provider Delta Managed Solutions, Inc. ("DMS"). DMS uses a financial software package called Escape/SchoolAbility ("SchoolAbility") that incorporates purchasing and accounting processes into one database. SchoolAbility covers purchasing, payables, budget, financial reporting that is SACS compliant and compatible. Significantly, SchoolAbility allows for the generation of real-time reports for budget status, purchase requests, encumbrances, payments processed and other pertinent accounting records. MERF's previous software (CoolSIS and NetSuite) and back office provider did not have the capability to generate real-time reports. MERF will amend its fiscal policy and procedures manual at its October 2018 Board of Directors meeting to reflect the change in financial software. MERF continues to use Paycom software for human resource and payroll functions. Payroll registers are uploaded to SchoolAbility on a semimonthly basis. MERF has reduced the number of software systems it uses from three to two. MERF believes that this change is consistent with the recommendation to streamline services and increase accessibility to information.</p>	<p>The selection of DMS was approved by MERF's Board of Directors. This recommendation has been implemented insofar as establishing a more integrated system and lessening the number of software packages used.</p> <p>As of July 1, 2018, MERF uses two instead of three software packages. MERF will continue to work towards consolidating into one financial software package.</p> <p>SchoolAbility is currently the financial software being utilized for requisition, purchasing, reimbursements, accounts payable, accounts receivable, general ledger and financial reporting.</p> <p>Paycom is the software being used to maintain personnel records, payroll information and generates pay checks.</p>	<p>The implementation of SchoolAbility, a more integrated financial software has decreased the number of software packages used compared to FY 2016-17 and FY 2017-18. The purchasing module and GL modules are now centralized in one software package (SchoolAbility)</p> <p>MERF will continue to work towards consolidating into one financial software package.</p> <p>As of to date, SchoolAbility is the financial software being utilized for requisition, purchasing, reimbursements, accounts payable, accounts receivable, general ledger and financial reporting.</p> <p>Paycom is the software being used to maintain personnel records, payroll information and generates pay checks.</p>
2) Consider developing a more streamlined and standardized process for accounts payable.	<p>As mentioned, MERF has hired a new service provider, DMS. DMS uses SchoolAbility which incorporates all financial processes (including but not limited to purchasing, A/P, bank reconciliation, and state and federal reporting) into one database. MERF's Finance Department has centralized its accounts payable processing to have all invoices go to MERF's head office in order to provide more visibility of MERF's different vendors, their terms and conditions and to more closely monitor aging of payables. In addition, all approval processes are integrated into the SchoolAbility software (including home office executive team and school site principals' routing and approval, as required per MERF fiscal policy handbook) thereby creating an appropriate audit trail. The approval process is enhanced because Finance Department staff review all purchase requisitions, payment requests and employee reimbursements.</p>	<p>The selection of DMS and the use of SchoolAbility was approved by MERF's Board of Directors. The new financial system is more streamlined and standardized in processing purchase requests, payables, reimbursements and budgets.</p>	<p>The selection of DMS and the use of SchoolAbility streamlined and standardized the processing of all purchase requests, payables, reimbursements and budgets monitoring on a real time basis.</p>

<p>3) Consider reviewing cash receipts for timely deposits.</p>	<p>MERF Finance Department staff will continue to support school staff in making timely cash and check deposits. Finance Department staff will continue to make regular visits to all school sites to train and review fiscal processes with school staff. For example, from July 30, 2018 to August 2, 2018, Finance Department staff attended and participated in beginning of school year professional development training for office managers and principals. On an ongoing basis, MERF Finance Department staff will attend and offer trainings to principals during their monthly meetings at home office. MERF Finance Department staff will continue to monitor the timeliness of cash and check deposits. Where noncompliance is found, MERF Finance Department staff will work with the noncompliant school or staff to address and remedy any issues that contribute to noncompliance.</p>	<p>Continues trainings and communication with site staff is ongoing. CFO meets with all principals every month during the principals' meeting to address current issues and provide additional training. In addition, Senior Financial Analyst conducts site visits at least once a month to all school sites.</p>	<p>Continued trainings and communication with site staff are ongoing. CFO meets with all principals every month during the principals' meeting to address current issues and provide additional training. In addition, Senior Financial Analyst conducts site visits at least once a month to all school sites.</p>
<p>4) Consider reviewing cash deposits for appropriate coding.</p>	<p>Effective July 1, 2018 all transactions will be in compliance with SACS coding. Unlike its previous software, SchoolAbility is SACS compliant. MERF Finance Department staff will review all coding and GL postings before submission of interim reports and unaudited actual thereby insuring that all transactions are codified to the correct account.</p>	<p>Schoolability is a SACS compliant financial software. All transactions are coded based on CDE's SACS. Each entry is reviewed and approved by MPS Senior Financial Analyst and CFO before posting.</p>	<p>Schoolability is a SACS compliant financial software. All transactions are coded based on CDE's SACS. Each entry is reviewed and approved by MPS Senior Financial Analyst and CFO before posting.</p>



## LOS ANGELES UNIFIED SCHOOL DISTRICT CHARTER SCHOOLS DIVISION

333 South Beaudry Avenue, 20<sup>th</sup> Floor, Los Angeles, CA 90017  
Office: (213) 241-0399 ♦ Prop. 39: (213) 241-5130 ♦ Fax: (213) 241-2054

MICHELLE KING, Ed.D.  
*Superintendent of Schools*

FRANCES GIPSON, Ph.D.  
*Chief Academic Officer*  
*Division of Instruction*

JOSÉ COLE-GUTIÉRREZ  
*Director, Charter Schools Division*

January 9, 2018

Dr. Caprice Young, Lead Petitioner  
Magnolia Science Academy 4  
11330 W Graham Place  
Los Angeles, CA 90064

**Sent By Email and U.S. Mail**

Dear Dr. Caprice Young:

Congratulations! On November 7, 2017, the Los Angeles Unified School District (LAUSD) Board of Education voted to renew with benchmarks the Magnolia Science Academy 4 charter for 5 years, beginning July 1, 2018, until June 30, 2023, to serve 240 students in grades 6-12 in year 1 and up to 360 students in grades 6-12 by the end of the charter term.

We, the LAUSD Charter Schools Division, look forward to continuing to work with you throughout the term of the charter. As your assigned administrator from our office, I will continue to keep in close contact with you in order to perform our state-mandated oversight duties. If this assignment should change, we will notify you of the change and provide contact information for your new administrator.

Please keep in mind, Magnolia Science Academy 4 must meet the following academic and fiscal benchmarks during the 2018-2023 charter term as described below:

### ***ACADEMIC BENCHMARKS***

The school shall provide an update to the Charter Schools Division no later than December 15<sup>th</sup> of each year of the charter term (after CAASPP (SBAC) scores have been released by the CDE).

1. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for numerically significant subgroups in ELA as measured by the CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools Median, with the goal of achieving and maintaining the “Green” performance level or higher.
2. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for numerically significant subgroups in Math as measured by the CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools Median, with the goal of achieving and maintaining the “Green” performance level or higher.

**FISCAL BENCHMARK**

1. The school shall provide the Charter Schools Division (CSD) the complete, executed service contract signed between Magnolia Educational & Research Foundation (MERF) and School Services of California's (SSCal), as approved by MERF's governing board on May 20, 2017, no later than November 30, 2017. This contract shall reflect SSCal's scope of work for the six-month period spanning from January 2017 through June 2017.
2. MERF shall continue to apprise the CSD of SSCal's findings and recommendations pertaining to its reviews of Magnolia schools' May and June 2017 transactions. MERF will provide the CSD with SSCal's review status in writing on a monthly basis, beginning December 1, 2017, until SSCal completes its six-month reviews.
3. MERF will provide the CSD with SSCal's management letters and MERF's action items in response to SSCal's findings, if any, within 30 days from the date of the management letter issued by SSCal. SSCal's final management letter, along with MERF's response and action items, shall be provided to the Charter Schools Division no later than December 1, 2018.
4. Upon the CSD's review of SSCal's first six (6) months of oversight when completed, the District will determine if it is necessary to extend SSCal's oversight period, pursuant to the February 8, 2017 letter issued by LAUSD legal counsel to MERF, which states, "MERF must remain subject to fiscal oversight by FCMAT or an equivalent entity for six (6) consecutive months in 2017, to commence as soon as possible, with an option, at the District's request and sole discretion, to extend the oversight depending on the results of the first six (6) months of oversight." MERF may *not* terminate or cease SSCal's work without the CSD's or District's prior consent in writing.
5. MERF will continue to take steps to remediate its fiscal practices and demonstrate improvement in its fiscal management and operations, based on the recommendations made by the Fiscal Crisis & Management Assistance Team and SSCal, through the end of the term of MSA 4's charter or by the end of fiscal year 2022-2023.
6. MERF must provide an annual update to the Charter Schools Division starting by December 15 of each year through the end of the term of MSA 4's charter or by the end of fiscal year 2022-2023, as to its progress in improving the school's fiscal management and operations as mentioned in the fiscal benchmark 5 above.

Please communicate with us by February 6, 2018 the name of the person who will be responsible for monitoring and following up on the benchmarks during the term of the charter.

Again, we congratulate your accomplishment and offer our best wishes as you continue to serve the students at your school and move forward the work of providing an excellent educational opportunity for all students.

Sincerely,

*Yolanda Jordan*

Yolanda Jordan  
Specialist

Attachment: Stamped Board of Education Order of Business

c: Dr. Robert Perry, Administrative Coordinator  
James Robinson, Fiscal Administrator  
René Cardona, Senior Coordinator  
Lillian Lee, Fiscal Oversight Administrator  
Lourdes Echevarria, Fiscal Services Manager  
Saken Sherkhanov, Ph.D., Magnolia Public Schools Board President

# STAFF ASSESSMENT AND RECOMMENDATION REPORT

## RENEWAL PETITION

Board of Education Report 123-18/19

October 23, 2018

School Name:	<b>Magnolia Science Academy 6</b>			<b>BOARD IS REQUIRED TO TAKE ACTION BY:  October 27, 2018</b>
Type of Charter School:	<b>Start-Up Independent Charter School</b>			
Charter Operator	<b>Magnolia Educational &amp; Research Foundation</b>			
Location Code:	<b>8013</b>			
Type of Site(s):	<b>Private</b>			
Site Address(es):	<b>3754 Dunn Drive, Los Angeles, CA 90034</b>			
Board District(s):	<b>1</b>	Local District(s):	<b>West</b>	
Grade Levels Served:	<b>6-8</b>	Current Enrollment:	<b>156</b>	
Grade Levels Authorized in Current Charter:	<b>6-8</b>	Approved Enrollment in Current Charter:	<b>300</b>	
<b>CONSIDERATION:</b>	<b>Renewal</b>			
<b>STAFF RECOMMENDATION:</b>	<b>Approval with Benchmarks</b>			
<b>SUMMARY OF STAFF FINDINGS:</b>	<p>Based on a comprehensive review of the renewal petition application and the school's record of performance, staff has determined that the charter school has met the standards and criteria for renewal (Ed. Code § 47605 and 47607).</p> <ul style="list-style-type: none"> <li>◆ <i>The charter school has presented a <b>sound educational program</b> for its targeted student population.</i></li> <li>◆ <i>Petitioners are <b>demonstrably likely to successfully implement the educational program</b> set forth in the renewal petition.</i></li> <li>◆ <i>The petition, as revised through the petition review and revisions process, contains the District Required Language and provides <b>reasonably comprehensive descriptions of all required elements</b>.</i></li> <li>◆ <i>The petition contains the <b>required affirmations, assurances, and declarations</b>.</i></li> </ul> <p>Please see "Staff Review and Assessment" section below for further detail.</p>			

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<b>PROPOSED BENCHMARKS:</b>	<p>Magnolia Science Academy 6 must meet the following benchmark during the 2019-2024 charter term in order to address fiscal operations concerns.</p> <p>The school shall provide a written status report to the Charter Schools Division (CSD) no later than December 15 of each year of the charter term demonstrating its progress related to the following:</p> <ol style="list-style-type: none"><li>1. Magnolia Educational &amp; Research Foundation’s continuous improvement in the school’s fiscal management and operations, based on the recommendations made by School Services of California.</li></ol> <p>If this benchmark remains unmet by the timeline(s) indicated, at that time the District will review the charter school’s status reports and any additional relevant information, and determine next steps accordingly, up to and including recommendation for revocation during the school’s charter term or recommendation of non-renewal upon submission of a renewal petition at the end of the term of the charter.</p>
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# STAFF ASSESSMENT AND RECOMMENDATION REPORT

## RENEWAL PETITION

Board of Education Report 124-18/19  
October 23, 2018

School Name:	Magnolia Science Academy 7		BOARD IS REQUIRED TO TAKE ACTION BY:  <b>October 27, 2018</b>
Type of Charter School:	Start-Up Independent Charter School		
Charter Operator	Magnolia Educational & Research Foundation		
Location Code:	8014		
Type of Site(s):	Private		
Site Address(es):	18355 Roscoe Blvd., Northridge, CA, 91325		
Board District(s):	3	Local District(s):	Northwest
Grade Levels Served:	TK-5	Current Enrollment:	287
Grade Levels Authorized in Current Charter:	TK-5	Approved Enrollment in Current Charter:	300
CONSIDERATION:	Renewal		
STAFF RECOMMENDATION:	Approval with Benchmarks		
SUMMARY OF STAFF FINDINGS:	<p>Based on a comprehensive review of the renewal petition application and the school's record of performance, staff has determined that the charter school has met the standards and criteria for renewal (Ed. Code § 47605 and 47607).</p> <ul style="list-style-type: none"> <li>◆ <i>The charter school has presented a <b>sound educational program</b> for its targeted student population.</i></li> <li>◆ <i>Petitioners are <b>demonstrably likely to successfully implement the educational program</b> set forth in the renewal petition.</i></li> <li>◆ <i>The petition, as revised through the petition review and revisions process, contains the District Required Language and provides <b>reasonably comprehensive descriptions of all required elements</b>.</i></li> <li>◆ <i>The petition contains the <b>required affirmations, assurances, and declarations</b>.</i></li> </ul> <p>Please see "Staff Review and Assessment" section below for further detail.</p>		

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**PROPOSED  
BENCHMARKS:**

Magnolia Science Academy 7 must meet the following benchmarks during the 2019-2024 charter term in order to address academic and fiscal operations concerns.

The school shall provide a written status report to the Charter Schools Division (CSD) annually no later than December 1 that provides evidence of the following:

1. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for “English Learners” in English Language Arts (ELA), as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools, with the goal of achieving and maintaining the “Green” performance level or higher by the end of the charter term.
2. The school will demonstrate at least one performance level growth per academic year, as reported on the California School Dashboard, for “English Learners” in Math, as measured by CAASPP (SBAC) Assessment at a rate equal to or greater than the Resident and Similar Schools, with the goal of achieving and maintaining the “Green” performance level or higher by the end of the charter term.

The school shall provide a written status report to the CSD no later than December 15 of each year of the charter term demonstrating its progress related to the following:

3. Magnolia Educational & Research Foundation’s continuous improvement in the school’s fiscal management and operations, based on the recommendations made by School Services of California.

If any of these benchmarks remain unmet by the timeline(s) indicated, at that time the District will review the charter school’s status reports and any additional relevant information, and determine next steps accordingly, up to and including recommendation for revocation during the school’s charter term or recommendation of non-renewal upon submission of a renewal petition at the end of the term of the charter.

# Cover Sheet

## Academic Update

**Section:** IV. Information/Discussion Items  
**Item:** B. Academic Update  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV B 2019 Academic Updates.pdf



Board Agenda Item #	Item IV B
Date:	July 18, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO
Staff Lead:	Erdinc Acar, Chief Academic Officer
RE:	Academic Department Updates

**Proposed Board Recommendation**

None

**Background**

MPS Academics departments will update board members on programs, activities and events. Updates will include Progress towards goals, Preliminary CAASPP State testing results, program data, Multi-tiered System of Support (MTSS) Implementation, school visits and support, Authorizer Visit Reports, STEAM EXPOs Summer schools, MPS MTSS implementation, 2019 college data, graduations, wrap ups, summer trainings and next year's plans and end of year summary of activities from the Academic Team members.

**Budget Implication** Not Applicable

**Funding Source** Not Applicable

**How Does This Action Relate/Affect/Benefit All MSAs?** Not Applicable

**Name of Staff Originator:**

Erdinc Acar, Chief Academic Officer

**Attachments (1)**

Power Point Presentation



# ACADEMIC UPDATES

**June 13, 2019**

**REGULAR BOARD MEETING**


Erdinc Acar, Chief Academic Officer






# 2018-2019 SCHOOL YEAR ACADEMIC GOALS AND PROGRESS


# 2018-2019 GOALS

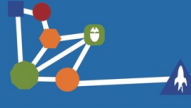
**1** **100% Four-Year cohort graduation rate and 100% UC/CSU A-G course completion rate across all MPS.** 


**2** All student groups across MPS will show growth on the CAASPP-ELA/Literacy and Mathematics assessments by a **3-point or more increase from the prior year.** 

**3** **50% or more of all MPS students will be proficient on the CAASPP-ELA/Literacy assessments and 35% or more will be proficient on the CAASPP-Mathematics assessments, with the ultimate goal of 100% proficiency for all.**


**4** **60% or more of all MPS students will meet their growth targets on the MAP-Reading and Mathematics assessments, with the ultimate goal of 100%.**

**5** **All students across MPS will meet their expected growth targets in Reading as measured by the Lexile metrics.** 

**6** All MPS sites will organize a **STEAM** Festival/EXPO, with **100%** of MPS students creating and demonstrating a STEAM focused project, experiment, model or demo. 

**7** **Average Daily Attendance (ADA) rate of 97% or more across all MPS, with the ultimate goal of 100% ADA Rate.** 

**8** MPS will develop, align, and improve academic and behavioral resources, programs, supports, and services in addressing the needs of the whole child by utilizing a coherent **MTSS framework that engages all systems leading to improved student outcomes.**

**9** **25% or more of all MPS students will be home-visited by the teachers and staff across all MPS.** 

**10** School experience **survey participation and satisfaction rates of 85% or more** for students, parents, teachers, and staff across all MPS, with the ultimate goal of **100% participation and satisfaction rates.**

**1** **100% Four-Year cohort graduation rate and 100% UC/CSU A-G course completion rate across all MPS.**



COHORT GRADUATION DATA									A-G COURSE COMPLETION			
Four-Year Cohort Graduation Rate (Baseline Data from DataQuest; Progress Data from College Counselors)					One-Year Cohort Graduation Rate (Baseline Data and Progress Data from College Counselors)				A-G Completion Rate (Baseline Data from DataQuest; Progress Data from College Counselors)			
	2017-18 Baseline	2018-19 Target	2018-19 Progress (Updated on 6/4/19)	On Target?	2017-18 Baseline	2018-19 Target	2018-19 Progress (Updated on 6/4/19)	On Target?	2017-18 Baseline	2018-19 Target	2018-19 Progress (Updated on 10/12/18)	On Target?
MSA-1	100.0%	100.0%	100.0%	Y	98.4%	100.0%	100.0%	Y	85.0%	100.0%	92.8%	Y
MSA-2	89.2%	100.0%	100.0%	Y	97.2%	100.0%	100.0%	Y	86.5%	100.0%	92.7%	Y
MSA-3	95.5%	100.0%	100.0%	Y	100.0%	100.0%	100.0%	Y	77.3%	100.0%	77.1%	N
MSA-4	95.8%	100.0%	100.0%	Y	100.0%	100.0%	100.0%	Y	95.8%	100.0%	87.5%	N
MSA-SA	92.3%	100.0%	100.0%	Y	92.9%	100.0%	100.0%	Y	84.6%	100.0%	85.7%	P
<b>MPS</b>	<b>95.5%</b>	<b>100%</b>	<b>100.0%</b>	<b>Y</b>	<b>98.3%</b>	<b>100%</b>	<b>100.0%</b>	<b>Y</b>	<b>84.8%</b>	<b>100%</b>	<b>87.6%</b>	<b>Y</b>



May 1 and 2 was College Signing Days  
Preparing a detailed report to be submitted to the  
June Board meeting



# COLLEGE ADMISSIONS

College	Applied	Accepted	Attending	Denied	Waitlist	Deferred	Withdrawn
Arizona State University	4	4	1	0	0	0	0
The University of Arizona	2	2	0	0	0	0	0
Art Institute	1	0	0	1	0	0	0
California State Polytechnic University - Pomona	30	14	1	14	3	0	0
California Polytechnic State University, San Luis Obispo	11	3	0	9	1	0	0
California State University Maritime Academy	2	0	0	2	0	0	0
California State University, Bakersfield	3	5	0	0	0	0	0
California State University, Channel Islands	11	11	0	1	0	0	0
California State University, Chico	5	4	0	1	0	0	0
California State University, Dominguez Hills	32	26	0	1	1	0	0
California State University, East Bay	3	3	1	0	0	0	0
California State University, Fresno	3	0	0	0	1	0	0
California State University, Fullerton	38	17	2	9	5	0	0
California State University, Long Beach	58	16	0	40	7	0	0
California State University, Los Angeles	41	11	0	23	1	0	0
California State University, Monterey Bay	3	1	0	1	0	0	0
California State University, Northridge	66	67	33	7	0	0	0
California State University, Sacramento	2	2	0	0	0	0	0
California State University, San Bernardino	3	2	0	0	0	0	0
California State University, Stanislaus	2	2	0	0	0	0	0
University of California, Berkeley	17	4	2	14	2	0	0
University of California, Davis	20	12	3	9	5	0	0
University of California, Irvine	49	14	6	33	4	0	0
University of California, Los Angeles	47	4	2	47	3	0	0
University of California, Merced	16	14	1	6	0	0	0
University of California, Riverside	29	21	1	12	1	0	0
University of California, San Diego	28	7	0	21	4	0	0
University of California, Santa Barbara	30	3	0	24	3	1	0
University of California, Santa Cruz	15	6	0	8	1	0	0
Humboldt State University	2	2	0	0	0	0	0
University of Illinois at Urbana-Champaign	1	1	1	0	0	0	0
Pierce College	17	15	17	0	0	0	0
Pierce College	30	28	28	0	0	0	0
Rutgers University-New Brunswick	1	1	0	0	0	0	0
San Diego State University	11	2	0	9	0	0	0
San Francisco State University	8	8	0	0	0	0	0
San Jose State University	8	3	0	4	0	0	0
University of Southern California	2	2	1	7	0	0	0
University of Washington	2	1	0	1	0	0	0
<b>Total</b>	<b>653</b>	<b>338</b>	<b>100</b>	<b>304</b>	<b>42</b>	<b>1</b>	<b>0</b>

**2** All student groups across MPS will show growth on the CAASPP-ELA/Literacy and Mathematics assessments by a **3-point or more increase from the prior year.**

## CAASPP SBAC STATE ASSESSMENTS – STUDENT GROUP PERFORMANCE IN ELA & MATH

Data not available as of now



<b>ELA</b>								
	# score posted	Total # to be tested	% score posted	<b>2019 % met &amp; exceeded</b>	Change from 2018	2018 Score	2017 Score	
<b>MSA1</b>	178	365	80%	<b>48.75%</b>	0.43%	48.32%	47.54%	
<b>MSA2</b>	95	287	99%	<b>41.40%</b>	7.08%	34.32%	33.01%	
<b>MSA3</b>	100	328	73%	<b>33.27%</b>	-8.31%	41.58%	40.13%	
<b>MSA4</b>	59	59	100%	<b>27.20%</b>	-5.43%	32.63%	31.11%	
<b>MSA5</b>	39	181	80%	<b>45.23%</b>	-0.40%	45.63%	33.33%	
<b>MSA6</b>	38	160	91%	<b>44.88%</b>	-3.17%	48.05%	42.77%	
<b>MSA7</b>	110	113	97%	<b>44.55%</b>	-5.78%	50.33%	47.56%	
<b>MSA8</b>	356	463	99%	<b>42.55%</b>	5.23%	37.32%	44.96%	
<b>MSA SD</b>	198	397	97%	<b>68.84%</b>	7.76%	61.08%	68.61%	
<b>MSA SA</b>	268	379	98%	<b>34.38%</b>	-7.40%	41.78%	47.14%	
<b>MPS Total</b>	<b>1441</b>	<b>2732</b>	<b>91%</b>	<b>45.11%</b>	<b>0.77%</b>	<b>44.34%</b>	<b>46.03%</b>	

**3** 50% or more of all MPS students will be proficient on the CAASPP-ELA/Literacy assessments and 35% or more will be proficient on the CAASPP-Mathematics assessments, with the ultimate goal of **100% proficiency for all.**

<b>Math</b>							
	# score posted	Total # to be tested	% score posted	<b>2019 % met &amp; exceeded</b>	<b>Change from 2018</b>	<b>2018 Score</b>	<b>2017 Score</b>
<b>MSA1</b>	349	365	99%	<b>30.08%</b>	-4.98%	35.06%	29.61%
<b>MSA2</b>	176	287	100%	<b>27.99%</b>	2.41%	25.58%	23.87%
<b>MSA3</b>	306	328	100%	<b>17.42%</b>	-3.63%	21.05%	22.18%
<b>MSA4</b>	59	59	100%	<b>8.46%</b>	0.04%	8.42%	17.20%
<b>MSA5</b>	68	181	100%	<b>38.47%</b>	4.31%	34.16%	15.60%
<b>MSA6</b>	22	160	99%	<b>38.70%</b>	0.14%	38.56%	25.29%
<b>MSA7</b>	108	113	99%	<b>31.96%</b>	-1.37%	33.33%	39.03%
<b>MSA8</b>	251	463	99%	<b>23.72%</b>	0.83%	22.89%	22.38%
<b>MSA SD</b>	365	397	98%	<b>60.76%</b>	9.21%	51.55%	59.47%
<b>MSA SA</b>	370	379	99%	<b>28.52%</b>	2.12%	26.40%	32.50%
<b>MPS Total</b>	<b>2074</b>	<b>2732</b>	<b>99%</b>	<b>32.13%</b>	<b>1.63%</b>	<b>30.50%</b>	<b>30.76%</b>

**3** 50% or more of all MPS students will be proficient on the CAASPP-ELA/Literacy assessments and 35% or more will be proficient on the CAASPP-Mathematics assessments, with the ultimate goal of **100% proficiency for all.**

# NWEA MAP GROWTH DATA FALL – SPRING

**4** 60% or more of all MPS students will meet their growth targets on the MAP-Reading and Mathematics assessments, with the *ultimate goal of 100%*.


	Comparison Periods: Fall 2018 to Spring 2019					
	Target	Count with Projection	Count Met Projection	Percent Met Projection	Distance from Target	On Target?
MSA-1	45.0%	371	201	54.2%	9.2%	Y
MSA-2	55.0%	315	183	58.1%	3.1%	Y
MSA-3	60.0%	328	166	50.6%	-9.4%	P
MSA-4	60.0%	83	43	51.8%	-8.2%	P
MSA-5	60.0%	210	136	64.8%	4.8%	Y
MSA-6	44.0%	143	85	59.4%	15.4%	Y
MSA-7	60.0%	158	77	48.7%	-11.3%	P
MSA-8	55.0%	400	247	61.8%	6.8%	Y
MSA-SD	60.0%	344	205	59.6%	-0.4%	Y
MSA-SA	55.0%	401	202	50.4%	-4.6%	Y
<b>MPS</b>	<b>60.0%</b>	<b>2,753</b>	<b>1,545</b>	<b>56.1%</b>	<b>-3.9%</b>	<b>Y</b>

## READING

	Comparison Periods: Fall 2018 to Spring 2019					
	Target	Count with Projection	Count Met Projection	Percent Met Projection	Distance from Target	On Target?
MSA-1	45.0%	256	154	60.2%	15.2%	Y ▼
MSA-2	55.0%	326	200	61.3%	6.3%	Y ▼
MSA-3	60.0%	334	193	57.8%	-2.2%	Y ▼
MSA-4	60.0%	89	57	64.0%	4.0%	Y ▼
MSA-5	60.0%	209	154	73.7%	13.7%	Y ▼
MSA-6	44.0%	141	71	50.4%	6.4%	Y ▼
MSA-7	60.0%	156	52	33.3%	-26.7%	N ▼
MSA-8	55.0%	421	253	60.1%	5.1%	Y ▼
MSA-SD	60.0%	353	232	65.7%	5.7%	Y ▼
MSA-SA	55.0%	413	165	40.0%	-15.0%	N ▼
<b>MPS</b>	<b>60.0%</b>	<b>2,698</b>	<b>1,531</b>	<b>56.7%</b>	<b>-3.3%</b>	<b>Y ▼</b>

## MATH


**5** All students across MPS will meet their expected growth targets in Reading as measured by the Lexile metrics.



# MY ON READING DATA 1/2

	10.03.18	5.6.19	10.03.18	5.6.19	10.03.18	5.6.19	10.03.18	5.6.19
Reporting Period: 8.13.18-5.6.19	MSA-1	MSA-1	MSA-2	MSA-2	MSA-3	MSA-3	MSA-4	MSA-4
Number of Students	461	464	267	267	556	505	176	181
Days with Reading	1100%	12%	2100%	22%	400%	5%	3%	5%
Books Read	2,872	14,444	2,936	15,098	1,506	8,962	447	2,223
AVG Number of Books Read per Student	6		11		3		3	
Pages Read	78,443	391K	69,176	413K	27,611	192K	9,092	64,658
AVG Pages per week	19	22	35	41	7	10	7	9
Minutes Read	40.6K	227K	35.4K	203K	14.7K	97.7K	3,800	41.5K
AVG Minutes per week	12	13	18	20	4	5	3	6
AVG % Time Spent Reading Non-Fiction	46%	53%	48%	47%	44%	50%	75%	64%
Minutes Read Without Audio	12.2K	68.0K	10K	97	3,113	24	593	16
AVG % Time Spent W/out Audio	36%	32%	27%	42%	19%	19%	27%	40%
Books in Projects Read	0	687	0	0	0	487	0	0
Minutes Read in Projects	0	9,362	0	0	0	6,350	0	0
AVG Time Spent Reading in Projects	0	7	0	0	0	14	0	0
AVG Lexile	740L	720	645L	669	666L	703	626L	677
AVG Lexile Taken	0	3	0.8	3	0.3	1.5	0.1	1.1
AVG Starting Lexile Score in period	733L	733	709L	709	701L	701	652L	649
AVG First Lexile Score in Period	761L	697	605L	645	587L	652	633L	660
AVG Ending Lexile Score in Period	740L	720	645L	669	666L	703	626L	677
AVG Lexile Growth	<b>+16.4L</b>	<b>+42.4L</b>	<b>+15.8L</b>	<b>+40.8L</b>	<b>+6.1L</b>	<b>+51.5L</b>	<b>+5.9L</b>	<b>+53.6L</b>
Most Popular Book #1	The Grin in the Dark -700L	A journey to Adaptation with Max Axiom, Super Scientist	The Grin in the Dark -700L	Paintball Punk	Hamlet - 370L	Paintball Punk	King of Pop: The Story of Michael Jackson -590L	Haunted Hotels around the world
Most Popular Book #2	King of Pop: The Story of Michael Jackson -590L	A crash course in Forces and Motion with Max Axiom, Super Scientist	Phantom of the Library - 620 L	Pandarella	Romeo and Juliet -450L	Frankenstein	Megalodon - 310 L	Baseball's Record breakers
Most Popular Book #3	Paintball Punk -310L	The world's most amazing bridges	Jellaby: Monster in the City- 240L	Point-blank Paintball	King of Pop: The Story of Michael Jackson -590L	Frankenstein	Haunted Houses: The Unsolved Mystery - 650 L	Baseball stats and the stories behind theM: what every fan needs to know
Minutes Read: Weekends	259	2928	330	2557	136	1165	92	1178
Out-Of-School Reading Student Average	1%	3	1%	2	4%	3	5%	7

**5** All students across MPS will meet their expected growth targets in Reading as measured by the Lexile metrics.



# MY ON READING DATA

## 2/2

	10.03.18	5.6.19	10.03.18	5.6.19	10.03.18	5.6.19	10.03.18	5.6.19	10.03.18	5.6.19
Reporting Period: 8.13.18-5.6.19	MSA-5	MSA-5	MSA-6	MSA-6	MSA-8	MSA-8	MSA-SA	MSA-SA	All Grades	All Grades
Number of Students	247	242	153	163	472	462	618	640	5,234	
Days with Reading	1100%	21%	29%	25%	2200%	21%	18%	20%	500%	
Books Read	1,681	13,559	3,267	12,128	5,181	23,497	9,023	45,041	116,824	134K
AVG Number of Books Read per Student	7		21		11		15		22	
Pages Read	33,670	339K	82,812	361K	122,000	629K	182,000	1088K	669,462	
AVG Pages per week	18	37	73	58	35	36	39	45	3,216	
Minutes Read	18.6K	192K	48.6K	215K	71.5K	369K	100K	618K	350K	1965K
AVG Minutes per week	10	21	43	35	20	21	22	25	1,845	
AVG % Time Spent Reading Non-Fiction	55%	52%	45%	50%	57%	56%	50%	48%	43%	49%
Minutes Read Without Audio	4,325	48	8,055	43	17.1K	117	21	203K	76.1K	616
AVG % Time Spent W/out Audio	21%	25%	19%	21%	21%	28%	22%	36%	25%	3100%
Books in Projects Read	4	781	0	200	0	256	379	1,132	383	3,543
Minutes Read in Projects	7	11	0	1,608	0	5,534	5,348	16	5,355	51
AVG Time Spent Reading in Projects	0	6	0	1	0	2	2%	1%	1	2
AVG Lexile	674L	721	672L	790	779L	885	541L	591	524L	720
AVG Lexile Taken	0.6	4.1	0.8	8.5	0.8	7.1	1	6	146	1,562
AVG Starting Lexile Score in period	680L	681	714L	714	846L	848	520L	520	515L	694
AVG First Lexile Score in Period	679L	680	664L	684	744L	780	529L	523	511L	665
AVG Ending Lexile Score in Period	674L	721	672L	790	779L	885	541L	591	524L	720
AVG Lexile Growth	+27.6L	+86.8L	+9.3L	+144.0L	+6.3L	+126.8L	+47.5L	+119.0L	+9.7L	+25.3L
Most Popular Book #1	Cristiano Ronaldo -580 L	New York	Manners Matter in the Classroom -420L	The Grin in the Dark	The Grin in the Dark -700L	Circles Everywhere	The Boston Tea Party - 600L	Haunted Objects from Around the World	The Grin in the Dark -700L	
Most Popular Book #2	The Tell-Tale Heart -320L	Creepy Urban Legends	The Grin in the Dark -700L	Haunted Objects from Around the World	King of Pop: The Story of Michael Jackson -590L	The Grin in the Dark	Heroes of the American Revolution - 790L	Super Scary Stories	King of Pop: The Story of Michael Jackson -590L	
Most Popular Book #3	The Murders in the Rue Morgue-510L	Haunting Urban Legends	Haunted Objects From Around the World-710L	King of Pop: The Story of Michael Jackson	Creepy Urban Legends-640L	Paintball Punk	True Stories of the Revolutionary Way-710L	Paintball Punk		
Minutes Read: Weekends	0	893	61	610	371	1318	534	6524	809	16.8K
Out-Of-School Reading Student Average	0%	1	0%	1	2%	1	6%	7	121%	4



# MPS STEAM EXPOS



**6** MSA-2 Valley will organize a **STEAM** Festival/EXPO, with **100%** of students creating and demonstrating a STEAM focused project, experiment, model or demo.


## SCHOOL-WIDE STEAM EXPOS

- Feb 4-8, 2019 - Magnolia Science Academy -1
- March 22, 2019 - Magnolia Science Academy -2
- March 14, 2019 - Magnolia Science Academy -3
- February 1 2019 - Magnolia Science Academy -4
- March 14, 2019 - Magnolia Science Academy -5
- March 23, 2019 - Magnolia Science Academy -6
- March 21, 2019 - Magnolia Science Academy -7
- March 12, 2019 - Magnolia Science Academy -8
- March 1, 2019 - Magnolia Science Academy -Santa Ana
- May 11, 2019 - Magnolia Science Academy -San Diego



# AVERAGE DAILY ATTENDANCE

**7** Average Daily Attendance (ADA) rate of 97% or more, with the ultimate goal of 100% ADA Rate.



ADA RATE						CHRONIC ABSENTEEISM RATE						
	Based on 2017-18 P-2	From 2018-19 School Goals	Attendance Periods: 8/14/18 to Month 9,10 or 11 (see notes)			Internal data	From LCAP	Attendance Periods: 8/14/18 to 6/4/19				
	2017-18 Baseline	2018-19 Target	2018-19 Progress (Updt. on 6/3/19)	Distance from Target	On Target?	2017-18 Baseline	2018-19 Target	2018-19 Cumulative Enrollment	2018-19 Chronic Absenteeism Count	2018-19 Progress (Updt. on 6/4/19)	Distance from Target	On Target?
MSA-1	96.80%	97.0%	96.35%	-0.6%	Y	6.0%	7.0%	587	70	11.93%	4.9%	N
MSA-2	95.51%	97.0%	96.07%	-0.9%	Y	12.1%	7.0%	418	31	7.42%	0.4%	P
MSA-3	96.67%	97.0%	96.04%	-1.0%	P	6.8%	9.0%	491	36	7.33%	-1.7%	Y
MSA-4	94.05%	96.0%	93.39%	-2.6%	N	18.0%	19.0%	166	32	19.28%	0.3%	P
MSA-5	94.39%	95.0%	95.07%	0.1%	Y	16.6%	12.0%	241	27	11.20%	-0.8%	N
MSA-6	97.71%	98.0%	94.95%	-3.1%	N	1.2%	3.0%	160	22	13.75%	10.8%	N
MSA-7	95.17%	97.0%	95.27%	-1.7%	Y	13.3%	10.0%	286	34	11.89%	1.9%	N
MSA-8	97.22%	97.0%	96.63%	-0.4%	Y	3.2%	3.5%	462	19	4.11%	0.6%	N
MSA-SD	95.82%	97.0%	95.99%	-1.0%	Y	9.8%	7.0%	397	30	7.56%	0.6%	P
MSA-SA	95.94%	97.0%	95.54%	-1.5%	Y	7.8%	7.0%	656	71	10.82%	3.8%	N
<b>MPS</b>	<b>95.93%</b>	<b>97.0%</b>	<b>95.53%</b>	<b>-1.5%</b>	<b>P</b>	<b>8.7%</b>	<b>8.0%</b>	<b>3,864</b>	<b>372</b>	<b>9.63%</b>	<b>1.6%</b>	<b>N</b>

LAUSD Average 94 % - State Average 95.2%

LAUSD Average 11.9 % - State Average 9%



# MULTI-TIERED SYSTEM OF SUPPORT

MPS will develop, align, and improve academic and behavioral resources, programs, supports, and services in addressing the needs of the whole child by utilizing a coherent *MTSS framework that engages all systems leading to improved student outcomes.*

8

**Multi-Tiered System of Support**

**Inclusive Academic Instruction**

- Identify a comprehensive assessment system
- Create and utilize teams
- Provide universal academic supports
- Provide supplemental interventions and supports
- Provide intensified interventions and supports
- Develop guideline to implement curriculum with universal design for learning (UDL)

**Inclusive Behavior Instruction**

- Identify a comprehensive assessment system
- Create and utilize teams
- Provide universal behavior supports
- Provide supplemental interventions and supports
- Provide intensified interventions and supports
- Provide comprehensive behavior supports

**Inclusive Social-Emotional Instruction**

- Identify a comprehensive assessment system
- Create and utilize teams
- Provide universal social-emotional supports
- Provide supplemental interventions and supports
- Provide comprehensive social-emotional development supports

**All Means All**

**Administrative Leadership**

**Strong & Engaged Site Leadership**

- Lead development of a vision
- Attend instructional meetings and classes
- Create a leadership team
- Create opportunities to contribute
- Use data to guide decisions

**Strong Educator Support System**

- Provide access to instructional coaching
- Seek input from teachers
- Make learning opportunities available to all
- Use data
- Conduct strengths-based evaluations

**Integrated Educational Framework**

**Fully Integrated Organizational Structure**

- Identify who has access
- Use non-categorical language and practices
- Use collaborative instruction among peers
- Use paraeducators to support inclusive education

**Strong & Positive School Culture**

- Foster collaborative relationships
- Create a shared vision
- Identify ways for all staff to contribute
- Ensure all students have access to extra-curricular activities
- Demonstrate culturally responsive practices

**Family & Community Engagement**

**Trusting Family Partnerships**

- Engage with students and families
- Obtain input and feedback
- Provide engagement opportunities
- Facilitate home-school communication
- Provide information

**Trusting Community Partnerships**

- Engage with the community
- Identify mutual interests and goals
- Ensure reciprocity
- Maintain an open door policy
- Invite community members to serve

**Inclusive Policy Structure & Practice**

**Strong LEA / School Relationship**

- Develop a district-based team
- Attend school-level meetings
- Provide district-level professional learning
- Identify and remove barriers
- Regularly communicate outcomes

**LEA Policy Framework**

- Link multiple initiatives
- Review data
- Review and revise policy
- Select research-based practices
- Expand practices into other schools and Districts

Adapted with permission from: SWIFT Education Center. (2016). *Domains and Features Placemat*. Lawrence, KS. [swiftschools.org](http://swiftschools.org)



Summer Institute Trainings 1,2,3,4


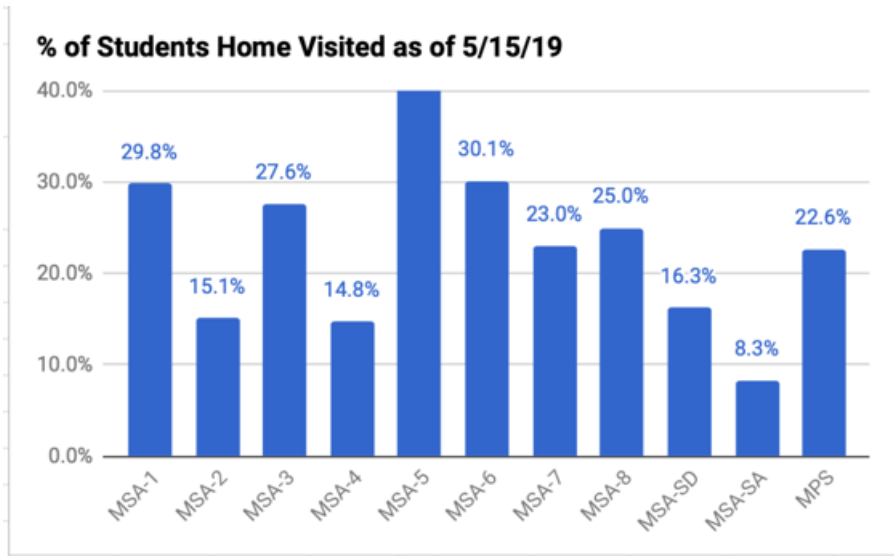
Home office finished

All schools finished

FIDELITY  
INTEGRITY  
ASSESSMENT

V15.2.0  
[swiftschools.org](http://swiftschools.org)

**9** 25% or more of all students will be home-visited by the teachers and staff.

HOME VISIT RATE								
	Internal data (from LCAP update)	From School Goals	From 8/14/18 to 5/15/19					
	2017-18 Baseline	2018-19 Target	2018-19 Census Day Enrollment	2018-19 # of Home Visits Made	2018-19 Students Home Visited	2018-19 Progress (Updt. on 5/15/19)	Distance from Target	On Target?
MSA-1	41.0%	25.0%	590	174	176	29.8%	4.8%	Y
MSA-2	17.0%	25.0%	421	98	112	26.6%	1.6%	Y
MSA-3	20.0%	25.0%	511	141	160	31.3%	6.3%	Y
MSA-4	1.0%	10.0%	176	24	26	14.8%	4.8%	Y
MSA-5	35.0%	35.0%	247	116	134	54.3%	19.3%	Y
MSA-6	25.0%	25.0%	156	43	47	30.1%	5.1%	Y
MSA-7	23.0%	30.0%	291	58	67	23.0%	-7.0%	Y
MSA-8	25.0%	25.0%	472	118	118	25.0%	0.0%	Y
MSA-SD	16.0%	15.0%	406	64	66	16.3%	1.3%	Y
MSA-SA	15.0%	25.0%	675	47	56	8.3%	-16.7%	P
<b>MPS</b>	<b>22.3%</b>	<b>25.0%</b>	<b>3,945</b>	<b>883</b>	<b>962</b>	<b>24.4%</b>	<b>-0.6%</b>	<b>Y</b>

School experience survey participation and satisfaction rates of 75% or more for students, parents, teachers, and staff, with the ultimate goal of 100% participation and satisfaction rates.



## Student Survey

What feedback did students have for their school?

# ELEMENTARY STUDENT SURVEY

### Elementary Student Survey

282 responses | [show breakdown](#)

Save as PDF

Topic	Percent Favorable	Compared to others in the CORE Districts dataset	Change since Spring 2018
<b>OVERALL SCHOOL EXPERIENCE</b>	84%		▲ 1
<b>Climate of Support for Academic Learning</b>	76%	● ○ ○ ○ ○ 0th-19th percentile	▼ 6
<b>Knowledge and Fairness of Discipline, Rules and Norms</b>	72%	● ○ ○ ○ ○ 0th-19th percentile	▼ 3
<b>Sense of Belonging (School Connectedness)</b>	69%	● ○ ○ ○ ○ 0th-19th percentile	▼ 4
<b>Safety</b>	61%	○ ○ ● ○ ○ 40th-59th percentile	▲ 2 Greatest increase
<b>Overall Score</b>	69%		

Explore >

Secondary Student Survey  
 3,154 responses | [show breakdown](#)

# SECONDARY STUDENT SURVEY

Save as PDF

Topic	⇅ Percent Favorable <sup>?</sup>	Compared to others in the CORE Districts dataset <sup>?</sup>	Change since Spring 2018 <sup>?</sup>
<b>OVERALL SCHOOL EXPERIENCE</b>	73%		▲ 1
<b>Climate of Support for Academic Learning</b>	70%	20th-39th percentile	0
<b>Safety</b>	64%	20th-39th percentile	▲ 4 Greatest increase
<b>Knowledge and Fairness of Discipline, Rules and Norms</b>	59%	20th-39th percentile	▼ 2
<b>Sense of Belonging (School Connectedness)</b>	55%	20th-39th percentile	0 <a href="#">Explore &gt;</a>
<b>Overall Score</b>	63%		



## Staff Survey

What feedback did teachers & staff have for their school?

# STAFF SURVEY

### Staff Survey

313 responses | [show breakdown](#)

Save as PDF

Topic	⇅ Percent Favorable <sup>?</sup>	Compared to others in the CORE Districts dataset <sup>?</sup>	Change since Spring 2018 <sup>?</sup>
Climate of Support for Academic Learning	92%	40th-59th percentile	▼ 1
OVERALL SCHOOL EXPERIENCE	85%		▲ 4
Knowledge and Fairness of Discipline, Rules and Norms	78%	20th-39th percentile	▼ 1
Sense of Belonging (School Connectedness)	78%	40th-59th percentile	0
Safety	69%	20th-39th percentile	▲ 4
<b>Overall Score</b>	<b>80%</b>		



## Family Survey

What feedback did family members have for their school?

# PARENT SURVEY

Family Survey

2,611 responses | [show breakdown](#)

Save as PDF

Topic	Percent Favorable <sup>?</sup>	Compared to others in the CORE Districts dataset <sup>?</sup>	Change since Spring 2018 <sup>?</sup>
Climate of Support for Academic Learning	95%	60th-79th percentile	▼ 1
Sense of Belonging (School Connectedness)	95%	60th-79th percentile	▲ 2
OVERALL SCHOOL EXPERIENCE	94%		▲ 1
Knowledge and Fairness of Discipline, Rules and Norms	93%	40th-59th percentile	▲ 1
Safety	93%	60th-79th percentile	▲ 2
Overall Score	94%		

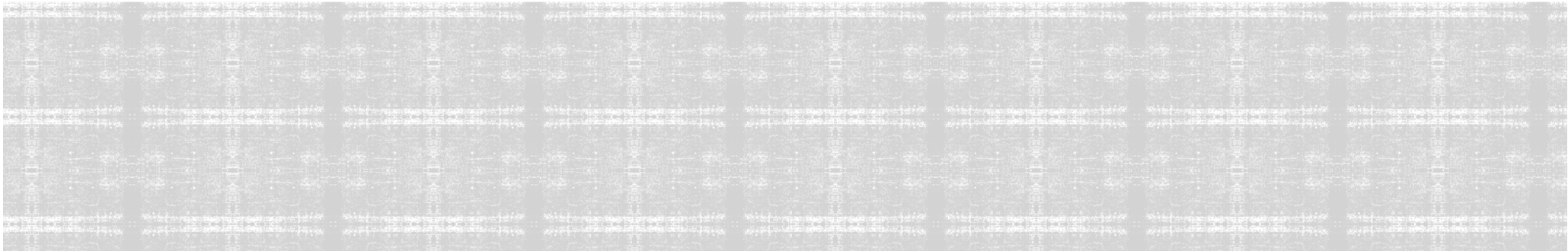


# ALL SCHOOLS GOALS PROGRESS REPORT

2018-19 - Goal Progress Report																												
A	B	C	D	E	F	Graduation, A-G		Dshbrd Std Grps Grwth		SBAC Proficiency		MAP Growth		Lexile		STEAM		ADA		MTSS		Home Visits		Survey Satisfaction				
						Updated on 6/4/19			Goal 1		Goal 2		Goal 3		Goal 4		Goal 5		Goal 6		Goal 7		Goal 8		Goal 9		Goal 10	
						Pts	Max	%	Updated on 6/4/19	Pts	Updated on 6/5/19	Pts	Updated on 6/5/19	Pts	Updated on 6/5/19	Pts	Updated on 6/6/19	Pts	Updated on 6/4/19	Pts	Updated on 6/6/19	Pts	Updated on 6/4/19	Pts	Updated on 6/4/19	Pts	Updated on 6/4/19	Pts
	MSA-1	16	20	80%		Y	2	P	1	P	1	Y	2	P	1	Y	2	Y	2	P	1	Y	2	Y	2			
	MSA-2	19	20	95%		Y	2	Y	2	Y	2	Y	2	P	1	Y	2	Y	2	Y	2	Y	2	Y	2			
	MSA-3	13	20	65%		P	1	Y	2	N	0	P	1	P	1	Y	2	P	1	P	1	Y	2	Y	2			
	MSA-4	11	20	55%		P	1	Y	2	N	0	P	1	P	1	Y	2	N	0	P	1	Y	2	P	1			
	MSA-5	19	20	95%		Y	2	Y	2	Y	2	Y	2	Y	2	Y	2	Y	2	P	1	Y	2	Y	2			
	MSA-6	15	20	75%		Y	2	Y	2	N	0	Y	2	Y	2	Y	2	Y	2	N	0	P	1	Y	2			
	MSA-7	13	20	65%		Y	2	P	1	N	0	N	0	P	1	Y	2	Y	2	P	1	Y	2	Y	2			
	MSA-Bell	19	20	95%		Y	2	Y	2	Y	2	Y	2	Y	2	Y	2	Y	2	P	1	Y	2	Y	2			
	MSA-SD	18	20	90%		Y	2	Y	2	Y	2	Y	2	P	1	Y	2	Y	2	Y	2	Y	2	P	1			
	MSA-SA	15	20	75%		Y	2	P	1	P	1	P	1	Y	2	Y	2	Y	2	P	1	P	1	Y	2			
	MPS	17	20	85%		Y	2	Y	2	Y	2	Y	2	P	1	Y	2	P	1	P	1	Y	2	Y	2			



# EVENTS AND UPDATES



# MPS GRADUATION CEREMONIES

A	B	C	D	E	F
School Site	Graduation Type	# of Graduates	Graduation Date	Time	Location of Ceremony
MSA-1	HS	69	6/6/2019	5:00 PM	SCUN
	MS	84	6/6/2019	1:30 PM	SCUN
MSA-2	MS	77	6/7/19	Afternoon	CSUN
	HS	41	6/7/19	Afternoon	CSUN
MSA-3	MS	103	6/7/19	11:00am-1:00pm	Carson Community Center
	HS	47	6/7/19	2:00pm-4:00pm	Carson Community Center
MSA-4	MS	19	06/07/19	6:00 PM	Webster's Auditorium
	HS	41	06/06/19	6:00 PM	Webster's Auditorium
MSA-5	MS	52	06/06/19	3:00 PM	Regent Hall @ MSA5
MSA-6	MS	60	June 6th	4:00 AM	West Los Angeles College
MSA-7	5TH	53	June 7	8:30 AM	Lifehouse Church Hall @ MSA7
	K	(+13 TK "promotio	June 7	10:00 AM	Lifehouse Church Hall @ MSA7
MSA-8	MS	178	June 5th	1:30 PM	MSA Bell - GYM/MPR
MSA-SA	K	53	June 7	8:30 AM	MSA Santa Ana-Gym
	5TH	64	June 7	11:00 AM	MSA Santa Ana-Gym
	MS	70	June 7	2:00 PM	MSA Santa Ana-Gym
	HS	37	June 7	5:30 PM	MSA Santa Ana-Gym
MSA-SD	MS	124	06/07/2019	4:00 PM	MSA - SD MPR

# UPCOMING EVENTS AND ACTIVITIES

- Summer schools at 7 school sites – About 600 students
- Summer In-Services – August 5-9
- MSA-8 and MSA-SD Renewal petitions and preparations

# 2019-2020 PLANS

- Proposing to add three new positions from current budget allocations
  - New ELA/ELD Coordinator
  - New Math Coach
  - New College and Career Coordinator



# **ACADEMIC DEPARTMENT END OF YEAR PROGRESS**

## **CHIEF ACADEMIC OFFICER- ERDINC ACAR**

- Provided leadership and management to the MPS Academic Department
- Helped in the renewals of MSA-6, 7 and SA
- Coordinated successful authorizer visits in all schools
- Coordinated MPS STEAM EXPOs
- Conducted school visits, classroom walkthroughs and leadership team support
- Managed MPS-wide vendors and service providers
- Restructured Math support and services
- Coordinated effective Summer In-services, Fall and Spring Symposiums
- Provided budgeting support to school teams and finance dept
- Coordinated summer schools
- Identified grants and facilitated submissions (MTSS, SPED, SSAE, ASES)

## **DIRECTOR OF STUDENT SERVICES – DR. ARTIS M. CALLAHAM**

*In an effort to build the infrastructure at Magnolia Public Schools toward a self-sustainable SPED and Student Services Unit, the following was implemented:*

- 1- **More Cost-Effective SPED Service Provision: Cost savings in service bills**
- 2- **Procedures and Systems:**
  - Uniform Compliant Manual for SPED
  - Created Compliance and Monitoring Documents for SPED, GATE, /Psych and DIS service Logs/ SPED Calendars/ LRE Analysis/ Manifestation Determination / 504 Plans/ Gate Reporting Doc
  - Assisted with PBIS training and supports to school
- 3- **Guidance and Support of SPED Team:**
  - Supervised all Psych Faculty and Supported SPED Teachers and Coordinators
  - Supervised and Evaluated all Psych and Social Work Interns
- 4- **Direct School Support:**
  - PBIS supports at MSA 1, MSA 2, MSA 4, MSA 8, and MSA S.D.
  - Social Emotional Demo Lessons
  - Professional Development workshops in (UDL, MTSS,SEL,SAI, SPED Compliance, SPED Co Teaching Strategies, Grading with Equity...)
- 5- **Gifted and Talented Students and 504's:**
  - Supported Assessment / Screening of GATE Students with OLSAT
  - Validated Eligibility with Ravens/ Set up process
  - Developed GATE Eligibility Protocol and Report/ Letter for Cum and Parents.
- 6- **Litigious Cases:**
  - Resolved 5 Litigious Cases from 2017-2018
  - Recouped Legal Costs and Residential NPS costs approximately \$150,000 via Legal cost grant/ Collaboratively with Finance Team
- 7- **Additional Funds:**
  - STEPS - \$ 41,326.31
  - Legal Cost Grants - \$150,000
  - ERMHS/ Mental Health Grants - \$50,000 Reimbursable
  - Program Development Grant- \$46,200.00
  - Innovation Grant- \$ 5,000.00 (Teacher written – MSA 6)
  - Co-Coordinated the MTSS Grant- \$ 150,000
  - Inquired to L.W. at the COP and located the MAA funds from 2016
- 8- **Partnerships:**
  - University of Southern California -Social Worker Interns (First and Second year)
  - Alliant University – School Psych Interns
  - LACOE SELPA access to all Professional Development Workshops at no cost



## **ASSISTANT DIRECTOR OF STUDENT SERVICES – DR. BRENDA LOPEZ**

- Streamlined attendance policies, specifically SART process following 3rd truancy notification letter, this is an ongoing process
- Worked collectively with the Dean of Students to revise the School Safety Plan which resulted with an approval by the Governing Board of Magnolia Public Schools
- Connect Magnolia school sites with PBIS/ MTSS resources, specifically trauma informed training by the UCLA Training Center of Excellence
- In an effort to promote transparency and trust between stakeholders and school sites, Dr. Lopez established a connection with the American Civil Liberties Union (ACLU) to inform and educate students, families and staff regarding knowing their legal rights
- Connected Magnolia families through the Parent and Community Engagement Coordinators to the My School My Rights platform which guides families to access information regarding various topics that they might encounter in the learning community.
- Led monthly Dean of Students meetings with the emphasis on aligning policies and procedures Magnolia wide and connecting to promising practices with *High Quality Site Visits* in collaboration with our LA Coalition partner charter schools.
- Aligned discipline practices and guidance while referencing Policies and Student- Parent Handbook for Suspension/ Expulsion incidents, this was especially useful during litigation
- As an opportunity to continue to acquire resources for Magnolias *At Promise* student populations, through LA County Office of Education applied and received upwards of \$10,000 for all MPS LA County Schools (Total of 8 schools)

## **MATH COACH – TRACI LEWIN**

- Created and rolled out pacing guides aligned to Interim Assessment Blocks for all tested grade levels
- Established and assisted in the implementation of Interim Assessment Block (IABs) calendar for math, tracked data and administration of the IABs
- Led 10 Professional Development sessions at the MPS Symposiums
- Created and steered grade level standards deep dives for all tested grade levels
- Represented MPS by presenting a Professional Development session at the California Mathematics Council Conference
- Developed strong relationships with MPS Math teachers through site visits and coaching sessions
- Maintained a variety of resources, supports, and promising practices via MPS Math Teacher Google Site
- Taught a 10 week demo class at MSA-Bell to showcase teaching strategies and provide intervention support
- Supported school site leadership teams with annual over sight visits and WASC visits
- Served as an Induction Mentor and Intern Mentor for several math teachers.

## **ELD COORDINATOR- NICOLE VASQUEZ**

- Teacher/classroom observations and feedback around ELD-Maintain and update EL Master Plan
- Oversaw integrated and designated ELD at MPS schools
- Provided professional development and coaching of ELD, ELD standards, and ELD compliance
- Provided updates and professional development during school leadership meetings (dean and principals)
- Submitted and maintained requirements for Title III
- Trained and supported site-level ELD Coordinators
- Provided support for ELAC, ELPAC, and reclassification

## **OUTREACH AND COMMUNICATIONS DEPARTMENT – ISMAEL SOTO**

- Under the leadership of Ismael Soto, the Outreach and Communications Department (OCD) has successfully breached the one million dollar fundraising mark in 2018, the first in Magnolia Public Schools history.
- In 2018, he successfully launched a partnership with SchoolMint, a platform that helps create Charter Management Organization sustainability through smart, modern practices and industry-leading solutions that help MSA schools attract and retain students.
- In an effort to streamline parent communications, he launched the district-wide ParentSquare platform which allows for two-way auto translate by means of a mobile app, text, or email.
- The OCD was instrumental in the charter renewal of Magnolia Science Academy - Santa Ana in 2019 by leading advocacy and communication efforts with school leaders, teachers, and parents at the Advisory Commission on Charter Schools (ACCS) and State Board of Education in Sacramento, CA.
- Successfully launched the Parent and Community Engagement Program at MPS with seven PACE Coordinators he co-manages and supports through standing weekly calls and robust monthly professional development sessions.
- Successfully launched the new Recruitment and Enrollment Strategy in collaboration with the MPS Accountability Department were Parent and Community Engagement (PACE) Coordinators and school site Office Managers strategically engage to increase enrollment across MPS.

# Cover Sheet

## Enrollment Update

**Section:** IV. Information/Discussion Items  
**Item:** C. Enrollment Update  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV C Enrollment June 2019.pdf



Board Agenda Item #	IV C- Discussion Item
Date:	July 18, 2019
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Ismael Soto, Director of Partnerships
RE:	Enrollment Update

## PROPOSED BOARD MOTION

This is an information item; no action is required.

## INTRODUCTION

The following enrollment data is pulled directly from the student enrollment dashboard in system SchoolMint on July 5, 2019, which delivers up to date enrollment numbers for all Magnolia schools.

Target enrollment for 2019-2020 is 4133, as of July 5, 2019, enrollments needed are 150 students across all Magnolia Science Academies. A school-by-school breakdown is demonstrated in the graph below:

Numbers on: July 5, 2019 3PM	Applications Submitted	Offered Enrollment	Accepted Offer	Registration Complete / Registration Verified	TOTAL PACKETS	PACKETS RECEIVED	Waitlisted	Target	Enrollments	Expected Enrollments (2019-2020)
SCHOOL NAME	APPS	SCHOOLMINT (OF)	SCHOOLMINT (AP)	SCHOOLMINT (CV)	RECEIVED BY THE OFFICE	Since Last Friday	SCHOOLMINT (WL)	Enrollments	Needed	Returning ± New Students
<b>TOTALS</b>	<b>53</b>	<b>101</b>	<b>126</b>	<b>1045</b>	<b>1075</b>	<b>17</b>	<b>109</b>	<b>4133</b>	<b>150</b>	<b>4249</b>
Magnolia Science Academy Santa Ana	0	2	6	75	64	0	13	675	27	686
Magnolia Science Academy San Diego	0	7	8	237	217	0	19	465	17	470
Magnolia Science Academy 1	35	10	10	170	177	1	0	657	0	695
Magnolia Science Academy 2	15	4	32	106	118	0	7	458	9	498
Magnolia Science Academy 3	1	15	19	103	88	7	2	509	33	520
Magnolia Science Academy 4	0	13	6	32	33	9	0	167	19	159
Magnolia Science Academy 5	0	22	3	55	55	0	0	250	12	290
Magnolia Science Academy 6	1	2	2	40	41	0	0	160	20	143
Magnolia Science Academy 7	0	6	0	74	76	0	49	292	3	298
Magnolia Science Academy Bell	1	20	40	153	206	0	19	500	10	490

## **NEW Magnolia “Recruitment and Enrollment Strategy 2019-2020”**

The Outreach and Communications Department alongside the Accountability Department have designed a NEW Magnolia Recruitment and Enrollment Strategy for 2019. The aim was to create purposeful and efficient collaboration between the school site Office Managers and the Parent and Community Engagement Coordinator teams. Lydiett Vega - Executive Office Manager and Ismael Soto - Director of Partnerships will be leading these efforts.

Below is a graph demonstrating the increase in enrollment packets received after the launch of the recruitment and enrollment strategy.

Received Weekly	Date
53	24 <sup>th</sup> -May
40	17 <sup>th</sup> -May
68	10 <sup>th</sup> -May
55	3 <sup>rd</sup> -May
94	26 <sup>th</sup> -Apr
50	14 <sup>th</sup> -Apr
39	5 <sup>th</sup> -Apr
40	29 <sup>th</sup> -Mar
25	22 <sup>nd</sup> -Mar

\*See attached recruitment and enrollment strategy for 2019-20

## **Marketing Campaign Strategies**

In partnership with Digital First Media/Southern California News Group and Staples Print and Marketing have developed a multi-faceted enrollment marketing campaign. They include:

### **Southern California News Group**

End of Year Push - To continue an effective use of the budget, we created a campaign using only the best platforms based on past performance. We grouped schools together based on enrollment priorities:

**Priority 1 Schools (MSAS 1, 4, 6, Santa Ana, and San Diego):**

MSA-1 (\*Enrollment goal of 30 students)

- LA Daily News – Focus on Education: Print and Digital components published by LA Daily News education sections.
- Email Marketing (e-blast): Targeted emails to parents leveraging demos, income, and interests. Parents were able to submit an enrollment request through the eblast link or the Facebook “Learn More” button, which was logged and routed to the appropriate MSA website “Why MPS?” page.
- Social Media: Targeted Facebook/Instagram ads leveraging demos, income, & interests.

MSA-6 (\*Enrollment goal of 160 students)

- Direct Mail Post Cards: Targeted post cards leveraging demos & income
- Social Media: Targeted Facebook/Instagram ads leveraging demos, income, and interests

MSA-Santa Ana (\*Enrollment goal of 80 students)

- Excelsior Newspaper Publication: Print & Digital components targeting the Spanish Affluent community of South Orange County
- Direct Mail Post Cards - Targeted post cards leveraging demos & income

MSA- San Diego (\*Enrollment goal 91 kids)

Search Engine Marketing (SEM): Google Search Ads leveraging key words driven from search inquires being made by parents

Email Marketing (e-blast): Targeted emails to parents leveraging demos, income, and interests. Parents were able to submit an enrollment request through the eblast link or the Facebook “Learn More” button, which was logged and routed to the appropriate MSA website “Why MPS?” page.



## **Priority 2 Schools (MSAS 2, 3, 5, 7, AND 8)**

Method: E-blast, Direct Mail-Post Cards, SEM, Facebook, and targeted display banners.

These schools received a combined 50,000 count eblast targeting a radius geography from each school, with no duplication and specific demographics. There was also a companion Facebook campaign. The process mirrored Priority 1 schools.

## **PACE Program Support**

An example of the support the Parent and Community Engagement Coordinators are providing the schools is listed below:

### MSA-4

- Rancho Palms MS/HS Fair
- Magnolia Referral Incentive Program
- 8th Grade Night
- MSA-4 hosted MSA-6 8th grades for an information session as a recruitment effort

### MSA-6

- Staples Every Door Direct Mail Post Card Campaign:
  - 12/2018 and 01/2019 Winter break campaigns
- Multicultural Food Festival
  - March 2019 Inviting the community to our campus in efforts to boost enrollment
- So. Cal News Group
  - Facebook Campaign
  - Direct Mail Campaign

## **MPS Referral Program**

As part of our ongoing recruitment and enrollment strategy program here at Magnolia Public Schools, we launched a new Magnolia Referral Program. MSAs were shipped 5-15 ten-piece gift sets depending on enrollment needs.

The following are instructions given to MSA Office Managers:

1. **Print posters** and display where parents have a clear view (*ex. main office entrance, drop off location, parent centers, etc.*). Note: 11" x 17" posters have been distributed

to all MSA principals in attendance during today's monthly meeting at the MPS home office.

2. Send weekly **ParentSquare messages** announcing the new referral program. Ensure you mention the launch date of May 22, 2019, prior referrals in SchoolMint will not be honored.
3. Promote in every **Friday Flash newsletter**.
4. To receive full credit for the referral, please guide families to add the person who referred them in the **SchoolMint section titled "Referred by: (Provide Person's Full name)."** PACE Coordinators and Office Managers will be guided on how to retrieve this information.

## BACKGROUND

### Marketing Terms:

- **Search Engine Marketing (SEM)** is a form of Internet marketing that involves the promotion of websites by increasing their visibility in search engine results pages (SERPs) primarily through paid advertising. SEM may incorporate search engine optimization (SEO), which adjusts or rewrites website content and site architecture to achieve a higher ranking in search engine results pages to enhance pay per click (PPC) listings.
- **Facebook ads** are targeted to users based on their location, demographic, and profile information. Many of these options are only available on Facebook. After creating an ad, you set a budget and bid for each click or thousand impressions that your ad will receive. Users then see your ads in the sidebar onFacebook.com.
- **Email marketing (e-blast)** is a form of direct marketing that uses electronic mail as a means of communicating commercial or fundraising messages to an audience. In its broadest sense, every email sent to a potential or current customer could be considered email marketing.

- **Direct Mail Postcards** puts our unique MPS message in the hands of our customer – families with children TK-12 grades. Whether our Magnolia parent and community engagement or PACE Coordinators are handing them out in the neighborhoods we serve or launching direct mail postcards campaigns to reach families fast and with impact.
- 

## ANALYSIS

Enrollment Marketing campaign calendar – June 2019 through January 2020

Marketing Timeline:

- Pre-Summer break campaigns - June 3, 2019 – June 14, 2019
  - Summer campaigns - July 3, 2019 - August 13, 2019
  - Census Day campaigns – September 25, 2019 - October 2, 2019
  - Pre-Winter Break campaigns - December 11<sup>th</sup> - December 14<sup>th</sup>
  - Winter break campaigns - December 16, 2018 - January 3, 2019
  - Lottery campaigns - January 3, 2020- January 9, 2020
- 

## BUDGET IMPLICATIONS

These updated enrollment numbers and future projections are being used to calculate the 2019-20 budgets for all of Magnolia Public Schools.

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## EXHIBITS (attachments):

Attachments included:

1. MSA\_GiftSet\_Incentive.jpg
2. Recruitment & Enrollment Strategy 2019.pdf
3. Enrollment\_as\_of\_May31\_2019

**Magnolia  
Recruitment  
& Enrollment  
Strategy  
2019-20**

**PACE and Accountability  
Department Collaboration**

**PACE = Recruitment**  
**Office Mgr. = Enrollment**

# Recruitment & Enrollment Strategy For PACE and Office Managers

- Office managers will make **FIRST CONTACT** with applicant families.
- If families do not reply to 1st or 2nd call attempt, PACE will be asked to make the recruiting/follow up calls.
- As families begin to turn in enrollment packets, the office staff will handle all form and compliance tasks.

**Step 1:** PACE will meet with Office Managers to REVIEW the 2019-2020 MPS Enrollments & Lotteries every Monday between 9:30 am-10 am to review which grade levels still require applicants and who the Office Managers need you to contact.



**Step 2:** The **submitted and offered** applicant list will be given to PACE by Office Managers. PACE will utilize pre-determined scripts (see Call Scripts slide) when contacting families.



**Step 3:** PACE will report results to Office Managers every Wednesday by 10:30 am. Next, the Director of Partnerships and Executive Officer Manager will get an update during the weekly PACE call.



# Schoolmint Application Status Definitions

01	Submitted	<ul style="list-style-type: none"><li>• A parent has submitted an application.</li></ul>	Recruitment
02	Offered	<ul style="list-style-type: none"><li>• The School has offered that child enrollment</li></ul>	
03	Accepted	<ul style="list-style-type: none"><li>• A parent has accepted the school's offer.</li></ul>	Enrollment
04	Registration in Progress	<ul style="list-style-type: none"><li>• The parent has begun filling out the enrollment forms.</li></ul>	
05	Registration Completed	<ul style="list-style-type: none"><li>• The parent has finished the enrollment forms</li></ul>	
06	Registration Verified	<ul style="list-style-type: none"><li>• The office has verified all the information the parent has submitted.</li></ul>	
07	Waitlisted	<ul style="list-style-type: none"><li>• The student has been placed on a waitlist</li></ul>	
08	Canceled	<ul style="list-style-type: none"><li>• The parent/admin has canceled the app</li></ul>	
09	Rescinded	<ul style="list-style-type: none"><li>• The school has revoked the offer</li></ul>	
10	Declined	<ul style="list-style-type: none"><li>• Parent has declined offer made by school</li></ul>	



# PACE: Call Scripts

**Step 1:** Hi, My name is \_\_\_\_\_, I am the Parent and Community Engagement Coordinator at Magnolia Science Academy-X.

- **Submitted script:** I am calling because we noticed that you submitted an application but have not completed the process. I am calling you today to answer any questions you might have. How can I support you in completing the application so that we can ensure your child has a seat at our school.
- **Offered script:** I am calling because we noticed that you were offered enrollment at our school Magnolia Science Academy - Santa Ana but have not accepted the offer. I am calling you today to answer any questions you might have. How can I support you in completing the application so that we can ensure your child has a seat at our school.

**If YES:** Continue to Step #2

**If NO:** I understand, if you'd like to reconsider, I would like to personally invite you to join me for a 15-minute campus tour on (insert date). Additionally, our next school event \_\_\_\_\_ is on (insert date) and would love to have you join us. Would it be ok for me to send you information regarding our event? Again, my name is (insert name), thank you for your time, please feel free to call me or stop by our school anytime for additional information.

**Step 2:** Great! Our school Magnolia Science Academy - X is excited to move forward with your enrollment. Is there anything I can assist with?

# To Summarize

**SchoolMint** = Prospective Students

**ParentSquare** = Current Students

**PACE** = Recruitment

**Office Managers** = Accountability & Enrollments

# Contacting SchoolMint Applicants on ParentSquare

## Steps:

1. Go to SchoolMint and export a file of applicant contact info
2. Go to ParentSquare and set up a new Smart Alert
3. Under Recipients choose the option to “Upload CSV Recipients...”
  - Make sure it’s in the format outlined!
4. Record,email,text Smart Alert.

# Contacting SchoolMint Applicants on ParentSquare

The screenshot shows the 'Application Index' page for Magnolia Public Schools, covering the 2019-2020 school year. The page includes several filter buttons: 'All Groups', 'All Schools', '3 selected', 'All Priorities', 'All Districts', and 'All Grades'. A dropdown menu is open for the '3 selected' filter, listing various application statuses such as 'Submitted', 'Offered', 'Accepted', 'Registration in Progress', 'Registration Completed', 'Registration Verified', 'Waitlisted', 'Cancelled', 'Declined', and 'Rescinded'. A red circle highlights the 'Export as CSV / XLS' button, and a red box highlights the 'Sort Records' button. A search bar is located on the right side of the page. The table below the filters shows columns for 'Student Name', 'Grade', 'School', 'Contact Information', 'Application Status', 'Accepted / Applied', 'Priority', 'Submitted At', and 'Details'. The page footer indicates it is powered by BoardOnTrack.

You are viewing information for: Magnolia Public Schools

Year: 2019-2020

## Application Index

+ Create Custom View

All Groups All Schools 3 selected All Priorities All Districts All Grades

Results per page: 25 1 to 25 of 384 entries

Export as CSV / XLS Sort Records

Search

Filter your query here

Student Name	Grade	School	Contact Information	Application Status	Accepted / Applied	Priority	Submitted At	Details
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Powered by BoardOnTrack

# Contacting SchoolMint Applicants on ParentSquare

**ALERTS AND NOTICES**

Alerts and Notices

Message Library

**Title for this Alert Message** *This title is only used internally*

Recipients To Notify

Select School, Classes or Groups to notify

Staff

Parents

◆ Add Recipients by Uploading CSV

Upload CSV of Student IDs [See an example file](#)

**Upload CSV of Recipient Names, Emails and Phones** [See an example file](#)

English Spanish

**Text Message** *Enter the text message that will be sent (300 characters remaining)*

**Example Recipient CSV File**

Please note that you must supply headers that exactly match the following requirements:

- Required
  - **full\_name** or **first\_name/last\_name**
  - **email** and/or **phone**
- Optional
  - **language** (must be the two letter language code)

first_name	last_name	email	phone	language
Chloe	Bartell	chloe@example.com	8051234567	en
Daniel	Alvarado		8052222222	es
Emily	Boyer	emily@example.com		en

# Next Steps

## April 24th

- PACE and Office Managers will be meeting to merge efforts and make sure everyone is on the same page
- OCD and Accountability will update MSA principals regarding new recruitment and enrollment strategy

**DO NOT CHANGE**

Numbers on: June 7, 2019	Applications Submitted	Offered Enrollment	Accepted Offer	Submitted Forms		Not Enrolled	PACKETS RECEIVED		Waitlisted	Target	Enrollments	Returning	
SCHOOL NAME	APPS	OF	AP	CV	ALL	NE	RECEIVED	Since Last Friday	ALL	WL	Enrollments	Needed	Students
TOTALS	<b>46</b>	<b>138</b>	<b>189</b>	<b>889</b>	<b>1212</b>	<b>567</b>	<b>947</b>	<b>10</b>	<b>1454</b>	<b>70</b>	<b>4114</b>	<b>292</b>	<b>2999</b>
<b>Magnolia Science Academy Santa Ana</b>	0	6	3	78	87	9	63	0	87	9	675	43	581
<b>Magnolia Science Academy San Diego</b>	0	17	12	210	239	271	187	0	481	7	465	42	237
<b>Magnolia Science Academy 1</b>	32	17	33	144	194	50	166	0	194	0	657	7	510
<b>Magnolia Science Academy 2</b>	2	17	45	89	149	62	104	0	149	6	458	21	343
<b>Magnolia Science Academy 3</b>	3	15	23	64	102	38	57	0	102	0	509	53	424
<b>Magnolia Science Academy 4</b>	0	6	12	26	44	18	24	0	44	0	167	31	112
<b>Magnolia Science Academy 5</b>	4	29	4	43	76	33	52	9	76	0	250	18	209
<b>Magnolia Science Academy 6</b>	0	1	1	36	38	2	35	0	38	0	160	28	97
<b>Magnolia Science Academy 7</b>	1	3	0	72	73	1	73	1	73	48	292	2	230
<b>Magnolia Science Academy Bell</b>	4	27	56	127	160	83	186	0	210	0	481	47	255



**Magnolia Referral Program**



**REFER A FAMILY TO ENROLL A STUDENT IN SCHOOLMINT AND RECEIVE A FREE 10 PIECE MAGNOLIA GIFT SET**



# Cover Sheet

## 2018-19 Larson Communications End of Year Report

**Section:** IV. Information/Discussion Items  
**Item:** D. 2018-19 Larson Communications End of Year Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV D Larson Report.pdf



Board Agenda Item #	IV D Information Item
Date:	July 18, 2019
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Ismael Soto, Director of Partnerships
RE:	Magnolia 2018-19 Communications Report

### **PROPOSED BOARD MOTION**

This is an information item, no action is required.

### **INTRODUCTION**

In 2018-2019, Larson Communications (LC) focused on successfully navigating a leadership change and developing a refreshed proactive communications strategy that reflected new CEO Alfredo Rubalcava's priorities.

We concentrated efforts on building on the steady cadence of positive stories generated by Magnolia and raising the schools' profiles among the public, education reform leaders and philanthropists. The themes of our proactive communications strategy emphasized Magnolia as a high-quality network of schools that prepares students for college and careers, offers a STEAM-oriented program and meets the academic and emotional needs of all students.

In the summer of 2018, LC created a comprehensive strategic plan for the 2018-2019 school year by holding a series of strategic planning meetings with the Magnolia team. We updated messaging and planning documents, developed a plan for Rubalcava's thought leadership platform and provided high-level strategic recommendations for social media.

From that meeting, we decided to introduce Rubalcava to stakeholders as Magnolia’s new CEO with a letter capturing his vision and mission for the organization as the new leader, a welcome message for the website and a CEO narrative—which has continued to guide how we share Rubalcava’s story. We reached out to local reporters to announce Rubalcava’s new role and then placed an [op-ed on his behalf in The 74](#). This op-ed helped continue to establish Rubalcava and Magnolia as leaders in supporting students affected by trauma—an issue that LC will continue to promote when the work on the ground becomes more rooted.

In June, LC helped guide Magnolia staff as they worked with a KPCC reporter on an [arts feature](#) highlighting Magnolia’s commitment to all STEAM subjects. LC also placed a [story with the LA Daily News](#) which showcased MSA-1’s major facilities update, and shared the larger context of how these improvements will positively impact the overall community and serve as a vital part of the “Sherman Way” revitalization. Later, LC provided support for a [CBS story on the Maker Faire](#).

Continuing on the message that Magnolia is an expert in providing holistic care for all students, LC placed two stories on Telemundo 52 around the [Positive Behavior Intervention System](#). One of the segments landed on [Telemundo’s Pizarron 52](#), a special segment focused on education. These Spanish-language segments reaches a distinctly important audience for Magnolia—current and prospective parents, education leaders and philanthropists.

In order to emphasize Magnolia’s commitment to creating a solid foundation to lead many Magnolia graduates to STEM careers, LC partnered with Magnolia to plan a STEM-focused event where students participated in a pop-up robotics competition before a screening of the documentary, “Science Fair.” LC conducted extensive media outreach and received an overwhelming amount of positive feedback from reporters who voiced interest in covering similar, future events. An ABC cameraman came to record the students, but due to breaking news, the station was unable to run the segment. Nonetheless, this was a strong

opportunity to generate additional awareness about MPS and their commitment to a STEAM-focused education, which generated a lot of activity on social media.

In addition to proactive storytelling, LC played an essential role as a thought partner for Magnolia renewal hearings for MSA-6, MSA-7 and MSA-Santa Ana by providing strategic counsel and drafting specific messaging. We developed talking points and offered training to parent, teacher and student speakers ahead of all of the hearings, including the ACCS Renewal Hearing and the California State Board of Education (CSBE) renewal hearings. LC carefully analyzed the staff recommendations to create strategic testimonies to present to the boards, which highlighted and mirrored the board's reasoning while showing the strong community support for the school. These efforts, in coordination with the Magnolia team and spanning many months, thankfully led to a successful outcome with all three schools' charter being renewed.

LC also garnered interest from Howard Blume, Los Angeles Times education reporter, in including Magnolia in two stories, one of which would highlight a student who requires additional time on the SATs. Our team provided on-site support when Blume visited the school. This story, which will likely be published in June 2019, is aimed at showing Magnolia's robust services for students with special needs. The Los Angeles Times' story will be critical to keeping Magnolia in the spotlight as a high-quality school network, as this outlet reaches the city's decision-makers, education leaders and broader population throughout the state.

LC also supported Magnolia by providing strategic counsel, preparing for media requests and drafting key communications.

The work included:

- The LC **team participated in two strategic planning sessions** with Rubalcava, as the new CEO, and the Magnolia communications team, which included updating the organizational and communications objectives, target audiences

and potential vulnerabilities, while we identified our upcoming proactive communications campaign for the next school year.

- LC also **drafted a messaging exercise** for the Magnolia team, which informed the messaging refresh that LC finalized.
- LC **updated and finalized the 2018-2019 Magnolia Strategic Plan and Communications Calendar** which will guide our work throughout the school year.
- To proactively tell new CEO Rubalcava's story with the larger Magnolia community, appropriate for each audience, LC **drafted a CEO letter, CEO welcome message for the website and CEO narrative** that will guide how we share Rubalcava's story going forward.
- LC **drafted** two versions of a script for a two-minute video introducing new CEO Rubalcava. This project was ultimately put on hold.
- LC reached out to local reporters regarding **doing a profile on Rubalcava in his new role as CEO.**
- LC worked with the MPS team **to identify and prepare Magnolia parents** for an interview with an EdWeek reporter where the parents shared their positive experience at Magnolia for an upcoming piece.
- LC assisted Magnolia with an **issue at MSA-4 by providing strategic counsel and drafting two letter templates** for Magnolia parents and teachers to weigh in on a school matter.
- LC **provided strategic counsel and drafted a letter** to the MSA-San Diego community regarding a staff leadership change.
- LC **reviewed all of Magnolia's social media in a thorough audit** which included strategic recommendations for all platforms.
- LC worked on a proactive communications campaign to promote the unique after-school programs run by MSA-Bell and MSA-Santa Ana.
  - To do so, LC coordinated with MSA-8 principal Jason Hernandez to learn more about the after-school program at MSA-Bell. LC then drafted a press release and researched appropriate media targets.
  - LC also spoke with Varol Gurler, Principal of MSA-Santa Ana.

- LC finalized a press release about MSA-Bell's unique after school program which coincided with their peak student participation period.
- To prepare for the promotion of the MPS Practitioners Symposium in October 2018, LC began conversations with Ismael Soto and Jenny Obuchi.
- The LC team **provided strategic counsel** in preparation for the renewals of MSA-6, MSA-7 and MSA-Santa Ana. Our efforts, along with the Magnolia team's work and dedication, ultimately resulted in approval for MSA-6 and MSA-7.
  - LC **drafted talking points and shared speaker tips** ahead of the local school board, ACCCS and CBE hearings.
  - LC drafted talking points for both the preliminary hearing and final hearing for approval for MSA-Santa Ana's leadership team.
  - LC **provided strategic counsel to Magnolia leaders and shared speaker tips** ahead of the hearing.
- The LC team conducted targeted outreach to local media around the launch of the PBIS kick-off event. This outreach **resulted in a broadcast hit on Telemundo 52, "[Noticias local.](#)"**
  - From this, LC secured an opportunity for **Magnolia to be [featured on Telemundo's Monday education feature, "Pizarron 52."](#)**
- The LC team **partnered with the Magnolia team to begin planning for a large-scale event** around the movie, "Science Fair." LC provided insights from a strategic media perspective.
  - LC **finalized the media advisory and conducted broad outreach to local media, including print and broadcast.** From this, LC secured interest from ABC Los Angeles. A cameraman came to the event to record, though the station ultimately did not run the segment due to conflicting breaking news.
- LC **developed new messaging around trauma-informed education and mentorship.**
- LC **offered support to MSA-San Diego for the Maker Fair.**
  - This resulted in a [broadcast hit on CBS 8.](#)

- **LC provided Magnolia messaging for the press release** about the LA Rams event.
  - LC's efforts and messaging helped secure a story in the [LA Daily News](#) and on [The Rams](#) website.
- LC drafted and **finalized the letter to parents to celebrate Magnolia SBAC scores.**
- LC **finalized a pitch** around Magnolia's Virtual Reality program but ultimately outreach was paused because teachers were not planning to leverage the technology within the classroom.
- LC **provided resources and insights around best practices for a teacher transition.**
- LC provided strategic counsel around potential media opportunities, analyzing events including the alumni dinner, non-parties and candidate forum at MSA-8 and PACE program.
- LC placed an **[op-ed](#) on behalf of Rubalcava in The 74, furthering his thought leadership platform.** The op-ed was also included in The 74 newsletter and promoted on the outlet's social media channels.
- **LC provided strategic advice on how to amplify Rubalcava's op-ed in The 74.** We also conducted outreach to Education Dive, EdSource, Politico Morning Education and the National Alliance for Charter Schools to request that the op-ed be included in newsletters.
- **LC provided strategic counsel ahead the California State Board of Education renewal hearing** in March. LC drafted talking points for supporters ahead of the hearing.
- **LC secured interest from The Orange County Register** around telling a story about MSA-SA's dedication to helping homeless students succeed. We also conducted expanded outreach to local editorial boards.
- LC provided media counsel when CBS Los Angeles included footage of a Magnolia school and when Spectrum News 1 reporter visited MSA-1
- **LC provided strategic counsel around potential media opportunities,** including MSA-2 robotics, MSA-8 basketball, the gold medal story, the STEAM

Expo, college signing day, college acceptances, the NPR Student Podcast Challenge, college acceptances, MSA-SD archery and the Amazon Future Engineer Scholarship.

- LC conducted extensive outreach around the Computer Science Diversity Award.
- LC provided information about an opportunity to feature student graduation stories on the National Alliance for Public Charter Schools blog.
- LC **provided social media recommendations** around leveraging the College Signing Day events at MSA-2 and MSA-Santa Ana.
- LC secured interest from Howard Blume at The Los Angeles Times around a story on students who need extra time on the SATs.
- LC **provided counsel and drafted a stakeholder letter** addressing the salary scale increase.
- LC conducted research and provided a list of recommended videographers for a Magnolia promotion video.
- LC drafted a stakeholder letter addressing changes to the summer school program.
- LC worked closely with MSA-3 Carson leadership on a school-site related issue.

### **Media Placements**

- [“How does a school that used to focus on science integrate the arts?”](#) KPCC, June 8, 2018.
- [“Magnolia Science Academy’s charter school campus is part of a bigger picture for revamping Reseda,”](#) LA Daily News, June 15, 2018.
- [Broadcast segment about PBIS kick-off event](#), Telemundo 52, Sep. 18, 2018.
- [“Maker Faire San Diego,”](#) CBS 8, Oct. 4, 2018.
- [“LA Rams touchdown at San Fernando Valley schools with message of diversity,”](#) Daily News, Oct. 16, 2018
- [“Rams Partner With Beyond Differences To Celebrate ‘Know Your Classmates Day’”](#) The Rams, Chase Isaacs, Nov. 1, 2018.
- [Broadcast segment about PBIS on Pizarron 52](#), Telemundo 52, Oct. 15, 2018.



- [“Rubalcava: California Helps Schools Treat Kids With Trauma Before a Crisis Occurs. Other States Should Give Students This Kind of Support,”](#) The 74, Alfredo Rubalcava, Feb. 6, 2019.

Hours worked by Larson Communications: 748.97 hours

- July 2018: 93.84 hours
- August 2018: 85.20 hours
- September 2018: 71.67 hours
- October 2018: 132.09 hours
- November 2018: 72.88 hours
- December 2018: 34.68 hours
- January 2019: 54.59 hours
- February 2019: 61.35 hours
- March 2019: 60.31 hours
- April 2019: 41.88 hours
- May 2019: 40.48 hours\*

*\*As of May 29, 2019.*

Next Steps

Looking forward in the next few months, LC’s primary focus will be to begin to prepare for the two renewals happening this fall before LAUSD. We’ll incorporate our strategic recommendations into our 2019-2020 proactive communications plan, which will develop with Magnolia leadership this summer. We’ll be working closely with MSA-SA principal Varol Gurler to tell the story of MSA-SA students who have overcome homelessness to graduate and go on to college. Furthermore, we’ll be reaching out to regional Tv stations to promote Magnolia’s different graduation ceremonies, highlighting the students’ success and college-going culture to encourage coverage.

As mentioned, over the summer, Magnolia plans to work with the leadership team to update the strategic plan and build out a list of proactive communications ideas to execute

for the next school year. In addition, LC will be doing a refresh of Magnolia's messaging to ensure it is accurate, compelling and dynamic.

## **BACKGROUND**

About Larson Communications:

Larson Communications is the only strategic communications firm in the nation specializing in public education reform and has been a partner of Magnolia Public Schools since December of 2015. They work selectively with groups that are committed to advancing academic achievement and increasing access to quality educational opportunities. They help organizations tell their stories. They specialize in five key areas of communications: strategic positioning, public relations, storytelling, crisis management and public advocacy.

Larson Communications works with education leaders and organizations across the country, including public school systems, charter school networks, education technology organizations, advocacy and research groups, and higher education institutions. Many of their clients are particularly focused on improving education for students in underserved communities. They raise their visibility, strengthen their narratives, and work closely with them to plan and execute communications campaigns that inspire their communities, so that they can have the greatest possible impact on students' lives. Our clients are regularly featured in The Wall Street Journal, Good Morning America, The New York Times, The Washington Post, The Chicago Tribune, The Atlantic, People Magazine and USA Today, among many others. They also utilize our decades of expertise in education policy and politics to advise clients as they navigate the challenges of education reform.

With offices in San Francisco, Los Angeles, Portland and Chicago, they are a team of inspired individuals with one common goal – to tell the most compelling stories that inspire and inform change as we guide organizations toward reaching their objectives. Their team brings decades of experience in education reform communications, which includes strategic positioning, public relations, storytelling, crisis communications and

public advocacy. Their expert strategists also serve as our tacticians, ensuring that the quality organizations with whom we work always achieve lasting results.

Larson Communications was founded by Gary Larson in 2007 after he built a career shaping the positive narrative that charter schools are part of the solution towards improving public education. With the goal of serving the best organizations offering real and impactful solutions for students, parents and teachers, Gary founded the only communications organization in the nation to specialize in education reform, Larson Communications.

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**ANALYSIS**

Not applicable

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**BUDGET IMPLICATIONS**

There are no budget implications

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**EXHIBITS (attachments):**

None

# Cover Sheet

## Financial Update- May 2019

**Section:** IV. Information/Discussion Items  
**Item:** E. Financial Update- May 2019  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV E May 2019 Financials.pdf



Board Agenda Item #	IV E – Discussion Item
Date:	July 18, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Nanie Montijo, Chief Finance Officer and Karl Yoder, DMS
RE:	May 2019 Financial Reports

**Discussion item.**

- Back office service provider presents monthly financial reports for all school sites, MERF and a consolidated MPS report.
- Highlights of the activities recorded for the month are presented and included in the financial packet provided to all board members and also made available online

**Financial Highlights:**

1. There are a number of line item budgets that are trending below the budgeted levels, and unless there are large lump-sum charges between now and year-end closing, we will end significantly ahead of current 2018-19 budget projection
2. The line items for Object codes in 5000 (Professional Services, Professional Development, Consulting Services, Legal, and Prop 39 Projects) are running substantially under budget as of April, 2019, but these items include \$1.6M of Prop 39 projects which we are anticipating carried over into next year or returned to the state if not encumbered by June 30, 2019, as well as between \$500k-\$1M of restricted funds such as Special Education that will likely be deferred until 2019-20, removing the expenditure variance for those items.
3. Because of the multiple variables in this budget area, it is too soon at this point to estimate exactly how far ahead of budget we will end up once all these steps have been taken, but we do project a final savings of at least \$500k in Services & Operations vs. the Second Interim Budget, and potentially higher depending on what Prop 39 projects and restricted revenues are deferred until 2019-20.
4. We will keep the Board apprised of new developments as we move through the end of the 2018-19 fiscal year and final year-end closing of the books.

**Name of Originator:**

Nanie Montijo, Chief Financial Officer and Karl Yoder, DMS

**Attachments**

April 2019 Financial Reports for all School Sites and MERF



# May 2019 Monthly Financial Update (Actuals through 5/31/19)



# May 2019 Financial Update: Executive Summary

- Year-to-date trending through May has continued to show positive trending since Second Interim:
  - **Revenues are on track (\$2k below year-to-date budget)**
  - **Expenditures are \$736k less than year-to-date budget**
  - **Net impact = \$734k ahead of year-to-date budget so far (last month was \$531k ahead)**
- We continue to see spending on materials and services running below Second Interim Budget amounts, although many service-related costs can be higher at year-end close.
- If spending trends remain on track, the 2018-19 year will end up better than projected at Second Interim.

# May 2019 Financial Update: Executive Summary

<b>MSA - Consolidated</b>	<b>2nd Interim Budget</b>	<b>Year-to-Date Budget (through May 2019)</b>	<b>Year-to-Date Actuals (through May 2019)</b>	<b>Variance from YTD Budget</b>	<b>Primary Reasons For Variance (see budget detail for all changes)</b>
<b>SUMMARY</b>					
<b>Revenues</b>					
LCFF Entitlement	39,822,616	33,725,001	33,587,551	(137,450)	Normal variances (should end up on track)
Federal Revenues	3,540,557	2,341,609	2,366,648	25,040	Normal variances (should end up on track)
Other State Revenues	6,418,492	4,616,446	4,638,959	22,513	Normal variances (should end up on track)
Other Local Revenues	6,498,077	6,260,108	6,348,139	88,031	Normal variances (should end up on track)
<b>Total Revenues</b>	<b>56,279,742</b>	<b>46,943,163</b>	<b>46,941,297</b>	<b>(1,866)</b>	
<b>Expenditures</b>					
Salaries & Benefits	32,863,312	28,070,686	28,103,833	33,147	Normal variance
Books and Supplies	2,486,246	2,032,632	1,705,504	(327,128)	Spending is running lower than budgeted
Services and Operating Exp.	20,937,545	13,754,177	13,265,207	(488,971)	Spending is running lower than budgeted
Depreciation & Cap Outlay	1,929,045	779,832	819,372	39,540	Normal variance
Other Outflows	595,203	668,529	676,309	7,780	Normal variance
<b>Total Expenditures</b>	<b>58,811,350</b>	<b>45,305,857</b>	<b>44,570,225</b>	<b>(735,631)</b>	
<b>Net Revenues</b>	<b>(2,531,609)</b>	<b>1,637,306</b>	<b>2,371,071</b>	<b>733,765</b>	





April 2019 Monthly Update Actuals through May 31, 2019)	Year To Date											Annual Budget									
MSA Consolidated	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>REVENUE DETAIL</b>																				
<b>LCFF Entitlement</b>																					
8011 State Aid	310,853	1,221,512	1,509,258	2,197,253	2,198,720	2,198,720	2,215,669	2,082,126	2,224,170	2,224,100	2,224,170	20,606,550	20,679,942	(73,392)	27,327,807	24,971,893	24,971,893	-	4,365,343	83%	
8012 EPA Entitlement	-	-	54,332	633,714	-	54,332	1,202,509	176,394	1,236,274	-	-	3,357,555	3,403,849	(46,294)	3,727,777	4,155,679	4,155,679	-	798,124	81%	
8019 Prior Year Adjustments	8	-	(794)	-	-	70	-	(7,382)	16,628	(12,419)	(17,979)	(21,866)	(716)	(21,150)	-	-	-	-	21,866	-	
8096 InLieuPropTaxes	425,799	922,540	785,558	1,216,789	848,323	810,171	810,171	1,311,658	1,051,569	729,458	733,277	9,645,312	9,641,926	3,386	10,738,369	10,695,044	10,695,044	-	1,049,732	90%	
<b>SUBTOTAL - LCFF Entitlement</b>	<b>736,660</b>	<b>2,144,053</b>	<b>2,348,354</b>	<b>4,047,756</b>	<b>3,047,043</b>	<b>3,063,293</b>	<b>4,228,349</b>	<b>3,562,796</b>	<b>4,528,641</b>	<b>2,941,139</b>	<b>2,939,468</b>	<b>33,587,551</b>	<b>33,725,001</b>	<b>(137,450)</b>	<b>41,793,952</b>	<b>39,822,616</b>	<b>39,822,616</b>	<b>-</b>	<b>6,235,065</b>	<b>84%</b>	
<b>Federal Revenue</b>																					
8181 SpEd - Revenue	12,745	25,489	16,993	16,993	16,993	16,993	62,443	29,839	11,444	75,796	12,314	298,042	229,776	68,266	562,031	562,031	647,502	-	85,471	349,460	46%
8220 SchLunchFederal	42,524	(23,154)	(19,369)	-	-	-	-	-	-	-	-	-	-	-	1,161,078	-	-	-	-	-	-
8290 All Other Federal Revenue	-	1,840	-	47,806	401,809	12,361	1,093,017	76,506	109,910	325,358	-	2,068,607	2,111,833	(43,226)	2,293,412	2,978,526	2,978,526	-	-	909,919	69%
<b>SUBTOTAL - Federal Revenue</b>	<b>55,268</b>	<b>4,175</b>	<b>(2,376)</b>	<b>64,799</b>	<b>418,802</b>	<b>29,354</b>	<b>1,155,460</b>	<b>106,345</b>	<b>121,354</b>	<b>401,154</b>	<b>12,314</b>	<b>2,366,648</b>	<b>2,341,609</b>	<b>25,040</b>	<b>4,016,521</b>	<b>3,540,557</b>	<b>3,626,028</b>	<b>85,471</b>	<b>1,259,379</b>	<b>65%</b>	
<b>Other State Revenue</b>																					
8311 SpEd Revenue	99,588	75,608	180,898	164,526	161,617	208,572	162,989	88,541	356,231	181,678	176,586	1,856,835	1,830,031	26,803	2,148,623	2,260,653	2,188,172	-	(72,481)	331,337	85%
8520 SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	101,077	-	-	-	-	-	-
8550 MandCstReimburs	-	-	-	-	-	88,206	99,997	185,600	-	-	-	373,803	368,203	5,600	1,377,779	780,238	780,238	-	-	406,435	48%
8560 StateLotteryRev	-	-	16,384	79,257	-	-	128,898	0	54,170	226,729	-	505,438	549,780	(44,342)	778,564	778,564	778,564	-	-	273,126	65%
8590 AllOthStateRev	6,191	-	150,000	350,242	359,190	28,653	(10,845)	15,303	604,205	243,612	156,333	1,902,883	1,868,431	34,452	1,694,312	2,599,037	2,296,283	-	(302,754)	393,401	83%
<b>SUBTOTAL - Other State Revenue</b>	<b>105,779</b>	<b>75,608</b>	<b>347,283</b>	<b>594,025</b>	<b>520,807</b>	<b>325,431</b>	<b>381,039</b>	<b>289,444</b>	<b>1,014,606</b>	<b>652,019</b>	<b>332,918</b>	<b>4,638,959</b>	<b>4,616,446</b>	<b>22,513</b>	<b>6,100,356</b>	<b>6,418,492</b>	<b>6,043,257</b>	<b>(375,235)</b>	<b>1,404,299</b>	<b>77%</b>	
<b>Local Revenue</b>																					
8600 Other Local Revenue	-	-	25,000	-	-	-	(25,000)	86,469	149,222	-	-	235,691	236,000	(309)	-	252,422	266,836	-	14,414	31,145	88%
8634 StudentLunchFee	0	-	728	(0)	-	0	(0)	25,006	23	-	-	25,756	30,128	(4,371)	47,940	-	16,551	-	16,551	(9,205)	156%
8650 Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	2,000	(2,000)	2,500	2,500	2,500	-	-	2,500	0%
8660 Interest	869	362	1,308	425	649	1,629	914	953	594	1,304	727	9,733	5,870	3,863	4,376	9,376	9,376	-	-	(357)	104%
8698 OthRev-Suspense	2,458	(2,351)	0	-	-	-	(0)	0	-	-	-	107	21	85	-	-	-	-	-	(107)	-
8699 Other Revenue	15,638	447,258	(394,557)	297,704	22,132	41,548	83,693	46,264	95,122	35,289	61,341	751,431	672,811	78,620	362,557	484,981	577,809	-	92,828	(173,622)	130%
8701 CMO Fee - MSA-1	-	165,806	82,903	82,903	82,903	82,903	82,903	82,903	82,903	82,903	82,903	911,932	911,932	-	994,835	994,835	994,835	-	-	82,903	92%
8702 CMO Fee - MSA-2	-	149,815	74,908	74,908	74,908	74,908	74,908	74,908	74,908	74,908	74,908	823,984	823,984	-	898,892	898,892	898,892	-	-	74,908	92%
8703 CMO Fee - MSA-3	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	908,512	908,512	-	991,104	991,104	991,104	-	-	82,592	92%
8704 CMO Fee - MSA-4	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	71,186	71,186	-	77,657	77,657	77,657	-	-	6,471	92%
8705 CMO Fee - MSA-5	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	94,649	94,649	-	103,253	103,253	103,253	-	-	8,604	92%
8706 CMO Fee - MSA-6	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	42,581	42,581	-	46,452	46,452	46,452	-	-	3,871	92%
8707 CMO Fee - MSA-7	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	455,386	455,386	-	496,785	496,785	496,785	-	-	41,399	92%
8708 CMO Fee - MSA-8	-	165,239	82,620	82,620	82,620	82,620	82,620	82,620	82,620	82,620	82,620	908,816	908,816	-	991,436	991,436	991,436	-	-	82,620	92%
8709 CMO Fee - MSA-SA	-	269,311	89,770	89,770	89,770	89,770	(527,350)	101,042	101,042	33,681	33,681	370,489	401,042	(30,553)	997,937	404,170	404,170	-	-	33,681	92%
8712 CMO Fee - MSA-SD	-	68,286	34,143	34,143	34,143	34,143	34,143	34,143	34,143	34,143	34,143	375,571	375,571	-	409,714	409,714	409,714	-	-	34,143	92%
8791 SpEd Revenue (Local)	1,581	4,867	-	-	-	-	-	-	-	-	-	6,448	1,290	5,159	-	45,000	45,000	-	-	38,552	14%
8802 Private Donations/Grants	1,581	-	-	-	-	-	227,919	(25,000)	1,500	-	(3,500)	202,500	206,100	(3,600)	-	229,500	229,500	-	-	27,000	88%
8803 Fundraising	1,581	-	-	-	-	-	58,023	-	-	-	-	59,604	59,921	(317)	-	60,000	60,000	-	-	396	99%
8999 Revenues-Susp	15,228	2,868	2,926	(5,906)	48,381	21,711	(32,900)	248,329	(205,284)	4,879	(6,469)	93,762	52,308	41,454	-	-	-	-	-	(93,762)	-
<b>SUBTOTAL - Local Revenue</b>	<b>181,873</b>	<b>1,414,399</b>	<b>142,686</b>	<b>799,504</b>	<b>578,443</b>	<b>572,168</b>	<b>202,809</b>	<b>900,574</b>	<b>559,730</b>	<b>492,663</b>	<b>503,290</b>	<b>6,348,139</b>	<b>6,260,108</b>	<b>88,031</b>	<b>6,425,437</b>	<b>6,498,077</b>	<b>6,621,870</b>	<b>123,793</b>	<b>273,732</b>	<b>96%</b>	
<b>TOTAL REVENUE</b>	<b>1,079,581</b>	<b>3,638,235</b>	<b>2,835,945</b>	<b>5,506,084</b>	<b>4,565,095</b>	<b>3,990,246</b>	<b>5,967,656</b>	<b>4,859,159</b>	<b>6,224,331</b>	<b>4,486,974</b>	<b>3,787,990</b>	<b>46,941,297</b>	<b>46,943,163</b>	<b>(1,866)</b>	<b>58,336,266</b>	<b>56,279,742</b>	<b>56,113,771</b>	<b>(165,970)</b>	<b>9,172,475</b>	<b>84%</b>	

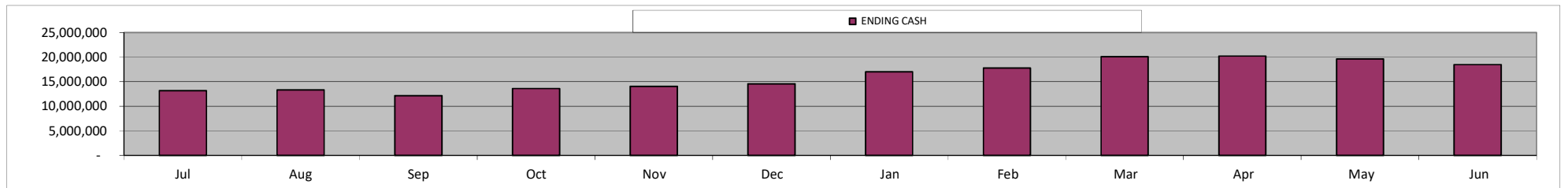
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date												Annual Budget							
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA Consolidated</b>																					
<b>EXPENSES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	520,831	1,101,439	1,180,359	1,166,437	1,151,466	1,158,631	1,123,176	1,128,154	1,111,867	1,117,965	1,115,237	11,875,561	11,885,951	(10,390)	14,332,880	13,843,072	13,666,757	(176,315)	1,791,195	87%
1300	Cert Adminis	435,026	317,339	303,147	312,228	298,448	300,750	296,018	313,576	322,850	306,470	309,482	3,515,335	3,534,097	(18,762)	3,819,599	3,672,886	3,740,386	67,500	225,051	94%
<b>SUBTOTAL - Certificated Salaries</b>		<b>955,857</b>	<b>1,418,779</b>	<b>1,483,506</b>	<b>1,478,665</b>	<b>1,449,913</b>	<b>1,459,382</b>	<b>1,419,194</b>	<b>1,441,731</b>	<b>1,434,717</b>	<b>1,424,435</b>	<b>1,424,719</b>	<b>15,390,896</b>	<b>15,420,048</b>	<b>(29,152)</b>	<b>18,152,479</b>	<b>17,515,957</b>	<b>17,407,143</b>	<b>(108,815)</b>	<b>2,016,246</b>	<b>88%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	210,709	220,645	249,610	231,899	228,073	247,451	251,138	242,049	236,203	242,807	228,405	2,588,989	2,601,258	(12,269)	3,095,373	3,453,281	3,432,281	(21,000)	843,292	75%
2900	OtherClassStaff	165,985	257,492	302,426	305,157	290,877	293,203	262,014	283,574	287,174	314,450	314,871	3,077,223	3,029,216	48,007	2,451,121	3,182,674	3,204,221	21,547	126,998	96%
<b>SUBTOTAL - Classified Salaries</b>		<b>376,694</b>	<b>478,137</b>	<b>552,036</b>	<b>537,056</b>	<b>518,951</b>	<b>540,653</b>	<b>513,151</b>	<b>525,623</b>	<b>523,377</b>	<b>557,258</b>	<b>543,275</b>	<b>5,666,212</b>	<b>5,630,474</b>	<b>35,738</b>	<b>5,546,494</b>	<b>6,635,954</b>	<b>6,636,501</b>	<b>547</b>	<b>970,290</b>	<b>85%</b>
<b>Employee Benefits</b>																					
3101	STRS	83,107	236,652	243,964	248,362	239,344	245,932	236,442	242,738	242,447	239,114	364,848	2,622,949	2,785,096	(162,147)	2,796,082	2,916,278	2,928,170	11,892	305,221	90%
3202	PERS	35,942	56,990	64,437	63,437	58,329	62,941	65,887	62,118	60,805	67,690	64,907	663,483	603,770	59,713	628,298	704,436	704,436	-	40,954	94%
3301	OASDI/Med	40,241	54,525	58,959	57,451	55,127	56,597	58,032	57,992	57,381	60,442	58,977	615,725	556,289	59,436	735,007	769,116	769,116	-	153,392	80%
3401	HlthWelfare	7,024	406,073	127,670	270,932	204,107	16,982	561,236	14,922	109,814	235,784	734,258	2,688,803	2,631,183	57,619	3,698,133	3,833,179	3,810,179	(23,000)	1,121,377	71%
3501	UnemployIns	635	4,130	1,344	2,399	38,735	507	17,706	6,409	1,986	592	2,882	77,325	66,946	10,379	47,085	48,484	48,484	-	(28,841)	159%
3601	WorkersCmp	58,445	19,480	19,482	19,482	19,482	-	22,344	21,330	37,435	19,483	(2,528)	234,434	225,197	9,237	266,854	257,732	257,732	-	23,298	91%
3701	Other Retirement	-	-	-	-	-	-	35,340	9,387	-	-	28,280	89,378	91,371	(1,993)	-	-	-	-	(89,378)	-
3901	OthBenes	4,292	5,435	5,601	5,335	5,193	4,818	4,870	4,895	4,744	4,725	4,720	54,629	60,313	(5,683)	182,160	182,174	181,178	(996)	126,549	30%
<b>SUBTOTAL - Employee Benefits</b>		<b>229,686</b>	<b>783,285</b>	<b>521,457</b>	<b>667,398</b>	<b>620,316</b>	<b>387,778</b>	<b>1,001,857</b>	<b>419,791</b>	<b>514,612</b>	<b>627,830</b>	<b>1,256,343</b>	<b>7,046,725</b>	<b>7,020,165</b>	<b>26,561</b>	<b>8,353,618</b>	<b>8,711,400</b>	<b>8,699,296</b>	<b>(12,104)</b>	<b>1,652,571</b>	<b>81%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	121,717	64,408	8,129	20,064	9,016	19,776	27,761	922	133	14,056	285,983	369,745	(83,761)	231,530	383,077	456,062	72,985	170,079	63%
4200	BooksOthRefMats	-	-	-	-	49	-	412	5,190	(98)	132	-	5,684	36,318	(30,634)	42,582	20,244	27,744	7,500	22,060	20%
4310	Ins Mats & Sups	-	1,830	14,977	2,806	4,344	10,817	9,452	22,553	579	10,646	15,044	93,047	116,997	(23,950)	335,268	768,119	445,188	(322,932)	352,141	21%
4315	OthSupplies	-	-	854	1,163	2,819	2,698	281	2,229	785	1,480	2,632	14,940	13,605	1,336	10,000	35,872	24,020	(11,852)	9,080	62%
4320	Office Supplies	-	(130)	10,488	7,323	2,809	3,896	23,574	9,126	3,791	4,744	10,655	76,277	80,803	(4,527)	140,335	126,535	132,885	6,350	56,608	57%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	800	(800)	1,500	1,500	1,500	-	1,500	0%
4326	Arts&MusicSupps	-	-	105	-	-	883	-	256	1,395	16	50	2,705	8,879	(6,174)	34,960	17,235	17,244	9	14,540	16%
4335	PE Supplies	-	-	-	47	-	1,207	4,974	271	3,003	670	42	10,213	12,456	(2,243)	42,740	51,968	41,388	(10,580)	31,175	25%
4340	Educat Software	-	18,158	55,884	32,648	36,208	-	40,182	91,009	4,850	450	3,669	283,058	277,344	5,715	436,955	413,441	399,964	(13,477)	116,906	71%
4345	NonInstStdntSup	1,693	616	5,247	2,716	22	107	3,740	6,781	802	557	7,278	29,559	39,402	(9,843)	62,212	64,391	80,801	16,410	51,242	37%
4346	TeacherSupplies	1,270	-	214	-	56	421	197	884	157	156	2,530	5,885	10,504	(4,619)	22,875	24,785	24,921	136	19,035	24%
4350	Cust. Supplies	-	-	4,182	7,113	4,170	3,362	4,825	5,890	2,946	5,829	2,824	41,140	41,308	(168)	67,248	57,248	64,248	7,000	23,109	64%
4351	Yearbook	-	-	-	-	-	-	849	-	-	-	2,117	2,966	3,482	(516)	3,828	7,103	7,134	31	4,169	42%
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	824	(824)	3,030	3,030	1,030	(2,000)	1,030	0%
4400	NonCapEquip-Gen	-	-	5,328	1,334	2,677	-	4,527	473	5	4,842	-	19,186	30,454	(11,267)	66,579	51,138	55,046	3,908	35,860	35%
4410	ClsrmFmEqp<5k	-	(396)	-	-	4,809	-	10,950	(0)	-	-	87	15,451	19,614	(4,163)	17,714	19,014	19,908	894	4,457	78%
4430	OfficeFurnEqp<5k	-	-	12	685	250	-	8,839	3,064	-	706	4,613	18,169	17,229	940	50,422	35,434	42,411	6,977	24,242	43%
4440	Computers <\$5k	2,485	-	174	-	-	2,889	1,984	4,687	1,730	-	900	15,959	53,854	(37,895)	82,332	63,977	86,391	22,413	70,432	18%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	5,063	-	5,063	-	5,063	-	17,000	5,063	(11,937)	-	100%
4710	Food	-	(11)	-	-	-	-	86,615	25,975	4,405	-	30,972	147,956	96,730	51,226	1,719,453	172,000	217,011	45,011	69,055	68%
4720	Food:Other Food	-	(413)	5,104	3,550	1,355	898	11,193	2,864	10,324	1,911	8,048	44,834	71,449	(26,615)	91,123	147,133	131,503	(15,630)	86,669	34%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	4,800	(4,800)	-	6,000	6,000	-	6,000	0%
4999	Misc Exp-Suspense	3,087	66,112	168,244	116,090	188,471	150,125	(226,333)	(3,371)	(114,202)	522,370	(283,166)	587,428	726,035	(138,607)	-	-	-	-	(587,428)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>8,535</b>	<b>207,482</b>	<b>335,221</b>	<b>184,714</b>	<b>268,102</b>	<b>186,319</b>	<b>6,038</b>	<b>205,643</b>	<b>(78,607)</b>	<b>559,707</b>	<b>(177,649)</b>	<b>1,705,504</b>	<b>2,032,632</b>	<b>(327,128)</b>	<b>3,462,686</b>	<b>2,486,246</b>	<b>2,287,464</b>	<b>(198,782)</b>	<b>581,960</b>	<b>75%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date										Annual Budget									
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA Consolidated</b>																					
<b>Services &amp; Other Operating Expenses</b>																					
5101	CMO Fees	142,938	961,395	507,281	507,281	507,281	507,281	(109,840)	518,553	518,553	451,192	451,192	4,963,107	4,973,660	(10,553)	6,008,065	5,414,298	5,414,298	-	451,191	92%
5205	Conference Fees	678	-	-	-	1,165	1,400	450	7,474	(3,296)	750	635	9,257	26,541	(17,284)	89,070	60,109	59,109	(1,000)	49,852	16%
5210	MilesParkTolls	2,178	4,267	2,991	5,830	5,445	3,186	6,935	609	6,505	5,436	6,701	50,083	47,483	2,600	142,425	138,725	140,475	1,750	90,392	36%
5215	TravConferences	-	-	-	-	-	21	889	(367)	-	1,161	445	2,148	2,705	(557)	6,061	17,761	17,761	-	15,613	12%
5220	TraLodging	-	20	879	2,062	279	142	1,461	4,002	4,034	(957)	95	12,016	34,823	(22,807)	119,485	153,907	170,994	17,087	158,977	7%
5300	DuesMemberships	75	6,913	10,258	89	168	51,570	4,947	7,131	8,343	1,816	1,761	93,072	140,323	(47,251)	107,349	162,448	162,148	(300)	69,075	57%
5400	Other Insurance	54,193	18,066	21,740	28,795	18,064	-	20,009	16,119	40,819	18,064	(1,945)	233,924	254,295	(20,370)	274,731	274,731	276,993	2,262	43,069	84%
5500	OpsHousekeeping	2,270	5,079	6,554	16,996	9,182	20,099	10,579	13,020	14,950	15,626	19,562	133,916	131,857	2,060	270,376	214,321	227,266	12,945	93,350	59%
5510	Gas & Electric	3,689	30,166	25,902	31,000	21,342	5,296	20,934	18,647	34,951	15,227	66,631	273,787	286,433	(12,646)	317,926	302,926	365,326	62,400	91,540	75%
5610	Rent & Leases	79,609	264,984	311,101	354,695	169,692	49,722	392,019	125,250	441,376	385,114	458,256	3,031,817	3,102,685	(70,868)	3,904,429	3,894,223	3,595,542	(298,681)	563,726	84%
5620	EquipmentLeases	8,296	14,730	18,004	16,715	15,789	12,287	16,240	19,675	19,586	10,387	10,302	162,011	175,076	(13,065)	210,739	224,739	236,959	12,220	74,948	68%
5630	Reps&MaintBldg	-	33,577	26,679	12,872	9,792	15,420	6,571	3,620	2,708	247	9,626	121,113	137,485	(16,372)	275,114	200,290	191,640	(8,650)	70,527	63%
5800	ProfessServices	10,284	51,034	90,685	68,447	82,321	17,255	40,382	36,894	41,095	28,468	32,780	499,446	579,955	(80,510)	2,112,509	1,059,737	997,357	(62,381)	497,911	50%
5810	Legal	1,919	15,775	44,678	85,539	11,933	32,829	25,359	2,830	12,903	2,044	26,027	261,837	271,504	(9,667)	518,899	858,745	827,345	(31,400)	565,508	32%
5811	Property Tax	-	-	-	-	3,393	-	-	-	-	-	-	3,393	6,108	(2,715)	-	3,393	3,393	-	-	100%
5813	SchPrgAftSchool	-	2,250	61,386	61,304	30,912	30,652	39,564	31,874	39,288	72,670	49,306	419,206	442,043	(22,837)	648,393	412,082	420,040	7,957	834	100%
5814	SchPrgAcadComps	-	694	225	2,100	998	220	2,311	1,458	4,063	2,007	457	14,532	34,318	(19,786)	62,253	57,253	50,393	(6,860)	35,861	29%
5819	SchlProgs-Other	-	7,600	6,873	1,421	1,932	4,586	7,621	2,395	3,149	40,576	38,009	114,160	89,563	24,597	92,983	103,976	226,228	122,251	112,067	50%
5820	Audit & CPA	-	875	-	148	-	58,669	700	4,863	-	2,380	-	67,635	101,847	(34,212)	152,716	172,716	180,716	8,000	113,081	37%
5825	DMSBusinessSvcs	-	103,404	-	69,130	34,468	34,468	35,332	35,332	35,332	35,463	-	382,928	415,520	(32,592)	500,000	500,000	500,000	-	117,072	77%
5835	Field Trips	2,885	718	6,302	27,299	13,565	1,591	2,967	32,733	19,274	10,853	51,837	170,023	140,668	29,355	203,840	226,202	275,320	49,119	105,297	62%
5836	FieldTrip Trans	-	9,579	6,386	6,386	6,386	3,193	6,386	10,667	10,341	10,624	8,474	78,422	93,860	(15,438)	63,860	92,215	92,839	624	14,417	84%
5840	MarkngStdtRecrt	-	270	16,898	14,536	3,284	12,534	12,252	9,668	7,943	4,769	22,704	104,857	117,880	(13,023)	191,799	182,588	211,733	29,145	106,876	50%
5850	Oversight Fees	6,161	18,806	54,840	(36,377)	8,214	8,214	14,527	14,375	11,451	15,754	9,442	125,407	123,049	2,357	418,674	418,674	418,674	-	293,267	30%
5857	Payroll Fees	-	1,873	-	-	1,669	15,561	11,794	15,426	13,470	26,340	-	86,133	78,095	8,038	208,366	205,730	202,510	(3,220)	116,378	43%
5860	Service Fees	7,910	307	(5,160)	3,704	225	435	525	58	166	965	2,659	11,794	15,513	(3,719)	33,492	37,756	38,180	424	26,386	31%
5861	Prior Year Services	-	-	-	-	-	12,224	5,956	-	-	-	-	18,180	27,959	(9,779)	-	24,079	24,079	-	5,899	76%
5863	Prof Developmnt	-	465	4,499	7,333	8,845	1,661	9,358	22,122	7,594	9,790	21,551	93,217	112,896	(19,679)	224,534	242,953	224,477	(18,476)	131,260	42%
5864	Prof Dev-Other	-	1,677	11,016	10,094	17,805	2,607	39,358	19,493	7,963	26,100	46,611	182,724	124,708	58,016	420,692	368,022	359,738	(8,284)	177,014	51%
5869	SpEd Ctrct Inst	12,337	750	5,444	6,646	23,355	12,742	119,643	89,839	83,032	71,082	69,501	494,369	527,172	(32,803)	-	969,806	970,630	824	476,261	51%
5872	SpEd Fees	10,110	10,110	6,740	(0)	-	0	(3,519)	(0)	-	-	-	23,441	39,049	(15,608)	-	278,743	278,743	-	255,302	8%
5875	StaffRecruiting	-	1,223	173	3,288	245	575	-	1,272	294	882	-	7,952	9,176	(1,224)	15,309	15,396	15,396	-	7,444	52%
5884	Substitutes	-	10,257	59,732	32,855	84,729	40,434	31,115	109,692	111,456	67,398	140,286	687,954	740,591	(52,638)	480,700	649,014	868,936	219,922	180,982	79%
5890	OthSvcsNon-Inst	3,388	-	5,815	2,197	4,874	-	10,533	20,149	2,358	1,057	908	51,281	67,238	(15,958)	231,904	2,191,251	2,175,506	(15,745)	2,124,225	2%
5900	Communications	655	1,732	145	2,556	1,500	-	5,438	1,060	-	1,017	708	14,812	18,818	(4,006)	108,733	52,689	52,985	296	38,173	28%
5920	TelecomInternet	6,317	8,598	11,005	7,102	2,992	8,734	14,736	8,474	20,116	8,353	6,960	103,388	90,945	12,443	502,422	79,057	141,765	62,708	38,377	73%
5930	PostageDelivery	-	6,460	652	3,354	504	13	8,407	31	802	665	5,148	26,037	54,349	(28,312)	84,330	82,728	82,728	-	56,691	31%
5940	Technology	-	7,796	5,400	21,164	15,234	4,864	18,731	32,502	10,906	5,930	13,305	135,831	117,989	17,843	216,765	594,262	438,774	(155,488)	302,942	31%
<b>SUBTOTAL - Services &amp; Operatic</b>		<b>355,890</b>	<b>1,601,449</b>	<b>1,325,122</b>	<b>1,376,559</b>	<b>1,115,911</b>	<b>956,591</b>	<b>834,437</b>	<b>1,231,839</b>	<b>1,534,461</b>	<b>1,335,793</b>	<b>1,597,154</b>	<b>13,265,207</b>	<b>13,754,177</b>	<b>(488,971)</b>	<b>19,218,942</b>	<b>20,937,545</b>	<b>20,936,994</b>	<b>(550)</b>	<b>7,671,788</b>	<b>63%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA Consolidated</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	12,800	-	-	-	-	7,819	83,021	2,065	24,517	-	130,222	126,619	3,603	-	677,569	1,248,169	570,600	1,117,947	10%
6400	EquipFixed	-	-	5,845	22,233	39,396	-	62,864	1,225	6,459	15,860	70,489	224,370	176,540	47,831	-	246,233	475,541	229,308	251,171	47%
6900	Depreciation	-	-	-	335,081	-	-	-	45,092	47,550	18,528	18,528	464,779	476,673	(11,894)	1,005,243	1,005,243	1,000,556	(4,687)	535,777	46%
<b>SUBTOTAL - Cap Outlay &amp; Depre</b>		-	12,800	5,845	357,314	39,396	-	70,683	129,338	56,074	58,905	89,018	819,372	779,832	39,540	1,005,243	1,929,045	2,724,267	795,222	1,904,895	30%
<b>Other Outflows</b>																					
7299	Encroachment	-	10,110	(40,996)	13,479	13,480	13,480	17,357	23,676	9,080	9,770	9,770	79,206	71,359	7,847	278,743	-	0	0	(79,206)	0%
7438	InterestExpense	43,042	45,056	129,934	45,056	-	80,597	27,486	104,277	-	86,114	35,542	597,103	597,170	(67)	595,203	595,203	595,203	-	(1,900)	100%
<b>SUBTOTAL - Other Outflows</b>		43,042	55,165	88,938	58,535	13,480	94,077	44,844	127,953	9,080	95,885	45,312	676,309	668,529	7,780	873,946	595,203	595,203	0	(81,106)	114%
<b>TOTAL EXPENSES</b>		1,969,703	4,557,097	4,312,124	4,660,241	4,026,069	3,624,800	3,890,204	4,081,918	3,993,714	4,659,812	4,778,172	44,570,225	45,305,857	(735,631)	56,613,408	58,811,350	59,286,868	475,518	14,716,643	75%

Monthly Update - Monthly Cash Flow (Actuals + Projections)

All MPS	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>13,516,040</b>	<b>13,160,445</b>	<b>13,322,204</b>	<b>12,142,436</b>	<b>13,603,311</b>	<b>14,045,272</b>	<b>14,537,762</b>	<b>16,994,251</b>	<b>17,763,501</b>	<b>20,106,652</b>	<b>20,198,971</b>	<b>19,608,008</b>		
<b>Revenue</b>														
LCFF Entitlement	736,660	2,144,053	2,348,354	4,047,756	3,047,043	3,063,293	4,228,349	3,562,796	4,528,641	2,941,139	2,939,468	3,002,239	230,587	<b>36,820,377</b>
Federal Revenue	55,268	4,175	(2,376)	64,799	418,802	29,354	1,155,460	106,345	121,354	401,154	12,314	84,025	1,005,859	<b>3,456,532</b>
Other State Revenues	105,779	75,608	347,283	594,025	520,807	325,431	381,039	289,444	1,014,606	652,019	332,918	454,216	871,101	<b>5,964,276</b>
Other Local Revenues	181,873	1,414,399	142,686	799,504	578,443	572,168	202,809	900,574	559,730	492,663	503,290	442,609	(734,628)	<b>6,056,119</b>
<b>Total Revenue</b>	<b>1,079,581</b>	<b>3,638,235</b>	<b>2,835,945</b>	<b>5,506,084</b>	<b>4,565,095</b>	<b>3,990,246</b>	<b>5,967,656</b>	<b>4,859,159</b>	<b>6,224,331</b>	<b>4,486,974</b>	<b>3,787,990</b>	<b>3,983,088</b>	<b>1,372,919</b>	<b>52,297,304</b>
<b>Expenses</b>														
Certificated Salaries	955,857	1,418,779	1,483,506	1,478,665	1,449,913	1,459,382	1,419,194	1,441,731	1,434,717	1,424,435	1,424,719	1,428,360	633,916	<b>17,453,172</b>
Classified Salaries	376,694	478,137	552,036	537,056	518,951	540,653	513,151	525,623	523,377	557,258	543,275	676,221	483,787	<b>6,826,220</b>
Benefits	229,686	783,285	521,457	667,398	620,316	404,149	1,001,857	419,791	514,612	627,830	1,256,343	1,403,509	770,623	<b>9,220,857</b>
Books and Supplies	8,535	207,482	335,221	184,714	268,102	186,319	6,038	205,643	(78,607)	559,707	(177,649)	232,258	(323,508)	<b>1,614,254</b>
Services and Operations	355,890	1,601,449	1,325,122	1,376,559	1,115,911	956,591	834,437	1,231,839	1,534,461	1,335,793	1,597,154	1,530,358	5,389,459	<b>20,185,024</b>
Depreciation / Cap Outlay	-	12,800	5,845	357,314	39,396	-	70,683	129,338	56,074	58,905	89,018	28,750	1,823,899	<b>2,672,021</b>
Other Outflows	43,042	55,165	88,938	58,535	13,480	94,077	44,844	127,953	9,080	95,885	45,312	47,112	(274,438)	<b>448,984</b>
<b>Total Expenses</b>	<b>1,969,703</b>	<b>4,557,097</b>	<b>4,312,124</b>	<b>4,660,241</b>	<b>4,026,069</b>	<b>3,641,171</b>	<b>3,890,204</b>	<b>4,081,918</b>	<b>3,993,714</b>	<b>4,659,812</b>	<b>4,778,172</b>	<b>5,346,568</b>	<b>8,503,738</b>	<b>58,420,532</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	1,696,073	1,308,230	148,515	191,918	111,488	27,174	5,810	-	427,965	47,711	-	-	-	<b>3,964,884</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	475,820	(44,660)	23,256	(3,662)	-	-	-	<b>450,754</b>
Other Assets/Accrual Adj	218,092	261,413	98,728	200,110	108,773	128,835	325,242	(242,353)	(346,747)	183,519	262,995	-	-	<b>1,198,608</b>
Fixed Assets	-	-	-	222,430	(27,162)	34,018	(198,237)	248,314	(78,959)	303	161,262	24,536	-	<b>386,506</b>
Due To (From)	(102,094)	(315,616)	(283,756)	(82,105)	(89,770)	(89,770)	-	-	(100,000)	(100,000)	(100,000)	186,486	-	<b>(1,076,625)</b>
Expenses - Prior Year Accruals	(1,316,953)	(202,943)	(4,666)	-	-	-	-	-	-	-	-	-	-	<b>(1,524,562)</b>
Accounts Payable - Current Year	-	(9,872)	404,314	38,200	(244,872)	6,180	(266,577)	(2,105)	262,356	100,307	37,983	-	-	<b>325,915</b>
Summerholdback for Teachers	39,408	39,408	44,479	44,479	44,479	44,479	44,479	44,479	44,479	44,479	44,479	44,479	-	<b>523,606</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	(111,204)	-	-	(7,500)	(7,500)	(11,667)	(119,816)	(7,500)	(7,500)	(7,500)	-	<b>(280,187)</b>
<b>Total Other Transactions</b>	<b>534,527</b>	<b>1,080,621</b>	<b>296,410</b>	<b>615,033</b>	<b>(97,065)</b>	<b>143,415</b>	<b>379,036</b>	<b>(7,991)</b>	<b>112,534</b>	<b>265,158</b>	<b>399,219</b>	<b>248,001</b>		<b>3,968,898</b>
<b>Total Change in Cash</b>	<b>(355,595)</b>	<b>161,759</b>	<b>(1,179,768)</b>	<b>1,460,875</b>	<b>441,961</b>	<b>492,490</b>	<b>2,456,489</b>	<b>769,250</b>	<b>2,343,151</b>	<b>92,320</b>	<b>(590,963)</b>	<b>(1,115,479)</b>		<b>(2,154,329)</b>
<b>ENDING CASH</b>	<b>13,160,445</b>	<b>13,322,204</b>	<b>12,142,436</b>	<b>13,603,311</b>	<b>14,045,272</b>	<b>14,537,762</b>	<b>16,994,251</b>	<b>17,763,501</b>	<b>20,106,652</b>	<b>20,198,971</b>	<b>19,608,008</b>	<b>18,492,530</b>	<<< = 116 days cash	



## MSA-1 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget surplus of \$109,589.

This is an decrease of \$0 from the original Second Interim Budget projected surplus of \$109,589.

This will allow MSA-1 to end this fiscal year with a balance of \$4,921,433, which is 55.1% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$1,539,322, which represents 63 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = decrease of (\$297,076), or -3.2% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$7,790 higher than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$310,544) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** This category is primarily fundraising revenue, but includes any non-LCFF local revenue sources.

Other Local Revenues are projected at \$5,678 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = decrease of (\$297,076), or -3.2% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are \$112,500 higher than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$212,130) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be (\$281,994) lower than in the Second Interim, due to various line-item adjustments (see budget detail).

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$84,548 higher than in the Second Interim, reflecting updated depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019												Year To Date				Annual Budget					
MSA 1												Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals											
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	-	192,222	192,222	345,999	345,999	345,999	345,999	411,195	411,195	411,195	3,348,024	3,351,440	(3,416)	4,740,643	4,196,773	4,196,773	-	848,749	80%	
8012	EPA Entitlement	-	-	-	210,479	-	-	210,480	-	279,710	-	700,669	695,959	4,710	788,145	848,599	848,599	-	147,930	83%	
8019	Prior Year Adjustments	8	-	-	-	-	-	-	1,670	(1,540)	(1,540)	(1,402)	8	(1,410)	-	-	-	-	1,402	-	
8096	InLieuPropTaxes	75,690	151,381	100,920	100,920	100,921	100,921	100,921	176,611	142,073	92,387	92,387	1,235,132	1,236,674	(1,542)	1,350,271	1,381,782	1,381,782	-	146,650	89%
<b>SUBTOTAL - LCFF Entitlement</b>		<b>75,698</b>	<b>343,603</b>	<b>293,142</b>	<b>657,398</b>	<b>446,920</b>	<b>446,920</b>	<b>657,400</b>	<b>522,610</b>	<b>834,648</b>	<b>502,042</b>	<b>5,282,423</b>	<b>5,284,081</b>	<b>(1,658)</b>	<b>6,879,059</b>	<b>6,427,154</b>	<b>6,427,154</b>	<b>-</b>	<b>1,144,731</b>	<b>82%</b>	
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	67,875	67,875	75,665	7,790	75,665	0%	
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	271,704	-	-	-	-	-	
8290	All Other Federal Revenue	-	1,840	-	-	78,178	-	351,611	29,533	-	106,383	-	567,545	551,629	15,916	838,835	1,147,218	1,147,218	-	579,673	49%
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>1,840</b>	<b>-</b>	<b>-</b>	<b>78,178</b>	<b>-</b>	<b>351,611</b>	<b>29,533</b>	<b>-</b>	<b>106,383</b>	<b>-</b>	<b>567,545</b>	<b>551,629</b>	<b>15,916</b>	<b>1,178,414</b>	<b>1,215,093</b>	<b>1,222,883</b>	<b>7,790</b>	<b>655,338</b>	<b>46%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	12,965	-	36,302	23,337	23,337	23,337	-	57,860	28,930	28,930	258,335	253,287	5,048	319,485	319,485	311,695	(7,790)	53,360	83%	
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	22,737	-	-	-	-	-	
8550	MandCstReimburs	-	-	-	-	-	-	16,472	-	34,653	-	51,125	51,472	(347)	195,780	112,699	112,699	-	61,574	45%	
8560	StateLotteryRev	-	-	-	-	-	-	27,536	-	-	39,575	67,111	82,609	(15,498)	118,736	118,736	118,736	-	51,625	57%	
8590	AllOthStateRev	-	-	50,000	-	71,184	-	4,647	15,840	202,197	243,612	87,409	674,889	675,831	(942)	732,213	821,434	518,681	(302,754)	(156,208)	130%
<b>SUBTOTAL - Other State Revenue</b>		<b>12,965</b>	<b>-</b>	<b>86,302</b>	<b>23,337</b>	<b>94,521</b>	<b>39,809</b>	<b>55,520</b>	<b>50,493</b>	<b>260,057</b>	<b>312,116</b>	<b>1,051,460</b>	<b>1,063,199</b>	<b>(11,739)</b>	<b>1,388,951</b>	<b>1,372,354</b>	<b>1,061,811</b>	<b>(310,544)</b>	<b>10,351</b>	<b>99%</b>	
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	46,192	-	-	46,192	50,000	(3,808)	-	49,892	49,892	-	3,700	93%	
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	9,183	-	-	-	-	-	
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8699	Other Revenue	6,000	-	2,278	7,435	-	-	31,752	6,229	11,774	4,730	11,401	81,600	95,097	(13,497)	55,000	70,000	75,678	5,678	(5,922)	108%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8802	Private Donations/Grants	-	-	-	-	-	-	204,500	-	1,500	-	(3,500)	202,500	206,100	(3,600)	-	204,500	204,500	-	2,000	99%
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8999	Revenues-Susp	-	-	-	(0)	13,155	20,418	(33,423)	50,522	(42,266)	(0)	(4,375)	4,031	150	3,881	-	-	-	-	(4,031)	-
<b>SUBTOTAL - Local Revenue</b>		<b>6,000</b>	<b>-</b>	<b>2,278</b>	<b>7,435</b>	<b>13,155</b>	<b>20,418</b>	<b>202,829</b>	<b>56,751</b>	<b>17,200</b>	<b>4,730</b>	<b>3,526</b>	<b>334,323</b>	<b>351,347</b>	<b>(17,024)</b>	<b>64,182</b>	<b>324,392</b>	<b>330,070</b>	<b>5,678</b>	<b>(4,253)</b>	<b>101%</b>
<b>TOTAL REVENUE</b>		<b>94,663</b>	<b>345,443</b>	<b>381,722</b>	<b>688,171</b>	<b>632,773</b>	<b>507,147</b>	<b>1,267,359</b>	<b>659,387</b>	<b>1,111,905</b>	<b>925,271</b>	<b>621,907</b>	<b>7,235,750</b>	<b>7,250,255</b>	<b>(14,505)</b>	<b>9,510,606</b>	<b>9,338,993</b>	<b>9,041,918</b>	<b>(297,076)</b>	<b>1,806,167</b>	<b>80%</b>

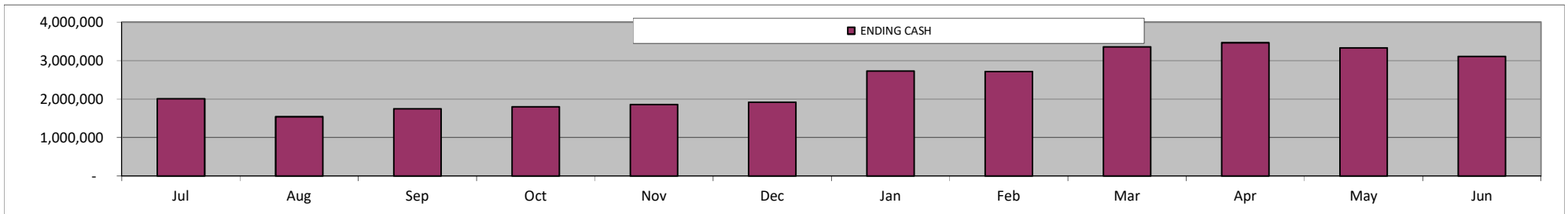
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
MSA 1	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>EXPENDITURES DETAIL</b>																				
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	98,617	181,471	196,238	187,001	187,951	194,975	182,621	191,551	188,055	194,886	189,577	1,992,942	1,981,420	11,521	2,234,641	2,275,331	2,275,331	-	282,389	88%
1300	Cert Adminis	55,718	87,483	34,899	42,541	40,326	35,424	32,560	41,724	52,503	35,474	35,824	494,477	514,072	(19,595)	554,247	441,607	519,107	77,500	24,631	95%
<b>SUBTOTAL - Certificated Salaries</b>		<b>154,335</b>	<b>268,954</b>	<b>231,137</b>	<b>229,542</b>	<b>228,277</b>	<b>230,399</b>	<b>215,181</b>	<b>233,275</b>	<b>240,558</b>	<b>230,360</b>	<b>225,401</b>	<b>2,487,418</b>	<b>2,495,492</b>	<b>(8,074)</b>	<b>2,788,888</b>	<b>2,716,938</b>	<b>2,794,438</b>	<b>77,500</b>	<b>307,020</b>	<b>89%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	10,965	7,988	11,455	4,234	5,860	11,262	10,078	11,060	10,444	11,188	10,977	105,512	93,017	12,494	191,328	131,491	131,491	-	25,979	80%
2900	OtherClassStaff	31,276	36,900	48,832	47,060	44,366	45,823	46,584	48,716	46,287	51,653	51,739	499,237	476,774	22,464	418,677	590,169	625,169	35,000	125,932	80%
<b>SUBTOTAL - Classified Salaries</b>		<b>42,241</b>	<b>44,889</b>	<b>60,287</b>	<b>51,294</b>	<b>50,226</b>	<b>57,086</b>	<b>56,662</b>	<b>59,776</b>	<b>56,731</b>	<b>62,841</b>	<b>62,716</b>	<b>604,749</b>	<b>569,791</b>	<b>34,958</b>	<b>610,005</b>	<b>721,660</b>	<b>756,660</b>	<b>35,000</b>	<b>151,911</b>	<b>80%</b>
<b>Employee Benefits</b>																					
3102	STRS	12,993	35,703	36,381	37,077	35,686	38,404	36,472	38,002	40,049	37,742	36,809	385,317	401,565	(16,248)	421,268	432,441	432,441	-	47,123	89%
3202	PERS	3,982	7,274	9,416	9,143	7,930	8,882	8,517	8,365	8,548	9,305	8,996	90,359	97,847	(7,489)	110,179	125,944	125,944	-	35,585	72%
3301	OASDI/Med	5,210	6,178	7,597	7,323	7,050	7,326	7,550	8,129	7,423	8,517	7,600	79,902	77,333	2,569	99,582	104,152	104,152	-	24,250	77%
3401	HlthWelfare	-	55,041	32,530	-	41,835	3,236	69,997	2,778	3,641	34,823	107,062	350,944	302,640	48,304	493,740	504,484	504,484	-	153,540	70%
3501	UnemplYnls	-	1,591	1,344	450	37,877	224	8,428	3,171	893	346	284	54,608	49,913	4,695	24,436	24,816	24,816	-	(29,792)	220%
3601	WorkersCmp	6,482	2,161	2,161	2,161	2,161	-	2,161	2,161	6,483	2,161	-	28,092	27,221	871	38,272	36,371	36,371	-	8,279	77%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	26	30	12	7	6	36	23	15	11	9	176	(76)	253	-	14	14	-	(162)	1240%
<b>SUBTOTAL - Employee Benefits</b>		<b>28,667</b>	<b>107,975</b>	<b>89,460</b>	<b>56,165</b>	<b>132,547</b>	<b>58,077</b>	<b>133,161</b>	<b>62,630</b>	<b>67,052</b>	<b>92,905</b>	<b>160,758</b>	<b>989,397</b>	<b>956,443</b>	<b>32,954</b>	<b>1,187,476</b>	<b>1,228,220</b>	<b>1,228,220</b>	<b>-</b>	<b>238,823</b>	<b>81%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	61,672	13,807	929	1,303	-	9,030	551	922	133	-	88,348	103,415	(15,066)	10,000	110,000	130,031	20,031	41,682	68%
4200	BooksOthRefMats	-	-	-	-	-	-	219	-	-	-	-	219	6,296	(6,077)	15,000	315	7,815	7,500	7,597	3%
4310	Ins Mats & Sups	-	-	4,940	198	-	80	4,991	-	169	339	4,361	15,077	20,190	(5,113)	75,000	300,357	59,332	(241,024)	44,256	25%
4315	OthrSupplies	-	-	854	550	2,819	2,698	154	-	667	1,380	1,192	10,313	10,647	(334)	10,000	14,600	14,779	179	4,466	70%
4320	Office Supplies	-	-	564	171	148	877	2,097	1,295	257	-	1,280	6,688	4,906	1,782	10,000	5,000	8,000	3,000	1,312	84%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	105	-	-	883	-	10	-	-	-	998	2,590	(1,592)	15,000	3,000	3,000	-	2,002	33%
4335	PE Supplies	-	-	-	-	-	-	4,208	-	1,580	-	-	5,788	5,130	658	5,000	6,940	6,940	-	1,152	83%
4340	Educat Software	-	5,024	-	3,157	8,740	-	6,575	12,025	-	450	-	35,971	42,231	(6,260)	51,130	61,235	59,390	(1,845)	23,419	61%
4345	NonInstStdntSup	-	71	-	-	-	-	(370)	(235)	1,374	(696)	1,540	1,685	3,484	(1,799)	15,000	6,200	6,414	214	4,729	26%
4346	TeacherSupplies	1,270	-	-	-	-	-	-	-	-	116	-	1,386	1,318	68	-	60	1,446	1,386	60	96%
4350	Cust. Supplies	-	-	2,400	1,678	2,017	-	3,359	244	-	2,135	596	12,429	15,510	(3,081)	30,000	20,000	20,000	-	7,571	62%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	-	3,000	0%
4410	ClsrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4430	OffceFurnEqp<5k	-	-	-	-	250	-	3,798	(0)	-	-	-	4,048	4,048	-	20,600	5,100	6,886	1,786	2,838	59%
4440	Computers <\$5k	-	-	-	-	-	-	805	(0)	-	-	-	805	805	-	15,000	10,000	8,000	(2,000)	7,195	10%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	294,005	-	-	-	-	-
4720	Food:Other Food	-	-	3,201	336	246	-	1,932	(0)	1,061	-	556	7,331	5,714	1,617	12,036	23,173	21,818	(1,355)	14,487	34%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	-	(58)	13,984	61,338	14,416	32,504	(65,292)	642	(5,668)	69,415	943	122,224	121,893	332	-	-	-	-	(122,224)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>1,270</b>	<b>66,710</b>	<b>39,854</b>	<b>68,356</b>	<b>29,939</b>	<b>37,041</b>	<b>(28,494)</b>	<b>14,532</b>	<b>362</b>	<b>73,272</b>	<b>10,467</b>	<b>313,310</b>	<b>348,177</b>	<b>(34,867)</b>	<b>577,771</b>	<b>568,980</b>	<b>356,850</b>	<b>(212,130)</b>	<b>43,541</b>	<b>88%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 1</b>																					
<b>Services &amp; Other Operating Expenses</b>																					
5101	CMO Fees	-	165,806	82,903	82,903	82,903	82,903	82,903	82,903	82,903	82,903	911,932	911,932	-	994,835	994,835	994,835	-	82,903	92%	
5205	Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	15,000	-	-	-	-	-	
5210	MilesParkTolls	-	-	194	660	23	-	46	36	142	94	246	1,440	1,370	71	5,000	-	2,000	2,000	560	72%
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5220	TraLodging	-	-	-	223	-	136	-	540	-	-	419	1,318	4,585	(3,267)	2,000	2,601	6,601	4,000	5,283	20%
5300	DuesMemberships	-	1,728	(352)	14	93	5,920	511	0	103	484	8,502	9,664	(1,162)	10,688	10,688	10,688	-	2,186	80%	
5450	Other Insurance	8,241	2,747	2,747	2,747	2,747	-	2,747	2,747	8,241	2,747	35,711	41,976	(6,265)	33,449	33,449	35,711	2,262	-	100%	
5500	OpsHousekeeping	546	2,683	2,453	10,063	1,780	11,741	6,070	7,777	2,512	9,450	11,011	66,087	58,160	7,927	75,000	60,000	73,145	13,145	7,058	90%
5510	Gas & Electric	-	8,223	4,976	6,796	4,990	2,075	4,442	4,273	7,585	2,858	53,181	99,399	90,503	8,896	100,000	70,000	114,400	44,400	15,001	87%
5610	Rent & Leases	-	127,658	117,658	117,658	118,408	119,343	119,343	117,658	115,974	117,658	1,189,018	1,197,439	(8,421)	1,387,132	1,387,132	1,084,378	(302,754)	(104,640)	110%	
5620	EquipmentLeases	1,139	5,800	2,912	3,942	1,594	4,531	3,971	3,729	4,036	2,128	4,210	37,991	45,390	(7,398)	29,025	37,025	41,745	4,720	3,754	91%
5630	Reps&MaintBldng	-	2,700	14,749	3,314	4,333	12,279	2,770	3,160	1,765	(3,597)	2,540	44,012	46,372	(2,359)	69,540	59,580	59,580	-	15,568	74%
5800	ProfessServices	-	4,518	2,280	2,308	8,482	-	3,000	1,916	-	-	(3,000)	19,504	30,230	(10,726)	226,297	95,025	67,717	(27,308)	48,213	29%
5810	Legal	-	-	275	5,900	-	-	(5,900)	-	-	-	-	275	1,832	(1,557)	20,059	20,059	8,059	(12,000)	7,784	3%
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5813	SchPrgAftSchool	-	-	-	-	-	-	253	682	-	1,000	1,915	3,850	6,363	(2,513)	109,513	9,237	11,487	2,250	7,637	34%
5814	SchPrgAcadComps	-	-	-	335	-	-	250	-	1,697	850	200	3,332	1,919	1,413	15,000	10,000	5,000	(5,000)	1,668	67%
5819	SchlProgs-Other	-	-	288	-	-	750	-	700	-	19,328	4,645	25,711	31,469	(5,758)	35,000	35,750	63,750	28,000	38,039	40%
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	10,999	(10,999)	13,749	13,749	13,749	-	13,749	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	-	-	604	1,469	-	1,150	2,660	1,974	1,905	4,083	13,844	25,393	(11,549)	30,000	30,000	41,558	11,558	27,714	33%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5840	MarkngStdtrRecrt	-	45	2,483	-	-	2,294	1,750	2,626	600	86	3,900	13,784	17,592	(3,808)	15,059	15,059	27,559	12,500	13,775	50%
5850	Oversight Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	68,791	68,791	68,791	-	68,791	0%
5857	Payroll Fees	-	-	-	-	-	-	1,816	1,770	2,073	1,509	1,491	8,659	15,153	(6,494)	25,750	26,050	25,330	(720)	16,671	34%
5860	Service Fees	2,025	-	(1,993)	(0)	-	-	-	-	-	-	-	32	1,861	(1,828)	2,318	2,318	2,318	-	2,286	1%
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5863	Prof Developmnt	-	-	235	-	1,035	-	309	520	3,946	6,156	-	12,202	12,766	(564)	20,000	27,686	26,186	(1,500)	13,984	47%
5864	Prof Dev-Other	-	1,377	-	-	9,000	-	9,088	-	7,375	5,000	31,840	34,465	(2,625)	58,000	54,939	52,439	(2,500)	20,599	61%	
5869	SpEd Ctrct Inst	-	-	-	-	-	-	9,673	-	2,943	8,128	14,849	35,592	37,887	(2,294)	-	100,025	100,025	-	64,433	36%
5872	SpEd Fees	-	-	-	-	-	-	(3,519)	-	-	-	-	(3,519)	284	(3,803)	-	15,494	15,494	-	19,013	-23%
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	-	6,412	6,554	1,200	2,100	3,630	600	6,104	4,057	1,950	32,607	22,530	10,077	30,900	30,900	35,900	5,000	3,293	91%
5890	OthSvcsNon-Inst	-	-	2,025	-	853	-	-	2,559	-	-	-	5,438	2,878	2,559	116,809	305,426	303,081	(2,345)	297,643	2%
5900	Communications	-	-	-	46	-	-	-	-	-	-	-	46	46	-	5,000	-	46	46	-	100%
5920	TelecomInternet	-	958	487	1,251	125	-	(126)	125	729	762	732	5,044	2,660	2,383	63,405	5,000	5,000	-	(44)	101%
5930	PostageDelivery	-	1,009	-	504	-	-	606	-	554	-	1,074	3,746	11,121	(7,375)	15,000	15,000	15,000	-	11,254	25%
5940	Technology	-	-	-	-	-	-	1,437	2,692	-	-	1,437	5,566	1,437	4,129	-	63,405	5,657	(57,748)	91	98%
<b>SUBTOTAL - Services &amp; Operations</b>		<b>11,951</b>	<b>325,251</b>	<b>240,732</b>	<b>245,821</b>	<b>239,035</b>	<b>244,072</b>	<b>246,220</b>	<b>239,674</b>	<b>243,882</b>	<b>265,882</b>	<b>310,444</b>	<b>2,612,965</b>	<b>2,676,276</b>	<b>(63,312)</b>	<b>3,592,319</b>	<b>3,599,223</b>	<b>3,317,229</b>	<b>(281,994)</b>	<b>704,264</b>	<b>79%</b>

April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget						
MSA 1	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Capital Outlay &amp; Depreciation</b>																				
6100 Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	298,911	254,511	(44,400)	254,511	0%	
6400 EquipFixed	-	-	5,845	-	-	-	-	-	-	-	-	5,845	5,845	-	-	24,000	152,948	128,948	147,104	4%	
6900 Depreciation	-	-	-	23,824	-	-	-	23,824	5,956	5,956	5,956	65,516	65,736	(220)	71,472	71,472	71,472	-	5,956	92%	
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>	<b>-</b>	<b>-</b>	<b>5,845</b>	<b>23,824</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,824</b>	<b>5,956</b>	<b>5,956</b>	<b>5,956</b>	<b>71,361</b>	<b>71,581</b>	<b>(220)</b>	<b>71,472</b>	<b>394,383</b>	<b>478,931</b>	<b>84,548</b>	<b>407,571</b>	<b>15%</b>	
<b>Other Outflows</b>																					
7299 Encroachment	-	-	(3,519)	-	-	-	3,519	-	-	-	-	-	-	-	15,494	-	-	-	-	-	
7438 InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>SUBTOTAL - Other Outflows</b>	<b>-</b>	<b>-</b>	<b>(3,519)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,519</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15,494</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENDITURES</b>	<b>238,463</b>	<b>813,779</b>	<b>663,795</b>	<b>675,003</b>	<b>680,024</b>	<b>626,676</b>	<b>626,248</b>	<b>633,710</b>	<b>614,541</b>	<b>731,217</b>	<b>775,743</b>	<b>7,079,199</b>	<b>7,117,760</b>	<b>(38,561)</b>	<b>8,843,426</b>	<b>9,229,404</b>	<b>8,932,328</b>	<b>(297,076)</b>	<b>1,853,129</b>	<b>79%</b>	

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-1	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>2,044,087</b>	<b>2,006,322</b>	<b>1,539,322</b>	<b>1,747,358</b>	<b>1,802,665</b>	<b>1,859,728</b>	<b>1,918,331</b>	<b>2,729,114</b>	<b>2,712,372</b>	<b>3,357,571</b>	<b>3,463,212</b>	<b>3,330,631</b>	<b>3,107,557</b>	
<b>Revenue</b>														
LCFF Entitlement	75,698	343,603	293,142	657,398	446,920	446,920	657,400	522,610	834,648	502,042	502,042	411,000	322,731	<b>6,016,154</b>
Federal Revenue	-	1,840	-	-	78,178	-	351,611	29,533	-	106,383	-	30,000	587,548	<b>1,185,093</b>
Other State Revenues	12,965	-	86,302	23,337	94,521	39,809	55,520	50,493	260,057	312,116	116,339	137,536	45,822	<b>1,234,818</b>
Other Local Revenues	6,000	-	2,278	7,435	13,155	20,418	202,829	56,751	17,200	4,730	3,526	25,400	(60,731)	<b>298,992</b>
<b>Total Revenue</b>	<b>94,663</b>	<b>345,443</b>	<b>381,722</b>	<b>688,171</b>	<b>632,773</b>	<b>507,147</b>	<b>1,267,359</b>	<b>659,387</b>	<b>1,111,905</b>	<b>925,271</b>	<b>621,907</b>	<b>603,936</b>	<b>895,370</b>	<b>8,735,057</b>
<b>Expenses</b>														
Certificated Salaries	154,335	268,954	231,137	229,542	228,277	230,399	215,181	233,275	240,558	230,360	225,401	248,137	125,990	<b>2,861,545</b>
Classified Salaries	42,241	44,889	60,287	51,294	50,226	57,086	56,662	59,776	56,731	62,841	62,716	60,764	126,104	<b>791,617</b>
Benefits	28,667	107,975	89,460	56,165	132,547	58,077	133,161	62,630	67,052	92,905	160,758	152,181	119,596	<b>1,261,174</b>
Books and Supplies	1,270	66,710	39,854	68,356	29,939	37,041	(28,494)	14,532	362	73,272	10,467	10,462	(72,292)	<b>251,480</b>
Services and Operations	11,951	325,251	240,732	245,821	239,035	244,072	246,220	239,674	243,882	265,882	310,444	353,856	374,096	<b>3,340,917</b>
Depreciation / Cap Outlay	-	-	5,845	23,824	-	-	-	23,824	5,956	5,956	5,956	5,956	371,974	<b>449,291</b>
Other Outflows	-	-	(3,519)	-	-	-	3,519	-	-	-	-	-	-	<b>-</b>
<b>Total Expenses</b>	<b>238,463</b>	<b>813,779</b>	<b>663,795</b>	<b>675,003</b>	<b>680,024</b>	<b>626,676</b>	<b>626,248</b>	<b>633,710</b>	<b>614,541</b>	<b>731,217</b>	<b>775,743</b>	<b>831,356</b>	<b>1,045,469</b>	<b>8,956,024</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	394,636	143,578	7,398	(15,567)	10,951	(22,637)	-	-	-	-	-	-	-	<b>518,359</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	475,820	(44,660)	23,256	(3,662)	-	-	-	<b>450,754</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	23,824	-	-	-	-	-	-	-	-	-	<b>23,824</b>
Due To (From)	(115,465)	(46,305)	406,014	-	-	-	-	-	-	-	-	-	-	<b>244,244</b>
Expenses - Prior Year Accruals	(177,482)	(100,283)	(4,666)	-	-	-	-	-	-	-	-	-	-	<b>(282,431)</b>
Accounts Payable - Current Year	-	-	77,017	29,536	89,017	196,423	(310,494)	(2,105)	120,233	(89,098)	16,909	-	-	<b>127,437</b>
Summer Holdback for Teachers	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	4,346	-	<b>52,152</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>106,035</b>	<b>1,336</b>	<b>490,109</b>	<b>42,139</b>	<b>104,314</b>	<b>178,132</b>	<b>169,672</b>	<b>(42,419)</b>	<b>147,835</b>	<b>(88,414)</b>	<b>21,255</b>	<b>4,346</b>	<b>-</b>	<b>1,134,339</b>
<b>Total Change in Cash</b>	<b>(37,765)</b>	<b>(467,000)</b>	<b>208,036</b>	<b>55,307</b>	<b>57,063</b>	<b>58,603</b>	<b>810,783</b>	<b>(16,742)</b>	<b>645,199</b>	<b>105,641</b>	<b>(132,581)</b>	<b>(223,074)</b>	<b>-</b>	<b>913,372</b>
<b>ENDING CASH</b>	<b>2,006,322</b>	<b>1,539,322</b>	<b>1,747,358</b>	<b>1,802,665</b>	<b>1,859,728</b>	<b>1,918,331</b>	<b>2,729,114</b>	<b>2,712,372</b>	<b>3,357,571</b>	<b>3,463,212</b>	<b>3,330,631</b>	<b>3,107,557</b>	<b>3,107,557</b>	<<< = 127 days cash



## MSA-2 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$320,258).

This is an increase of \$3,297 from the original Second Interim Budget projected deficit of (\$323,555).

This will allow MSA-2 to end this fiscal year with a balance of \$796,972, which is 13.5% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$843,319, which represents 52 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$1,189, or 0.0% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$6,528 higher than in the Second Interim, due to removal of NSLP revenues and updates to ESSA funding.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$6,757) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** This category is primarily fundraising revenue, but includes any non-LCFF local revenue sources.

Other Local Revenues are projected at \$1,189 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = decrease of (\$2,108), or 0.0% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$57,293) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$2,340) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$19,413 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$38,112 higher than in the Second Interim, reflecting updated depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019													Year To Date			Annual Budget					
MSA 2	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>REVENUE DETAIL</b>																				
<b>LCFF Entitlement</b>																					
8011	State Aid	-	156,037	156,037	280,866	280,866	280,866	280,866	280,866	262,930	262,930	262,930	2,505,194	2,559,002	(53,808)	3,378,044	3,049,043	3,049,043	-	543,849	82%
8012	EPA Entitlement	-	-	-	173,539	-	-	173,540	-	157,908	-	-	504,987	520,619	(15,632)	559,149	611,657	611,657	-	106,670	83%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	1,533	(1,294)	(1,294)	(1,055)	-	-	(1,055)	-	-	-	-	1,055	-
8096	InLieuPropTaxes	63,824	127,648	85,099	85,099	85,099	85,099	148,923	9,183	68,104	68,104	911,278	856,965	54,313	979,709	1,018,590	1,018,590	-	107,312	89%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>63,824</b>	<b>283,685</b>	<b>241,136</b>	<b>539,504</b>	<b>365,965</b>	<b>365,965</b>	<b>539,505</b>	<b>429,789</b>	<b>431,554</b>	<b>329,740</b>	<b>329,740</b>	<b>3,920,404</b>	<b>3,936,586</b>	<b>(16,182)</b>	<b>4,916,902</b>	<b>4,679,290</b>	<b>4,679,290</b>	<b>-</b>	<b>758,886</b>	<b>84%</b>
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	58,875	58,875	65,632	6,757	65,632	0%
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	202,266	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	56,269	96,574	11,351	6,904	59,521	-	230,619	222,843	7,776	238,240	253,184	253,184	-	22,565	91%	
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>56,269</b>	<b>96,574</b>	<b>11,351</b>	<b>6,904</b>	<b>59,521</b>	<b>-</b>	<b>230,619</b>	<b>222,843</b>	<b>7,776</b>	<b>499,381</b>	<b>312,059</b>	<b>318,816</b>	<b>6,757</b>	<b>88,197</b>	<b>72%</b>	
<b>Other State Revenue</b>																					
8311	SpEd Revenue	10,929	-	30,601	19,672	19,672	19,672	19,672	-	36,458	18,229	18,229	193,134	170,218	22,916	231,807	231,807	225,050	(6,757)	31,916	86%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19,867	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	12,354	-	29,220	-	-	-	41,574	42,354	(780)	163,554	93,495	93,495	-	51,921	44%
8560	StateLotteryRev	-	-	-	-	-	23,145	-	-	-	33,112	-	56,257	69,436	(13,179)	86,151	86,151	86,151	-	29,893	65%
8590	AllOthStateRev	-	-	-	-	-	2,795	27,720	-	-	-	-	30,515	47,795	(17,280)	38,277	86,064	86,064	-	55,549	35%
<b>SUBTOTAL - Other State Revenue</b>		<b>10,929</b>	<b>-</b>	<b>30,601</b>	<b>19,672</b>	<b>19,672</b>	<b>32,026</b>	<b>45,612</b>	<b>56,940</b>	<b>36,458</b>	<b>51,341</b>	<b>18,229</b>	<b>321,480</b>	<b>329,803</b>	<b>(8,323)</b>	<b>539,656</b>	<b>497,517</b>	<b>490,760</b>	<b>(6,757)</b>	<b>169,279</b>	<b>66%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	30,837	28,700	(2,137)	28,700	0%
8634	StudentLunchFee	0	-	-	-	-	(0)	0	-	-	-	-	0	(0)	0	3,208	-	-	-	(0)	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	-	-	6,215	-	2,105	8,243	8,264	40,878	2,675	5,473	73,854	63,691	10,163	30,135	63,348	66,674	3,326	(7,179)	111%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	-	3,736	-	-	-	-	-	-	-	-	-	3,736	747	2,989	-	-	-	-	(3,736)	-
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	-	-	-	-	-	1,000	-	-	-	-	-	1,000	200	800	-	-	-	-	(1,000)	-
8999	Revenues-Susp	-	-	1,341	(1,341)	4,897	(2,105)	(916)	33,899	(33,017)	1,043	(101)	3,701	1,877	1,824	-	-	-	-	(3,701)	-
<b>SUBTOTAL - Local Revenue</b>		<b>0</b>	<b>3,736</b>	<b>1,341</b>	<b>4,874</b>	<b>4,897</b>	<b>-</b>	<b>8,327</b>	<b>42,163</b>	<b>7,861</b>	<b>3,718</b>	<b>5,372</b>	<b>82,290</b>	<b>66,515</b>	<b>15,775</b>	<b>33,343</b>	<b>94,185</b>	<b>95,374</b>	<b>1,189</b>	<b>13,084</b>	<b>86%</b>
<b>TOTAL REVENUE</b>		<b>74,753</b>	<b>287,421</b>	<b>273,078</b>	<b>564,050</b>	<b>446,803</b>	<b>397,991</b>	<b>690,018</b>	<b>540,242</b>	<b>482,777</b>	<b>444,320</b>	<b>353,341</b>	<b>4,554,794</b>	<b>4,555,748</b>	<b>(954)</b>	<b>5,989,282</b>	<b>5,583,050</b>	<b>5,584,239</b>	<b>1,189</b>	<b>1,029,445</b>	<b>82%</b>



April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 2</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	72,261	145,044	163,050	151,600	149,820	152,332	141,577	144,743	137,829	136,515	143,660	1,538,431	1,522,181	16,250	1,740,983	1,782,935	1,745,642	(37,293)	207,211	88%
1300	Cert Adminis	40,493	27,610	27,610	28,310	27,704	22,879	27,610	27,814	28,010	28,010	27,810	313,861	312,657	1,204	425,320	281,807	281,807	-	(32,054)	111%
<b>SUBTOTAL - Certificated Salaries</b>		<b>112,754</b>	<b>172,654</b>	<b>190,660</b>	<b>179,910</b>	<b>177,524</b>	<b>175,212</b>	<b>169,187</b>	<b>172,558</b>	<b>165,839</b>	<b>164,525</b>	<b>171,470</b>	<b>1,852,292</b>	<b>1,834,838</b>	<b>17,455</b>	<b>2,166,303</b>	<b>2,064,742</b>	<b>2,027,450</b>	<b>(37,293)</b>	<b>175,157</b>	<b>91%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	10,583	34,933	11,678	11,429	11,353	12,692	12,128	11,511	11,085	12,192	55,045	194,629	191,179	3,451	167,840	252,713	252,713	-	58,084	77%
2900	OtherClassStaff	4,172	23,616	27,794	27,396	25,728	28,149	25,330	20,941	25,631	28,585	25,428	262,770	263,505	(735)	270,766	361,692	361,692	-	98,921	73%
<b>SUBTOTAL - Classified Salaries</b>		<b>14,755</b>	<b>58,550</b>	<b>39,473</b>	<b>38,824</b>	<b>37,081</b>	<b>40,842</b>	<b>37,457</b>	<b>32,452</b>	<b>36,716</b>	<b>40,778</b>	<b>80,473</b>	<b>457,399</b>	<b>454,684</b>	<b>2,715</b>	<b>438,606</b>	<b>614,405</b>	<b>614,405</b>	<b>-</b>	<b>157,005</b>	<b>74%</b>
<b>Employee Benefits</b>																					
3101	STRS	7,689	28,059	29,110	29,241	27,455	28,500	27,454	28,068	26,948	26,692	27,337	286,553	297,124	(10,571)	330,913	335,594	335,594	-	49,042	85%
3202	PERS	2,546	6,361	7,010	6,863	6,421	6,978	6,547	5,686	6,446	7,228	6,515	68,601	55,187	13,415	79,221	84,177	84,177	-	15,575	81%
3301	OASDI/Med	2,756	5,231	5,769	5,573	5,396	5,650	5,321	4,962	5,201	5,483	5,272	56,615	48,899	7,716	73,252	73,118	73,118	-	16,503	77%
3401	HlthWelfare	-	53,200	28,661	-	6,999	2,452	81,741	2,094	30,189	29,681	94,654	329,670	333,053	(3,383)	464,124	486,275	466,275	(20,000)	136,606	71%
3501	UnemployIns	-	285	-	282	261	-	0	323	49	-	351	1,551	828	722	1,533	1,533	1,533	-	(18)	101%
3601	WorkersCmp	5,338	1,779	1,779	1,779	1,779	-	1,779	1,779	3,558	1,779	-	21,349	19,267	2,082	29,331	27,642	27,642	-	6,293	77%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	248	(248)	310	310	310	-	310	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>18,329</b>	<b>94,916</b>	<b>72,329</b>	<b>43,738</b>	<b>48,311</b>	<b>43,580</b>	<b>122,842</b>	<b>42,913</b>	<b>72,390</b>	<b>70,864</b>	<b>134,128</b>	<b>764,338</b>	<b>754,605</b>	<b>9,733</b>	<b>978,684</b>	<b>1,008,649</b>	<b>988,649</b>	<b>(20,000)</b>	<b>224,311</b>	<b>77%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	50,219	(617)	7,032	-	-	571	-	-	-	13,968	71,173	100,551	(29,379)	25,000	81,500	125,356	43,856	54,183	57%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	-
4310	Ins Mats & Sups	-	1,742	533	2,142	706	2,771	1,307	928	374	-	448	10,951	25,326	(14,375)	30,000	60,072	31,108	(28,964)	20,156	35%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	-	309	156	104	188	3,397	743	954	1,204	850	7,904	5,830	2,075	10,000	9,000	10,000	1,000	2,096	79%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	-	-	502	(502)	-	628	628	-	628	0%
4340	Educat Software	-	-	7,598	2,572	390	-	4,950	12,025	-	-	-	27,535	19,025	8,510	57,982	42,429	31,929	(10,500)	4,394	86%
4345	NonInstStdntSup	1,246	545	-	-	-	-	961	-	1,894	688	2,638	7,971	8,712	(741)	10,000	15,337	15,422	85	7,451	52%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	1,398	-	-	-	-	-	-	1,430	2,828	3,136	(308)	-	-	5,000	5,000	2,172	57%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4410	ClssrmFrmEqp<5k	-	(396)	-	-	-	-	10,950	(0)	-	-	-	10,554	11,026	(472)	10,000	10,000	11,144	1,144	590	95%
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	4,613	777	-	-	-	5,390	5,101	289	6,000	6,000	6,000	-	610	90%
4440	Computers <\$5k	-	-	-	-	-	-	139	-	-	-	-	139	8,528	(8,388)	15,625	10,625	10,625	-	10,486	1%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	(11)	-	-	-	-	-	-	-	-	-	(11)	7	(18)	247,340	-	11	11	23	-100%
4720	Food:Other Food	-	(578)	-	203	52	10	1,088	78	329	197	1,493	2,871	4,222	(1,351)	10,000	21,153	7,180	(13,973)	4,309	40%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	-	25,256	6,628	34,583	37,415	4,371	(36,910)	2,020	(33,939)	74,190	(58,085)	55,529	71,342	(15,814)	-	-	-	-	(55,529)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>1,246</b>	<b>76,776</b>	<b>14,451</b>	<b>48,086</b>	<b>38,667</b>	<b>7,340</b>	<b>(8,934)</b>	<b>16,571</b>	<b>(30,389)</b>	<b>76,280</b>	<b>(37,260)</b>	<b>202,834</b>	<b>263,310</b>	<b>(60,476)</b>	<b>426,947</b>	<b>256,744</b>	<b>254,404</b>	<b>(2,340)</b>	<b>51,569</b>	<b>80%</b>

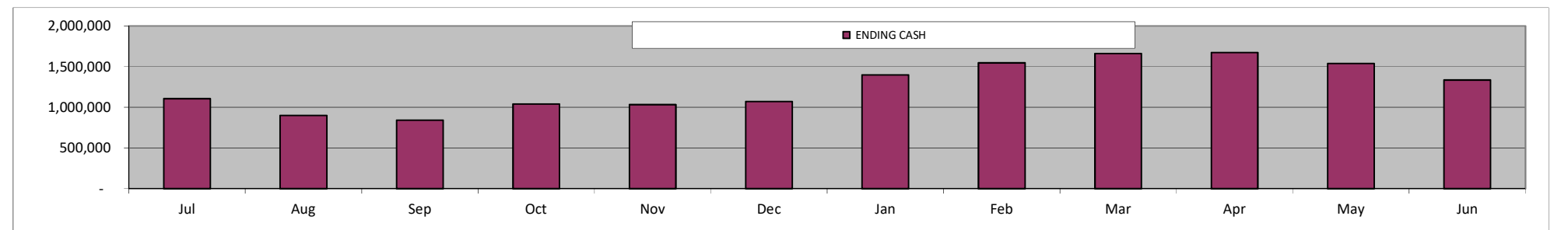
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget									
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
<b>MSA 2</b>																						
<b>Services &amp; Other Operating Expenses</b>																						
5101	CMO Fees	-	149,815	74,908	74,908	74,908	74,908	74,908	74,908	74,908	74,908	823,984	823,984	-	898,892	898,892	898,892	-	74,908	92%		
5205	Conference Fees	-	-	-	-	-	-	-	-	-	-	-	3,200	(3,200)	6,000	3,000	4,000	1,000	4,000	0%		
5210	MilesParkTolls	-	-	-	-	-	-	-	325	-	67	392	487	(95)	-	-	1,000	1,000	608	39%		
5215	TravConferences	-	-	-	-	-	21	-	-	-	534	555	777	(222)	2,500	1,500	1,500	-	945	37%		
5220	TraLodging	-	-	-	-	-	-	-	-	-	-	-	10,080	(10,080)	-	-	12,600	12,600	12,600	0%		
5300	DuesMemberships	-	1,020	-	-	-	4,380	-	-	-	-	5,400	5,400	-	6,000	6,000	5,400	(600)	-	100%		
5450	Other Insurance	5,816	1,939	1,939	2,143	1,939	-	1,939	1,939	3,878	1,939	23,471	19,135	4,336	27,746	27,746	27,746	-	4,275	85%		
5500	OpsHousekeeping	-	-	-	3,994	3,383	5,269	1,238	41	7,857	1,078	5,154	28,013	16,273	11,741	17,510	26,000	31,000	5,000	2,987	90%	
5510	Gas & Electric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5610	Rent & Leases	-	-	-	41,944	-	-	-	-	52,430	10,486	10,486	115,347	146,139	(30,792)	164,833	125,833	125,833	-	10,486	92%	
5620	EquipmentLeases	1,081	1,162	1,290	2,346	3,162	1,762	2,573	2,014	3,700	1,285	2,099	22,474	14,597	7,877	20,000	24,000	24,000	-	1,526	94%	
5630	Reps&MaintBldg	-	(742)	-	4,995	1,700	2,850	2,796	-	130	-	2,316	14,046	19,362	(5,316)	28,749	28,749	23,749	(5,000)	9,703	59%	
5800	ProfessServices	-	2,775	5,863	2,280	6,216	700	4,001	-	1,406	350	405	23,998	24,759	(761)	165,215	42,854	31,303	(11,551)	7,305	77%	
5810	Legal	-	9,278	2,860	-	-	-	-	-	-	-	368	12,505	18,134	(5,629)	20,000	20,000	20,000	-	7,495	63%	
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5813	SchPrgAftSchool	-	-	-	-	-	-	-	-	1,318	-	279	1,597	2,203	(606)	2,000	2,000	4,350	2,350	2,753	37%	
5814	SchPrgAcadComps	-	694	-	-	423	-	1,276	0	1,076	100	-	3,568	10,738	(7,170)	12,000	14,000	14,000	-	10,432	25%	
5819	SchlProgs-Other	-	(50)	3,990	-	109	-	1,008	1,950	-	11,391	3,200	21,599	11,510	10,088	10,000	10,372	29,665	19,293	8,067	73%	
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	8,000	(8,000)	10,000	10,000	10,000	-	10,000	0%	
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835	Field Trips	-	-	805	1,332	529	-	-	-	9,750	3,087	658	5,626	21,787	6,296	15,490	20,000	25,000	26,325	1,325	4,538	83%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5840	MarkngStdtRecrt	-	-	-	-	-	3,200	-	-	3,182	-	-	3,449	9,831	7,335	2,496	20,000	10,000	15,000	5,000	5,169	66%
5850	Oversight Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	49,169	49,169	49,169	-	49,169	0%	
5857	Payroll Fees	-	-	-	-	-	-	1,833	1,080	(1,083)	(464)	3,625	4,992	1,833	3,159	21,000	17,300	17,300	-	12,308	29%	
5860	Service Fees	1,820	-	(1,809)	142	-	-	(0)	0	-	-	-	153	1,231	(1,077)	1,500	1,500	1,500	-	1,347	10%	
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5863	Prof Developmnt	-	-	-	1,135	105	-	204	3,900	-	584	5,929	2,575	3,353	11,442	15,342	7,342	(8,000)	1,413	81%		
5864	Prof Dev-Other	-	(1,077)	-	-	1,109	(0)	16,775	2,145	1,105	-	10,536	30,593	16,807	13,786	75,500	51,100	43,100	(8,000)	12,507	71%	
5869	SpEd Ctctr Inst	12,337	750	-	1,589	-	-	-	11,500	(374)	-	102	25,904	24,329	1,574	-	74,175	74,175	-	48,271	35%	
5872	SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	2,429	(2,429)	-	12,147	12,147	-	12,147	0%	
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884	Substitutes	-	-	5,321	2,408	12,621	3,564	7,623	16,257	20,433	14,630	30,498	113,354	125,735	(12,381)	76,000	94,853	123,849	28,996	10,495	92%	
5890	OthSvcsNon-Inst	-	-	1,820	-	817	-	-	2,450	-	250	49	5,386	2,637	2,749	23,405	252,814	246,814	(6,000)	241,428	2%	
5900	Communications	-	-	-	-	-	-	2,886	-	-	-	-	2,886	4,577	(1,691)	4,635	5,000	5,000	-	2,114	58%	
5920	TelecomInternet	2,372	958	780	166	-	166	166	332	-	-	43	4,984	6,730	(1,745)	36,600	4,635	7,635	3,000	2,651	65%	
5930	PostageDelivery	-	1,569	-	1,604	-	-	-	-	134	-	1,022	4,330	5,310	(980)	7,000	7,000	7,000	-	2,670	62%	
5940	Technology	-	-	-	-	-	-	958	3,650	4,999	-	958	10,565	986	9,580	-	31,600	10,600	(21,000)	35	100%	
<b>SUBTOTAL - Services &amp; Operations</b>		<b>23,426</b>	<b>168,091</b>	<b>97,766</b>	<b>140,986</b>	<b>107,021</b>	<b>96,819</b>	<b>120,184</b>	<b>135,098</b>	<b>175,328</b>	<b>117,146</b>	<b>155,774</b>	<b>1,337,641</b>	<b>1,343,586</b>	<b>(5,945)</b>	<b>1,737,696</b>	<b>1,892,581</b>	<b>1,911,995</b>	<b>19,413</b>	<b>574,354</b>	<b>70%</b>	

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 2</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6900	Depreciation	-	-	-	23,161	-	-	-	-	28,952	5,790	5,790	63,694	63,161	533	69,484	69,484	69,484	38,112	5,790	92%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	23,161	-	-	-	-	28,952	5,790	5,790	63,694	63,161	533	69,484	69,484	107,596	38,112	43,902	59%
<b>Other Outflows</b>																					
7299	Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,147	-	-	-	-	-
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,147	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		170,510	570,987	414,679	474,705	408,604	363,793	440,736	399,591	448,836	475,381	510,376	4,678,199	4,714,184	(35,985)	5,829,868	5,906,605	5,904,498	(2,108)	1,226,299	79%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-2	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>1,094,844</b>	<b>1,105,744</b>	<b>900,319</b>	<b>843,319</b>	<b>1,038,950</b>	<b>1,032,618</b>	<b>1,072,038</b>	<b>1,396,976</b>	<b>1,546,213</b>	<b>1,661,063</b>	<b>1,673,021</b>	<b>1,540,178</b>	<b>1,335,759</b>	
<b>Revenue</b>														
LCFF Entitlement	63,824	283,685	241,136	539,504	365,965	365,965	539,505	429,789	431,554	329,740	329,740	325,866	107,154	<b>4,353,424</b>
Federal Revenue	-	-	-	-	56,269	-	96,574	11,351	6,904	59,521	-	-	81,440	<b>312,059</b>
Other State Revenues	10,929	-	30,601	19,672	19,672	32,026	45,612	56,940	36,458	51,341	18,229	33,145	109,745	<b>464,371</b>
Other Local Revenues	0	3,736	1,341	4,874	4,897	-	8,327	42,163	7,861	3,718	5,372	(947)	13,789	<b>95,132</b>
<b>Total Revenue</b>	<b>74,753</b>	<b>287,421</b>	<b>273,078</b>	<b>564,050</b>	<b>446,803</b>	<b>397,991</b>	<b>690,018</b>	<b>540,242</b>	<b>482,777</b>	<b>444,320</b>	<b>353,341</b>	<b>358,064</b>	<b>312,128</b>	<b>5,224,986</b>
<b>Expenses</b>														
Certificated Salaries	112,754	172,654	190,660	179,910	177,524	175,212	169,187	172,558	165,839	164,525	171,470	127,610	65,002	<b>2,044,904</b>
Classified Salaries	14,755	58,550	39,473	38,824	37,081	40,842	37,457	32,452	36,716	40,778	80,473	75,330	122,263	<b>654,992</b>
Benefits	18,329	94,916	72,329	43,738	48,311	43,580	122,842	42,913	72,390	70,864	134,128	157,736	116,307	<b>1,038,382</b>
Books and Supplies	1,246	76,776	14,451	48,086	38,667	7,340	(8,934)	16,571	(30,389)	76,280	(37,260)	21,420	(70,326)	<b>153,928</b>
Services and Operations	23,426	168,091	97,766	140,986	107,021	96,819	120,184	135,098	175,328	117,146	155,774	188,973	379,436	<b>1,906,050</b>
Depreciation / Cap Outlay	-	-	-	23,161	-	-	-	-	28,952	5,790	5,790	-	2,070	<b>65,764</b>
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Expenses</b>	<b>170,510</b>	<b>570,987</b>	<b>414,679</b>	<b>474,705</b>	<b>408,604</b>	<b>363,793</b>	<b>440,736</b>	<b>399,591</b>	<b>448,836</b>	<b>475,381</b>	<b>510,376</b>	<b>571,069</b>	<b>614,752</b>	<b>5,864,020</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	322,166	109,405	26,315	34,925	365	-	-	-	-	-	-	-	-	<b>493,176</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	23,161	2,374	2,374	2,374	2,374	2,374	2,374	2,374	2,374	2,374	<b>42,151</b>
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Expenses - Prior Year Accruals	(221,720)	(29,866)	-	-	-	-	-	-	-	-	-	-	-	<b>(251,586)</b>
Accounts Payable - Current Year	(7,610)	(7,610)	52,074	41,988	(53,482)	(3,363)	67,071	-	72,324	34,433	15,606	-	-	<b>219,040</b>
Summer Holdback for Teachers	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	6,212	<b>74,544</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>106,658</b>	<b>78,141</b>	<b>84,601</b>	<b>106,286</b>	<b>(44,532)</b>	<b>5,223</b>	<b>75,656</b>	<b>8,586</b>	<b>80,910</b>	<b>43,019</b>	<b>24,192</b>	<b>8,586</b>		<b>577,325</b>
<b>Total Change in Cash</b>	<b>10,900</b>	<b>(205,426)</b>	<b>(57,000)</b>	<b>195,631</b>	<b>(6,332)</b>	<b>39,420</b>	<b>324,939</b>	<b>149,237</b>	<b>114,850</b>	<b>11,958</b>	<b>(132,843)</b>	<b>(204,419)</b>		<b>(61,710)</b>

<b>ENDING CASH</b>	<b>1,105,744</b>	<b>900,319</b>	<b>843,319</b>	<b>1,038,950</b>	<b>1,032,618</b>	<b>1,072,038</b>	<b>1,396,976</b>	<b>1,546,213</b>	<b>1,661,063</b>	<b>1,673,021</b>	<b>1,540,178</b>	<b>1,335,759</b>	<<< = 83 days cash
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## MSA-3 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$319,752).

This is an increase of \$0 from the original Second Interim Budget projected deficit of (\$319,752).

This will allow MSA-3 to end this fiscal year with a balance of \$743,965, which is 11.2% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$459,260, which represents 26 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$4,508, or 0.1% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$6,528 higher than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$6,528) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$4,508 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$4,508, or 0.1% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$81,171) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at \$1,003 higher than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$84,676 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$0 lower than in the Second Interim, reflecting stable depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
MSA 3	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>REVENUE DETAIL</b>																				
<b>LCFF Entitlement</b>																					
8011	State Aid	-	152,080	152,080	272,707	273,743	273,743	273,743	273,743	332,137	332,137	332,137	2,668,250	2,668,096	154	3,324,404	3,353,289	3,353,289	-	685,039	80%
8012	EPA Entitlement	-	-	-	172,592	-	-	172,592	-	235,955	-	-	581,139	595,184	(14,045)	572,645	703,828	703,828	-	122,689	83%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	78	(1,295)	(1,295)	(2,512)	-	(2,512)	-	-	-	-	-	2,512	-
8096	InLieuPropTaxes	63,914	127,827	85,218	85,218	85,218	85,218	149,132	130,036	78,907	78,907	1,054,816	1,052,833	1,983	1,010,281	1,180,172	1,180,172	-	125,356	89%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>63,914</b>	<b>279,907</b>	<b>237,298</b>	<b>530,517</b>	<b>358,961</b>	<b>358,961</b>	<b>531,553</b>	<b>422,875</b>	<b>698,206</b>	<b>409,749</b>	<b>409,749</b>	<b>4,301,693</b>	<b>4,316,113</b>	<b>(14,420)</b>	<b>4,907,330</b>	<b>5,237,289</b>	<b>5,237,289</b>	<b>-</b>	<b>935,596</b>	<b>82%</b>
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	56,875	56,875	63,403	6,528	63,403	0%
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	210,830	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	1,036	46,844	-	96,246	11,368	1,050	37,147	-	193,691	194,126	(435)	206,018	214,698	214,698	-	21,007	90%
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>1,036</b>	<b>46,844</b>	<b>-</b>	<b>96,246</b>	<b>11,368</b>	<b>1,050</b>	<b>37,147</b>	<b>-</b>	<b>193,691</b>	<b>194,126</b>	<b>(435)</b>	<b>473,723</b>	<b>271,573</b>	<b>278,101</b>	<b>6,528</b>	<b>84,410</b>	<b>70%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	10,948	-	30,655	19,707	19,707	19,707	-	49,988	24,994	24,994	220,407	232,995	(12,588)	239,041	308,346	301,818	(6,528)	81,411	73%	
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	19,643	-	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	12,578	-	29,263	-	-	-	-	-	41,841	42,578	(737)	163,990	93,834	93,834	-
8560	StateLotteryRev	-	-	-	-	-	25,816	-	-	-	33,548	-	59,364	51,632	7,732	88,839	88,839	88,839	-	29,475	67%
8590	AllOthStateRev	-	-	50,000	-	73,602	-	27,461	27,720	28,309	-	-	207,092	202,567	4,525	144,914	214,611	214,611	-	7,519	96%
<b>SUBTOTAL - Other State Revenue</b>		<b>10,948</b>	<b>-</b>	<b>80,655</b>	<b>19,707</b>	<b>93,309</b>	<b>32,285</b>	<b>72,984</b>	<b>56,983</b>	<b>78,297</b>	<b>58,542</b>	<b>24,994</b>	<b>528,704</b>	<b>529,773</b>	<b>(1,069)</b>	<b>656,427</b>	<b>705,630</b>	<b>699,102</b>	<b>(6,528)</b>	<b>170,398</b>	<b>76%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	31,024	-	-	-	31,024	30,000	1,024	-	32,224	32,224	-	1,200	96%	
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	4,270	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	500	1,072	-	2,691	938	1,038	24,465	11,483	1,937	2,276	-	46,401	43,825	2,576	54,599	74,695	79,203	4,508	32,803	59%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	-	-	1,490	(1,490)	2,951	307	(1,501)	(1,587)	(170)	-	-	1,757	(1,757)	-	-	-	-	-	-	-
<b>SUBTOTAL - Local Revenue</b>		<b>500</b>	<b>1,072</b>	<b>1,490</b>	<b>1,201</b>	<b>3,889</b>	<b>1,345</b>	<b>22,964</b>	<b>40,920</b>	<b>1,767</b>	<b>2,276</b>	<b>-</b>	<b>77,424</b>	<b>75,582</b>	<b>1,843</b>	<b>58,869</b>	<b>106,919</b>	<b>111,427</b>	<b>4,508</b>	<b>34,003</b>	<b>69%</b>
<b>TOTAL REVENUE</b>		<b>75,362</b>	<b>280,979</b>	<b>319,443</b>	<b>552,462</b>	<b>503,003</b>	<b>392,591</b>	<b>723,748</b>	<b>532,146</b>	<b>779,319</b>	<b>507,714</b>	<b>434,743</b>	<b>5,101,512</b>	<b>5,115,593</b>	<b>(14,082)</b>	<b>6,096,349</b>	<b>6,321,411</b>	<b>6,325,919</b>	<b>4,508</b>	<b>1,224,407</b>	<b>81%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 3</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	51,469	125,909	129,197	130,424	126,533	126,527	127,605	125,443	122,535	131,406	129,386	1,326,433	1,328,752	(2,319)	1,681,876	1,621,936	1,550,765	(71,171)	224,331	86%
1300	Cert Adminis	51,081	45,908	34,412	36,812	23,888	36,712	30,953	38,571	34,712	35,212	34,912	403,173	409,766	(6,593)	336,472	454,863	444,863	(10,000)	41,690	91%
<b>SUBTOTAL - Certificated Salaries</b>		<b>102,550</b>	<b>171,817</b>	<b>163,609</b>	<b>167,236</b>	<b>150,421</b>	<b>163,239</b>	<b>158,558</b>	<b>164,014</b>	<b>157,247</b>	<b>166,618</b>	<b>164,298</b>	<b>1,729,606</b>	<b>1,738,518</b>	<b>(8,912)</b>	<b>2,018,348</b>	<b>2,076,799</b>	<b>1,995,628</b>	<b>(81,171)</b>	<b>266,022</b>	<b>87%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	20,247	16,615	18,944	23,500	17,901	19,109	21,632	22,778	22,557	25,352	24,740	233,374	224,476	8,898	164,833	189,254	189,254	-	(44,120)	123%
2900	OtherClassStaff	30,677	33,107	35,629	40,389	40,662	37,198	33,087	32,431	31,374	35,883	34,600	385,036	383,095	1,941	328,215	437,023	437,023	-	51,988	88%
<b>SUBTOTAL - Classified Salaries</b>		<b>50,923</b>	<b>49,722</b>	<b>54,572</b>	<b>63,889</b>	<b>58,563</b>	<b>56,307</b>	<b>54,719</b>	<b>55,209</b>	<b>53,931</b>	<b>61,235</b>	<b>59,341</b>	<b>618,410</b>	<b>607,571</b>	<b>10,839</b>	<b>493,048</b>	<b>626,277</b>	<b>626,277</b>	<b>-</b>	<b>7,868</b>	<b>99%</b>
<b>Employee Benefits</b>																					
3101	STRS	10,231	26,112	26,587	27,924	26,805	26,539	25,655	26,653	25,563	27,077	26,434	275,579	295,621	(20,043)	308,115	340,002	340,002	-	64,423	81%
3202	PERS	8,135	8,539	8,802	9,222	7,063	9,084	9,460	9,065	8,747	9,568	9,079	96,765	102,213	(5,448)	89,054	101,534	101,534	-	4,769	95%
3301	OASDI/Med	5,380	6,925	6,533	6,995	6,381	6,660	6,376	6,587	6,390	7,084	6,906	72,217	77,771	(5,555)	74,781	78,520	78,520	-	6,303	92%
3401	HlthWelfare	-	41,889	2,509	54,252	4,308	2,458	74,523	-	7,156	26,760	76,300	290,155	299,939	(9,784)	386,892	414,892	414,892	-	124,736	70%
3501	UnemployIns	-	383	-	296	446	-	550	51	-	370	-	2,096	1,125	971	1,473	2,473	2,473	-	377	85%
3601	WorkersCmp	6,132	2,044	2,044	2,044	2,044	-	2,044	2,044	5,864	2,044	-	26,304	17,131	9,173	28,278	27,278	27,278	-	974	96%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	22	10	3	-	-	14	7	-	-	-	56	4	52	-	-	-	-	(56)	-
<b>SUBTOTAL - Employee Benefits</b>		<b>29,878</b>	<b>85,914</b>	<b>46,486</b>	<b>100,737</b>	<b>47,047</b>	<b>44,740</b>	<b>118,072</b>	<b>44,906</b>	<b>53,771</b>	<b>72,533</b>	<b>119,089</b>	<b>763,172</b>	<b>793,806</b>	<b>(30,634)</b>	<b>888,593</b>	<b>964,699</b>	<b>964,699</b>	<b>-</b>	<b>201,527</b>	<b>79%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	416	-	18,761	0	1,489	283	-	-	88	21,036	30,832	(9,796)	25,000	38,244	33,744	(4,500)	12,708	62%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	3,200	(3,200)	4,000	4,000	4,000	-	4,000	0%
4310	Ins Mats & Sups	-	-	4,229	28	-	4,832	-	4,063	635	3,987	2,897	20,671	18,219	2,452	26,500	73,219	66,322	(6,897)	45,651	31%
4315	OthrSupplies	-	-	-	-	-	-	-	1,750	-	-	1,440	3,190	648	2,542	-	4,000	4,000	-	810	80%
4320	Office Supplies	-	(1,978)	153	1,524	330	(0)	5,016	(3,743)	170	208	1,264	2,944	29	2,915	11,000	11,000	11,000	-	8,056	27%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	400	(400)	500	500	500	-	500	0%
4326	Arts&MusicSupps	-	-	-	-	-	-	-	146	-	-	-	146	1,083	(937)	1,500	1,500	1,500	-	1,354	10%
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	42	42	1,566	(1,524)	2,000	2,000	2,000	-	1,958	2%
4340	Educat Software	-	563	14,049	12,383	16,234	-	(4,795)	12,025	1,237	-	-	51,694	58,432	(6,738)	54,310	57,633	57,633	-	5,939	90%
4345	NonInstStdntSup	447	-	2,332	2,694	17	-	0	(0)	-	-	548	6,037	8,100	(2,063)	7,000	8,400	9,300	900	3,263	65%
4346	TeacherSupplies	-	-	168	-	55	-	-	-	105	-	-	327	761	(433)	1,000	1,000	1,000	-	673	33%
4350	Cust. Supplies	-	-	197	-	-	-	-	-	-	-	-	197	279	(82)	300	300	300	-	103	66%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	400	(400)	500	500	500	-	500	0%
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	4,656	(4,656)	7,120	5,820	5,820	-	5,820	0%
4410	ClssrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	1,040	(1,040)	-	1,300	1,300	-	1,300	0%
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4440	Computers <\$5k	2,485	-	-	-	-	-	(0)	0	-	-	-	2,485	14,979	(12,494)	6,602	6,602	18,102	11,500	15,617	14%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	230,992	-	-	-	-	-
4720	Food:Other Food	-	-	-	361	158	-	-	2,431	-	-	4,409	7,360	4,424	2,936	8,240	12,240	12,240	-	4,880	60%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	-	1,771	7,587	7,931	40,333	6,477	(10,279)	2,826	(7,264)	61,763	(46,173)	64,972	64,099	873	-	-	-	-	(64,972)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>2,932</b>	<b>355</b>	<b>29,129</b>	<b>24,920</b>	<b>75,888</b>	<b>11,310</b>	<b>(8,569)</b>	<b>19,781</b>	<b>(5,117)</b>	<b>65,958</b>	<b>(35,486)</b>	<b>181,101</b>	<b>213,146</b>	<b>(32,045)</b>	<b>386,564</b>	<b>228,258</b>	<b>229,261</b>	<b>1,003</b>	<b>48,159</b>	<b>79%</b>

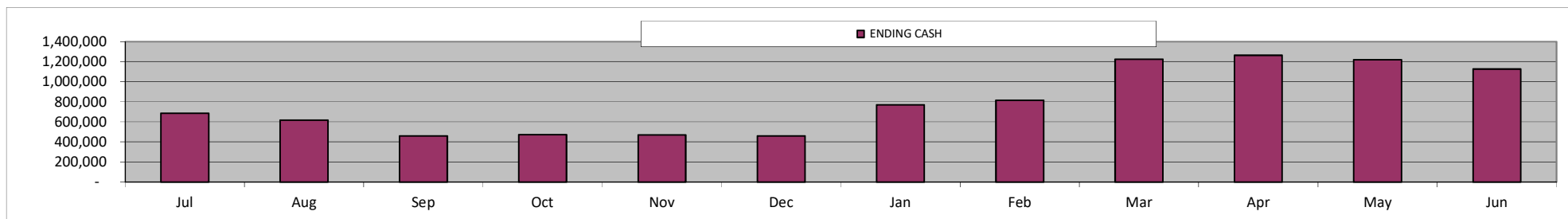


April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 3</b>																					
<b>Services &amp; Other Operating Expenses</b>																					
5101	CMO Fees	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	908,512	908,512	-	991,104	991,104	991,104	-	82,592	92%
5205	Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5210	MilesParkTolls	-	-	30	-	-	9	-	-	139	-	-	177	1,692	(1,515)	2,244	2,244	2,244	-	2,067	8%
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	-	-	-	-	-	649	-	-	-	(324)	324	3,461	(3,137)	515	840	3,840	3,000	3,516	8%
5300	DuesMemberships	-	-	3,273	-	-	5,060	-	-	-	312	400	9,045	9,337	(292)	10,300	10,300	10,300	-	1,255	88%
5450	Other Insurance	5,553	1,851	1,851	1,851	1,851	-	1,851	1,851	3,702	1,851	-	22,212	19,285	2,927	27,808	27,808	27,808	-	5,596	80%
5500	OpsHousekeeping	-	-	112	-	179	-	-	-	-	-	(160)	132	4,306	(4,174)	5,150	5,150	5,150	-	5,018	3%
5510	Gas & Electric	1,102	-	(1,102)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5610	Rent & Leases	2,101	-	82,392	26,061	1,972	-	-	533	456	-	-	113,515	112,526	989	405,200	405,200	407,301	2,101	293,786	28%
5620	EquipmentLeases	2,237	1,413	1,045	2,793	1,321	643	1,132	1,787	1,668	1,162	2,095	17,296	15,113	2,183	16,068	16,068	20,068	4,000	2,772	86%
5630	Reps&MaintBldng	-	-	-	1,921	-	-	-	-	-	-	-	1,921	1,921	-	13,905	7,905	7,905	-	5,984	24%
5800	ProfessServices	-	10,000	5,535	11,268	-	-	(0)	5,625	1,645	-	1,480	35,552	26,802	8,750	167,268	55,405	52,405	(3,000)	16,852	68%
5810	Legal	1,919	-	2,408	66,500	-	4,182	5,900	441	2,463	1,747	229	85,789	104,509	(18,720)	35,000	168,972	168,972	-	83,183	51%
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5813	SchPrgAftSchool	-	-	22,647	22,647	11,323	11,323	11,323	11,323	11,323	11,323	11,323	124,557	124,557	-	113,234	113,234	113,234	-	(11,323)	110%
5814	SchPrgAcadComps	-	-	225	500	164	-	0	(0)	-	-	-	889	889	-	2,000	2,000	2,000	-	1,111	44%
5819	SchlPrgs-Other	-	7,650	2,595	-	1,802	1,223	345	(2,431)	524	6,155	2,588	20,451	14,996	5,455	20,000	16,750	33,655	16,905	13,204	61%
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,313	10,313	10,313	-	10,313	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5835	Field Trips	2,885	-	986	1,767	2,468	1,174	904	10,968	1,048	266	660	23,124	31,991	(8,866)	20,000	36,120	41,120	5,000	17,996	56%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5840	MarkngStdtRecrt	-	225	1,064	(520)	1,100	-	-	1,000	600	-	1,641	5,110	1,869	3,241	10,000	10,000	10,000	-	4,890	51%
5850	Oversight Fees	-	-	44,591	(44,591)	-	-	-	-	-	-	-	-	-	-	49,073	49,073	49,073	-	49,073	0%
5857	Payroll Fees	-	-	-	-	-	-	997	(1,267)	1,647	1,134	787	3,298	4,987	(1,689)	25,714	26,014	26,014	-	22,716	13%
5860	Service Fees	1,970	-	(1,959)	1,076	-	-	-	-	-	-	-	1,087	1,087	-	515	2,515	2,515	-	1,428	43%
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5863	Prof Developmnt	-	-	2,200	610	325	-	798	2,331	421	399	11,193	18,277	3,933	14,344	15,000	44,963	44,963	-	26,686	41%
5864	Prof Dev-Other	-	-	3,500	(3,160)	420	360	75	6,447	3,588	-	11,045	22,275	3,375	18,900	30,000	29,000	25,000	(4,000)	2,725	89%
5869	SpEd Ctrot Inst	-	-	1,133	-	-	-	9,345	7,350	12,436	-	20,468	50,732	64,095	(13,363)	-	118,815	118,815	-	68,083	43%
5872	SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,720	11,720	-	11,720	0%
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	247	(247)	309	309	309	-	309	0%
5884	Substitutes	-	-	12,787	5,716	9,708	21,265	12,926	48,600	4,520	2,369	32,253	150,143	172,402	(22,259)	77,000	162,862	225,533	62,671	75,390	67%
5890	OthSvcsNon-Inst	-	-	1,970	972	-	-	9,995	2,445	-	-	-	15,383	12,937	2,445	15,450	268,789	268,789	-	253,407	6%
5900	Communications	-	1,075	-	-	-	-	766	-	-	-	15	1,856	3,617	(1,760)	9,962	4,075	4,075	-	2,219	46%
5920	TelecomInternet	944	2,042	4,584	2,151	1,205	-	1,776	3,422	3,410	2,296	2,294	24,124	17,812	6,312	49,991	23,512	30,512	7,000	6,388	79%
5930	PostageDelivery	-	-	543	-	504	-	504	-	-	-	1,007	2,557	5,021	(2,464)	6,896	6,896	6,896	-	4,339	37%
5940	Technology	-	-	-	-	-	-	479	7,024	479	479	958	9,419	12,440	(3,020)	-	33,370	24,370	(9,000)	14,951	39%
<b>SUBTOTAL - Services &amp; Operations</b>		<b>101,302</b>	<b>106,848</b>	<b>275,002</b>	<b>180,154</b>	<b>116,933</b>	<b>127,831</b>	<b>142,358</b>	<b>190,042</b>	<b>132,661</b>	<b>112,085</b>	<b>182,542</b>	<b>1,667,757</b>	<b>1,693,093</b>	<b>(25,336)</b>	<b>2,130,019</b>	<b>2,661,326</b>	<b>2,746,002</b>	<b>84,676</b>	<b>1,078,245</b>	<b>61%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 3</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	11,829	7,264	-	-	-	-	-	19,093	19,819	(725)	-	20,000	20,000	-	-	907	95%
6900	Depreciation	-	-	-	21,268	-	-	-	21,268	5,317	5,317	5,317	58,487	61,268	(2,781)	63,804	63,804	63,804	-	5,317	92%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	33,098	7,264	-	-	21,268	5,317	5,317	5,317	77,581	81,087	(3,506)	63,804	83,804	83,804	-	6,224	93%
<b>Other Outflows</b>																					
7299	Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,720	-	-	-	-	-
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,720	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		287,585	414,655	568,798	570,033	456,115	403,426	465,138	495,220	397,810	483,747	495,101	5,037,628	5,127,221	(89,593)	5,992,096	6,641,163	6,645,671	4,508	1,608,044	76%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-3	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>740,137</b>	<b>685,675</b>	<b>618,049</b>	<b>459,260</b>	<b>473,250</b>	<b>469,275</b>	<b>459,609</b>	<b>769,503</b>	<b>816,544</b>	<b>1,223,355</b>	<b>1,263,374</b>	<b>1,218,934</b>	<b>1,126,185</b>	
<b>Revenue</b>														
LCFF Entitlement	63,914	279,907	237,298	530,517	358,961	358,961	531,553	422,875	698,206	409,749	409,749	405,000	125,596	<b>4,832,289</b>
Federal Revenue	-	-	-	1,036	46,844	-	96,246	11,368	1,050	37,147	-	-	77,882	<b>271,573</b>
Other State Revenues	10,948	-	80,655	19,707	93,309	32,285	72,984	56,983	78,297	58,542	24,994	40,000	96,926	<b>665,630</b>
Other Local Revenues	500	1,072	1,490	1,201	3,889	1,345	22,964	40,920	1,767	2,276	-	-	29,495	<b>106,919</b>
<b>Total Revenue</b>	<b>75,362</b>	<b>280,979</b>	<b>319,443</b>	<b>552,462</b>	<b>503,003</b>	<b>392,591</b>	<b>723,748</b>	<b>532,146</b>	<b>779,319</b>	<b>507,714</b>	<b>434,743</b>	<b>445,000</b>	<b>329,899</b>	<b>5,876,411</b>
<b>Expenses</b>														
Certificated Salaries	102,550	171,817	163,609	167,236	150,421	163,239	158,558	164,014	157,247	166,618	164,298	167,772	89,338	<b>1,986,716</b>
Classified Salaries	50,923	49,722	54,572	63,889	58,563	56,307	54,719	55,209	53,931	61,235	59,341	54,719	(52,926)	<b>620,203</b>
Benefits	29,878	85,914	46,486	100,737	47,047	44,740	118,072	44,906	53,771	72,533	119,089	155,184	55,710	<b>974,065</b>
Books and Supplies	2,932	355	29,129	24,920	75,888	11,310	(8,569)	19,781	(5,117)	65,958	(35,486)	20,697	(104,583)	<b>97,216</b>
Services and Operations	101,302	106,848	275,002	180,154	116,933	127,831	142,358	190,042	132,661	112,085	182,542	149,310	903,598	<b>2,720,666</b>
Depreciation / Cap Outlay	-	-	-	33,098	7,264	-	-	21,268	5,317	5,317	5,317	181	2,536	<b>80,298</b>
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Expenses</b>	<b>287,585</b>	<b>414,655</b>	<b>568,798</b>	<b>570,033</b>	<b>456,115</b>	<b>403,426</b>	<b>465,138</b>	<b>495,220</b>	<b>397,810</b>	<b>483,747</b>	<b>495,101</b>	<b>547,864</b>	<b>893,673</b>	<b>6,479,165</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	259,541	92,029	21,780	41,178	11,323	-	-	-	-	-	-	-	-	<b>425,851</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	21,715	5,317	5,317	5,317	5,317	5,317	5,317	5,317	5,317	5,317	<b>64,251</b>
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Expenses - Prior Year Accruals	(106,577)	(30,777)	-	-	-	-	-	-	-	-	-	-	-	<b>(137,354)</b>
Accounts Payable - Current Year	-	-	63,987	(36,129)	(72,301)	(8,946)	41,169	-	15,186	5,936	5,802	-	-	<b>14,704</b>
Summer Holdback for Teachers	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	4,798	<b>57,576</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>157,762</b>	<b>66,050</b>	<b>90,565</b>	<b>31,562</b>	<b>(50,863)</b>	<b>1,169</b>	<b>51,284</b>	<b>10,115</b>	<b>25,301</b>	<b>16,051</b>	<b>15,917</b>	<b>10,115</b>	<b>10,115</b>	<b>425,028</b>
<b>Total Change in Cash</b>	<b>(54,462)</b>	<b>(67,626)</b>	<b>(158,789)</b>	<b>13,990</b>	<b>(3,975)</b>	<b>(9,666)</b>	<b>309,894</b>	<b>47,041</b>	<b>406,811</b>	<b>40,019</b>	<b>(44,440)</b>	<b>(92,749)</b>	<b>(92,749)</b>	<b>(177,726)</b>
<b>ENDING CASH</b>	<b>685,675</b>	<b>618,049</b>	<b>459,260</b>	<b>473,250</b>	<b>469,275</b>	<b>459,609</b>	<b>769,503</b>	<b>816,544</b>	<b>1,223,355</b>	<b>1,263,374</b>	<b>1,218,934</b>	<b>1,126,185</b>	<b>1,126,185</b>	<<< = 63 days cash



## MSA-4 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$597,519).

This is an decrease of (\$10,000) from the original Second Interim Budget projected deficit of (\$587,519).

This will allow MSA-4 to end this fiscal year with a balance of \$872,995, which is 30.8% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$1,304,746, which represents 171 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$12,677, or 0.6% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$0 lower than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at \$677 higher than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$12,000 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$22,677, or 0.8% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are \$2,200 higher than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$10,012) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$22,261 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$8,228 higher than in the Second Interim, reflecting updated depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
MSA 4		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	-	59,666	59,666	106,898	107,399	107,399	107,399	107,399	103,887	103,887	103,887	967,487	948,427	19,060	1,317,941	1,183,426	1,183,426	-	215,939	82%
8012	EPA Entitlement	-	-	-	-	-	-	136,667	-	67,346	-	-	204,013	206,667	(2,654)	223,524	247,102	247,102	-	43,089	83%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	904	(196)	(196)	512	-	512	-	-	-	-	(512)	-
8096	InLieuPropTaxes	24,302	48,603	32,402	32,402	32,402	32,402	32,402	56,704	9,612	-	-	301,232	314,916	(13,684)	378,713	397,910	397,910	-	96,678	76%
<b>SUBTOTAL - LCFF Entitlement</b>		<b>24,302</b>	<b>108,269</b>	<b>92,068</b>	<b>139,300</b>	<b>139,801</b>	<b>139,801</b>	<b>276,468</b>	<b>164,103</b>	<b>181,749</b>	<b>103,691</b>	<b>103,691</b>	<b>1,473,244</b>	<b>1,470,010</b>	<b>3,234</b>	<b>1,920,178</b>	<b>1,828,438</b>	<b>1,828,438</b>	<b>-</b>	<b>355,194</b>	<b>81%</b>
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	1,998	3,997	2,664	2,664	2,664	2,664	2,731	4,679	1,875	-	-	25,937	25,518	419	33,606	33,606	33,606	-	7,669	77%
8220	SchlLunchFederal	23,154	(23,154)	-	-	-	-	-	-	-	-	-	-	-	-	35,688	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	18,304	-	47,155	1,136	-	3,636	-	70,231	65,459	4,772	86,110	97,758	97,758	-	27,527	72%
<b>SUBTOTAL - Federal Revenue</b>		<b>25,153</b>	<b>(19,158)</b>	<b>2,664</b>	<b>2,664</b>	<b>20,968</b>	<b>2,664</b>	<b>49,886</b>	<b>5,815</b>	<b>1,875</b>	<b>3,636</b>	<b>-</b>	<b>96,168</b>	<b>90,977</b>	<b>5,191</b>	<b>155,404</b>	<b>131,364</b>	<b>131,364</b>	<b>-</b>	<b>35,196</b>	<b>73%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	5,928	11,855	7,903	7,903	7,903	15,001	8,119	13,883	51,765	-	-	130,261	129,820	441	98,217	105,102	105,779	677	(24,483)	123%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,481	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	6,279	-	14,313	-	-	-	20,592	21,279	(687)	63,847	37,175	37,175	-	16,583	55%
8560	StateLotteryRev	-	-	-	68,334	-	-	(62,216)	0	-	11,919	-	18,037	6,118	11,919	33,302	33,302	33,302	-	15,265	54%
8590	AllOthStateRev	-	-	-	10,926	-	-	9,291	-	-	-	-	20,217	19,730	487	-	17,784	17,784	-	(2,433)	114%
<b>SUBTOTAL - Other State Revenue</b>		<b>5,928</b>	<b>11,855</b>	<b>7,903</b>	<b>87,163</b>	<b>7,903</b>	<b>21,280</b>	<b>(44,806)</b>	<b>28,196</b>	<b>51,765</b>	<b>11,919</b>	<b>-</b>	<b>189,108</b>	<b>176,948</b>	<b>12,160</b>	<b>197,847</b>	<b>193,363</b>	<b>194,040</b>	<b>677</b>	<b>4,932</b>	<b>97%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,200	1,200	-	1,200	0%
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,487	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	(0)	-	-	-	-	-	-	-	-	-	(0)	(0)	(0)	-	-	-	-	0	-
8699	Other Revenue	7,700	-	-	1,397	-	10,019	(427)	0	8,082	-	(0)	26,771	22,604	4,167	5,909	24,559	36,559	12,000	9,788	73%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,000	45,000	-	45,000	0%
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	-	375	-	(375)	922	(1,349)	427	154	(154)	52	5,175	5,227	-	5,227	-	-	-	-	(5,227)	-
<b>SUBTOTAL - Local Revenue</b>		<b>7,700</b>	<b>375</b>	<b>-</b>	<b>1,022</b>	<b>922</b>	<b>8,670</b>	<b>(0)</b>	<b>154</b>	<b>7,928</b>	<b>52</b>	<b>5,175</b>	<b>31,998</b>	<b>22,604</b>	<b>9,394</b>	<b>7,396</b>	<b>70,759</b>	<b>82,759</b>	<b>12,000</b>	<b>50,761</b>	<b>39%</b>
<b>TOTAL REVENUE</b>		<b>63,082</b>	<b>101,342</b>	<b>102,636</b>	<b>230,150</b>	<b>169,595</b>	<b>172,416</b>	<b>281,548</b>	<b>198,268</b>	<b>243,317</b>	<b>119,298</b>	<b>108,866</b>	<b>1,790,518</b>	<b>1,760,540</b>	<b>29,979</b>	<b>2,280,825</b>	<b>2,223,924</b>	<b>2,236,601</b>	<b>12,677</b>	<b>446,082</b>	<b>80%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date										Annual Budget									
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 4</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	16,075	56,867	65,452	64,678	65,098	64,664	64,694	59,267	56,218	49,028	51,150	613,191	597,528	15,663	776,333	828,185	828,185	-	214,994	74%
1300	Cert Adminis	15,271	17,581	14,426	14,426	14,426	14,426	14,426	13,950	13,950	13,950	17,479	164,311	162,686	1,625	173,512	173,512	173,512	-	9,201	95%
<b>SUBTOTAL - Certificated Salaries</b>		<b>31,346</b>	<b>74,448</b>	<b>79,878</b>	<b>79,104</b>	<b>79,524</b>	<b>79,090</b>	<b>79,120</b>	<b>73,217</b>	<b>70,168</b>	<b>62,978</b>	<b>68,628</b>	<b>777,501</b>	<b>760,214</b>	<b>17,287</b>	<b>949,845</b>	<b>1,001,697</b>	<b>1,001,697</b>	<b>-</b>	<b>224,195</b>	<b>78%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	3,331	5,177	5,887	6,012	5,508	5,673	5,274	6,138	4,941	3,944	50	51,933	57,957	(6,024)	41,998	59,659	59,659	-	7,726	87%
2900	OtherClassStaff	-	4,372	8,809	8,794	8,302	8,436	8,906	9,971	13,711	13,473	(15,239)	69,537	83,242	(13,705)	27,783	111,079	113,279	2,200	43,742	61%
<b>SUBTOTAL - Classified Salaries</b>		<b>3,331</b>	<b>9,549</b>	<b>14,696</b>	<b>14,806</b>	<b>13,810</b>	<b>14,109</b>	<b>14,180</b>	<b>16,109</b>	<b>18,652</b>	<b>17,417</b>	<b>(15,189)</b>	<b>121,470</b>	<b>141,199</b>	<b>(19,729)</b>	<b>69,781</b>	<b>170,738</b>	<b>172,938</b>	<b>2,200</b>	<b>51,468</b>	<b>70%</b>
<b>Employee Benefits</b>																					
3101	STRS	3,044	11,485	12,844	12,874	13,307	13,157	12,976	12,383	12,287	10,992	6,261	121,612	134,032	(12,420)	147,744	189,542	189,542	-	67,931	64%
3202	PERS	575	958	1,207	1,239	1,051	1,073	1,189	1,408	1,037	1,365	1,316	12,417	7,441	4,976	12,604	12,604	12,604	-	187	99%
3301	OASDI/Med	802	2,071	2,501	2,477	2,437	2,483	2,489	2,491	2,799	2,081	110	22,742	17,976	4,766	21,735	26,135	26,135	-	3,393	87%
3401	HlthWelfare	-	16,961	4,264	15,140	6,530	-	28,380	1,092	2,602	8,874	31,951	115,793	121,275	(5,482)	160,358	188,358	188,358	-	72,565	61%
3501	UnemployIns	-	110	-	104	-	-	(0)	139	-	-	134	487	214	273	615	615	615	-	128	79%
3601	WorkersCmp	2,555	852	852	852	852	-	852	852	1,704	852	(52)	10,171	7,863	2,308	11,481	11,481	11,481	-	1,310	89%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	167	(167)	209	209	209	-	209	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>6,976</b>	<b>32,437</b>	<b>21,668</b>	<b>32,686</b>	<b>24,177</b>	<b>16,713</b>	<b>45,886</b>	<b>18,365</b>	<b>20,429</b>	<b>24,164</b>	<b>39,721</b>	<b>283,221</b>	<b>288,967</b>	<b>(5,746)</b>	<b>354,746</b>	<b>428,944</b>	<b>428,944</b>	<b>-</b>	<b>145,723</b>	<b>66%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	5,445	-	-	-	1,336	-	-	-	-	6,781	11,051	(4,270)	17,118	17,118	12,118	(5,000)	5,337	56%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4310	Ins Mats & Sups	-	-	-	-	18	750	119	-	-	1,625	(829)	1,683	887	796	25,000	46,015	41,003	(5,012)	39,320	4%
4315	OthSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	201	578	1,072	464	-	355	342	876	-	1,061	4,949	4,150	798	11,000	6,800	6,800	-	1,851	73%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	-	-	800	(800)	1,000	1,000	1,000	-	1,000	0%
4340	Educat Software	-	375	6,281	2,411	2,297	-	6,731	-	450	-	-	18,545	18,095	450	33,228	30,396	30,396	-	11,851	61%
4345	NonInstStdntSup	-	-	40	-	-	-	-	-	222	-	536	797	40	758	5,000	6,200	6,200	-	5,403	13%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	1,704	-	2,666	-	-	473	-	-	-	4,843	4,369	473	-	9,818	9,818	-	4,975	49%
4410	ClassrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4440	Computers <\$5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	49,129	-	-	-	-	-
4720	Food:Other Food	-	-	-	-	-	-	-	-	-	-	-	-	1,600	(1,600)	2,000	2,000	2,000	-	2,000	0%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	1,469	4,572	9,954	2,944	14,533	3,701	1,707	1,229	141	23,591	(15,914)	47,928	59,709	(11,781)	-	-	-	-	(47,928)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>1,469</b>	<b>5,148</b>	<b>24,002</b>	<b>6,426</b>	<b>19,977</b>	<b>4,451</b>	<b>10,248</b>	<b>2,045</b>	<b>1,689</b>	<b>25,216</b>	<b>(15,146)</b>	<b>85,526</b>	<b>100,702</b>	<b>(15,175)</b>	<b>143,475</b>	<b>119,347</b>	<b>109,335</b>	<b>(10,012)</b>	<b>23,808</b>	<b>78%</b>

April 2019 Monthly Update Actuals through May 31, 2019)	Year To Date											Annual Budget									
MSA 4	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Services &amp; Other Operating Expenses</b>																				
5101 CMO Fees	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	71,186	71,186	-	77,657	77,657	77,657	-	6,471	92%	
5205 Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	2,000	-	(2,000)	-	-	
5210 MilesParkTolls	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5215 TravConferences	-	-	-	-	-	-	627	(367)	-	627	445	1,332	627	704	2,000	14,700	14,700	-	13,368	9%	
5220 TraLodging	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,715	10,715	(1,000)	10,715	0%	
5300 DuesMemberships	-	-	1,020	-	-	1,760	972	-	-	-	-	3,752	4,404	(652)	4,567	4,567	4,567	-	815	82%	
5450 Other Insurance	2,133	711	711	711	711	-	711	711	1,422	711	-	8,532	7,881	651	11,273	11,273	11,273	-	2,741	76%	
5500 OpsHousekeeping	-	-	-	-	-	-	-	-	-	-	-	-	525	(525)	656	656	656	-	656	0%	
5510 Gas & Electric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5610 Rent & Leases	-	-	4,155	-	-	409	-	1,707	558	-	5,558	12,386	14,564	(2,178)	172,340	187,740	187,740	-	175,354	7%	
5620 EquipmentLeases	377	377	4,665	840	2,258	1,050	978	602	535	377	(4,473)	7,586	22,184	(14,597)	22,134	22,134	22,134	-	14,547	34%	
5630 Reps&MaintBldng	-	-	-	-	-	-	-	-	-	-	-	-	1,600	(1,600)	7,000	7,000	2,000	(5,000)	2,000	0%	
5800 ProfessServices	-	-	9,380	484	8,300	-	-	8,300	576	-	-	27,040	18,164	8,876	186,833	91,913	63,913	(28,000)	36,873	42%	
5810 Legal	-	-	612	-	-	3,625	-	-	400	-	951	5,588	4,237	1,351	25,000	25,000	25,000	-	19,412	22%	
5811 Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5813 SchPrgAftSchool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000	-	(1,000)	-	-	
5814 SchPrgAcadComps	-	-	-	450	325	-	-	-	-	1,057	-	1,832	1,709	123	5,000	5,000	3,000	(2,000)	1,168	61%	
5819 SchlProgs-Other	-	-	-	-	-	-	-	-	-	-	5,900	5,900	-	5,900	1,000	1,750	14,534	12,784	8,634	41%	
5820 Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,850	10,850	10,850	-	10,850	0%	
5825 DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835 Field Trips	-	-	2,150	370	198	-	979	-	1,244	3,564	857	9,362	7,567	1,794	5,000	7,200	14,200	7,000	4,838	66%	
5836 FieldTrip Trans	-	9,579	6,386	6,386	6,386	3,193	6,386	6,386	6,386	6,386	6,386	63,860	63,860	-	63,860	63,860	63,860	-	-	100%	
5840 MarkngStdtrRecrt	-	-	-	-	1,092	3,000	-	-	-	-	-	4,092	4,092	-	10,000	10,000	10,000	-	5,908	41%	
5850 Oversight Fees	1,028	2,056	1,371	1,371	1,371	1,371	1,371	2,399	2,107	-	-	14,445	31,841	(17,397)	19,202	19,202	19,202	-	4,757	75%	
5857 Payroll Fees	-	-	-	-	-	-	(581)	689	700	703	59	1,570	(581)	2,151	10,044	10,044	10,044	-	8,474	16%	
5860 Service Fees	-	-	(22)	-	-	-	-	-	-	-	-	(22)	433	(455)	546	546	546	-	568	-4%	
5861 Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5863 Prof Developmnt	-	-	250	890	1,275	-	519	2,326	25	-	5,314	10,599	2,934	7,665	29,865	24,865	18,470	(6,394)	7,871	57%	
5864 Prof Dev-Other	-	-	5,914	341	6,000	-	-	-	-	-	(3,990)	8,265	12,255	(3,990)	20,000	19,800	23,871	4,071	15,606	35%	
5869 SpEd Ctrct Inst	-	-	1,569	-	2,287	-	5,581	-	-	-	-	9,437	9,437	-	-	54,470	54,470	-	45,033	17%	
5872 SpEd Fees	1,585	1,585	1,057	-	-	-	-	-	-	-	-	4,227	4,227	-	-	26,365	26,365	-	22,137	16%	
5875 StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884 Substitutes	-	-	16,253	-	5,915	3,343	-	4,088	23,469	4,855	28,799	86,721	83,511	3,210	34,705	59,705	103,505	43,800	16,784	84%	
5890 OthSvcsNon-Inst	-	-	-	-	786	-	-	-	2,358	-	590	3,734	20,786	(17,052)	11,596	257,482	257,482	-	253,748	1%	
5900 Communications	-	-	-	-	-	-	860	-	448	-	448	1,308	788	520	4,450	2,293	2,293	-	985	57%	
5920 TelecomInternet	355	354	356	358	368	-	1,974	(891)	366	1,999	368	5,606	2,840	2,766	55,750	4,450	4,450	-	(1,157)	126%	
5930 PostageDelivery	-	-	-	-	-	-	521	-	-	32	521	1,074	1,832	(759)	2,713	2,713	2,713	-	1,639	40%	
5940 Technology	-	-	-	-	-	-	1,734	2,692	274	-	548	5,248	1,734	3,514	-	33,457	33,457	-	28,209	16%	
<b>SUBTOTAL - Services &amp; Operations</b>	<b>11,950</b>	<b>21,134</b>	<b>62,299</b>	<b>18,672</b>	<b>43,744</b>	<b>24,222</b>	<b>28,243</b>	<b>35,973</b>	<b>46,890</b>	<b>27,230</b>	<b>54,303</b>	<b>374,659</b>	<b>394,637</b>	<b>(19,979)</b>	<b>797,040</b>	<b>1,071,406</b>	<b>1,093,666</b>	<b>22,261</b>	<b>719,008</b>	<b>34%</b>	

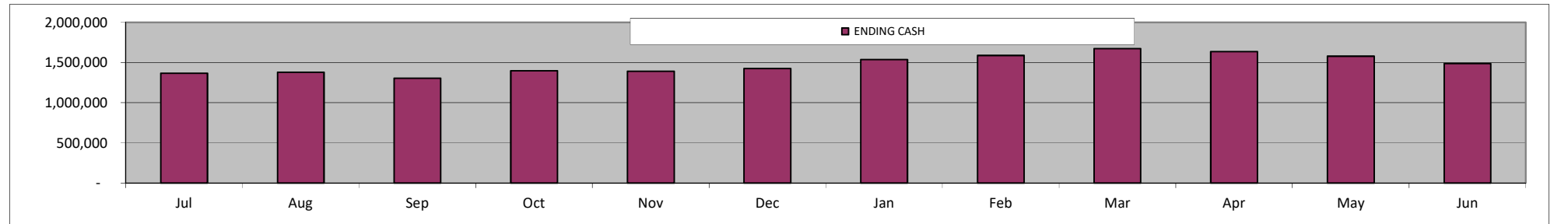


April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 4</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-	-	-	-	-	-	735	735	-	735	-	-	8,228	8,228	7,493	9%
6900	Depreciation	-	-	-	6,437	-	-	-	-	-	-	6,437	6,437	-	19,312	19,312	19,312	-	-	12,874	33%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	6,437	-	-	-	-	-	-	735	7,172	6,437	735	19,312	19,312	27,540	8,228	20,367	26%
<b>Other Outflows</b>																					
7299	Encroachment	-	1,585	1,057	2,114	2,114	2,114	2,170	3,712	1,487	-	16,352	11,153	5,200	26,365	-	0	0	(16,352)	-	
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	1,585	1,057	2,114	2,114	2,114	2,170	3,712	1,487	-	16,352	11,153	5,200	26,365	-	0	0	(16,352)	-	
<b>TOTAL EXPENDITURES</b>		55,071	144,301	203,600	160,245	183,345	140,700	179,848	149,421	159,316	157,005	133,052	1,665,902	1,703,309	(37,407)	2,360,563	2,811,443	2,834,120	22,677	1,168,218	59%

Monthly Update - Monthly Cash Flow (Actuals + Projections)

MSA-4	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>1,336,770</b>	<b>1,368,119</b>	<b>1,378,127</b>	<b>1,304,746</b>	<b>1,397,922</b>	<b>1,391,148</b>	<b>1,425,660</b>	<b>1,537,128</b>	<b>1,588,770</b>	<b>1,673,569</b>	<b>1,637,862</b>	<b>1,578,024</b>	<b>1,488,486</b>	
<b>Revenue</b>														
LCFF Entitlement	24,302	108,269	92,068	139,300	139,801	139,801	276,468	164,103	181,749	103,691	103,691	115,000	125,194	1,713,438
Federal Revenue	25,153	(19,158)	2,664	2,664	20,968	2,664	49,886	5,815	1,875	3,636	-	1,534	32,128	129,830
Other State Revenues	5,928	11,855	7,903	87,163	7,903	21,280	(44,806)	28,196	51,765	11,919	-	-	4,256	193,363
Other Local Revenues	7,700	375	-	1,022	922	8,670	(0)	154	7,928	52	5,175	0	38,761	70,759
<b>Total Revenue</b>	<b>63,082</b>	<b>101,342</b>	<b>102,636</b>	<b>230,150</b>	<b>169,595</b>	<b>172,416</b>	<b>281,548</b>	<b>198,268</b>	<b>243,317</b>	<b>119,298</b>	<b>108,866</b>	<b>116,534</b>	<b>200,338</b>	<b>2,107,390</b>
<b>Expenses</b>														
Certificated Salaries	31,346	74,448	79,878	79,104	79,524	79,090	79,120	73,217	70,168	62,978	68,628	64,426	177,057	1,018,984
Classified Salaries	3,331	9,549	14,696	14,806	13,810	14,109	14,180	16,109	18,652	17,417	(15,189)	14,180	17,559	153,209
Benefits	6,976	32,437	21,668	32,686	24,177	16,713	45,886	18,365	20,429	24,164	39,721	64,606	125,371	473,199
Books and Supplies	1,469	5,148	24,002	6,426	19,977	4,451	10,248	2,045	1,689	25,216	(15,146)	2,038	(33,405)	54,159
Services and Operations	11,950	21,134	62,299	18,672	43,744	24,222	28,243	35,973	46,890	27,230	54,303	63,618	615,411	1,053,688
Depreciation / Cap Outlay	-	-	-	6,437	-	-	-	-	-	-	735	-	21,102	28,275
Other Outflows	-	1,585	1,057	2,114	2,114	2,114	2,170	3,712	1,487	-	-	-	(11,153)	5,200
<b>Total Expenses</b>	<b>55,071</b>	<b>144,301</b>	<b>203,600</b>	<b>160,245</b>	<b>183,345</b>	<b>140,700</b>	<b>179,848</b>	<b>149,421</b>	<b>159,316</b>	<b>157,005</b>	<b>133,052</b>	<b>208,867</b>	<b>911,944</b>	<b>2,786,713</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	73,015	65,278	-	14,184	4,180	-	-	-	-	-	-	-	-	156,657
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fixed Assets	-	-	-	6,437	609	609	609	609	609	609	609	609	609	11,311
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	(51,863)	(14,497)	-	-	-	-	-	-	-	-	-	-	-	(66,360)
Accounts Payable - Current Year	-	-	25,396	465	-	-	6,972	-	(1,998)	(795)	(38,448)	-	-	(8,408)
Summer Holdback for Teachers	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	2,186	26,232
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Transactions</b>	<b>23,338</b>	<b>52,967</b>	<b>27,582</b>	<b>23,272</b>	<b>6,975</b>	<b>2,795</b>	<b>9,768</b>	<b>2,795</b>	<b>797</b>	<b>2,000</b>	<b>(35,653)</b>	<b>2,795</b>		<b>119,433</b>
<b>Total Change in Cash</b>	<b>31,349</b>	<b>10,008</b>	<b>(73,382)</b>	<b>93,177</b>	<b>(6,774)</b>	<b>34,512</b>	<b>111,468</b>	<b>51,642</b>	<b>84,799</b>	<b>(35,707)</b>	<b>(59,838)</b>	<b>(89,538)</b>		<b>(559,890)</b>

<b>ENDING CASH</b>	<b>1,368,119</b>	<b>1,378,127</b>	<b>1,304,746</b>	<b>1,397,922</b>	<b>1,391,148</b>	<b>1,425,660</b>	<b>1,537,128</b>	<b>1,588,770</b>	<b>1,673,569</b>	<b>1,637,862</b>	<b>1,578,024</b>	<b>1,488,486</b>	<<= 195 days cash
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## MSA-5 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$117,033).

This is an decrease of (\$45,000) from the original Second Interim Budget projected deficit of (\$72,033).

This will allow MSA-5 to end this fiscal year with a balance of \$1,778,299, which is 56.7% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$1,631,086, which represents 190 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$7,000, or 0.2% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$3,013 higher than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$3,013) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$7,000 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$52,000, or 1.7% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$22,300) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at \$46,306 higher than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$27,994 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$0 lower than in the Second Interim, reflecting stable depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019												Year To Date			Annual Budget					
MSA 5	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
	<b>REVENUE DETAIL</b>																			
<b>LCFF Entitlement</b>																				
8011	-	65,819	103,452	118,475	118,475	118,475	135,425	118,475	170,685	170,685	170,685	1,290,651	1,290,121	530	1,648,493	1,641,734	1,641,734	-	351,083	79%
8012	-	-	-	77,104	-	-	77,104	-	124,890	-	-	279,098	279,208	(110)	282,755	338,007	338,007	-	58,909	83%
8019	-	-	-	-	-	-	-	-	27	(586)	(586)	(1,145)	-	(1,145)	-	-	-	-	1,145	-
8096	28,614	57,228	38,152	38,152	38,152	-	(0)	143,071	88,145	37,976	37,976	507,468	510,386	(2,918)	499,919	567,985	567,985	-	60,517	89%
<b>SUBTOTAL - LCFF Entitlement</b>	<b>28,614</b>	<b>123,047</b>	<b>141,604</b>	<b>233,731</b>	<b>156,627</b>	<b>118,475</b>	<b>212,529</b>	<b>261,546</b>	<b>383,747</b>	<b>208,075</b>	<b>208,075</b>	<b>2,076,072</b>	<b>2,079,715</b>	<b>(3,643)</b>	<b>2,431,167</b>	<b>2,547,726</b>	<b>2,547,726</b>	<b>-</b>	<b>471,654</b>	<b>81%</b>
<b>Federal Revenue</b>																				
8181	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,250	26,250	29,263	3,013	29,263	0%
8220	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8290	-	-	-	-	23,659	-	53,193	5,090	-	20,328	-	102,270	101,852	418	129,819	139,487	139,487	-	37,217	73%
<b>SUBTOTAL - Federal Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,659</b>	<b>-</b>	<b>53,193</b>	<b>5,090</b>	<b>-</b>	<b>20,328</b>	<b>-</b>	<b>102,270</b>	<b>101,852</b>	<b>418</b>	<b>156,069</b>	<b>165,737</b>	<b>168,750</b>	<b>3,013</b>	<b>66,480</b>	<b>61%</b>
<b>Other State Revenue</b>																				
8311	-	-	-	-	-	-	-	-	46,144	23,631	23,631	93,406	108,746	(15,340)	118,285	118,285	115,272	(3,013)	21,866	81%
8520	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8550	-	-	-	-	-	4,359	-	13,101	-	-	-	17,460	19,359	(1,899)	72,149	40,737	40,737	-	23,277	43%
8560	-	-	-	-	-	-	14,913	-	-	14,959	-	29,872	29,826	45	43,960	43,960	43,960	-	14,088	68%
8590	6,191	-	-	6,206	19,165	-	4,395	-	28,491	-	-	64,448	66,105	(1,657)	29,484	90,188	90,188	-	25,741	71%
<b>SUBTOTAL - Other State Revenue</b>	<b>6,191</b>	<b>-</b>	<b>-</b>	<b>6,206</b>	<b>19,165</b>	<b>4,359</b>	<b>19,308</b>	<b>13,101</b>	<b>74,635</b>	<b>38,590</b>	<b>23,631</b>	<b>205,185</b>	<b>224,036</b>	<b>(18,851)</b>	<b>263,878</b>	<b>293,170</b>	<b>290,157</b>	<b>(3,013)</b>	<b>84,972</b>	<b>71%</b>
<b>Local Revenue</b>																				
8600	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,200	1,200	-	1,200	0%
8634	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	2,458	(2,351)	0	-	-	-	(0)	0	-	-	-	107	21	86	-	-	-	-	(107)	-
8699	-	-	-	28	-	463	(0)	0	3,569	1,152	12,506	17,717	(2,596)	20,313	1,000	3,000	10,000	7,000	(7,717)	177%
8701	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	-	1,131	-	-	-	-	-	-	-	-	-	1,131	226	905	-	-	-	-	(1,131)	-
8802	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	-	-	-	-	13,063	(463)	(12,101)	38	(38)	485	1,430	2,415	500	1,915	-	-	-	-	(2,415)	-
<b>SUBTOTAL - Local Revenue</b>	<b>2,458</b>	<b>(1,219)</b>	<b>0</b>	<b>28</b>	<b>13,063</b>	<b>(0)</b>	<b>(12,101)</b>	<b>38</b>	<b>3,531</b>	<b>1,637</b>	<b>13,936</b>	<b>21,371</b>	<b>(1,848)</b>	<b>23,219</b>	<b>1,000</b>	<b>4,200</b>	<b>11,200</b>	<b>7,000</b>	<b>(10,171)</b>	<b>191%</b>
<b>TOTAL REVENUE</b>	<b>37,263</b>	<b>121,828</b>	<b>141,604</b>	<b>239,966</b>	<b>212,514</b>	<b>122,834</b>	<b>272,929</b>	<b>279,775</b>	<b>461,913</b>	<b>268,629</b>	<b>245,642</b>	<b>2,404,898</b>	<b>2,403,755</b>	<b>1,143</b>	<b>2,852,114</b>	<b>3,010,833</b>	<b>3,017,833</b>	<b>7,000</b>	<b>612,935</b>	<b>80%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 5</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	22,511	77,393	84,098	83,279	87,116	87,807	77,074	84,357	85,181	85,189	83,521	857,525	886,915	(29,390)	982,993	951,015	951,015	-	93,490	90%
1300	Cert Adminis	21,390	15,390	15,390	15,712	16,384	15,990	15,390	15,912	17,190	17,684	17,040	183,472	177,206	6,266	188,680	188,680	188,680	-	5,208	97%
<b>SUBTOTAL - Certificated Salaries</b>		<b>43,901</b>	<b>92,783</b>	<b>99,488</b>	<b>98,991</b>	<b>103,500</b>	<b>103,797</b>	<b>92,464</b>	<b>100,269</b>	<b>102,371</b>	<b>102,873</b>	<b>100,561</b>	<b>1,040,997</b>	<b>1,064,121</b>	<b>(23,124)</b>	<b>1,171,673</b>	<b>1,139,695</b>	<b>1,139,695</b>	<b>-</b>	<b>98,698</b>	<b>91%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	11,197	(10,286)	11,197	11,197	11,197	11,197	12,308	12,815	12,778	12,727	(30,921)	65,408	70,316	(4,908)	86,990	108,184	87,184	(21,000)	21,777	75%
2900	OtherClassStaff	5,138	10,644	12,334	13,141	10,457	10,151	9,393	12,528	11,632	12,426	47,283	155,125	152,163	2,962	70,241	160,957	159,657	(1,300)	4,533	97%
<b>SUBTOTAL - Classified Salaries</b>		<b>16,335</b>	<b>357</b>	<b>23,531</b>	<b>24,338</b>	<b>21,654</b>	<b>21,348</b>	<b>21,700</b>	<b>25,343</b>	<b>24,410</b>	<b>25,152</b>	<b>16,363</b>	<b>220,532</b>	<b>222,478</b>	<b>(1,946)</b>	<b>157,231</b>	<b>269,141</b>	<b>246,841</b>	<b>(22,300)</b>	<b>26,309</b>	<b>89%</b>
<b>Employee Benefits</b>																					
3101	STRS	4,234	15,081	16,172	16,116	15,305	16,737	15,029	16,299	16,642	16,723	21,658	169,995	203,062	(33,067)	180,567	180,967	180,967	-	10,972	94%
3202	PERS	2,864	3,519	3,676	3,698	3,439	3,395	3,426	3,924	3,763	3,787	3,955	39,446	17,841	21,604	28,226	31,726	31,726	-	(7,720)	124%
3301	OASDI/Med	1,885	3,110	3,240	3,295	3,155	3,136	2,998	3,390	3,345	3,409	6,052	37,016	20,659	16,357	32,895	36,816	36,816	-	(200)	101%
3401	HlthWelfare	1,013	25,283	12,783	19,346	16,534	1,273	27,420	1,037	370	14,804	16,537	136,400	123,905	12,495	237,664	237,664	237,664	-	101,264	57%
3501	UnemployIns	-	144	-	149	-	-	-	373	28	-	213	907	293	614	799	799	799	-	(109)	114%
3601	WorkersComp	2,467	822	822	822	822	-	822	822	1,644	822	-	9,865	10,656	(791)	14,963	14,963	14,963	-	5,098	66%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	7	0	-	-	7	(6)	13	-	-	-	-	(7)	-
<b>SUBTOTAL - Employee Benefits</b>		<b>12,463</b>	<b>47,959</b>	<b>36,694</b>	<b>43,426</b>	<b>39,254</b>	<b>24,541</b>	<b>49,695</b>	<b>25,852</b>	<b>25,792</b>	<b>39,545</b>	<b>48,415</b>	<b>393,636</b>	<b>376,411</b>	<b>17,225</b>	<b>495,114</b>	<b>502,935</b>	<b>502,935</b>	<b>-</b>	<b>109,299</b>	<b>78%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	26,545	-	-	-	-	-	-	-	-	26,545	29,309	(2,764)	20,000	30,000	30,000	-	3,455	88%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	4,000	(4,000)	5,000	5,000	5,000	-	5,000	0%
4310	Ins Mats & Sups	-	-	999	-	-	-	-	-	-	2,586	-	3,586	15,078	(11,492)	13,446	19,377	21,183	1,806	17,598	17%
4315	OthrSupplies	-	-	-	-	-	-	-	479	-	-	-	479	97	382	-	600	600	-	121	80%
4320	Office Supplies	-	60	79	191	96	1,508	1,891	78	93	448	1,057	5,500	8,623	(3,123)	12,500	11,500	11,500	-	6,000	48%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	-	732	214	518	-	-	1,000	1,000	268	73%
4340	Educat Software	-	750	4,540	-	2,876	-	10,664	11,575	450	-	2,529	33,384	27,173	6,212	43,865	43,813	43,813	-	10,429	76%
4345	NonInstStdntSup	-	-	2,801	-	-	-	-	-	-	-	-	2,801	4,562	(1,761)	2,000	4,002	5,002	1,000	2,201	56%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-	-	-	-	800	(800)	1,000	1,000	1,000	-	1,000	0%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	400	(400)	-	2,000	500	(1,500)	500	0%
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	103	(103)	11,329	1,129	129	(1,000)	129	0%
4410	ClsrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	2,000	(2,000)	2,500	2,500	2,500	-	2,500	0%
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	715	-	-	-	715	1,828	(1,113)	5,000	3,000	3,000	-	2,285	24%
4440	Computers <\$5k	-	-	-	-	-	-	-	-	-	-	-	-	4,000	(4,000)	5,000	5,000	5,000	-	5,000	0%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	25,459	25,935	-	-	30,972	82,365	35,566	46,799	115,000	50,000	95,000	45,000	12,635	87%
4720	Food:Other Food	-	-	-	-	-	-	-	-	-	312	-	312	3,351	(3,039)	2,000	4,500	4,500	-	4,188	7%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	4,800	(4,800)	-	6,000	6,000	-	6,000	0%
4999	Misc Exp-Suspense	-	2,834	220	3,125	1,898	2,111	(4,949)	2,091	(122)	26,780	142	34,129	71,587	(37,457)	-	-	-	-	(34,129)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>-</b>	<b>3,644</b>	<b>35,184</b>	<b>3,316</b>	<b>4,870</b>	<b>3,619</b>	<b>33,064</b>	<b>40,873</b>	<b>1,153</b>	<b>30,126</b>	<b>34,700</b>	<b>190,550</b>	<b>213,491</b>	<b>(22,941)</b>	<b>238,640</b>	<b>189,421</b>	<b>235,728</b>	<b>46,306</b>	<b>45,178</b>	<b>81%</b>

April 2019 Monthly Update Actuals through May 31, 2019)	Year To Date											Annual Budget									
MSA 5	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Services &amp; Other Operating Expenses</b>																				
5101 CMO Fees	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	94,649	94,649	-	103,253	103,253	103,253	-	8,604	92%	
5205 Conference Fees	678	-	-	-	-	-	-	-	-	-	-	678	1,736	(1,058)	2,000	2,000	2,000	-	1,322	34%	
5210 MilesParkTolls	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5215 TravConferences	-	-	-	-	-	-	261	-	-	-	-	261	852	(591)	1,000	1,000	1,000	-	739	26%	
5220 TraLodging	-	-	-	-	-	-	-	-	361	-	-	361	0	360	-	-	361	361	0	100%	
5300 DuesMemberships	-	-	1,280	-	-	2,450	-	-	-	1,020	-	4,750	3,930	820	5,000	5,000	5,000	-	250	95%	
5450 Other Insurance	1,607	536	536	536	536	-	536	536	1,072	536	-	6,431	8,611	(2,180)	11,836	11,836	11,836	-	5,405	54%	
5500 OpsHousekeeping	-	-	-	-	-	-	-	-	-	-	-	-	412	(412)	515	515	515	-	515	0%	
5510 Gas & Electric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5610 Rent & Leases	789	-	-	61,667	-	-	-	59,025	15,086	15,086	15,086	166,739	182,456	(15,716)	185,000	185,000	185,000	-	18,261	90%	
5620 EquipmentLeases	398	366	323	299	656	195	260	1,872	915	431	702	6,417	2,497	3,920	18,432	18,432	18,432	-	12,015	35%	
5630 Reps&MaintBldng	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	10,000	-	10,000	0%	
5800 ProfessServices	-	-	2,126	708	2,420	-	2,169	-	1,692	-	-	-	10,313	(1,198)	121,071	12,728	12,728	-	3,613	72%	
5810 Legal	-	-	-	-	-	-	98	340	40	-	-	478	3,716	(3,238)	5,000	5,000	5,000	-	4,522	10%	
5811 Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5813 SchPrgAftSchool	-	-	5,897	5,897	2,948	2,948	2,948	2,948	2,948	2,948	2,948	32,432	60,639	(28,206)	29,484	29,484	29,484	-	(2,948)	110%	
5814 SchPrgAcadComps	-	-	-	-	-	220	-	-	-	-	-	220	220	-	5,000	5,000	5,000	-	4,780	4%	
5819 SchlProgs-Other	-	-	-	-	21	-	1,070	-	-	600	975	2,665	1,091	1,575	3,600	3,600	3,600	-	935	74%	
5820 Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,334	8,334	8,334	-	8,334	0%	
5825 DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835 Field Trips	-	-	446	-	700	389	-	-	(500)	2,742	3,295	7,072	1,535	5,537	10,000	9,000	13,400	4,400	6,328	53%	
5836 FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5840 MarkngStdtrRecrt	-	-	-	-	1,092	-	-	-	6,107	-	-	7,199	4,133	3,066	7,500	9,500	11,000	1,500	3,801	65%	
5850 Oversight Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,292	24,292	24,292	-	24,292	0%	
5857 Payroll Fees	-	-	-	-	-	-	1,307	808	822	827	2,613	6,377	4,236	2,141	10,038	10,038	10,038	-	3,661	64%	
5860 Service Fees	1,864	-	4	-	-	-	-	-	-	-	-	1,868	863	1,005	612	612	612	-	(1,256)	305%	
5861 Prior Year Services	-	-	-	-	-	-	5,956	-	-	-	-	5,956	5,956	-	-	11,855	11,855	-	5,899	50%	
5863 Prof Developmnt	-	-	-	127	1,005	-	379	100	-	-	1,488	3,099	1,511	1,588	10,000	10,000	9,639	(361)	6,540	32%	
5864 Prof Dev-Other	-	-	1,377	191	159	-	782	3,750	-	1,235	3,795	11,288	2,509	8,780	20,085	20,085	20,085	-	8,797	56%	
5869 SpEd Ctrct Inst	-	-	-	1,673	3,758	-	-	875	3,291	10,471	-	20,068	22,421	(2,353)	-	40,212	41,306	1,094	21,238	49%	
5872 SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,998	42,998	-	42,998	0%	
5875 StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884 Substitutes	-	141	3,396	-	13,676	-	480	12,059	2,938	-	12,817	45,508	70,165	(24,657)	20,686	30,686	51,686	21,000	6,178	88%	
5890 OthSvcsNon-Inst	-	-	-	-	-	-	-	3,193	-	-	-	3,193	-	3,193	24,720	273,350	273,350	-	270,157	1%	
5900 Communications	-	-	-	-	-	-	795	-	-	-	-	795	795	-	4,323	795	795	-	-	100%	
5920 TelecomInternet	457	426	425	423	482	-	964	490	486	534	533	5,222	9,158	(3,936)	53,079	4,323	12,697	8,374	7,475	41%	
5930 PostageDelivery	-	302	-	-	-	13	343	-	36	32	147	873	2,265	(1,392)	2,882	2,882	2,882	-	2,009	30%	
5940 Technology	-	-	-	-	-	-	1,231	-	274	-	821	2,326	1,231	1,095	-	52,284	43,910	(8,374)	41,584	5%	
<b>SUBTOTAL - Services &amp; Operations</b>	<b>14,397</b>	<b>10,376</b>	<b>24,415</b>	<b>80,125</b>	<b>36,057</b>	<b>14,821</b>	<b>28,183</b>	<b>94,599</b>	<b>44,174</b>	<b>45,067</b>	<b>53,825</b>	<b>446,040</b>	<b>497,898</b>	<b>(51,858)</b>	<b>697,742</b>	<b>944,094</b>	<b>972,088</b>	<b>27,994</b>	<b>526,048</b>	<b>46%</b>	

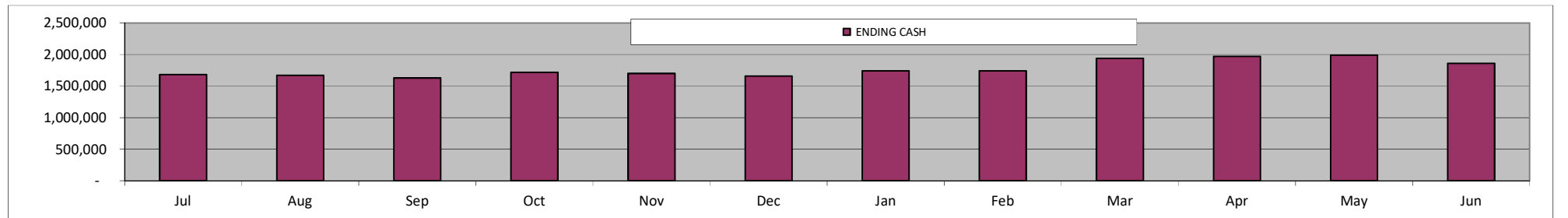
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 5</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-	-	-	-	-	18,722	18,722	20,000	(1,278)	-	20,000	20,000	-	1,278	94%	
6900	Depreciation	-	-	-	5,860	-	-	-	-	7,325	1,465	1,465	16,114	16,739	(624)	17,579	17,579	17,579	-	1,465	92%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	5,860	-	-	-	-	7,325	1,465	20,187	34,837	36,739	(1,902)	17,579	37,579	37,579	-	2,743	93%
<b>Other Outflows</b>																					
7299	Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,998	-	-	-	-	-
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,998	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>		87,096	155,119	219,312	256,055	205,336	168,125	225,107	286,937	205,225	244,228	274,051	2,326,591	2,411,138	(84,547)	2,820,978	3,082,866	3,134,866	52,000	808,275	74%



**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-5	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>1,731,955</b>	<b>1,683,567</b>	<b>1,671,800</b>	<b>1,631,086</b>	<b>1,718,557</b>	<b>1,701,739</b>	<b>1,660,593</b>	<b>1,744,074</b>	<b>1,742,871</b>	<b>1,939,637</b>	<b>1,970,157</b>	<b>1,990,548</b>	<b>1,861,017</b>	
<b>Revenue</b>														
LCFF Entitlement	28,614	123,047	141,604	233,731	156,627	118,475	212,529	261,546	383,747	208,075	208,075	220,000	31,654	<b>2,327,726</b>
Federal Revenue	-	-	-	-	23,659	-	53,193	5,090	-	20,328	-	-	63,467	<b>165,737</b>
Other State Revenues	6,191	-	-	6,206	19,165	4,359	19,308	13,101	74,635	38,590	23,631	50,000	(12,015)	<b>243,170</b>
Other Local Revenues	2,458	(1,219)	0	28	13,063	(0)	(12,101)	38	3,531	1,637	13,936	(248)	(16,675)	<b>4,448</b>
<b>Total Revenue</b>	<b>37,263</b>	<b>121,828</b>	<b>141,604</b>	<b>239,966</b>	<b>212,514</b>	<b>122,834</b>	<b>272,929</b>	<b>279,775</b>	<b>461,913</b>	<b>268,629</b>	<b>245,642</b>	<b>269,752</b>	<b>66,431</b>	<b>2,741,081</b>
<b>Expenses</b>														
Certificated Salaries	43,901	92,783	99,488	98,991	103,500	103,797	92,464	100,269	102,371	102,873	100,561	115,390	(39,816)	<b>1,116,571</b>
Classified Salaries	16,335	357	23,531	24,338	21,654	21,348	21,700	25,343	24,410	25,152	16,363	80,000	11,149	<b>311,681</b>
Benefits	12,463	47,959	36,694	43,426	39,254	24,541	49,695	25,852	25,792	39,545	48,415	49,434	77,090	<b>520,160</b>
Books and Supplies	-	3,644	35,184	3,316	4,870	3,619	33,064	40,873	1,153	30,126	34,700	55,861	(33,625)	<b>212,786</b>
Services and Operations	14,397	10,376	24,415	80,125	36,057	14,821	28,183	94,599	44,174	45,067	53,825	84,263	389,927	<b>920,230</b>
Depreciation / Cap Outlay	-	-	-	5,860	-	-	-	-	7,325	1,465	20,187	20,293	548	<b>55,677</b>
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Expenses</b>	<b>87,096</b>	<b>155,119</b>	<b>219,312</b>	<b>256,055</b>	<b>205,336</b>	<b>168,125</b>	<b>225,107</b>	<b>286,937</b>	<b>205,225</b>	<b>244,228</b>	<b>274,051</b>	<b>405,242</b>	<b>405,273</b>	<b>3,137,106</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	74,941	40,102	-	25,903	2,948	-	-	-	-	-	-	-	-	<b>143,894</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	5,860	1,465	1,465	1,465	1,465	1,465	1,465	1,465	1,465	-	<b>17,579</b>
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Expenses - Prior Year Accruals	(77,989)	(20,810)	-	-	-	-	-	-	-	-	-	-	-	<b>(98,800)</b>
Accounts Payable - Current Year	-	(2,262)	32,499	67,304	(32,903)	(1,814)	29,699	-	(65,882)	160	42,841	-	-	<b>69,644</b>
Summer Holdback for Teachers	4,494	4,494	4,494	4,494	4,494	4,494	4,494	4,494	4,494	4,494	4,494	4,494	-	<b>53,928</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>1,446</b>	<b>21,524</b>	<b>36,993</b>	<b>103,561</b>	<b>(23,996)</b>	<b>4,145</b>	<b>35,658</b>	<b>5,959</b>	<b>(59,923)</b>	<b>6,119</b>	<b>48,800</b>	<b>5,959</b>	<b>-</b>	<b>186,245</b>
<b>Total Change in Cash</b>	<b>(48,388)</b>	<b>(11,767)</b>	<b>(40,714)</b>	<b>87,471</b>	<b>(16,818)</b>	<b>(41,146)</b>	<b>83,481</b>	<b>(1,203)</b>	<b>196,766</b>	<b>30,520</b>	<b>20,391</b>	<b>(129,531)</b>	<b>-</b>	<b>(209,780)</b>

<b>ENDING CASH</b>	<b>1,683,567</b>	<b>1,671,800</b>	<b>1,631,086</b>	<b>1,718,557</b>	<b>1,701,739</b>	<b>1,660,593</b>	<b>1,744,074</b>	<b>1,742,871</b>	<b>1,939,637</b>	<b>1,970,157</b>	<b>1,990,548</b>	<b>1,861,017</b>	<<< = 217 days cash
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## MSA-6 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget surplus of \$16,261.

This is an decrease of (\$0) from the original Second Interim Budget projected surplus of \$16,261.

This will allow MSA-6 to end this fiscal year with a balance of \$1,620,159, which is 83.9% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$1,396,392, which represents 268 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$10,338, or 0.5% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$0 lower than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at \$5,338 higher than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$5,000 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$10,338, or 0.5% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$3,000) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at \$3,213 higher than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$10,331 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at (\$206) lower than in the Second Interim, reflecting updated depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget						
MSA 6	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>REVENUE DETAIL</b>																				
<b>LCFF Entitlement</b>																					
8011	State Aid	-	47,902	47,902	86,223	86,223	86,223	86,223	77,948	77,948	77,948	760,763	756,696	4,067	963,048	921,576	921,576	-	160,813	83%	
8012	EPA Entitlement	-	-	-	-	-	57,701	-	52,326	-	-	110,027	115,402	(5,375)	175,782	203,158	203,158	-	93,131	54%	
8019	Prior Year Adjustments	-	-	-	-	-	-	-	16	(443)	(443)	(870)	-	(870)	-	-	-	-	870	-	
8096	InLieuPropTaxes	22,456	44,912	29,941	29,941	29,941	29,941	52,397	2,884	23,936	23,936	320,229	327,074	(6,846)	325,916	358,004	358,004	-	37,775	89%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>22,456</b>	<b>92,814</b>	<b>77,843</b>	<b>116,164</b>	<b>116,164</b>	<b>173,865</b>	<b>138,620</b>	<b>133,174</b>	<b>101,441</b>	<b>101,441</b>	<b>1,190,149</b>	<b>1,199,172</b>	<b>(9,024)</b>	<b>1,464,746</b>	<b>1,482,738</b>	<b>1,482,738</b>	<b>-</b>	<b>292,589</b>	<b>80%</b>	
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	1,847	3,693	2,462	2,462	2,462	2,523	4,323	1,101	2,068	2,068	27,471	19,071	8,400	28,921	28,921	28,921	-	1,450	95%	
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	50,307	-	-	-	-	-	
8290	All Other Federal Revenue	-	-	-	-	18,037	36,312	3,994	-	10,592	-	68,935	74,349	(5,414)	87,238	97,085	97,085	-	28,150	71%	
<b>SUBTOTAL - Federal Revenue</b>		<b>1,847</b>	<b>3,693</b>	<b>2,462</b>	<b>2,462</b>	<b>20,499</b>	<b>2,462</b>	<b>38,835</b>	<b>8,317</b>	<b>12,660</b>	<b>2,068</b>	<b>96,406</b>	<b>93,420</b>	<b>2,986</b>	<b>166,466</b>	<b>126,006</b>	<b>126,006</b>	<b>-</b>	<b>29,600</b>	<b>77%</b>	
<b>Other State Revenue</b>																					
8311	SpEd Revenue	5,477	10,955	-	7,303	7,303	14,174	7,502	12,829	3,269	6,474	6,136	81,422	78,757	2,664	84,525	91,190	96,528	5,338	15,107	84%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	3,800	-	-	-	-	-	
8550	MandCstReimburs	-	-	-	-	2,533	-	10,282	-	-	-	12,815	2,533	10,282	55,735	31,083	31,083	-	18,268	41%	
8560	StateLotteryRev	-	-	-	-	-	5,330	-	-	10,756	-	16,086	15,990	96	28,658	28,658	28,658	-	12,572	56%	
8590	AllOthStateRev	-	-	-	57,701	-	10,589	-	84,878	-	21,375	174,543	145,463	29,080	76,950	160,409	160,409	-	(14,135)	109%	
<b>SUBTOTAL - Other State Revenue</b>		<b>5,477</b>	<b>10,955</b>	<b>-</b>	<b>65,004</b>	<b>7,303</b>	<b>16,707</b>	<b>23,421</b>	<b>23,111</b>	<b>88,147</b>	<b>17,230</b>	<b>27,511</b>	<b>284,866</b>	<b>242,743</b>	<b>42,122</b>	<b>249,668</b>	<b>311,339</b>	<b>316,678</b>	<b>5,338</b>	<b>31,812</b>	<b>90%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,200	1,200	-	1,200	0%	
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8699	Other Revenue	-	-	-	0	1,147	1,050	14,200	(7,100)	220	3,415	12,932	17,197	(4,265)	15,000	15,000	20,000	5,000	7,068	65%	
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8999	Revenues-Susp	-	-	-	0	1,147	(97)	(1,050)	(7,100)	9,715	(2,615)	0	-	0	-	-	-	-	(0)	-	
<b>SUBTOTAL - Local Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>1,147</b>	<b>1,050</b>	<b>-</b>	<b>7,100</b>	<b>2,615</b>	<b>220</b>	<b>12,932</b>	<b>17,197</b>	<b>(4,265)</b>	<b>15,000</b>	<b>16,200</b>	<b>21,200</b>	<b>5,000</b>	<b>8,268</b>	<b>61%</b>	
<b>TOTAL REVENUE</b>		<b>29,780</b>	<b>107,462</b>	<b>80,305</b>	<b>183,631</b>	<b>145,113</b>	<b>136,384</b>	<b>236,121</b>	<b>177,148</b>	<b>225,038</b>	<b>131,551</b>	<b>1,584,352</b>	<b>1,552,532</b>	<b>31,820</b>	<b>1,895,880</b>	<b>1,936,283</b>	<b>1,946,622</b>	<b>10,338</b>	<b>362,269</b>	<b>81%</b>	

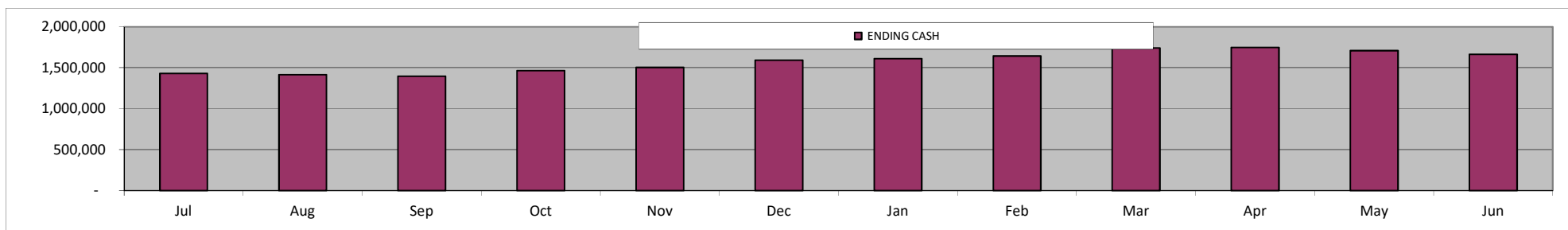
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 6</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	20,000	45,280	49,905	46,113	46,438	46,163	45,405	47,063	48,113	46,055	45,493	486,028	491,364	(5,335)	550,355	541,143	541,143	-	55,114	90%
1300	Cert Adminis	17,902	13,902	13,902	13,902	13,902	13,902	13,902	13,952	14,052	13,902	13,902	157,122	156,922	200	172,824	172,824	172,824	-	15,702	91%
<b>SUBTOTAL - Certificated Salaries</b>		<b>37,902</b>	<b>59,182</b>	<b>63,807</b>	<b>60,015</b>	<b>60,340</b>	<b>60,065</b>	<b>59,307</b>	<b>61,015</b>	<b>62,165</b>	<b>59,957</b>	<b>59,395</b>	<b>643,150</b>	<b>648,286</b>	<b>(5,135)</b>	<b>723,179</b>	<b>713,967</b>	<b>713,967</b>	<b>-</b>	<b>70,816</b>	<b>90%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	3,244	4,166	4,080	4,720	4,173	4,292	4,212	4,323	4,785	4,316	4,057	46,368	45,735	633	45,000	48,062	48,062	-	1,694	96%
2900	OtherClassStaff	356	4,367	5,281	4,766	4,347	4,297	4,855	6,456	6,002	5,952	5,808	52,487	47,185	5,303	66,000	76,132	76,132	-	23,645	69%
<b>SUBTOTAL - Classified Salaries</b>		<b>3,601</b>	<b>8,533</b>	<b>9,361</b>	<b>9,485</b>	<b>8,521</b>	<b>8,589</b>	<b>9,066</b>	<b>10,779</b>	<b>10,787</b>	<b>10,268</b>	<b>9,866</b>	<b>98,855</b>	<b>92,919</b>	<b>5,936</b>	<b>111,000</b>	<b>124,194</b>	<b>124,194</b>	<b>-</b>	<b>25,339</b>	<b>80%</b>
<b>Employee Benefits</b>																					
3101	STRS	1,926	9,635	9,737	9,770	9,063	9,779	9,655	9,933	10,120	9,761	9,653	99,033	109,910	(10,877)	110,560	110,960	110,960	-	11,927	89%
3202	PERS	650	1,505	1,635	1,524	1,158	1,478	1,576	1,728	1,622	1,768	1,702	16,344	12,633	3,711	20,049	20,229	20,229	-	3,885	81%
3301	OASDI/Med	823	1,507	1,638	1,593	1,524	1,525	1,550	1,706	1,723	1,652	1,613	16,853	14,300	2,552	21,709	22,029	22,029	-	5,177	76%
3401	HlthWelfare	-	12,349	1,718	17,579	10,653	575	9,513	600	712	15,521	27,564	96,786	90,438	6,348	173,809	171,479	168,479	(3,000)	71,693	57%
3501	UnemployIns	-	101	-	91	-	-	(0)	100	-	-	-	292	192	100	500	500	500	-	208	58%
3601	WorkersCmp	2,202	734	734	734	734	734	734	734	1,468	734	-	8,808	6,340	2,468	9,393	9,393	9,393	-	585	94%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	4,730	(4,730)	5,913	5,913	5,913	-	5,913	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>5,601</b>	<b>25,830</b>	<b>15,462</b>	<b>31,292</b>	<b>23,132</b>	<b>13,356</b>	<b>23,028</b>	<b>14,801</b>	<b>15,646</b>	<b>29,436</b>	<b>40,532</b>	<b>238,115</b>	<b>238,543</b>	<b>(428)</b>	<b>341,933</b>	<b>340,503</b>	<b>337,503</b>	<b>(3,000)</b>	<b>99,388</b>	<b>71%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	7,016	140	-	-	2,875	-	-	-	-	10,031	22,606	(12,575)	25,750	25,750	25,750	-	15,719	39%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	849	(849)	1,061	1,061	1,061	-	1,061	0%
4310	Ins Mats & Sups	-	-	840	-	149	-	304	7,068	-	-	-	8,360	8,144	216	7,185	17,918	16,925	(993)	8,565	49%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	173	171	129	137	-	717	1,539	227	-	243	3,336	4,258	(922)	10,000	7,000	7,000	-	3,664	48%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-	-	766	-	-	-	-	766	1,401	(635)	1,500	1,560	1,560	-	794	49%
4340	Educat Software	-	375	-	3,969	1,979	-	1,988	9,075	450	-	-	17,836	11,875	5,961	21,916	22,291	22,291	-	4,455	80%
4345	NonInstStdntSup	-	-	-	-	-	-	1,201	657	-	-	246	2,105	3,159	(1,055)	2,652	3,792	4,552	760	2,447	46%
4346	TeacherSupplies	-	-	46	-	-	-	-	54	-	-	-	100	2,472	(2,372)	1,132	3,132	3,132	-	3,032	3%
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	1,031	1,031	732	300	1,500	1,500	1,946	446	915	53%
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	2,000	-	(2,000)	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4410	ClssrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	800	(800)	1,000	1,000	1,000	-	1,000	0%
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	2,000	(2,000)	2,500	2,500	2,500	-	2,500	0%
4440	Computers <\$5k	-	-	-	-	-	-	752	-	-	-	-	752	5,219	(4,466)	4,000	1,335	6,335	5,000	5,583	12%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	65,803	-	-	-	-	-
4720	Food:Other Food	-	-	-	-	-	-	-	461	-	-	-	461	1,704	(1,243)	1,591	2,591	2,591	-	2,130	18%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	1,520	6,618	10,364	429	1,838	3,215	(53)	(7,775)	215	1,905	4,317	22,593	14,894	7,698	-	-	-	-	(22,593)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>1,520</b>	<b>7,166</b>	<b>18,437</b>	<b>4,667</b>	<b>4,102</b>	<b>3,215</b>	<b>8,551</b>	<b>11,078</b>	<b>891</b>	<b>1,905</b>	<b>5,838</b>	<b>67,371</b>	<b>80,113</b>	<b>(12,742)</b>	<b>149,590</b>	<b>93,430</b>	<b>96,643</b>	<b>3,213</b>	<b>29,272</b>	<b>70%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget									
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
<b>MSA 6</b>																						
<b>Services &amp; Other Operating Expenses</b>																						
5101	CMO Fees	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	42,581	42,581	-	46,452	46,452	46,452	-	3,871	92%	
5205	Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5210	MilesParkTolls	-	-	84	198	630	104	0	0	37	31	-	1,085	1,384	(299)	1,545	1,545	1,545	-	460	70%	
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	449	(449)	561	561	561	-	561	0%	
5220	TraLodging	-	-	-	-	-	-	-	-	-	-	-	-	1,024	(1,024)	1,000	1,280	1,280	-	1,280	0%	
5300	DuesMemberships	-	970	900	-	-	-	2,025	33	1,550	-	-	5,478	3,902	1,575	1,937	5,487	5,487	-	9	100%	
5450	Other Insurance	1,553	518	518	518	518	-	518	518	1,036	518	-	6,215	7,788	(1,573)	10,771	10,771	10,771	-	4,556	58%	
5500	OpsHousekeeping	-	-	-	312	-	-	156	0	189	-	568	-	1,225	1,087	138	2,000	2,000	2,000	-	775	61%
5510	Gas & Electric	317	57	21	570	511	0	493	71	925	24	43	3,033	5,888	(2,855)	7,931	7,931	7,931	-	4,898	38%	
5610	Rent & Leases	-	19,000	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	104,500	104,500	-	114,000	114,000	114,000	-	9,500	92%	
5620	EquipmentLeases	-	-	419	437	420	214	570	382	499	214	573	3,729	3,151	577	5,092	5,092	5,092	-	1,364	73%	
5630	Reps&MaintBldng	-	-	-	-	-	-	-	-	-	-	-	-	1,600	(1,600)	2,000	2,000	2,000	-	2,000	0%	
5800	ProfessServices	-	6,825	907	4,828	6,125	-	8,307	-	7,797	974	548	36,311	46,992	(10,682)	86,753	49,188	60,820	11,632	24,509	60%	
5810	Legal	-	-	83	568	-	-	4,729	-	-	-	5,369	10,748	5,379	5,369	20,000	20,000	20,000	-	9,253	54%	
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5813	SchPrgAftSchool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	-	-	-	-	-	
5814	SchPrgAcadComps	-	-	-	-	-	-	-	116	-	-	-	116	708	(592)	1,000	1,000	1,000	-	885	12%	
5819	SchlProgs-Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	10,000	-	10,000	0%	
5820	Audit & CPA	-	875	-	148	-	-	700	0	-	-	-	1,723	1,723	-	4,774	4,774	4,774	-	3,051	36%	
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835	Field Trips	-	-	-	1,368	1,318	-	-	1,085	690	1,545	1,700	7,706	14,684	(6,978)	10,000	14,067	13,175	(892)	5,469	58%	
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5840	MarkngStdtRecrt	-	-	-	1,317	-	-	7,160	2,160	-	-	8,061	18,698	8,477	10,221	18,000	15,000	19,000	4,000	302	98%	
5850	Oversight Fees	870	1,480	1,160	1,160	1,160	1,160	1,160	2,030	1,275	1,038	1,038	13,529	9,930	3,599	15,756	15,756	15,756	-	2,227	86%	
5857	Payroll Fees	-	-	-	-	-	-	987	614	624	635	635	3,494	6,867	(3,373)	10,844	10,844	10,844	-	7,350	32%	
5860	Service Fees	-	-	3	1,148	-	-	0	(0)	-	-	-	1,152	2,254	(1,103)	530	2,530	2,530	-	1,378	46%	
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5863	Prof Developmnt	-	-	-	-	-	-	-	1,871	975	-	-	2,846	99	2,747	2,000	5,720	2,970	(2,750)	124	96%	
5864	Prof Dev-Other	-	-	-	-	-	-	-	12	-	-	15,000	15,012	-	15,012	23,000	15,450	19,254	3,804	4,243	78%	
5869	SpEd Ctrct Inst	-	-	-	-	3,188	-	-	15,340	-	3,251	4,619	26,399	26,880	(482)	-	56,077	56,014	(63)	29,615	47%	
5872	SpEd Fees	1,465	1,465	977	(0)	-	0	-	(0)	-	-	-	3,906	3,906	-	-	22,690	22,690	-	18,784	17%	
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884	Substitutes	-	1,614	-	-	939	595	-	754	1,015	1,861	1,761	8,539	9,116	(577)	16,000	16,000	16,000	-	7,461	53%	
5890	OthSvcsNon-Inst	-	-	-	-	767	-	-	2,300	-	-	-	3,066	20,767	(17,700)	10,943	121,240	115,840	(5,400)	112,774	3%	
5900	Communications	-	-	-	1,575	-	-	-	200	-	-	-	1,775	1,755	20	3,090	2,000	2,000	-	225	89%	
5920	TelecomInternet	842	784	811	812	812	0	2,153	1,239	1,193	1,168	104	9,916	8,751	1,165	39,161	13,090	13,090	-	3,174	76%	
5930	PostageDelivery	-	-	-	403	-	-	451	-	-	-	-	853	4,171	(3,317)	5,000	5,000	5,000	-	4,147	17%	
5940	Technology	-	-	-	-	-	-	1,231	2,692	-	-	-	3,923	1,231	2,692	-	27,161	27,161	-	23,238	14%	
<b>SUBTOTAL - Services &amp; Operations</b>		<b>8,918</b>	<b>37,457</b>	<b>19,254</b>	<b>28,732</b>	<b>29,757</b>	<b>15,445</b>	<b>44,009</b>	<b>44,787</b>	<b>31,177</b>	<b>24,630</b>	<b>53,389</b>	<b>337,556</b>	<b>347,045</b>	<b>(9,489)</b>	<b>473,140</b>	<b>624,706</b>	<b>635,037</b>	<b>10,331</b>	<b>297,481</b>	<b>53%</b>	

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 6</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-	-	-	-	6,459	-	-	6,459	10,000	(3,541)	-	6,665	6,459	(206)	-	100%
6900	Depreciation	-	-	-	5,519	-	-	-	-	-	-	5,519	5,519	-	16,557	16,557	16,557	-	11,038	33%	
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	5,519	-	-	-	-	6,459	-	11,978	15,519	(3,541)	16,557	23,222	23,017	(206)	11,038	52%	
<b>Other Outflows</b>																					
7299	Encroachment	-	1,465	(8,042)	1,953	1,953	1,953	2,005	3,430	874	1,641	1,641	8,872	1,287	7,586	22,690	-	-	(8,872)	-	
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	1,465	(8,042)	1,953	1,953	1,953	2,005	3,430	874	1,641	1,641	8,872	1,287	7,586	22,690	-	-	(8,872)	-	
<b>TOTAL EXPENDITURES</b>		57,542	139,634	118,278	141,663	127,805	102,623	145,966	145,891	128,000	127,836	170,661	1,405,898	1,423,712	(17,814)	1,838,089	1,920,023	1,930,361	10,338	524,463	73%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-6	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>1,442,531</b>	<b>1,431,964</b>	<b>1,415,240</b>	<b>1,396,392</b>	<b>1,464,610</b>	<b>1,503,878</b>	<b>1,592,794</b>	<b>1,609,394</b>	<b>1,643,373</b>	<b>1,741,992</b>	<b>1,746,864</b>	<b>1,709,467</b>	<b>1,665,101</b>	
<b>Revenue</b>														
LCFF Entitlement	22,456	92,814	77,843	116,164	116,164	116,164	173,865	138,620	133,174	101,441	101,441	109,000	74,589	<b>1,373,738</b>
Federal Revenue	1,847	3,693	2,462	2,462	20,499	2,462	38,835	8,317	1,101	12,660	2,068	290	29,020	<b>125,716</b>
Other State Revenues	5,477	10,955	-	65,004	7,303	16,707	23,421	23,111	88,147	17,230	27,511	5,330	15,814	<b>306,009</b>
Other Local Revenues	-	-	-	0	1,147	1,050	-	7,100	2,615	220	800	-	3,268	<b>16,200</b>
<b>Total Revenue</b>	<b>29,780</b>	<b>107,462</b>	<b>80,305</b>	<b>183,631</b>	<b>145,113</b>	<b>136,384</b>	<b>236,121</b>	<b>177,148</b>	<b>225,038</b>	<b>131,551</b>	<b>131,820</b>	<b>114,620</b>	<b>122,691</b>	<b>1,821,663</b>
<b>Expenses</b>														
Certificated Salaries	37,902	59,182	63,807	60,015	60,340	60,065	59,307	61,015	62,165	59,957	59,395	63,902	1,779	<b>708,831</b>
Classified Salaries	3,601	8,533	9,361	9,485	8,521	8,589	9,066	10,779	10,787	10,268	9,866	8,941	22,334	<b>130,130</b>
Benefits	5,601	25,830	15,462	31,292	23,132	13,356	23,028	14,801	15,646	29,436	40,532	24,625	74,335	<b>337,075</b>
Books and Supplies	1,520	7,166	18,437	4,667	4,102	3,215	8,551	11,078	891	1,905	5,838	10,373	6,157	<b>83,901</b>
Services and Operations	8,918	37,457	19,254	28,732	29,757	15,445	44,009	44,787	31,177	24,630	53,389	53,868	234,124	<b>625,548</b>
Depreciation / Cap Outlay	-	-	-	5,519	-	-	-	-	6,459	-	-	-	(2,503)	<b>9,476</b>
Other Outflows	-	1,465	(8,042)	1,953	1,953	1,953	2,005	3,430	874	1,641	1,641	-	(1,287)	<b>7,586</b>
<b>Total Expenses</b>	<b>57,542</b>	<b>139,634</b>	<b>118,278</b>	<b>141,663</b>	<b>127,805</b>	<b>102,623</b>	<b>145,966</b>	<b>145,891</b>	<b>128,000</b>	<b>127,836</b>	<b>170,661</b>	<b>161,708</b>	<b>334,941</b>	<b>1,902,547</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	55,255	24,396	-	11,190	19,238	52,435	-	-	-	-	-	-	-	<b>162,513</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	5,519	1,380	1,380	1,380	1,380	1,380	1,380	1,380	1,380	-	<b>16,557</b>
Due To (From)	-	-	-	7,665	-	-	-	-	-	-	-	-	-	<b>7,665</b>
Expenses - Prior Year Accruals	(39,402)	(10,291)	-	-	-	-	-	-	-	-	-	-	-	<b>(49,693)</b>
Accounts Payable - Current Year	-	-	17,784	534	-	-	(76,278)	-	(1,141)	(1,564)	(1,278)	-	-	<b>(61,942)</b>
Summer Holdback for Teachers	1,342	1,342	1,342	1,342	1,342	1,342	1,342	1,342	1,342	1,342	1,342	1,342	-	<b>16,104</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>17,195</b>	<b>15,447</b>	<b>19,126</b>	<b>26,250</b>	<b>21,959</b>	<b>55,156</b>	<b>(73,556)</b>	<b>2,722</b>	<b>1,581</b>	<b>1,157</b>	<b>1,444</b>	<b>2,722</b>	<b>-</b>	<b>91,204</b>
<b>Total Change in Cash</b>	<b>(10,567)</b>	<b>(16,725)</b>	<b>(18,847)</b>	<b>68,218</b>	<b>39,268</b>	<b>88,917</b>	<b>16,600</b>	<b>33,979</b>	<b>98,619</b>	<b>4,872</b>	<b>(37,397)</b>	<b>(44,366)</b>	<b>-</b>	<b>10,320</b>
<b>ENDING CASH</b>	<b>1,431,964</b>	<b>1,415,240</b>	<b>1,396,392</b>	<b>1,464,610</b>	<b>1,503,878</b>	<b>1,592,794</b>	<b>1,609,394</b>	<b>1,643,373</b>	<b>1,741,992</b>	<b>1,746,864</b>	<b>1,709,467</b>	<b>1,665,101</b>	<b>1,665,101</b>	<<< = 319 days cash





## MSA-7 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$283,799).

This is an decrease of (\$6,036) from the original Second Interim Budget projected deficit of (\$277,763).

This will allow MSA-7 to end this fiscal year with a balance of \$1,214,397, which is 28.2% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$836,866, which represents 70 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$14,042, or 0.4% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$0 lower than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at \$3,087 higher than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$10,955 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$20,078, or 0.5% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$30,363) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$15,603) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$30,318 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$35,726 higher than in the Second Interim, reflecting \$350k in capital improvements.





April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 7</b>																					
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	-	83,987	83,987	151,176	151,176	151,176	151,176	151,176	164,734	164,734	164,734	1,418,056	1,422,678	(4,622)	1,817,619	1,755,504	1,755,504	-	337,448	81%
8012	EPA Entitlement	-	-	-	-	-	-	198,031	-	106,228	-	-	304,259	298,031	6,228	322,659	368,515	368,515	-	64,256	83%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	748	(788)	(788)	(828)	-	(828)	-	-	-	-	828	-
8096	InLieuPropTaxes	39,774	79,549	53,032	53,032	53,032	53,032	53,032	92,806	32,427	44,816	44,816	599,349	599,484	(135)	617,485	670,286	670,286	-	70,937	89%
<b>SUBTOTAL - LCFF Entitlement</b>		<b>39,774</b>	<b>163,536</b>	<b>137,019</b>	<b>204,208</b>	<b>204,208</b>	<b>204,208</b>	<b>402,239</b>	<b>243,982</b>	<b>304,137</b>	<b>208,762</b>	<b>208,762</b>	<b>2,320,836</b>	<b>2,320,193</b>	<b>643</b>	<b>2,757,763</b>	<b>2,794,305</b>	<b>2,794,305</b>	<b>-</b>	<b>473,469</b>	<b>83%</b>
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	3,271	6,541	4,361	4,361	4,361	4,469	7,658	4,310	3,871	3,871	51,435	34,412	17,023	54,794	54,794	54,794	-	3,359	94%	
8220	SchLunchFederal	19,369	-	(19,369)	-	-	-	-	-	-	-	-	-	-	80,273	-	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	26,179	-	189,963	1,859	845	32,767	-	251,613	266,142	(14,529)	113,953	390,010	390,010	-	138,397	65%
<b>SUBTOTAL - Federal Revenue</b>		<b>22,640</b>	<b>6,541</b>	<b>(15,009)</b>	<b>4,361</b>	<b>30,540</b>	<b>4,361</b>	<b>194,432</b>	<b>9,517</b>	<b>5,155</b>	<b>36,638</b>	<b>3,871</b>	<b>303,047</b>	<b>300,554</b>	<b>2,494</b>	<b>249,020</b>	<b>444,804</b>	<b>444,804</b>	<b>-</b>	<b>141,757</b>	<b>68%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	9,702	19,403	-	12,935	12,935	24,559	13,288	22,722	12,789	14,575	11,488	154,396	140,823	13,574	160,141	171,416	174,503	3,087	20,107	88%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	6,152	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	4,487	-	23,426	-	-	-	-	27,913	29,487	(1,574)	98,718	55,053	55,053	-	27,140	51%
8560	StateLotteryRev	-	-	-	-	-	12,384	-	-	19,969	-	-	32,353	37,152	(4,799)	54,298	54,298	54,298	-	21,945	60%
8590	AllOthStateRev	-	-	-	99,015	106,470	-	(90,593)	-	226,188	-	47,549	388,629	389,892	(1,263)	353,566	439,395	439,395	-	50,766	88%
<b>SUBTOTAL - Other State Revenue</b>		<b>9,702</b>	<b>19,403</b>	<b>-</b>	<b>111,950</b>	<b>119,405</b>	<b>29,046</b>	<b>(64,921)</b>	<b>46,148</b>	<b>238,977</b>	<b>34,544</b>	<b>59,037</b>	<b>603,291</b>	<b>597,354</b>	<b>5,938</b>	<b>672,875</b>	<b>720,162</b>	<b>723,249</b>	<b>3,087</b>	<b>119,958</b>	<b>83%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	30,439	-	-	-	-	30,439	30,000	439	-	31,639	31,639	-	1,200	96%
8634	StudentLunchFee	-	-	-	-	-	-	-	23	-	-	-	23	(18)	41	10,560	-	-	-	(23)	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	90	646	-	5,264	-	249	6,232	312	17,047	1,748	1,021	32,610	10,673	21,936	16,492	17,134	28,089	10,955	(4,521)	116%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	1,581	-	-	-	-	-	-	-	-	-	-	1,581	316	1,265	-	-	-	-	(1,581)	-
8802	Private Donations/Grants	1,581	-	-	-	-	-	(1,581)	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	1,581	-	-	-	-	-	(1,581)	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	-	-	95	(95)	249	4,999	(5,225)	91,997	(92,020)	-	-	-	23	(23)	-	-	-	-	-	-
<b>SUBTOTAL - Local Revenue</b>		<b>4,833</b>	<b>646</b>	<b>95</b>	<b>5,169</b>	<b>249</b>	<b>5,248</b>	<b>(2,155)</b>	<b>122,748</b>	<b>(74,950)</b>	<b>1,748</b>	<b>1,021</b>	<b>64,653</b>	<b>40,994</b>	<b>23,658</b>	<b>27,052</b>	<b>48,773</b>	<b>59,728</b>	<b>10,955</b>	<b>(4,924)</b>	<b>108%</b>
<b>TOTAL REVENUE</b>		<b>76,949</b>	<b>190,126</b>	<b>122,106</b>	<b>325,689</b>	<b>354,403</b>	<b>242,863</b>	<b>529,595</b>	<b>422,396</b>	<b>473,319</b>	<b>281,693</b>	<b>272,690</b>	<b>3,291,828</b>	<b>3,259,095</b>	<b>32,733</b>	<b>3,706,710</b>	<b>4,008,045</b>	<b>4,022,087</b>	<b>14,042</b>	<b>730,259</b>	<b>82%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 7</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	50,150	76,481	77,224	76,746	78,296	77,146	76,146	77,646	78,422	76,556	72,762	817,575	820,523	(2,948)	951,321	993,772	975,772	(18,000)	158,197	84%
1300	Cert Adminis	28,845	14,838	14,838	14,838	14,838	14,838	14,838	14,838	14,838	14,838	14,838	177,225	177,225	-	184,056	192,063	192,063	-	14,838	92%
<b>SUBTOTAL - Certificated Salaries</b>		<b>78,995</b>	<b>91,319</b>	<b>92,062</b>	<b>91,584</b>	<b>93,134</b>	<b>91,984</b>	<b>90,984</b>	<b>92,484</b>	<b>93,260</b>	<b>91,394</b>	<b>87,600</b>	<b>994,800</b>	<b>997,748</b>	<b>(2,948)</b>	<b>1,135,377</b>	<b>1,185,835</b>	<b>1,167,835</b>	<b>(18,000)</b>	<b>173,035</b>	<b>85%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	8,368	10,211	14,097	14,176	11,361	12,050	12,007	13,423	12,569	13,625	13,981	135,868	130,298	5,570	83,167	147,511	147,511	-	11,643	92%
2900	OtherClassStaff	8,281	9,377	15,851	16,896	15,410	16,752	18,238	19,436	19,839	20,891	21,092	182,063	173,756	8,307	186,444	234,275	221,912	(12,363)	39,849	82%
<b>SUBTOTAL - Classified Salaries</b>		<b>16,649</b>	<b>19,588</b>	<b>29,948</b>	<b>31,072</b>	<b>26,771</b>	<b>28,802</b>	<b>30,245</b>	<b>32,859</b>	<b>32,408</b>	<b>34,516</b>	<b>35,073</b>	<b>317,931</b>	<b>304,054</b>	<b>13,877</b>	<b>269,611</b>	<b>381,786</b>	<b>369,423</b>	<b>(12,363)</b>	<b>51,492</b>	<b>86%</b>
<b>Employee Benefits</b>																					
3101	STRS	6,689	15,177	15,256	15,318	14,914	15,495	15,140	15,032	15,158	14,686	14,115	156,982	178,270	(21,288)	170,885	185,237	185,237	-	28,255	85%
3202	PERS	1,523	3,386	4,445	4,560	3,771	4,167	4,832	5,497	5,437	5,897	5,854	49,367	46,011	3,356	48,036	55,030	55,030	-	5,663	90%
3301	OASDI/Med	2,417	2,814	3,509	3,536	3,180	3,323	3,506	3,851	3,828	3,962	3,949	37,874	36,307	1,567	42,403	46,973	46,973	-	9,099	81%
3401	HlthWelfare	-	25,203	2,059	27,757	15,506	986	26,748	1,235	3,462	1,340	107,856	212,152	216,753	(4,602)	195,412	195,412	195,412	-	(16,740)	109%
3501	UnemployIns	-	166	-	164	-	-	0	181	27	-	-	538	330	208	872	892	892	-	354	60%
3601	WorkersCmp	3,594	1,198	1,198	1,198	1,198	-	1,198	1,198	2,396	1,198	-	14,376	10,739	3,637	15,820	15,820	15,820	-	1,444	91%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	2	3	2	-	(0)	7	(4)	11	-	-	-	-	(7)	-
<b>SUBTOTAL - Employee Benefits</b>		<b>14,223</b>	<b>47,944</b>	<b>26,467</b>	<b>52,533</b>	<b>38,569</b>	<b>23,971</b>	<b>51,425</b>	<b>26,997</b>	<b>30,311</b>	<b>27,083</b>	<b>131,774</b>	<b>471,295</b>	<b>488,406</b>	<b>(17,111)</b>	<b>473,427</b>	<b>499,364</b>	<b>499,364</b>	<b>-</b>	<b>28,069</b>	<b>94%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	13,270	28	-	7,691	-	2,796	-	-	-	23,784	31,531	(7,746)	28,840	27,440	50,139	22,699	26,355	47%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	412	(412)	1,030	1,030	1,030	-	1,030	0%
4310	Ins Mats & Sups	-	-	371	146	856	150	-	0	40	368	630	2,563	3,759	(1,196)	6,369	40,378	8,150	(32,227)	5,588	31%
4315	OthSupplies	-	-	-	613	-	-	127	0	118	100	-	958	2,213	(1,255)	-	16,672	4,641	(12,031)	3,683	21%
4320	Office Supplies	-	-	1,915	1,081	335	-	1,033	2,509	228	-	1,603	8,703	4,482	4,221	12,000	9,000	9,000	-	297	97%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	400	(400)	1,000	1,000	1,000	-	1,000	0%
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	26	-	50	75	1,206	(1,130)	3,090	3,090	3,090	-	3,015	2%
4335	PE Supplies	-	-	-	-	-	1,207	-	-	-	-	-	1,207	1,548	(341)	2,060	2,060	2,060	-	853	59%
4340	Educat Software	-	375	2,851	3,985	3,692	-	2,188	-	450	-	895	14,435	15,165	(730)	19,248	19,623	19,623	-	5,189	74%
4345	NonInstStdntSup	-	-	-	22	-	-	211	-	25	(25)	1,706	1,939	5,936	(3,996)	1,545	2,745	16,195	13,450	14,256	12%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	560	560	765	(205)	2,472	2,472	2,472	-	1,912	23%
4350	Cust. Supplies	-	-	1,585	1,571	714	0	918	779	1,761	-	-	7,328	5,952	1,376	8,240	8,240	10,240	2,000	2,912	72%
4351	Yearbook	-	-	-	-	-	-	849	-	-	-	-	849	1,551	(702)	783	2,603	2,603	-	1,754	33%
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	1,720	(1,720)	10,300	4,300	4,300	-	4,300	0%
4410	ClssrmFrmEqp<5k	-	-	-	-	4,809	-	-	-	-	-	87	4,896	4,124	772	3,184	3,184	3,184	-	(1,712)	154%
4430	OfficeFurnEqp<5k	-	-	12	685	-	-	427	-	-	-	1,455	2,580	1,720	859	5,056	4,068	4,068	-	1,488	63%
4440	Computers <\$5k	-	-	-	-	-	-	-	-	-	-	-	-	1,200	(1,200)	12,000	3,000	3,000	-	3,000	0%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	108,016	-	-	-	-	-
4720	Food:Other Food	-	-	768	-	-	-	406	0	1,615	1	-	2,790	2,363	427	2,060	15,257	5,763	(9,494)	2,973	48%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	-	1,890	20,229	(12,372)	8,538	8,375	(2,224)	608	(5,080)	41,602	(41,374)	20,193	16,359	3,834	-	-	-	-	(20,193)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>-</b>	<b>2,265</b>	<b>41,000</b>	<b>(4,242)</b>	<b>18,944</b>	<b>17,422</b>	<b>3,935</b>	<b>6,692</b>	<b>(816)</b>	<b>42,046</b>	<b>(34,388)</b>	<b>92,860</b>	<b>102,405</b>	<b>(9,545)</b>	<b>227,293</b>	<b>166,162</b>	<b>150,559</b>	<b>(15,603)</b>	<b>57,699</b>	<b>62%</b>

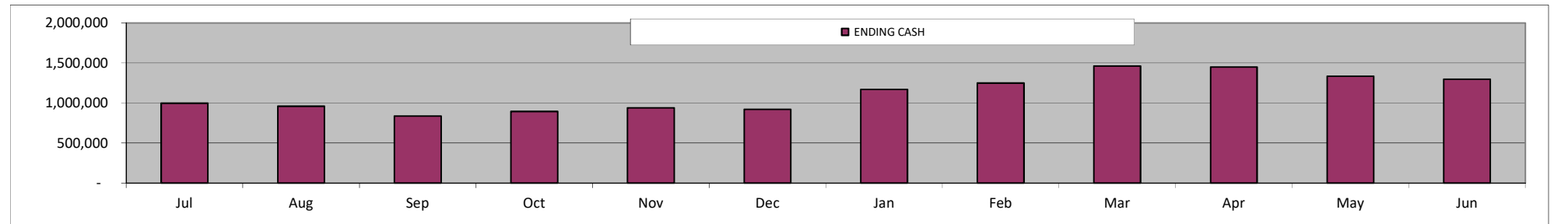
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 7</b>																					
<b>Services &amp; Other Operating Expenses</b>																					
5101	CMO Fees	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	455,386	455,386	-	496,785	496,785	496,785	-	41,399	92%
5205	Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	(824)	1,030	1,030	1,030	-	1,030	0%
5210	MilesParkTolls	-	-	139	-	327	166	248	17	252	194	287	1,630	1,224	406	2,060	2,060	2,060	-	430	79%
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5220	TraLodging	-	-	-	-	139	-	(0)	0	-	-	-	139	1,500	(1,361)	1,310	1,310	1,840	530	1,701	8%
5300	DuesMemberships	-	-	1,650	-	-	2,880	81	-	324	-	-	4,935	7,255	(2,320)	8,240	8,240	8,240	-	3,305	60%
5450	Other Insurance	5,099	1,700	1,700	1,700	1,700	-	1,700	1,700	3,400	1,700	-	20,399	11,761	8,638	18,102	18,102	18,102	-	(2,297)	113%
5500	OpsHousekeeping	-	300	1,498	525	586	-	270	1,758	175	1,991	1,428	8,532	4,594	3,938	10,300	10,300	10,300	-	1,768	83%
5510	Gas & Electric	1,970	6,166	3,144	5,909	4,253	3,057	7,836	4,676	5,120	3,092	3,450	48,673	41,392	7,280	59,995	59,995	59,995	-	11,323	81%
5610	Rent & Leases	23,390	23,390	23,390	23,390	25,286	21,493	25,340	21,493	23,417	23,417	23,417	257,420	267,038	(9,618)	281,134	281,134	281,134	-	23,714	92%
5620	EquipmentLeases	370	603	1,359	1,200	567	1,078	533	1,075	567	904	842	9,098	6,953	2,144	8,652	10,652	10,652	-	1,554	85%
5630	Reps&MaintBldg	-	7,351	2,430	(1,500)	385	-	-	-	577	250	4,770	14,262	9,400	4,862	11,330	11,330	15,180	3,850	918	94%
5800	ProfessServices	-	-	6,775	270	1,800	0	7,824	800	373	-	6,218	24,060	16,669	7,391	159,113	54,360	60,396	6,036	36,336	40%
5810	Legal	-	-	-	4,764	-	-	-	-	-	-	17	4,781	7,900	(3,119)	15,000	8,700	8,700	-	3,920	55%
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5813	SchPrgAftSchool	-	-	32,760	32,760	16,380	16,380	16,380	16,380	16,380	16,380	16,380	180,180	180,180	-	168,714	168,714	168,714	-	(11,466)	107%
5814	SchPrgAcadComps	-	-	-	-	-	-	-	-	200	-	-	200	4,640	(4,440)	6,000	6,000	6,000	-	5,800	3%
5819	SchlProgs-Other	-	-	-	-	23	-	-	-	-	31	3,277	3,331	3,560	(229)	4,120	4,120	7,751	3,631	4,420	43%
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	5,191	(5,191)	6,489	6,489	6,489	-	6,489	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5835	Field Trips	-	-	426	973	389	-	370	808	2,315	-	-	5,280	4,525	755	8,240	8,240	8,240	-	2,960	64%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5840	MarkngStdRecrt	-	-	-	1,092	-	-	-	600	-	-	526	2,218	5,718	(3,500)	10,000	8,000	8,000	-	5,782	28%
5850	Oversight Fees	1,540	2,755	2,053	2,053	2,053	2,053	2,053	3,592	3,600	1,956	1,956	25,663	22,770	2,893	27,578	27,578	27,578	-	1,914	93%
5857	Payroll Fees	-	-	-	-	-	-	1,446	885	900	906	365	4,502	9,998	(5,496)	14,891	15,191	15,191	-	10,689	30%
5860	Service Fees	-	-	-	-	-	-	-	-	-	-	7	7	2,365	(2,358)	2,963	2,963	2,963	-	2,956	0%
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5863	Prof Developmnt	-	315	-	1,005	-	-	1,866	45	-	-	640	3,871	8,361	(4,490)	7,900	7,900	10,340	2,440	6,469	37%
5864	Prof Dev-Other	-	1,377	-	45	-	-	1,188	-	2,790	300	2,487	8,187	13,900	(5,713)	14,200	23,620	22,300	(1,320)	14,113	37%
5869	SpEd Ctrct Inst	-	-	-	-	14,122	12,742	12,452	525	1,050	4,963	20,197	66,050	39,316	26,735	-	143,048	142,841	(206)	76,791	46%
5872	SpEd Fees	2,594	2,594	1,730	-	-	-	-	-	-	-	-	6,919	6,919	-	-	42,987	42,987	-	36,068	16%
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5884	Substitutes	-	-	723	3,847	5,680	0	4,717	1,789	3,552	3,576	6,858	30,742	26,260	4,482	46,350	26,858	44,858	18,000	14,116	69%
5890	OthSvcsNon-Inst	1,616	-	-	1,225	791	-	-	2,318	-	-	-	5,950	3,632	2,318	11,092	178,632	176,632	(2,000)	170,681	3%
5900	Communications	-	-	45	-	-	-	100	-	-	100	10	255	141	114	4,120	-	250	250	(5)	102%
5920	TelecomInternet	278	-	-	-	332	1,923	332	-	-	241	3,107	3,344	(238)	32,863	4,120	4,120	-	1,013	75%	
5930	PostageDelivery	-	-	25	-	-	612	46	42	-	94	818	2,948	(2,130)	3,708	3,708	3,708	-	2,890	22%	
5940	Technology	-	-	-	-	-	1,705	2,692	274	274	548	5,493	1,705	3,787	-	-	31,505	30,613	(892)	25,120	18%
<b>SUBTOTAL - Services &amp; Operations</b>		<b>78,255</b>	<b>87,950</b>	<b>121,244</b>	<b>120,656</b>	<b>115,857</b>	<b>101,604</b>	<b>130,042</b>	<b>102,931</b>	<b>106,705</b>	<b>101,431</b>	<b>135,410</b>	<b>1,202,086</b>	<b>1,177,371</b>	<b>24,715</b>	<b>1,442,279</b>	<b>1,673,671</b>	<b>1,703,989</b>	<b>30,318</b>	<b>501,903</b>	<b>71%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 7</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	7,819	83,021	-	-	90,840	87,819	3,021	-	349,434	349,434	-	258,594	26%	
6400	EquipFixed	-	-	-	-	12,268	-	-	1,225	-	32,486	45,979	12,268	33,711	-	13,568	49,294	35,726	3,315	93%	
6900	Depreciation	-	-	-	5,329	-	-	-	-	-	-	5,329	13,856	(8,527)	15,987	15,987	15,987	-	10,658	33%	
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	5,329	12,268	-	7,819	84,246	-	32,486	142,148	113,943	28,206	15,987	378,990	414,715	35,726	272,567	34%	
<b>Other Outflows</b>																					
7299	Encroachment	-	2,594	(11,206)	3,459	3,459	3,459	3,551	6,076	3,419	3,072	20,956	25,318	(4,361)	42,987	-	-	-	(20,956)	-	
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>SUBTOTAL - Other Outflows</b>		-	2,594	(11,206)	3,459	3,459	3,459	3,551	6,076	3,419	3,072	20,956	25,318	(4,361)	42,987	-	-	-	(20,956)	-	
<b>TOTAL EXPENDITURES</b>		188,123	251,661	299,516	300,392	309,002	267,243	318,001	352,285	265,287	299,542	391,027	3,242,078	3,209,245	32,833	3,606,961	4,285,808	4,305,886	20,078	1,063,808	75%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

<b>MSA-7</b>	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	<b>TOTAL</b>
	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>	<b>BUDGET</b>	
<b>BEGINNING CASH</b>	<b>1,269,979</b>	<b>997,385</b>	<b>958,746</b>	<b>836,866</b>	<b>893,849</b>	<b>938,670</b>	<b>919,344</b>	<b>1,170,679</b>	<b>1,249,141</b>	<b>1,460,832</b>	<b>1,448,474</b>	<b>1,334,030</b>	<b>1,296,753</b>	
<b>Revenue</b>														
LCFF Entitlement	39,774	163,536	137,019	204,208	204,208	204,208	402,239	243,982	304,137	208,762	208,762	225,000	23,469	<b>2,569,305</b>
Federal Revenue	22,640	6,541	(15,009)	4,361	30,540	4,361	194,432	9,517	5,155	36,638	3,871	672	140,413	<b>444,132</b>
Other State Revenues	9,702	19,403	-	111,950	119,405	29,046	(64,921)	46,148	238,977	34,544	59,037	62,384	(7,897)	<b>657,778</b>
Other Local Revenues	4,833	646	95	5,169	249	5,248	(2,155)	122,748	(74,950)	1,748	1,021	(321)	(15,238)	<b>49,094</b>
<b>Total Revenue</b>	<b>76,949</b>	<b>190,126</b>	<b>122,106</b>	<b>325,689</b>	<b>354,403</b>	<b>242,863</b>	<b>529,595</b>	<b>422,396</b>	<b>473,319</b>	<b>281,693</b>	<b>272,690</b>	<b>287,735</b>	<b>140,746</b>	<b>3,720,309</b>
<b>Expenses</b>														
Certificated Salaries	78,995	91,319	92,062	91,584	93,134	91,984	90,984	92,484	93,260	91,394	87,600	91,922	78,166	<b>1,164,887</b>
Classified Salaries	16,649	19,588	29,948	31,072	26,771	28,802	30,245	32,859	32,408	34,516	35,073	30,245	35,124	<b>383,300</b>
Benefits	14,223	47,944	26,467	52,533	38,569	23,971	51,425	26,997	30,311	27,083	131,774	98,625	(22,668)	<b>547,253</b>
Books and Supplies	-	2,265	41,000	(4,242)	18,944	17,422	3,935	6,692	(816)	42,046	(34,388)	-	12,575	<b>105,435</b>
Services and Operations	78,255	87,950	121,244	120,656	115,857	101,604	130,042	102,931	106,705	101,431	135,410	105,441	421,178	<b>1,728,705</b>
Depreciation / Cap Outlay	-	-	-	5,329	12,268	-	7,819	84,246	-	-	32,486	2,132	298,641	<b>442,921</b>
Other Outflows	-	2,594	(11,206)	3,459	3,459	3,459	3,551	6,076	3,419	3,072	3,072	5,000	(30,318)	<b>(4,361)</b>
<b>Total Expenses</b>	<b>188,123</b>	<b>251,661</b>	<b>299,516</b>	<b>300,392</b>	<b>309,002</b>	<b>267,243</b>	<b>318,001</b>	<b>352,285</b>	<b>265,287</b>	<b>299,542</b>	<b>391,027</b>	<b>333,364</b>	<b>792,699</b>	<b>4,368,140</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	78,791	47,901	19,369	21,074	46,103	-	-	-	-	-	-	-	-	<b>213,238</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	5,329	2,956	2,956	2,956	2,956	2,956	2,956	-	2,956	-	<b>26,020</b>
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Expenses - Prior Year Accruals	(245,607)	(30,401)	-	-	-	-	-	-	-	-	-	-	-	<b>(276,008)</b>
Accounts Payable - Current Year	-	-	30,765	(112)	(55,035)	(3,299)	31,389	-	(4,692)	(2,861)	(1,503)	-	-	<b>(5,349)</b>
Summer Holdback for Teachers	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	5,396	-	<b>64,752</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>(161,420)</b>	<b>22,896</b>	<b>55,530</b>	<b>31,687</b>	<b>(580)</b>	<b>5,053</b>	<b>39,741</b>	<b>8,352</b>	<b>3,659</b>	<b>5,491</b>	<b>3,893</b>	<b>8,352</b>	<b>-</b>	<b>22,653</b>
<b>Total Change in Cash</b>	<b>(272,594)</b>	<b>(38,639)</b>	<b>(121,880)</b>	<b>56,983</b>	<b>44,821</b>	<b>(19,326)</b>	<b>251,335</b>	<b>78,462</b>	<b>211,691</b>	<b>(12,358)</b>	<b>(114,444)</b>	<b>(37,277)</b>	<b>-</b>	<b>(625,178)</b>

<b>ENDING CASH</b>	<b>997,385</b>	<b>958,746</b>	<b>836,866</b>	<b>893,849</b>	<b>938,670</b>	<b>919,344</b>	<b>1,170,679</b>	<b>1,249,141</b>	<b>1,460,832</b>	<b>1,448,474</b>	<b>1,334,030</b>	<b>1,296,753</b>	<<< = 108 days cash
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## MSA-8 Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget surplus of \$166,402.

This is an decrease of (\$4,000) from the original Second Interim Budget projected surplus of \$170,402.

This will allow MSA-8 to end this fiscal year with a balance of \$4,250,119, which is 76.4% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$1,274,611, which represents 86 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$10,488, or 0.2% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$0 lower than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at \$3,888 higher than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$6,600 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$14,488, or 0.3% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$20,000) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$22,270) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$35,758 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$21,000 higher than in the Second Interim, reflecting updated depreciation and capital outlay projections.







April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 8</b>																					
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	-	152,152	152,152	273,873	273,873	273,873	273,873	273,873	256,282	256,282	256,282	2,442,515	2,495,288	(52,773)	3,233,832	2,970,949	2,970,949	-	528,434	82%
8012	EPA Entitlement	-	-	-	-	-	-	176,394	176,394	165,733	-	-	518,521	529,182	(10,661)	562,787	628,045	628,045	-	109,524	83%
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	39	(1,365)	(1,365)	(2,691)	-	(2,691)	-	-	-	-	2,691	-
8096	InLieuPropTaxes	68,456	136,913	91,275	91,275	91,275	91,275	159,732	18,126	73,790	73,790	987,185	1,001,746	(14,561)	1,040,540	1,103,640	1,103,640	-	116,455	89%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>68,456</b>	<b>289,065</b>	<b>243,427</b>	<b>365,148</b>	<b>365,148</b>	<b>541,542</b>	<b>609,999</b>	<b>440,180</b>	<b>328,707</b>	<b>328,707</b>	<b>3,945,530</b>	<b>4,026,216</b>	<b>(80,686)</b>	<b>4,837,159</b>	<b>4,702,634</b>	<b>4,702,634</b>	<b>-</b>	<b>757,104</b>	<b>84%</b>	
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	5,629	11,258	7,506	7,506	7,506	7,692	13,180	4,158	6,374	6,374	84,689	60,719	23,970	92,335	92,335	92,335	-	7,646	92%	
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	46,770	59,543	-	79,552	12,175	-	53,010	-	251,050	315,865	(64,815)	230,253	242,898	242,898	-	(8,152)	103%
<b>SUBTOTAL - Federal Revenue</b>		<b>5,629</b>	<b>11,258</b>	<b>7,506</b>	<b>54,276</b>	<b>67,049</b>	<b>7,506</b>	<b>87,244</b>	<b>25,355</b>	<b>4,158</b>	<b>59,384</b>	<b>6,374</b>	<b>335,739</b>	<b>376,584</b>	<b>(40,845)</b>	<b>322,588</b>	<b>335,233</b>	<b>335,233</b>	<b>-</b>	<b>(506)</b>	<b>100%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	16,698	33,395	-	25,173	22,264	43,626	22,870	39,108	9,430	20,582	18,914	252,059	244,025	8,033	269,858	287,758	291,645	3,888	39,587	86%
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	7,722	-	31,342	-	-	-	39,064	37,722	1,342	169,906	94,752	94,752	-	55,688	41%
8560	StateLotteryRev	-	-	-	-	-	-	22,107	-	-	34,992	-	57,100	66,322	(9,222)	91,500	91,500	91,500	-	34,400	62%
8590	AllOthStateRev	-	-	-	176,394	88,769	-	15,249	(176,394)	34,142	-	-	138,160	120,412	17,748	136,568	164,232	164,232	-	26,072	84%
<b>SUBTOTAL - Other State Revenue</b>		<b>16,698</b>	<b>33,395</b>	<b>-</b>	<b>201,567</b>	<b>111,033</b>	<b>51,348</b>	<b>60,226</b>	<b>(105,944)</b>	<b>43,572</b>	<b>55,574</b>	<b>18,914</b>	<b>486,383</b>	<b>468,481</b>	<b>17,901</b>	<b>667,832</b>	<b>638,242</b>	<b>642,129</b>	<b>3,888</b>	<b>155,747</b>	<b>76%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	37,327	-	-	-	37,327	35,000	2,327	-	38,527	38,527	-	1,200	97%
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	973	0	(0)	1,426	-	(2,909)	1,231	-	2,964	10,811	-	14,495	(838)	15,333	4,000	4,000	10,600	6,600	(3,895)	137%
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	0	-	(0)	131	(0)	0	37,372	(37,458)	-	-	-	45	131	(86)	-	-	-	-	(45)	-
<b>SUBTOTAL - Local Revenue</b>		<b>973</b>	<b>0</b>	<b>(0)</b>	<b>1,425</b>	<b>131</b>	<b>(2,909)</b>	<b>1,231</b>	<b>37,372</b>	<b>2,833</b>	<b>10,811</b>	<b>-</b>	<b>51,867</b>	<b>34,293</b>	<b>17,574</b>	<b>4,000</b>	<b>42,527</b>	<b>49,127</b>	<b>6,600</b>	<b>(2,740)</b>	<b>106%</b>
<b>TOTAL REVENUE</b>		<b>91,756</b>	<b>333,719</b>	<b>250,933</b>	<b>622,416</b>	<b>543,361</b>	<b>421,093</b>	<b>690,243</b>	<b>566,781</b>	<b>490,744</b>	<b>454,476</b>	<b>353,996</b>	<b>4,819,518</b>	<b>4,905,574</b>	<b>(86,056)</b>	<b>5,831,579</b>	<b>5,718,636</b>	<b>5,729,124</b>	<b>10,488</b>	<b>909,605</b>	<b>84%</b>

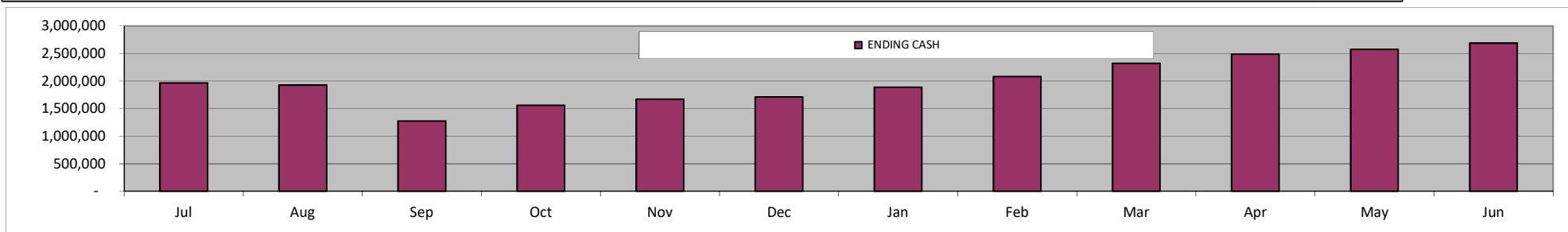
April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 8</b>																					
<b>EXPENDITURES DETAIL</b>																					
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	45,234	106,977	118,416	124,175	123,668	118,614	113,498	120,400	120,354	126,331	124,194	1,241,860	1,250,582	(8,721)	1,529,852	1,243,724	1,223,724	(20,000)	(18,136)	101%
1300	Cert Adminis	45,202	20,496	20,906	21,086	20,986	20,586	20,346	26,656	26,776	26,776	26,896	276,712	277,608	(896)	337,456	329,461	329,461	-	52,749	84%
<b>SUBTOTAL - Certificated Salaries</b>		<b>90,436</b>	<b>127,473</b>	<b>139,322</b>	<b>145,261</b>	<b>144,654</b>	<b>139,200</b>	<b>133,844</b>	<b>147,056</b>	<b>147,130</b>	<b>153,107</b>	<b>151,090</b>	<b>1,518,572</b>	<b>1,528,190</b>	<b>(9,617)</b>	<b>1,867,308</b>	<b>1,573,185</b>	<b>1,553,185</b>	<b>(20,000)</b>	<b>34,613</b>	<b>98%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	10,367	15,256	20,386	21,026	23,144	25,005	27,513	24,878	21,566	23,157	15,657	227,954	252,747	(24,793)	120,411	232,675	232,675	-	4,721	98%
2900	OtherClassStaff	12,982	23,938	21,515	22,585	17,379	22,855	21,366	20,540	21,249	25,041	26,280	235,730	228,086	7,645	225,589	219,340	219,340	-	(16,391)	107%
<b>SUBTOTAL - Classified Salaries</b>		<b>23,349</b>	<b>39,194</b>	<b>41,901</b>	<b>43,612</b>	<b>40,522</b>	<b>47,860</b>	<b>48,879</b>	<b>45,418</b>	<b>42,814</b>	<b>48,198</b>	<b>41,937</b>	<b>463,684</b>	<b>480,833</b>	<b>(17,149)</b>	<b>346,000</b>	<b>452,015</b>	<b>452,015</b>	<b>-</b>	<b>(11,669)</b>	<b>103%</b>
<b>Employee Benefits</b>																					
3101	STRS	7,359	20,630	22,608	23,447	22,868	23,301	23,015	24,497	23,892	25,154	24,129	240,899	261,228	(20,329)	278,507	285,900	285,900	-	45,001	84%
3202	PERS	4,014	6,538	6,963	6,595	6,916	7,221	8,443	6,987	6,245	7,798	7,187	74,908	44,731	30,177	62,495	72,460	72,460	-	(2,449)	103%
3301	OASDI/Med	3,086	4,808	5,216	5,155	5,188	5,378	5,274	5,326	5,140	5,783	5,263	55,615	44,372	11,243	63,253	68,450	68,450	-	12,835	81%
3401	HlthWelfare	-	31,360	1,052	57,693	30,856	2,097	46,177	1,935	3,525	25,714	71,076	271,487	249,236	22,250	348,355	364,413	364,413	-	92,926	74%
3501	UnemployIns	-	(6)	-	230	-	-	(0)	280	42	-	42	589	225	364	1,295	1,295	1,295	-	706	46%
3601	WorkersCmp	5,949	1,983	1,983	1,983	1,983	-	1,983	1,983	3,966	1,983	-	23,796	16,765	7,031	24,922	24,922	24,922	-	1,126	95%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	391	(391)	489	489	489	-	489	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>20,408</b>	<b>65,313</b>	<b>37,822</b>	<b>95,103</b>	<b>67,812</b>	<b>37,997</b>	<b>84,892</b>	<b>41,009</b>	<b>42,810</b>	<b>66,432</b>	<b>107,697</b>	<b>667,294</b>	<b>616,948</b>	<b>50,346</b>	<b>779,314</b>	<b>817,928</b>	<b>817,928</b>	<b>-</b>	<b>150,633</b>	<b>82%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	9,826	(473)	-	-	-	4,476	0	-	-	-	13,830	14,286	(456)	51,500	18,500	14,400	(4,100)	570	96%
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	1,102	(1,102)	1,030	1,377	1,377	-	1,377	0%
4310	Ins Mats & Sups	-	-	2,886	140	-	130	1,303	1,834	1,878	888	6,184	15,243	4,459	10,784	46,268	75,841	72,756	(3,085)	57,513	21%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	305	2,980	178	173	1,017	419	328	546	168	935	7,049	5,234	1,815	6,901	6,901	7,251	350	202	97%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	4,000	(4,000)	7,725	5,000	5,000	-	5,000	0%
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	-	-	1,200	(1,200)	2,575	1,500	1,500	-	1,500	0%
4340	Educat Software	-	4,608	6,950	-	-	-	-	17,905	450	-	-	29,912	25,730	4,183	51,974	51,627	47,627	(4,000)	17,715	63%
4345	NonInstStdntSup	-	-	-	-	-	107	1,737	155	-	-	-	1,999	5,325	(3,326)	5,150	6,350	6,350	-	4,351	31%
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	62	62	3,950	(3,888)	5,150	5,000	5,000	-	4,938	1%
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	1,085	1,085	800	285	1,545	1,000	2,085	1,085	1,000	52%
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	424	(424)	530	530	530	-	530	0%
4400	NonCapEquip-Gen	-	-	3,624	-	11	-	-	-	5	4,842	-	8,482	7,336	1,146	11,330	13,100	13,108	8	4,626	65%
4410	ClssrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	624	(624)	1,030	1,030	780	(250)	780	0%
4430	OffceFurnEqp<5k	-	-	-	-	-	-	-	-	-	706	1,278	1,984	2,436	(452)	5,150	5,150	5,029	(121)	3,045	39%
4440	Computers <\$5k	-	-	-	-	2,889	-	-	-	-	-	-	2,889	5,738	(2,849)	15,450	15,450	6,450	(9,000)	3,561	45%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	61,156	(0)	4,405	-	-	65,562	61,156	4,405	210,950	122,000	122,000	-	56,438	54%
4720	Food:Other Food	-	-	369	224	334	888	(8)	960	480	22	-	3,269	6,449	(3,181)	5,150	12,230	9,073	(3,158)	5,804	36%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	11	1,146	29,460	(17,848)	6,884	43,056	(33,683)	3,847	1,137	50,343	(41,890)	42,462	102,708	(60,247)	-	-	-	-	(42,462)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>11</b>	<b>15,885</b>	<b>45,796</b>	<b>(17,306)</b>	<b>7,401</b>	<b>48,087</b>	<b>35,400</b>	<b>24,068</b>	<b>9,380</b>	<b>57,429</b>	<b>(32,323)</b>	<b>193,828</b>	<b>252,957</b>	<b>(59,128)</b>	<b>429,408</b>	<b>342,586</b>	<b>320,317</b>	<b>(22,270)</b>	<b>126,488</b>	<b>61%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 8</b>																					
<b>Services &amp; Other Operating Expenses</b>																					
5101	CMO Fees	-	165,239	82,620	82,620	82,620	82,620	82,620	82,620	82,620	82,620	908,816	908,816	-	991,436	991,436	991,436	-	82,620	92%	
5205	Conference Fees	-	-	-	-	-	1,400	-	-	-	-	1,400	8,520	(7,120)	10,300	10,300	10,300	-	8,900	14%	
5210	MilesParkTolls	-	-	-	-	-	-	-	-	-	-	-	3,960	(3,960)	5,150	4,950	4,950	-	4,950	0%	
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5220	TraLodging	-	-	-	-	-	-	-	-	-	-	-	8,240	(8,240)	10,300	10,300	10,300	-	10,300	0%	
5300	DuesMemberships	-	3,045	-	-	-	-	-	4,700	-	-	7,745	13,045	(5,300)	7,725	7,745	7,745	-	-	100%	
5450	Other Insurance	5,870	1,957	1,957	1,957	1,957	-	1,957	1,957	3,914	1,957	23,483	28,740	(5,257)	31,196	31,196	31,196	-	7,713	75%	
5500	OpsHousekeeping	37	37	37	295	37	37	37	76	1,680	14	(121)	2,163	10,515	(8,352)	36,050	36,050	36,050	-	33,887	6%
5510	Gas & Electric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5610	Rent & Leases	-	-	-	-	-	-	98,358	-	-	-	98,358	98,358	-	304,830	304,830	304,830	-	206,472	32%	
5620	EquipmentLeases	196	1,491	1,018	196	1,088	1,032	236	232	1,091	391	243	7,213	5,257	1,957	17,441	17,441	17,441	-	10,228	41%
5630	Reps&MaintBldng	-	-	-	-	-	-	-	-	-	-	-	-	-	3,090	2,226	2,226	-	2,226	0%	
5800	ProfessServices	-	3,225	2,125	1,625	6,511	-	-	350	3,378	4,075	2,442	23,730	53,486	(29,755)	101,281	44,631	46,561	1,930	22,831	51%
5810	Legal	-	-	-	-	-	-	-	-	-	-	-	-	-	13,390	10,000	10,000	-	10,000	0%	
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5813	SchPrgAftSchool	-	2,250	83	-	260	-	473	-	358	-	-	3,423	6,639	(3,217)	136,568	3,533	7,891	4,358	4,468	43%
5814	SchPrgAcadComps	-	-	-	-	-	-	-	-	-	-	-	-	494	(494)	618	618	618	-	618	0%
5819	SchlProgs-Other	-	-	-	-	-	-	-	705	491	-	7,050	8,246	363	7,883	1,030	1,230	8,700	7,470	454	95%
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	12,731	(12,731)	15,914	15,914	15,914	-	15,914	0%
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835	Field Trips	-	718	1,489	-	3,540	28	(436)	3,120	3,120	-	3,956	15,534	12,111	3,423	20,600	20,000	24,000	4,000	8,466	65%
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5840	MarkngStdtRecrt	-	-	-	-	-	-	-	-	-	-	3,060	3,060	4,144	(1,084)	8,240	8,240	8,240	-	5,180	37%
5850	Oversight Fees	2,723	5,446	3,631	3,631	3,631	3,631	3,631	6,354	4,468	3,291	3,291	43,730	29,754	13,975	48,017	48,017	48,017	-	4,287	91%
5857	Payroll Fees	-	-	-	-	-	-	3,741	53	870	(92)	1,153	5,724	13,594	(7,870)	17,741	18,041	18,041	-	12,317	32%
5860	Service Fees	-	-	5	990	-	0	-	(0)	-	345	-	1,339	1,026	313	515	1,379	1,379	-	39	97%
5861	Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5863	Prof Developmnt	-	-	250	1,020	-	1,500	75	1,280	1,875	2,254	-	8,254	43,099	(34,845)	8,549	8,549	8,888	339	634	93%
5864	Prof Dev-Other	-	-	225	2,040	780	147	780	3,330	480	12,000	1,200	20,982	13,315	7,667	43,000	33,000	32,661	(339)	11,679	64%
5869	SpEd Ctctc Inst	-	-	2,448	3,384	-	-	6,409	-	9,685	-	9,266	31,192	30,147	1,045	-	53,575	53,575	-	22,383	58%
5872	SpEd Fees	4,465	4,465	2,977	-	-	-	-	-	-	-	-	11,908	11,908	-	-	72,628	72,628	-	60,720	16%
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884	Substitutes	-	8,502	11,093	11,633	22,711	5,043	2,462	16,414	20,181	8,246	12,460	118,745	131,170	(12,425)	69,059	125,059	143,059	18,000	24,314	83%
5890	OthSvcsNon-Inst	1,772	-	-	-	860	-	-	2,581	-	-	-	5,214	2,632	2,581	13,390	286,301	286,301	-	281,087	2%
5900	Communications	-	-	-	-	1,500	-	-	-	-	100	-	1,600	2,321	(720)	3,000	2,626	2,626	-	1,026	61%
5920	TelecomInternet	-	-	-	-	-	8,235	3,793	-	11,236	-	-	23,265	21,796	1,469	74,154	(21,000)	35,474	56,474	12,209	66%
5930	PostageDelivery	-	1,251	-	209	-	-	571	-	-	-	1,099	3,130	9,415	(6,285)	12,360	12,360	12,360	-	9,230	25%
5940	Technology	-	-	-	-	-	-	2,052	-	274	274	548	3,147	11,578	(8,431)	-	71,528	15,054	(56,474)	11,907	21%
<b>SUBTOTAL - Services &amp; Operations</b>		<b>15,063</b>	<b>197,627</b>	<b>109,956</b>	<b>109,599</b>	<b>125,496</b>	<b>103,672</b>	<b>206,758</b>	<b>119,071</b>	<b>150,420</b>	<b>115,475</b>	<b>128,266</b>	<b>1,381,402</b>	<b>1,497,175</b>	<b>(115,773)</b>	<b>2,004,944</b>	<b>2,232,703</b>	<b>2,268,461</b>	<b>35,758</b>	<b>887,059</b>	<b>61%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA 8</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400	EquipFixed	-	-	-	-	19,864	-	20,239	(0)	-	-	18,546	58,649	40,103	18,546	-	42,000	63,000	21,000	4,351	93%
6900	Depreciation	-	-	-	29,272	-	-	-	-	-	-	29,272	29,272	29,272	-	87,817	87,817	87,817	-	58,544	33%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	29,272	19,864	-	20,239	(0)	-	-	18,546	87,921	69,375	18,546	87,817	129,817	150,817	21,000	62,896	58%
<b>Other Outflows</b>																					
7299	Encroachment	-	4,465	(19,287)	5,954	5,954	5,954	6,112	10,457	3,299	5,058	5,058	33,025	33,602	(577)	72,628	-	-	-	(33,025)	-
7438	InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>		-	4,465	(19,287)	5,954	5,954	5,954	6,112	10,457	3,299	5,058	5,058	33,025	33,602	(577)	72,628	-	-	-	(33,025)	-
<b>TOTAL EXPENDITURES</b>		149,267	449,957	355,510	411,494	411,703	382,769	536,125	387,079	395,854	445,697	420,271	4,345,727	4,479,079	(133,352)	5,587,420	5,548,234	5,562,722	14,488	1,216,994	78%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-8	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>1,907,434</b>	<b>1,966,153</b>	<b>1,927,984</b>	<b>1,274,611</b>	<b>1,562,588</b>	<b>1,672,045</b>	<b>1,715,031</b>	<b>1,889,234</b>	<b>2,084,325</b>	<b>2,322,930</b>	<b>2,489,305</b>	<b>2,576,154</b>	<b>2,688,662</b>	
<b>Revenue</b>														
LCFF Entitlement	68,456	289,065	243,427	365,148	365,148	365,148	541,542	609,999	440,180	328,707	328,707	363,873	29,358	<b>4,338,761</b>
Federal Revenue	5,629	11,258	7,506	54,276	67,049	7,506	87,244	25,355	4,158	59,384	6,374	51,529	(103,564)	<b>283,704</b>
Other State Revenues	16,698	33,395	-	201,567	111,033	51,348	60,226	(105,944)	43,572	55,574	18,914	22,107	107,645	<b>616,134</b>
Other Local Revenues	973	0	(0)	1,425	131	(2,909)	1,231	37,372	2,833	10,811	-	-	(9,340)	<b>42,527</b>
<b>Total Revenue</b>	<b>91,756</b>	<b>333,719</b>	<b>250,933</b>	<b>622,416</b>	<b>543,361</b>	<b>421,093</b>	<b>690,243</b>	<b>566,781</b>	<b>490,744</b>	<b>454,476</b>	<b>353,996</b>	<b>437,510</b>	<b>24,099</b>	<b>5,281,126</b>
<b>Expenses</b>														
Certificated Salaries	90,436	127,473	139,322	145,261	144,654	139,200	133,844	147,056	147,130	153,107	151,090	152,000	(127,005)	<b>1,543,568</b>
Classified Salaries	23,349	39,194	41,901	43,612	40,522	47,860	48,879	45,418	42,814	48,198	41,937	48,879	(77,697)	<b>434,866</b>
Benefits	20,408	65,313	37,822	95,103	67,812	37,997	84,892	41,009	42,810	66,432	107,697	92,400	108,580	<b>868,274</b>
Books and Supplies	11	15,885	45,796	(17,306)	7,401	48,087	35,400	24,068	9,380	57,429	(32,323)	31,000	36,360	<b>261,189</b>
Services and Operations	15,063	197,627	109,956	109,599	125,496	103,672	206,758	119,071	150,420	115,475	128,266	196,485	574,801	<b>2,152,688</b>
Depreciation / Cap Outlay	-	-	-	29,272	19,864	-	20,239	(0)	-	-	18,546	-	81,441	<b>169,362</b>
Other Outflows	-	4,465	(19,287)	5,954	5,954	5,954	6,112	10,457	3,299	5,058	5,058	6,112	(39,714)	<b>(577)</b>
<b>Total Expenses</b>	<b>149,267</b>	<b>449,957</b>	<b>355,510</b>	<b>411,494</b>	<b>411,703</b>	<b>382,769</b>	<b>536,125</b>	<b>387,079</b>	<b>395,854</b>	<b>445,697</b>	<b>420,271</b>	<b>526,876</b>	<b>556,766</b>	<b>5,429,370</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	186,633	95,118	-	41,872	16,380	-	-	-	-	-	-	-	-	<b>340,004</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Fixed Assets	-	-	-	29,272	10,318	10,318	10,318	10,318	10,318	10,318	150,000	10,318	-	<b>251,499</b>
Due To (From)	-	-	(600,000)	-	-	-	-	-	-	-	-	186,486	-	<b>(413,514)</b>
Expenses - Prior Year Accruals	(70,404)	(17,049)	-	-	-	-	-	-	-	-	-	-	-	<b>(87,454)</b>
Accounts Payable - Current Year	-	-	46,133	840	(53,970)	(10,726)	4,696	-	128,327	142,207	(1,947)	-	-	<b>255,560</b>
Summer Holdback for Teachers	-	-	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	5,071	-	<b>50,710</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>116,229</b>	<b>78,069</b>	<b>(548,796)</b>	<b>77,055</b>	<b>(22,201)</b>	<b>4,663</b>	<b>20,085</b>	<b>15,389</b>	<b>143,716</b>	<b>157,596</b>	<b>153,124</b>	<b>201,875</b>	<b>-</b>	<b>396,804</b>
<b>Total Change in Cash</b>	<b>58,719</b>	<b>(38,169)</b>	<b>(653,373)</b>	<b>287,977</b>	<b>109,457</b>	<b>42,986</b>	<b>174,203</b>	<b>195,091</b>	<b>238,605</b>	<b>166,375</b>	<b>86,849</b>	<b>112,508</b>	<b>-</b>	<b>248,560</b>
<b>ENDING CASH</b>	<b>1,966,153</b>	<b>1,927,984</b>	<b>1,274,611</b>	<b>1,562,588</b>	<b>1,672,045</b>	<b>1,715,031</b>	<b>1,889,234</b>	<b>2,084,325</b>	<b>2,322,930</b>	<b>2,489,305</b>	<b>2,576,154</b>	<b>2,688,662</b>		<<= 181 days cash



## MSA-SA Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$578,788).

This is an decrease of (\$600,000) from the original Second Interim Budget projected surplus of \$21,212.

The \$600,000 represents additional capital improvements, which must be budgeted during the year but will be "capitalized" at year-end.

This will allow MSA-SA to end this fiscal year with a balance of \$6,923,508, which is 75.2% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$317,008, which represents 13 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$31,804, or 0.4% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$55,587 higher than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$55,587) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$31,804 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$631,804, or 7.4% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$18,955) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$16,446) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$61,205 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$606,000 higher than in the Second Interim, reflecting updated capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019													Year To Date					Annual Budget				
MSA SA	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim		
	<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																						
8011	State Aid	270,445	270,445	486,802	486,802	486,802	486,802	486,801	395,969	395,969	395,969	395,969	4,558,774	4,554,900	3,874	5,887,539	5,065,922	5,065,922	-	507,148	90%	
8012	EPA Entitlement	-	-	34,933	-	-	34,933	-	-	26,509	-	-	96,375	104,799	(8,424)	148,032	128,694	128,694	-	32,319	75%	
8019	Prior Year Adjustments	-	-	-	-	-	-	-	(4,912)	(4,912)	(4,912)	(4,912)	(19,646)	-	(19,646)	-	-	-	-	19,646	-	
8096	InLieuPropTaxes	-	13,721	-	521,070	152,604	152,604	152,604	152,604	253,888	126,944	130,763	1,656,803	1,650,415	6,388	1,919,405	1,756,866	1,756,866	-	100,063	94%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>270,445</b>	<b>284,166</b>	<b>521,735</b>	<b>1,007,872</b>	<b>639,406</b>	<b>674,339</b>	<b>639,405</b>	<b>543,661</b>	<b>671,454</b>	<b>518,001</b>	<b>521,820</b>	<b>6,292,306</b>	<b>6,310,114</b>	<b>(17,808)</b>	<b>7,954,976</b>	<b>6,951,482</b>	<b>6,951,482</b>	<b>-</b>	<b>659,176</b>	<b>91%</b>	
<b>Federal Revenue</b>																						
8181	SpEd - Revenue	-	-	-	-	-	45,028	-	-	-	63,482	-	108,510	90,056	18,454	92,000	92,000	147,587	55,587	39,077	74%	
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	276,286	-	-	-	-	-	
8290	All Other Federal Revenue	-	-	-	-	74,796	-	125,235	-	89,333	1,974	-	291,338	290,031	1,307	312,392	335,701	335,701	-	44,363	87%	
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>74,796</b>	<b>-</b>	<b>170,263</b>	<b>-</b>	<b>89,333</b>	<b>65,456</b>	<b>-</b>	<b>399,848</b>	<b>380,087</b>	<b>19,761</b>	<b>680,678</b>	<b>427,701</b>	<b>483,288</b>	<b>55,587</b>	<b>83,440</b>	<b>83%</b>	
<b>Other State Revenue</b>																						
8311	SpEd Revenue	17,322	-	48,501	31,179	31,179	31,179	-	52,608	26,304	26,304	295,755	315,539	(19,784)	386,364	386,364	330,777	(55,587)	35,022	89%		
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	24,225	-	-	-	-	-	
8550	MandCstReimburs	-	-	-	-	-	15,086	64,294	-	-	-	-	79,380	79,380	-	254,699	143,669	143,669	-	64,289	55%	
8560	StateLotteryRev	-	-	16,384	-	-	-	43,506	-	54,170	-	-	114,061	103,396	10,664	143,591	143,591	143,591	-	29,531	79%	
8590	AllOthStateRev	-	-	50,000	-	-	4,940	4,435	29,338	-	-	-	88,713	84,375	4,338	63,360	386,628	386,628	-	297,915	23%	
<b>SUBTOTAL - Other State Revenue</b>		<b>17,322</b>	<b>-</b>	<b>114,885</b>	<b>31,179</b>	<b>31,179</b>	<b>51,205</b>	<b>143,414</b>	<b>29,338</b>	<b>106,778</b>	<b>26,304</b>	<b>26,304</b>	<b>577,909</b>	<b>582,690</b>	<b>(4,782)</b>	<b>872,239</b>	<b>1,060,252</b>	<b>1,004,665</b>	<b>(55,587)</b>	<b>426,757</b>	<b>58%</b>	
<b>Local Revenue</b>																						
8600	Other Local Revenue	-	-	-	-	-	-	-	36,311	-	-	36,311	36,000	311	-	36,311	36,311	-	-	-	100%	
8634	StudentLunchFee	-	-	728	(0)	0	0	0	0	-	-	728	146	582	19,232	-	-	-	(728)	-	-	
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8660	Interest	369	362	479	374	649	968	746	953	594	683	727	6,904	1,925	4,979	4,376	4,376	4,376	-	(2,528)	158%	
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8699	Other Revenue	0	-	890	12,271	8,456	1,796	2,092	5,776	15,546	9,209	3,640	59,677	60,793	(1,116)	53,591	53,591	85,395	31,804	25,718	70%	
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8803	Fundraising	-	-	-	-	-	58,604	-	-	-	-	-	58,604	59,721	(1,117)	-	60,000	60,000	-	1,396	98%	
8999	Revenues-Susp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
<b>SUBTOTAL - Local Revenue</b>		<b>369</b>	<b>362</b>	<b>2,098</b>	<b>12,645</b>	<b>9,105</b>	<b>2,764</b>	<b>61,441</b>	<b>6,729</b>	<b>52,451</b>	<b>9,892</b>	<b>4,368</b>	<b>162,223</b>	<b>158,584</b>	<b>3,639</b>	<b>77,199</b>	<b>154,278</b>	<b>186,082</b>	<b>31,804</b>	<b>23,859</b>	<b>87%</b>	
<b>TOTAL REVENUE</b>		<b>288,136</b>	<b>284,529</b>	<b>638,718</b>	<b>1,051,696</b>	<b>754,486</b>	<b>728,308</b>	<b>1,014,524</b>	<b>579,728</b>	<b>920,016</b>	<b>619,653</b>	<b>552,492</b>	<b>7,432,285</b>	<b>7,431,475</b>	<b>810</b>	<b>9,585,092</b>	<b>8,593,713</b>	<b>8,625,517</b>	<b>31,804</b>	<b>1,193,232</b>	<b>86%</b>	

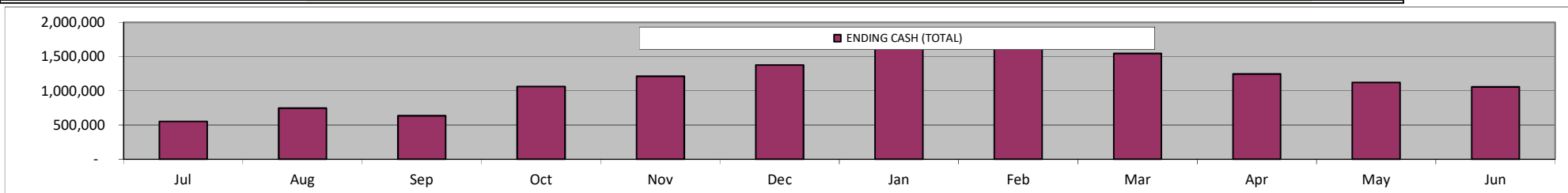
April 2019 Monthly Update Actuals through May 31, 2019												Year To Date			Annual Budget						
MSA SA	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>EXPENDITURES DETAIL</b>																				
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	102,215	192,299	201,592	204,220	191,396	189,949	202,915	181,767	180,737	177,352	176,739	2,001,180	2,004,585	(3,405)	2,646,248	2,467,091	2,449,132	(17,959)	447,952	82%
1300	Cert Adminis	59,670	46,468	45,154	43,840	45,154	45,154	45,154	39,320	39,320	39,470	39,320	488,024	490,594	(2,570)	641,922	631,989	631,989	-	143,965	77%
<b>SUBTOTAL - Certificated Salaries</b>		<b>161,885</b>	<b>238,767</b>	<b>246,746</b>	<b>248,060</b>	<b>236,550</b>	<b>235,103</b>	<b>248,069</b>	<b>221,087</b>	<b>220,057</b>	<b>216,822</b>	<b>216,059</b>	<b>2,489,204</b>	<b>2,495,179</b>	<b>(5,975)</b>	<b>3,288,170</b>	<b>3,099,081</b>	<b>3,081,122</b>	<b>(17,959)</b>	<b>591,918</b>	<b>81%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	16,403	21,644	20,892	20,492	19,904	22,567	17,665	17,260	18,528	18,244	17,691	211,291	210,229	1,062	278,368	268,440	268,440	-	57,149	79%
2900	OtherClassStaff	25,856	47,892	56,273	55,494	55,491	53,936	28,421	45,778	43,082	46,180	45,992	504,396	508,627	(4,231)	419,121	504,652	504,652	-	255	100%
<b>SUBTOTAL - Classified Salaries</b>		<b>42,260</b>	<b>69,536</b>	<b>77,165</b>	<b>75,986</b>	<b>75,394</b>	<b>76,503</b>	<b>46,087</b>	<b>63,038</b>	<b>61,610</b>	<b>64,425</b>	<b>63,683</b>	<b>715,687</b>	<b>718,856</b>	<b>(3,169)</b>	<b>697,489</b>	<b>773,092</b>	<b>773,092</b>	<b>-</b>	<b>57,405</b>	<b>93%</b>
<b>Employee Benefits</b>																					
3101	STRS	10,429	40,315	40,770	41,032	38,241	38,960	37,178	35,818	35,838	34,328	34,400	387,311	394,826	(7,515)	505,321	507,060	507,060	-	119,749	76%
3202	PERS	5,263	10,171	12,243	11,642	11,791	11,701	12,742	10,656	10,332	11,827	11,497	119,865	126,523	(6,658)	92,125	114,423	114,423	-	(5,442)	105%
3301	OASDI/Med	5,436	8,319	9,022	8,950	8,734	8,888	9,011	7,997	7,873	8,313	8,234	90,777	80,647	10,131	112,459	118,635	118,635	-	27,858	77%
3401	HlthWelfare	2,985	70,908	18,060	54,692	41,180	618	83,672	2,998	6,851	33,499	108,570	424,034	432,116	(8,082)	607,060	610,494	610,494	-	186,460	69%
3501	Unemploys	-	472	-	417	-	-	0	417	74	-	1,402	2,780	888	1,892	2,502	2,502	2,502	-	(278)	111%
3601	WorkersCmp	11,052	3,682	3,683	3,683	3,683	-	3,683	3,683	7,366	3,683	-	44,198	44,198	-	44,879	40,347	40,347	-	(3,851)	110%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,658	20,658	19,662	(996)	19,662	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>35,166</b>	<b>133,866</b>	<b>83,777</b>	<b>120,416</b>	<b>103,629</b>	<b>60,168</b>	<b>146,287</b>	<b>61,570</b>	<b>68,334</b>	<b>91,650</b>	<b>164,102</b>	<b>1,068,966</b>	<b>1,079,197</b>	<b>(10,232)</b>	<b>1,385,003</b>	<b>1,414,118</b>	<b>1,413,122</b>	<b>(996)</b>	<b>344,157</b>	<b>76%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	-	-	1,324	-	24,132	0	-	-	-	25,456	26,324	(868)	22,121	28,324	28,324	-	2,868	90%
4200	BooksOthRefMats	-	-	-	49	-	-	4,992	-	132	-	-	5,173	20,073	(14,900)	5,311	5,311	5,311	-	138	97%
4310	Ins Mats & Sups	-	87	179	16	279	2,104	428	1,691	183	853	(361)	5,459	5,920	(461)	70,000	77,021	75,021	(2,000)	69,562	7%
4315	OthSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	975	1,994	545	387	94	772	2,364	194	(345)	1,057	8,037	6,566	1,471	13,664	13,664	13,664	-	5,627	59%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	16	-	-	16	-	16	5,311	2,311	2,320	9	2,304	1%
4335	PE Supplies	-	-	-	47	-	-	-	-	670	-	-	717	93	623	25,000	35,000	23,420	(11,580)	22,703	3%
4340	Educat Software	-	5,714	10,333	4,172	-	-	6,895	12,030	450	-	-	39,594	38,182	1,412	80,648	61,365	61,365	-	21,771	65%
4345	NonInstStdntSup	-	-	-	-	-	-	-	424	52	36	-	512	-	512	7,500	5,000	5,000	-	4,488	10%
4346	TeacherSupplies	-	-	-	1	338	197	732	52	40	1,908	-	3,268	1,073	2,195	10,621	10,621	10,621	-	7,353	31%
4350	Cust. Supplies	-	-	-	2,466	1,440	3,240	548	4,713	86	3,694	96	16,282	15,388	893	21,343	21,343	21,343	-	5,061	76%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	5,000	5,000	-	5,000	0%
4410	ClsrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	1,572	-	-	-	1,572	-	1,572	2,648	4,148	9,460	5,312	7,888	17%
4440	Computers <\$5k	-	-	174	-	-	-	-	-	-	-	900	1,075	174	900	2,655	2,655	4,655	2,000	3,580	23%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	5,063	-	-	5,063	-	5,063	-	17,000	5,063	(11,937)	-	100%
4710	Food	-	-	-	-	-	-	41	-	-	-	-	41	-	41	357,547	-	-	-	(41)	-
4720	Food:Other Food	-	-	392	-	-	-	(25)	0	0	-	-	367	342	25	8,000	4,400	6,150	1,750	5,783	6%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	87	7,060	(0)	6,998	13,707	20,796	(6,153)	514	(2,914)	63,987	(56,421)	47,660	42,495	5,165	-	-	-	-	(47,660)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>87</b>	<b>13,835</b>	<b>13,072</b>	<b>14,245</b>	<b>15,863</b>	<b>27,897</b>	<b>2,662</b>	<b>52,779</b>	<b>(1,526)</b>	<b>74,162</b>	<b>(52,786)</b>	<b>160,291</b>	<b>156,632</b>	<b>3,660</b>	<b>657,369</b>	<b>293,164</b>	<b>276,718</b>	<b>(16,446)</b>	<b>116,426</b>	<b>58%</b>

April 2019 Monthly Update Actuals through May 31, 2019)													Year To Date			Annual Budget					
MSA SA	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Services &amp; Other Operating Expenses</b>																				
5101 CMO Fees	-	269,311	89,770	89,770	89,770	89,770	(527,350)	101,042	101,042	33,681	33,681	370,489	381,042	(10,553)	997,937	404,170	404,170	-	33,681	92%	
5205 Conference Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	-	-	-	-	-	
5210 MilesParkTolls	-	-	179	195	346	-	-	-	-	77	138	935	1,295	(360)	3,000	10,500	10,000	(500)	9,065	9%	
5215 TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5220 TraLodging	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	5,000	-	5,000	0%	
5300 DuesMemberships	-	-	450	-	-	1,020	-	6,760	-	-	-	8,230	22,058	(13,828)	36,263	36,118	36,118	-	27,888	23%	
5450 Other Insurance	7,460	2,486	2,485	2,485	2,485	-	2,485	2,485	4,970	2,485	-	29,826	33,862	(4,036)	40,000	40,000	40,000	-	10,174	75%	
5500 Opshousekeeping	1,317	1,317	1,317	1,317	1,907	3,053	1,317	1,317	1,317	2,602	1,317	18,095	18,671	(576)	40,000	40,000	40,000	-	21,905	45%	
5510 Gas & Electric	-	11,726	11,090	9,602	5,419	-	7,697	4,744	7,419	4,682	5,368	67,746	72,579	(4,833)	120,000	120,000	120,000	-	52,254	56%	
5610 Rent & Leases	-	-	-	-	-	772	-	-	-	-	-	772	1,390	(618)	-	-	772	772	-	100%	
5620 EquipmentLeases	2,214	2,532	3,207	3,127	4,087	346	4,004	6,243	4,944	2,858	2,789	36,352	45,427	(9,075)	50,286	50,286	50,286	-	13,934	72%	
5630 Reps&MaintBldng	-	24,268	9,400	1,755	831	-	-	461	(0)	2,772	-	39,487	45,844	(6,357)	85,000	50,000	50,000	-	10,513	79%	
5800 ProfessServices	-	-	16,752	1,476	5,535	30	4,404	(350)	-	-	-	27,847	42,827	(14,980)	269,267	52,950	52,950	-	25,103	53%	
5810 Legal	-	1,791	21,966	-	5,165	20,000	18,754	333	10,000	297	13,703	92,008	80,852	11,156	15,000	235,664	235,664	-	143,656	39%	
5811 Property Tax	-	-	-	-	3,393	-	-	-	-	-	-	3,393	6,108	(2,715)	-	3,393	3,393	-	-	100%	
5813 SchPrgAftSchool	-	-	-	-	-	-	-	540	-	-	-	540	-	540	5,500	5,500	5,500	-	4,960	10%	
5814 SchPrgAcadComps	-	-	-	815	-	-	785	-	-	-	-	1,600	2,880	(1,280)	11,000	11,000	11,000	-	9,400	15%	
5819 SchIProgs-Other	-	-	-	1,421	-	2,589	5,198	966	-	3,071	9,856	23,101	16,574	6,527	7,100	19,271	48,439	29,168	25,338	48%	
5820 Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	11,684	11,684	11,684	-	11,684	0%	
5825 DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5835 Field Trips	-	-	450	2,955	-	-	2,636	200	173	838	7,251	6,129	1,122	35,000	2,636	10,897	8,261	3,646	67%		
5836 FieldTrip Trans	-	-	-	-	-	-	4,281	3,955	4,238	2,088	14,562	30,000	(15,438)	-	28,355	28,979	624	14,417	50%		
5840 MarkngStdtRecrt	-	-	8,860	10,610	-	-	100	540	-	-	-	20,111	35,047	(14,937)	20,000	20,115	20,115	-	4	100%	
5850 Oversight Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	79,550	79,550	79,550	-	79,550	0%	
5857 Payroll Fees	-	1,873	-	-	-	1,669	3,856	5,331	2,157	1,555	7,087	23,526	11,817	11,709	35,900	36,150	36,150	-	12,624	65%	
5860 Service Fees	231	307	577	201	225	435	525	58	123	621	144	3,447	4,071	(624)	2,932	2,932	3,356	424	(91)	103%	
5861 Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5863 Prof Developmnt	-	-	604	2,365	-	136	(202)	-	-	601	775	4,278	5,224	(946)	30,418	19,044	19,044	-	14,766	22%	
5864 Prof Dev-Other	-	-	85	337	-	5,000	2,310	-	5,190	-	12,922	9,760	3,162	70,682	73,803	73,803	-	60,881	18%		
5869 SpEd Ctrct Inst	-	-	-	-	-	-	76,182	35,146	28,021	44,269	(0)	183,618	222,365	(38,746)	-	242,435	242,435	-	58,816	76%	
5872 SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	19,709	19,709	-	19,709	0%	
5875 StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5884 Substitutes	-	-	2,120	2,060	6,653	3,252	(4,353)	4,153	25,694	26,507	10,745	76,830	76,679	152	85,000	77,091	96,546	19,455	19,716	80%	
5890 OthSvcsNon-Inst	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000	-	3,000	0%	
5900 Communications	-	-	-	-	-	-	-	-	-	10	-	10	-	10	3,090	1,725	1,725	-	1,715	1%	
5920 TelecomInternet	-	-	479	958	-	-	-	-	1,454	-	-	2,891	2,587	304	73,161	3,090	3,090	-	199	94%	
5930 PostageDelivery	-	1,101	85	635	-	0	300	635	36	49	-	2,842	2,938	(96)	10,621	10,606	10,606	-	7,764	27%	
5940 Technology	-	-	-	-	-	-	1,916	2,692	479	-	958	6,045	3,449	2,597	-	5,000	8,000	3,000	1,955	76%	
<b>SUBTOTAL - Services &amp; Operations</b>	<b>11,222</b>	<b>316,712</b>	<b>169,341</b>	<b>129,327</b>	<b>129,109</b>	<b>123,071</b>	<b>(403,886)</b>	<b>186,637</b>	<b>190,547</b>	<b>137,191</b>	<b>89,485</b>	<b>1,078,756</b>	<b>1,181,474</b>	<b>(102,718)</b>	<b>2,156,391</b>	<b>1,720,776</b>	<b>1,781,980</b>	<b>61,205</b>	<b>703,224</b>	<b>61%</b>	

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA SA</b>																					
<b>Capital Outlay &amp; Depreciation</b>																					
6100	Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	2,065	9,537	-	11,602	11,000	602	-	-	600,000	600,000	588,398	2%	
6400	EquipFixed	-	-	-	-	-	42,625	-	-	-	-	42,625	42,625	-	-	80,000	86,000	6,000	43,375	50%	
6900	Depreciation	-	-	-	199,022	-	-	-	-	-	-	199,022	199,022	-	597,067	597,067	597,067	-	398,045	33%	
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		-	-	-	199,022	-	42,625	-	2,065	9,537	-	253,249	252,648	602	597,067	677,067	1,283,067	606,000	1,029,818	20%	
<b>Other Outflows</b>																					
7299	Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	-	19,709	-	-	-	-	-	
7438	InterestExpense	43,042	45,056	129,934	45,056	-	80,597	27,486	-	-	190,392	35,542	597,104	597,170	(67)	595,203	595,203	595,203	-	(1,900)	100%
<b>SUBTOTAL - Other Outflows</b>		43,042	45,056	129,934	45,056	-	80,597	27,486	-	-	190,392	35,542	597,104	597,170	(67)	614,912	595,203	595,203	-	(1,900)	100%
<b>TOTAL EXPENDITURES</b>		293,574	788,551	765,092	832,112	560,545	603,341	109,329	585,111	541,087	784,178	516,086	6,363,257	6,481,156	(117,899)	9,396,401	8,572,501	9,204,305	631,804	2,841,048	69%

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-SA	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>708,858</b>	<b>351,947</b>	<b>412,369</b>	<b>317,008</b>	<b>433,301</b>	<b>522,760</b>	<b>714,327</b>	<b>766,445</b>	<b>942,374</b>	<b>883,934</b>	<b>717,289</b>	<b>593,665</b>	<b>527,993</b>	
<b>Revenue</b>														
LCFF Entitlement	270,445	284,166	521,735	1,007,872	639,406	674,339	639,405	543,661	671,454	518,001	521,820	595,000	(530,824)	<b>6,356,482</b>
Federal Revenue	-	-	-	-	74,796	-	170,263	-	89,333	65,456	-	-	27,853	<b>427,701</b>
Other State Revenues	17,322	-	114,885	31,179	31,179	51,205	143,414	29,338	106,778	26,304	26,304	50,000	382,344	<b>1,010,252</b>
Other Local Revenues	369	362	2,098	12,645	9,105	2,764	61,441	6,729	52,451	9,892	4,368	279	(7,852)	<b>154,650</b>
<b>Total Revenue</b>	<b>288,136</b>	<b>284,529</b>	<b>638,718</b>	<b>1,051,696</b>	<b>754,486</b>	<b>728,308</b>	<b>1,014,524</b>	<b>579,728</b>	<b>920,016</b>	<b>619,653</b>	<b>552,492</b>	<b>645,279</b>	<b>(128,479)</b>	<b>7,949,085</b>
<b>Expenses</b>														
Certificated Salaries	161,885	238,767	246,746	248,060	236,550	235,103	248,069	221,087	220,057	216,822	216,059	220,000	365,942	<b>3,075,146</b>
Classified Salaries	42,260	69,536	77,165	75,986	75,394	76,503	46,087	63,038	61,610	64,425	63,683	117,665	2,806	<b>836,159</b>
Benefits	35,166	133,866	83,777	120,416	103,629	60,168	146,287	61,570	68,334	91,650	164,102	191,997	221,928	<b>1,482,891</b>
Books and Supplies	87	13,835	13,072	14,245	15,863	27,897	2,662	52,779	(1,526)	74,162	(52,786)	15,986	44,100	<b>220,377</b>
Services and Operations	11,222	316,712	169,341	129,327	129,109	123,071	(403,886)	186,637	190,547	137,191	89,485	127,450	433,056	<b>1,639,263</b>
Depreciation / Cap Outlay	-	-	-	199,022	-	-	42,625	-	2,065	9,537	-	-	1,030,420	<b>1,283,669</b>
Other Outflows	43,042	45,056	129,934	45,056	-	80,597	27,486	-	-	190,392	35,542	36,000	(191,967)	<b>441,137</b>
<b>Total Expenses</b>	<b>293,661</b>	<b>817,772</b>	<b>720,036</b>	<b>832,112</b>	<b>560,545</b>	<b>603,341</b>	<b>109,329</b>	<b>585,111</b>	<b>541,087</b>	<b>784,178</b>	<b>516,086</b>	<b>709,099</b>	<b>1,906,286</b>	<b>8,978,641</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	95,827	690,775	57,262	5,356	-	(2,624)	5,810	-	-	-	-	-	-	<b>852,406</b>
Accounts Receivable - Bond Project	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	236,449	247,930	98,728	197,220	100,590	128,835	(392,524)	(260,224)	(126,211)	19,878	(58,177)	-	-	<b>192,497</b>
Fixed Assets	-	-	-	85,926	(61,180)	-	(232,255)	223,778	(103,495)	(55,073)	-	-	-	<b>(142,299)</b>
Due To (From)	-	(269,311)	(89,770)	(89,770)	(89,770)	(89,770)	-	-	(100,000)	(100,000)	(100,000)	-	-	<b>(928,391)</b>
Expenses - Prior Year Accruals	(247,069)	51,649	-	-	-	-	-	-	-	-	-	-	-	<b>(195,420)</b>
Accounts Payable - Current Year	-	-	9,144	4,549	1,409	1,980	-	-	-	-	-	-	-	<b>17,082</b>
Summer Holdback for Teachers	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	5,647	<b>67,764</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	(111,204)	-	-	(7,500)	(7,500)	(11,667)	(119,816)	(7,500)	(7,500)	(7,500)	(7,500)	<b>(280,187)</b>
<b>Total Other Transactions</b>	<b>90,854</b>	<b>726,690</b>	<b>(30,193)</b>	<b>208,928</b>	<b>(43,304)</b>	<b>36,568</b>	<b>(620,822)</b>	<b>(42,465)</b>	<b>(443,875)</b>	<b>(137,048)</b>	<b>(160,030)</b>	<b>(1,853)</b>	<b>(416,548)</b>	
<b>Total Change in Cash</b>	<b>85,330</b>	<b>193,447</b>	<b>(111,511)</b>	<b>428,512</b>	<b>150,637</b>	<b>161,535</b>	<b>284,373</b>	<b>(47,849)</b>	<b>(64,945)</b>	<b>(301,572)</b>	<b>(123,624)</b>	<b>(65,672)</b>	<b>#####</b>	
ENDING CASH (Local Bank 9120)	351,947	412,369	317,008	433,301	522,760	714,327	766,445	942,374	883,934	717,289	593,665	527,993		
ENDING CASH (County Treas. & Other)	200,131	333,156	317,006	629,225	690,404	660,371	892,626	668,848	662,343	527,416	527,416	527,416		
<b>ENDING CASH (TOTAL)</b>	<b>552,078</b>	<b>745,525</b>	<b>634,014</b>	<b>1,062,526</b>	<b>1,213,164</b>	<b>1,374,698</b>	<b>1,659,071</b>	<b>1,611,222</b>	<b>1,546,277</b>	<b>1,244,705</b>	<b>1,121,081</b>	<b>1,055,409</b>		<<< = 43 days cash



## MSA-SD Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$843,966).

This is an increase of \$100 from the original Second Interim Budget projected deficit of (\$844,066).

This will allow MSA-SD to end this fiscal year with a balance of \$309,120, which is 6.3% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$139,491, which represents 11 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$5,958, or 0.1% of Second Interim revenues)

**LCFF Entitlement:** These "Local Control Funding Formula" revenues are the primary funding source for the school.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

**Federal Revenues:** This consists of Title I-IV "Every Student Succeeds Act" (ESSA) funding, federal special education, and federal food programs.

Federal Revenues are projected at \$5,796 higher than in the Second Interim, due to removal of NSLP revenue and updates to ESSA funding amounts.

**Other State Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other State Revenues are projected at (\$5,796) lower than in the Second Interim, primarily due to a changes in one-time funding levels.

**Other Local Revenues:** These are the non-LCFF state revenues such as Lottery, Facility Grant, and one-time block grants.

Other Local Revenues are projected at \$5,958 higher than in the Second Interim, reflecting updated projections of fundraising and other local revenue.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$5,858, or 0.1% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are (\$1,990) lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at (\$833) lower than in the Second Interim, due primarily to removal of Lunch Program costs (Object 4710).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be \$6,867 higher than in the Second Interim, due primarily to adding back in the Prop 39 Energy Projects.

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets and interest on long-term debt.

These costs are projected at \$1,813 higher than in the Second Interim, reflecting stable depreciation and capital outlay projections.





April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	40,408	41,202	74,958	74,234	74,164	74,164	74,164	48,403	48,403	48,333	48,403	646,836	633,294	13,542	1,016,244	833,677	833,677	-	186,841	78%
8012	EPA Entitlement	-	-	19,399	-	-	19,399	-	-	19,669	-	-	58,467	58,798	(331)	92,299	78,074	78,074	-	19,607	75%
8019	Prior Year Adjustments	-	-	(794)	-	-	70	-	(2,470)	16,525	-	(5,560)	7,771	(724)	8,495	-	-	-	-	(7,771)	-
8096	InLieuPropTaxes	38,768	134,758	269,517	179,678	179,678	179,678	179,678	365,194	182,597	182,597	2,071,821	2,091,433	(19,612)	2,616,129	2,259,809	2,259,809	-	187,988	92%	
<b>SUBTOTAL - LCFF Entitlement</b>		<b>79,176</b>	<b>175,960</b>	<b>363,080</b>	<b>253,912</b>	<b>253,842</b>	<b>273,311</b>	<b>253,842</b>	<b>225,611</b>	<b>449,791</b>	<b>230,930</b>	<b>225,440</b>	<b>2,784,895</b>	<b>2,782,801</b>	<b>2,094</b>	<b>3,724,672</b>	<b>3,171,560</b>	<b>3,171,560</b>	<b>-</b>	<b>386,665</b>	<b>88%</b>
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50,500	50,500	56,296	5,796	56,296	0%
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	33,724	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	-	12,361	17,176	-	11,778	-	-	41,315	29,537	11,778	50,554	60,487	60,487	-	19,172	68%
<b>SUBTOTAL - Federal Revenue</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,361</b>	<b>17,176</b>	<b>-</b>	<b>11,778</b>	<b>-</b>	<b>-</b>	<b>41,315</b>	<b>29,537</b>	<b>11,778</b>	<b>134,778</b>	<b>110,987</b>	<b>116,783</b>	<b>5,796</b>	<b>75,468</b>	<b>35%</b>
<b>Other State Revenue</b>																					
8311	SpEd Revenue	9,620	-	26,936	17,316	17,316	17,316	17,316	35,920	17,960	17,960	177,660	155,820	21,840	240,900	240,900	235,104	(5,796)	57,444	76%	
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,172	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	6,336	35,703	-	-	-	-	42,039	42,039	-	139,401	77,741	77,741	-	35,702	54%
8560	StateLotteryRev	-	-	-	10,923	-	-	16,375	-	27,900	-	-	55,198	87,298	(32,101)	89,530	89,530	89,530	-	34,332	62%
8590	AllOthStateRev	-	-	-	-	-	23,713	886	91,079	-	(0)	115,678	116,261	(583)	118,980	218,292	218,292	-	102,614	53%	
<b>SUBTOTAL - Other State Revenue</b>		<b>9,620</b>	<b>-</b>	<b>26,936</b>	<b>28,239</b>	<b>17,316</b>	<b>47,365</b>	<b>70,280</b>	<b>91,079</b>	<b>35,920</b>	<b>45,860</b>	<b>17,960</b>	<b>390,574</b>	<b>401,418</b>	<b>(10,844)</b>	<b>590,983</b>	<b>626,463</b>	<b>620,667</b>	<b>(5,796)</b>	<b>230,093</b>	<b>63%</b>
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	-	-	-	-	-	29,392	-	-	-	29,392	30,000	(608)	-	29,392	29,392	-	-	100%
8634	StudentLunchFee	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	2,000	(2,000)	2,500	2,500	2,500	-	2,500	0%
8660	Interest	500	-	828	52	-	661	168	-	-	621	-	2,829	3,945	(1,116)	-	5,000	5,000	-	2,171	57%
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	-	-	-	6,370	12,739	27,641	7,171	-	273	12,275	66,469	53,920	12,548	76,831	107,770	113,728	5,958	47,259	58%	
8701	CMO Fee - MSA-1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8702	CMO Fee - MSA-2	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8703	CMO Fee - MSA-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8704	CMO Fee - MSA-4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8705	CMO Fee - MSA-5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8706	CMO Fee - MSA-6	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8707	CMO Fee - MSA-7	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8708	CMO Fee - MSA-8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8709	CMO Fee - MSA-SA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8712	CMO Fee - MSA-SD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8802	Private Donations/Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	-	-	-	-	-	-	-	2,690	3,299	(5,989)	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Local Revenue</b>		<b>500</b>	<b>-</b>	<b>828</b>	<b>6,421</b>	<b>12,739</b>	<b>28,301</b>	<b>7,339</b>	<b>-</b>	<b>32,082</b>	<b>4,193</b>	<b>6,287</b>	<b>98,690</b>	<b>89,865</b>	<b>8,825</b>	<b>79,331</b>	<b>144,662</b>	<b>150,620</b>	<b>5,958</b>	<b>51,930</b>	<b>66%</b>
<b>TOTAL REVENUE</b>		<b>89,296</b>	<b>175,960</b>	<b>390,844</b>	<b>288,572</b>	<b>283,897</b>	<b>361,338</b>	<b>348,638</b>	<b>316,690</b>	<b>529,571</b>	<b>280,982</b>	<b>249,687</b>	<b>3,315,474</b>	<b>3,303,621</b>	<b>11,853</b>	<b>4,529,764</b>	<b>4,053,672</b>	<b>4,059,630</b>	<b>5,958</b>	<b>744,156</b>	<b>82%</b>



April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget						
MSA SD	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>EXPENDITURES DETAIL</b>																				
<b>Certificated Salaries</b>																					
1100	TeacherSalaries	42,300	93,718	95,189	98,202	95,151	100,454	91,640	95,917	94,423	94,648	98,755	1,000,397	1,002,102	(1,705)	1,238,279	1,137,941	1,126,049	(11,892)	125,652	89%
1300	Cert Adminis	52,640	33,460	33,397	33,382	33,460	33,460	33,460	33,460	34,120	33,775	34,083	388,697	387,099	1,598	426,128	421,507	421,507	-	32,811	92%
<b>SUBTOTAL - Certificated Salaries</b>		<b>94,940</b>	<b>127,178</b>	<b>128,586</b>	<b>131,584</b>	<b>128,611</b>	<b>133,914</b>	<b>125,100</b>	<b>129,377</b>	<b>128,543</b>	<b>128,423</b>	<b>132,837</b>	<b>1,389,093</b>	<b>1,389,201</b>	<b>(108)</b>	<b>1,664,407</b>	<b>1,559,448</b>	<b>1,547,556</b>	<b>(11,892)</b>	<b>158,463</b>	<b>90%</b>
<b>Classified Salaries</b>																					
2400	Clerical & Tech	9,337	10,575	10,631	10,308	12,099	12,522	16,136	10,154	10,070	10,763	10,245	122,840	111,518	11,322	59,644	160,228	160,228	-	37,388	77%
2900	OtherClassStaff	15,716	16,900	19,175	17,703	16,740	18,405	18,485	19,428	18,933	21,516	20,369	203,368	197,062	6,306	178,932	238,443	236,453	(1,990)	33,085	86%
<b>SUBTOTAL - Classified Salaries</b>		<b>25,053</b>	<b>27,475</b>	<b>29,806</b>	<b>28,011</b>	<b>28,839</b>	<b>30,927</b>	<b>34,620</b>	<b>29,581</b>	<b>29,003</b>	<b>32,280</b>	<b>30,613</b>	<b>326,208</b>	<b>308,580</b>	<b>17,628</b>	<b>238,576</b>	<b>398,672</b>	<b>396,682</b>	<b>(1,990)</b>	<b>70,474</b>	<b>82%</b>
<b>Employee Benefits</b>																					
3101	STRS	8,442	21,222	21,001	21,481	21,325	20,534	19,063	21,572	21,470	21,479	22,115	219,706	221,759	(2,053)	248,164	254,538	266,430	11,892	46,724	82%
3202	PERS	2,354	4,574	4,874	4,787	4,622	4,797	4,991	4,637	4,464	4,981	4,642	49,724	50,961	(1,238)	36,329	36,329	36,329	-	(13,394)	137%
3301	OASDI/Med	2,915	3,571	3,855	3,772	3,687	3,840	3,802	3,691	3,624	3,831	3,784	40,373	35,079	5,293	51,069	52,419	52,419	-	12,046	77%
3401	HlthWelfare	1,487	36,777	24,075	402	25,370	1,586	42,903	(491)	30,028	23,468	67,226	252,830	252,600	230	337,971	356,960	356,960	-	104,131	71%
3501	UnemployIns	-	217	-	216	150	(0)	-	-	699	-	42	1,325	584	741	1,141	1,141	1,141	-	(184)	116%
3601	WorkersCmp	4,088	1,363	1,364	1,364	1,364	-	1,364	1,364	4,339	1,364	-	17,974	16,363	1,611	21,428	21,428	21,428	-	3,453	84%
3701	Other Retirement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3901	OthBenes	-	-	-	-	-	-	-	-	-	-	-	-	212	(212)	264	264	264	-	264	0%
<b>SUBTOTAL - Employee Benefits</b>		<b>19,286</b>	<b>67,724</b>	<b>55,169</b>	<b>32,022</b>	<b>56,519</b>	<b>30,758</b>	<b>72,122</b>	<b>30,773</b>	<b>64,625</b>	<b>55,124</b>	<b>97,809</b>	<b>581,931</b>	<b>577,557</b>	<b>4,374</b>	<b>696,366</b>	<b>723,079</b>	<b>734,971</b>	<b>11,892</b>	<b>153,040</b>	<b>79%</b>
<b>Books &amp; Supplies</b>																					
4100	Text&CoreCurric	-	-	(1,001)	-	-	-	-	-	-	-	-	(1,001)	(1,001)	-	5,150	5,150	5,150	-	6,151	-19%
4200	BooksOthRefMats	-	-	-	-	-	193	197	(98)	-	-	-	292	387	(94)	5,150	2,150	2,150	-	1,858	14%
4310	Ins Mats & Sups	-	-	-	2,336	-	1,000	6,969	(2,780)	-	1,714	-	9,238	6,672	2,566	30,000	52,421	42,912	(9,509)	33,674	22%
4315	OthrSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4320	Office Supplies	-	-	677	549	200	20	4,549	3,082	148	341	355	9,922	11,314	(1,392)	9,270	12,270	14,270	2,000	4,348	70%
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-	-	100	1,369	-	-	-	1,469	-	1,469	2,334	2,334	2,334	-	865	63%
4335	PE Supplies	-	-	-	-	-	-	271	691	-	-	-	962	-	962	3,605	1,280	1,280	-	318	75%
4340	Educat Software	-	375	3,282	-	-	4,988	4,350	913	-	-	-	13,907	13,632	275	13,654	14,029	15,897	1,868	1,990	87%
4345	NonInstStdntSup	-	-	74	-	5	-	(0)	6,205	(3,137)	538	27	3,712	85	3,628	6,365	6,365	6,365	-	2,653	58%
4346	TeacherSupplies	-	-	-	-	83	0	99	-	-	-	-	182	166	16	2,500	2,500	1,250	(1,250)	1,068	15%
4350	Cust. Supplies	-	-	-	-	121	-	153	1,099	-	703	-	2,076	242	1,834	6,365	6,365	6,365	-	4,289	33%
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4410	ClssrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,468	3,468	3,468	-	3,468	0%
4440	Computers <\$5k	-	-	-	-	-	-	4,687	1,730	-	-	-	6,417	-	6,417	1,000	2,000	8,058	6,058	1,642	80%
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	40,670	-	-	-	-	-
4720	Food:Other Food	-	-	242	2,044	0	(0)	125	-	530	386	339	3,667	4,580	(913)	6,896	9,056	9,056	-	5,389	40%
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4999	Misc Exp-Suspense	-	13,533	16,531	28,025	3,115	10,047	6,987	(10,677)	(51,189)	44,422	(28,021)	32,773	78,238	(45,465)	-	-	-	-	(32,773)	-
<b>SUBTOTAL - Books and Supplies</b>		<b>-</b>	<b>13,908</b>	<b>19,806</b>	<b>30,617</b>	<b>5,657</b>	<b>10,272</b>	<b>17,842</b>	<b>15,434</b>	<b>(50,724)</b>	<b>45,686</b>	<b>(24,882)</b>	<b>83,615</b>	<b>114,314</b>	<b>(30,699)</b>	<b>136,427</b>	<b>119,388</b>	<b>118,555</b>	<b>(833)</b>	<b>34,940</b>	<b>71%</b>

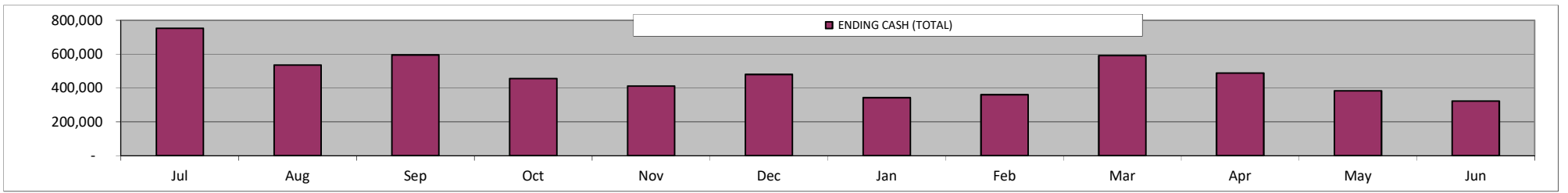
April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget																							
MSA SD												Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim																		
Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim																			
<b>Services &amp; Other Operating Expenses</b>																																						828,883
5101	CMO Fees	-	68,286	34,143	34,143	34,143	34,143	34,143	34,143	34,143	375,571	375,571	-	409,714	409,714	409,714	-	-	34,143	92%																		
5205	Conference Fees	-	-	-	-	-	-	7,474	(3,296)	-	4,179	-	4,179	4,790	4,790	4,790	-	-	611	87%																		
5210	MilesParkTolls	-	-	25	1,570	99	95	654	0	-	2,839	3,914	(1,075)	7,426	2,426	4,676	2,250	1,838	61%																			
5215	TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																		
5220	TraLodging	-	-	76	1,839	(0)	0	(0)	0	2,495	4,955	3,447	1,507	7,210	6,210	6,210	-	1,255	80%																			
5300	DuesMemberships	-	-	1,020	-	4,100	95	189	(94)	-	5,309	9,387	(4,078)	5,729	5,729	5,729	-	420	93%																			
5450	Other Insurance	5,027	1,676	1,675	1,675	1,675	1,675	1,675	3,350	1,675	20,103	18,763	1,340	22,550	22,550	22,550	-	2,447	89%																			
5500	OpsHousekeeping	371	742	1,137	491	1,309	-	1,493	2,051	1,220	9,670	17,314	(7,645)	56,650	18,650	14,650	(4,000)	4,981	66%																			
5510	Gas & Electric	301	3,995	7,773	8,123	6,169	164	467	4,883	13,903	54,937	76,070	(21,134)	30,000	45,000	63,000	18,000	8,063	87%																			
5610	Rent & Leases	39,480	79,480	59,480	59,480	-	(115,850)	124,276	(98,516)	208,967	811,076	846,345	(35,269)	713,760	724,784	724,784	-	(86,292)	112%																			
5620	EquipmentLeases	-	700	1,479	1,250	350	1,148	1,697	1,454	1,056	10,423	11,365	(942)	10,609	10,609	13,109	2,500	2,687	80%																			
5630	Reps&MaintBldng	-	-	100	2,387	2,543	291	1,005	-	237	7,385	11,386	(4,001)	42,000	19,000	16,500	(2,500)	9,115	45%																			
5800	ProfessServices	3,534	(3,534)	1,740	3,982	8,999	25	-	1,305	-	16,050	26,542	(10,492)	80,660	26,584	26,584	-	10,534	60%																			
5810	Legal	-	-	728	-	2,260	-	-	-	-	2,987	5,377	(2,390)	15,450	15,350	7,250	(8,100)	4,263	41%																			
5811	Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																		
5813	SchPrgAftSchool	-	-	-	-	-	8,187	-	6,961	41,018	72,626	61,461	11,165	79,380	79,380	79,380	-	6,754	91%																			
5814	SchPrgAcadComps	-	-	-	86	-	-	1,342	1,090	-	2,775	10,120	(7,345)	4,635	2,635	2,775	140	-	100%																			
5819	SchlProgs-Other	-	-	-	-	-	-	504	2,134	-	3,157	10,000	(6,843)	1,133	1,133	6,133	5,000	2,976	51%																			
5820	Audit & CPA	-	-	-	-	-	-	-	-	-	-	-	-	10,609	10,609	10,609	-	10,609	0%																			
5825	DMSBusinessSvcs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																		
5835	Field Trips	-	-	-	-	-	-	1,707	6,097	-	38,823	38,627	10,000	28,627	45,000	48,939	57,406	8,467	18,779	67%																		
5836	FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																		
5840	MarkngStdtRecrt	-	-	991	-	-	(0)	0	96	3,466	4,553	11,387	(6,835)	15,000	18,847	18,847	-	14,294	24%																			
5850	Oversight Fees	-	7,068	2,035	-	-	6,312	-	9,469	3,156	28,040	28,754	(714)	37,247	37,247	37,247	-	9,207	75%																			
5857	Payroll Fees	-	-	-	-	-	235	920	935	951	4,568	10,329	(5,762)	16,444	16,058	13,558	(2,500)	8,990	34%																			
5860	Service Fees	-	-	33	-	-	-	-	43	-	76	59	17	1,061	1,061	1,061	-	985	7%																			
5861	Prior Year Services	-	-	-	-	12,224	-	-	-	-	12,224	22,003	(9,779)	-	12,224	12,224	-	-	100%																			
5863	Prof Developmnt	-	-	-	-	-	1,421	9,224	351	-	11,278	21,989	(10,711)	12,360	12,360	12,110	(250)	832	93%																			
5864	Prof Dev-Other	-	-	-	-	-	-	-	-	38	38	-	38	15,725	8,725	8,725	-	8,687	0%																			
5869	SpEd Ctrct Inst	-	-	295	-	-	-	19,102	25,980	-	45,377	50,295	(4,918)	-	86,975	86,975	-	41,597	52%																			
5872	SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	12,006	12,006	-	12,006	0%																			
5875	StaffRecruiting	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-																		
5884	Substitutes	-	-	1,627	636	5,626	1,272	3,630	4,980	3,550	24,765	23,024	1,741	25,000	25,000	25,000	-	235	99%																			
5890	OthSvcsNon-Inst	-	-	-	-	-	538	2,302	-	807	3,917	969	2,948	1,500	244,216	244,216	-	240,299	2%																			
5900	Communications	-	-	280	-	-	-	-	-	-	280	504	(224)	35,063	1,225	1,225	-	945	23%																			
5920	TelecomInternet	1,068	3,076	3,083	280	(0)	0	2,714	1,985	140	13,573	10,198	3,375	24,258	33,838	21,698	(12,140)	8,125	63%																			
5930	PostageDelivery	-	579	-	-	-	2,521	-	-	552	3,835	5,117	(1,281)	5,150	5,150	5,150	-	1,315	74%																			
5940	Technology	-	-	-	-	-	1,734	2,128	274	274	4,957	3,121	1,836	-	24,258	24,258	-	19,301	20%																			
<b>SUBTOTAL - Services &amp; Operations</b>		<b>49,780</b>	<b>162,068</b>	<b>117,439</b>	<b>116,134</b>	<b>63,259</b>	<b>(62,387)</b>	<b>190,083</b>	<b>(1,725)</b>	<b>312,781</b>	<b>309,604</b>	<b>343,111</b>	<b>1,600,147</b>	<b>1,684,812</b>	<b>(84,665)</b>	<b>1,736,112</b>	<b>1,993,280</b>	<b>2,000,147</b>	<b>6,867</b>	<b>400,001</b>	<b>80%</b>																	

April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget						
MSA SD	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
<b>Capital Outlay &amp; Depreciation</b>																					
6100		12,800								14,980		27,780	27,800	(20)		29,224	44,224	15,000	16,444	63%	
6400										15,860		15,860	15,000	860		29,000	20,500	(8,500)	4,640	77%	
6900				15,216								15,216	15,216		45,647	45,647	40,961	(4,687)	25,745	37%	
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>		<b>12,800</b>	<b>15,216</b>							<b>30,840</b>		<b>58,856</b>	<b>58,016</b>	<b>840</b>	<b>45,647</b>	<b>103,871</b>	<b>105,685</b>	<b>1,813</b>	<b>46,829</b>	<b>56%</b>	
<b>Other Outflows</b>																					
7299															12,006						
7438								104,277		(104,277)	0	(0)		(0)					0		
<b>SUBTOTAL - Other Outflows</b>								<b>104,277</b>		<b>(104,277)</b>	<b>0</b>	<b>(0)</b>		<b>(0)</b>	<b>12,006</b>				<b>0</b>		
<b>TOTAL EXPENDITURES</b>		<b>146,045</b>	<b>375,207</b>	<b>326,225</b>	<b>353,584</b>	<b>282,885</b>	<b>143,483</b>	<b>439,767</b>	<b>307,717</b>	<b>484,227</b>	<b>497,679</b>	<b>579,489</b>	<b>4,039,850</b>	<b>4,132,480</b>	<b>(92,630)</b>	<b>4,529,541</b>	<b>4,897,738</b>	<b>4,903,596</b>	<b>5,858</b>	<b>863,746</b>	<b>82%</b>

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

MSA-SD	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	TOTAL
	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	
<b>BEGINNING CASH</b>	<b>764,391</b>	<b>416,675</b>	<b>360,904</b>	<b>376,285</b>	<b>382,489</b>	<b>339,893</b>	<b>357,034</b>	<b>232,374</b>	<b>208,699</b>	<b>400,313</b>	<b>304,721</b>	<b>200,981</b>	<b>139,491</b>	
<b>Revenue</b>														
LCFF Entitlement	79,176	175,960	363,080	253,912	253,842	273,311	253,842	225,611	449,791	230,930	225,440	232,500	(78,335)	<b>2,939,060</b>
Federal Revenue	-	-	-	-	-	12,361	17,176	-	11,778	-	-	-	69,672	<b>110,987</b>
Other State Revenues	9,620	-	26,936	28,239	17,316	47,365	70,280	91,079	35,920	45,860	17,960	53,713	128,463	<b>572,750</b>
Other Local Revenues	500	-	828	6,421	12,739	28,301	7,339	-	32,082	4,193	6,287	934	44,104	<b>143,728</b>
<b>Total Revenue</b>	<b>89,296</b>	<b>175,960</b>	<b>390,844</b>	<b>288,572</b>	<b>283,897</b>	<b>361,338</b>	<b>348,638</b>	<b>316,690</b>	<b>529,571</b>	<b>280,982</b>	<b>249,687</b>	<b>287,147</b>	<b>163,904</b>	<b>3,766,525</b>
<b>Expenses</b>														
Certificated Salaries	94,940	127,178	128,586	131,584	128,611	133,914	125,100	129,377	128,543	128,423	132,837	129,822	28,533	<b>1,547,448</b>
Classified Salaries	25,053	27,475	29,806	28,011	28,839	30,927	34,620	29,581	29,003	32,280	30,613	25,962	62,139	<b>414,310</b>
Benefits	19,286	67,724	55,169	32,022	56,519	30,758	72,122	30,773	64,625	55,124	97,809	88,817	38,597	<b>709,345</b>
Books and Supplies	-	13,908	19,806	30,617	5,657	10,272	17,842	15,434	(50,724)	45,686	(24,882)	4,053	188	<b>87,857</b>
Services and Operations	49,780	162,068	117,439	116,134	63,259	(62,387)	190,083	(1,725)	312,781	309,604	343,111	104,970	(79,634)	<b>1,625,482</b>
Depreciation / Cap Outlay	-	12,800	-	15,216	-	-	-	-	-	30,840	-	-	17,669	<b>76,525</b>
Other Outflows	-	-	-	-	-	-	-	104,277	-	(104,277)	0	-	-	<b>(0)</b>
<b>Total Expenses</b>	<b>189,058</b>	<b>411,153</b>	<b>350,807</b>	<b>353,584</b>	<b>282,885</b>	<b>143,483</b>	<b>439,767</b>	<b>307,717</b>	<b>484,227</b>	<b>497,679</b>	<b>579,489</b>	<b>353,624</b>	<b>67,492</b>	<b>4,460,967</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	155,268	(352)	16,391	11,803	-	-	-	-	427,965	47,711	-	-	-	<b>658,786</b>
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Other Assets/Accrual Adj	(18,357)	13,483	-	2,890	8,182	-	-	3,909	(246,092)	16,550	221,076	-	-	<b>1,641</b>
Fixed Assets	-	-	-	15,216	9,482	9,482	9,482	-	-	30,840	-	-	-	<b>74,502</b>
Due To (From)	13,371	-	-	-	-	-	-	-	-	-	-	-	-	<b>13,371</b>
Expenses - Prior Year Accruals	(67,214)	-	-	-	-	-	-	-	-	-	-	-	-	<b>(67,214)</b>
Accounts Payable - Current Year	-	-	(1,416)	(109,718)	(67,607)	(164,074)	(60,802)	-	-	11,889	-	-	-	<b>(391,728)</b>
Summer Holdback for Teachers	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	4,987	-	<b>59,844</b>
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>
<b>Total Other Transactions</b>	<b>88,055</b>	<b>18,118</b>	<b>19,962</b>	<b>(74,822)</b>	<b>(44,956)</b>	<b>(149,605)</b>	<b>(46,333)</b>	<b>8,896</b>	<b>186,860</b>	<b>111,977</b>	<b>226,063</b>	<b>4,987</b>		<b>349,201</b>
<b>Total Change in Cash</b>	<b>(11,707)</b>	<b>(217,075)</b>	<b>59,999</b>	<b>(139,834)</b>	<b>(43,944)</b>	<b>68,250</b>	<b>(137,463)</b>	<b>17,869</b>	<b>232,203</b>	<b>(104,720)</b>	<b>(103,740)</b>	<b>(61,490)</b>		<b>(345,240)</b>
ENDING CASH (Local Bank 9120)	416,675	360,904	376,285	382,489	339,893	357,034	232,374	208,699	400,313	304,721	200,981	139,491		
ENDING CASH (County Treas. & Other)	336,009	174,705	219,324	73,286	71,938	123,046	110,244	151,788	192,377	183,249	183,249	183,249		
<b>ENDING CASH (TOTAL)</b>	<b>752,684</b>	<b>535,609</b>	<b>595,609</b>	<b>455,775</b>	<b>411,831</b>	<b>480,080</b>	<b>342,618</b>	<b>360,487</b>	<b>592,690</b>	<b>487,970</b>	<b>384,230</b>	<b>322,740</b>		

<<< = 26 days cash



## MERF Executive Summary

### SUMMARY OF RESULTS

This latest Current Forecast update projects a budget deficit of (\$404,233).

This is an increase of \$20,151 from the original Second Interim Budget projected deficit of (\$424,384).

This will allow MERF to end this fiscal year with a balance of \$389,728, which is 6.6% of annual expenditures.

### CASH FLOW

Operating cash flow is projected to remain positive throughout this fiscal year, as shown in the attached monthly cash flow schedule.

The lowest projected ending cash balance this fiscal year is \$368,643, which represents 22 days of operating costs on average.

This cash flow takes into account all intercompany loans made to date, but does not assume additional loans until approved by the Board.

### SIGNIFICANT CHANGES IN REVENUE (Total change from Second Interim = increase of \$33,102, or 0.6% of Second Interim revenues)

**Other Local Revenues:** This category includes all MERF revenues from the sites, as well as other schoolwide revenue sources.

LCFF Entitlement projected revenues are \$0 lower than in the Second Interim, due to average daily attendance (ADA) decreasing by 0.

### SIGNIFICANT CHANGES IN EXPENSES (Total change from Second Interim = increase of \$12,951, or 0.2% of Second Interim expenses)

**Salaries and Benefits:** This includes all employee pay, plus benefits such as retirement, healthcare, Medicare, Social Security, etc.

Salaries and Benefits costs are \$0 lower than in the Second Interim, reflecting budget adjustments to address changes in enrollment and other factors.

**Books & Supplies:** This category includes textbooks, computers, supplies, and other instructional and non-instructional materials and equipment.

Books & Supplies costs are projected at \$30,330 higher than in the Second Interim, due to targeted budget adjustments (see detail).

**Services & Operating Expenses:** These include all contracted services as well as travel, insurance, rent, legal costs, and other service-related expenses.

Services & Operating costs are projected to be (\$17,379) lower than in the Second Interim, due to targeted budget adjustments (see detail).

**Depreciation, Capital Outlay, and Other Outgo:** This category includes depreciation on fixed assets, interest, and SELPA encroachment.

These costs are projected at \$0 lower than in the Second Interim, reflecting updated depreciation and encroachment projections.

April 2019 Monthly Update Actuals through May 31, 2019												Year To Date			Annual Budget					
MSA MERF	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
	Projected Average Daily Attendance:																			
<b>SUMMARY</b>																				
<b>Revenue</b>																				
LCFF Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other State Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Local Revenues	158,541	1,409,427	134,556	759,283	519,146	507,281	(87,067)	586,598	506,412	453,385	462,806	5,410,367	5,404,975	5,393	6,058,065	5,491,181	5,524,283	33,102	113,916	98%
<b>Total Revenue</b>	<b>158,541</b>	<b>1,409,427</b>	<b>134,556</b>	<b>759,283</b>	<b>519,146</b>	<b>507,281</b>	<b>(87,067)</b>	<b>586,598</b>	<b>506,412</b>	<b>453,385</b>	<b>462,806</b>	<b>5,410,367</b>	<b>5,404,975</b>	<b>5,393</b>	<b>6,058,065</b>	<b>5,491,181</b>	<b>5,524,283</b>	<b>33,102</b>	<b>113,916</b>	<b>98%</b>
<b>Expenditures</b>																				
Certificated Salaries	46,813	(5,797)	48,213	47,379	47,379	47,379	47,379	47,379	47,379	47,379	47,379	468,262	468,262	-	378,982	384,571	384,571	-	(83,691)	122%
Classified Salaries	138,198	150,746	171,295	155,738	157,569	158,281	159,536	155,059	156,315	160,148	158,399	1,721,285	1,729,508	(8,223)	2,115,146	2,103,974	2,103,974	-	382,689	82%
Benefits	38,690	73,406	36,124	59,281	39,320	50,247	154,447	49,977	53,453	58,096	212,318	825,359	849,281	(23,922)	772,961	782,961	782,961	-	(42,398)	105%
Books and Supplies	-	1,790	54,489	5,628	46,793	15,664	(59,666)	1,789	(3,511)	67,627	3,615	134,217	187,386	(53,169)	89,201	108,765	139,095	30,330	4,878	96%
Services and Operating Exp.	29,627	167,935	87,673	206,354	109,643	167,421	102,242	84,751	99,895	80,052	90,604	1,226,198	1,260,809	(34,611)	2,451,260	2,523,779	2,506,400	(17,379)	1,280,201	49%
Depreciation & Cap Outlay	-	-	-	10,575	-	-	-	-	-	-	-	10,575	11,327	(752)	515	11,515	11,515	-	940	92%
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>253,328</b>	<b>388,081</b>	<b>397,794</b>	<b>484,954</b>	<b>400,705</b>	<b>438,992</b>	<b>403,939</b>	<b>338,956</b>	<b>353,531</b>	<b>413,302</b>	<b>512,315</b>	<b>4,385,896</b>	<b>4,506,573</b>	<b>(120,677)</b>	<b>5,808,065</b>	<b>5,915,565</b>	<b>5,928,516</b>	<b>12,951</b>	<b>1,542,620</b>	<b>74%</b>
<b>Net Revenues</b>												<b>1,024,471</b>	<b>898,402</b>	<b>126,069</b>	<b>250,000</b>	<b>(424,384)</b>	<b>(404,233)</b>	<b>20,151</b>	<b>(1,428,704)</b>	
<b>Fund Balance</b>												<b>Fund Balance</b>								
Beginning Balance (Audited)												Beginning Balance (Audited) 793,961								
Net Revenues												Net Revenues (404,233)								
<b>Ending Fund Balance</b>												<b>Ending Fund Balance 389,728</b>								
<b>Components of Ending Fund Balance</b>												<b>Components of Fund Bal.</b>								
Available For Economic Uncertainty												Available For Econ. Uncert. 373,110 6.3% of Expenditures								
Restricted Balances												Restricted Balances - 0.0% of Expenditures								
Net Fixed Assets												Net Fixed Assets 16,618 0.3% of Expenditures								
<b>Ending Fund Balance</b>												<b>Ending Fund Balance 389,728 6.6% of Expenditures</b>								



April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget								
		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim
<b>MSA MERF</b>																					
<b>REVENUE DETAIL</b>																					
<b>LCFF Entitlement</b>																					
8011	State Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8012	EPA Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8019	Prior Year Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8096	InLieuPropTaxes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - LCFF Entitlement</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Federal Revenue</b>																					
8181	SpEd - Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8220	SchLunchFederal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8290	All Other Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Federal Revenue</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Other State Revenue</b>																					
8311	SpEd Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8520	SchoolNutrState	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8550	MandCstReimburs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8560	StateLotteryRev	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8590	AllOthStateRev	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other State Revenue</b>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Local Revenue</b>																					
8600	Other Local Revenue	-	-	25,000	-	-	-	(25,000)	25,006	-	-	-	25,006	25,000	6	-	-	16,551	16,551	(8,455)	151%
8600	StudentLunchFee	-	-	-	-	-	-	-	25,006	-	-	-	25,006	30,000	(4,994)	-	-	16,551	16,551	(8,455)	151%
8650	Leases & Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8660	Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8699	Other Revenue	375	445,540	(397,725)	254,606	-	-	1,883	-	424	2,194	11,609	318,906	308,444	10,461	50,000	51,883	51,883	-	(267,023)	615%
8701	CMO Fee - MSA-1	-	165,806	82,903	82,903	82,903	82,903	82,903	82,903	82,903	82,903	82,903	911,932	911,932	-	994,835	994,835	994,835	-	82,903	92%
8702	CMO Fee - MSA-2	-	149,815	74,908	74,908	74,908	74,908	74,908	74,908	74,908	74,908	74,908	823,984	823,984	-	898,892	898,892	898,892	-	74,908	92%
8703	CMO Fee - MSA-3	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	82,592	908,512	908,512	-	991,104	991,104	991,104	-	82,592	92%
8704	CMO Fee - MSA-4	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	6,471	71,186	71,186	-	77,657	77,657	77,657	-	6,471	92%
8705	CMO Fee - MSA-5	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	8,604	94,649	94,649	-	103,253	103,253	103,253	-	8,604	92%
8706	CMO Fee - MSA-6	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	3,871	42,581	42,581	-	46,452	46,452	46,452	-	3,871	92%
8707	CMO Fee - MSA-7	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	41,399	455,386	455,386	-	496,785	496,785	496,785	-	41,399	92%
8708	CMO Fee - MSA-8	-	165,239	82,620	82,620	82,620	82,620	82,620	82,620	82,620	82,620	82,620	908,816	908,816	-	991,436	991,436	991,436	-	82,620	92%
8709	CMO Fee - MSA-SA	-	269,311	89,770	89,770	89,770	89,770	(527,350)	101,042	101,042	33,681	33,681	370,489	401,042	(30,553)	997,937	404,170	404,170	-	33,681	92%
8712	CMO Fee - MSA-SD	-	68,286	34,143	34,143	34,143	34,143	34,143	34,143	34,143	34,143	34,143	375,571	375,571	-	409,714	409,714	409,714	-	34,143	92%
8791	SpEd Revenue (Local)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8802	Private Donations/Grants	-	-	-	-	-	-	-	25,000	(25,000)	-	-	-	-	-	-	25,000	25,000	-	25,000	0%
8803	Fundraising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8999	Revenues-Susp	15,228	2,493	-	(2,605)	11,865	-	20,889	43,033	(12,566)	-	5	78,343	47,870	30,473	-	-	-	-	(78,343)	-
<b>SUBTOTAL - Local Revenue</b>		<b>158,541</b>	<b>1,409,427</b>	<b>134,556</b>	<b>759,283</b>	<b>519,146</b>	<b>507,281</b>	<b>(87,067)</b>	<b>586,598</b>	<b>506,412</b>	<b>453,385</b>	<b>462,806</b>	<b>5,410,367</b>	<b>5,404,975</b>	<b>5,393</b>	<b>6,058,065</b>	<b>5,491,181</b>	<b>5,524,283</b>	<b>33,102</b>	<b>113,916</b>	<b>98%</b>
<b>TOTAL REVENUE</b>		<b>158,541</b>	<b>1,409,427</b>	<b>134,556</b>	<b>759,283</b>	<b>519,146</b>	<b>507,281</b>	<b>(87,067)</b>	<b>586,598</b>	<b>506,412</b>	<b>453,385</b>	<b>462,806</b>	<b>5,410,367</b>	<b>5,404,975</b>	<b>5,393</b>	<b>6,058,065</b>	<b>5,491,181</b>	<b>5,524,283</b>	<b>33,102</b>	<b>113,916</b>	<b>98%</b>

April 2019 Monthly Update Actuals through May 31, 2019)		Year To Date											Annual Budget									
MSA MERF		Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
<b>EXPENDITURES DETAIL</b>																						
<b>Certificated Salaries</b>																						
1100	TeacherSalaries	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1300	Cert Adminis	46,813	(5,797)	48,213	47,379	47,379	47,379	47,379	47,379	47,379	47,379	47,379	468,262	468,262	-	378,982	384,571	384,571	-	(83,691)	122%	
<b>SUBTOTAL - Certificated Salaries</b>		<b>46,813</b>	<b>(5,797)</b>	<b>48,213</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>47,379</b>	<b>468,262</b>	<b>468,262</b>	<b>-</b>	<b>378,982</b>	<b>384,571</b>	<b>384,571</b>	<b>-</b>	<b>(83,691)</b>	<b>122%</b>	
<b>Classified Salaries</b>																						
2400	Clerical & Tech	106,667	104,367	120,362	104,805	105,573	111,082	112,186	107,709	106,881	107,299	106,881	1,193,812	1,213,787	(19,975)	1,855,793	1,855,062	1,855,062	-	661,250	64%	
2900	OtherClassStaff	31,531	46,379	50,933	50,933	51,996	47,200	47,350	47,350	49,434	52,850	51,518	527,474	515,722	11,752	259,353	248,912	248,912	-	(278,562)	212%	
<b>SUBTOTAL - Classified Salaries</b>		<b>138,198</b>	<b>150,746</b>	<b>171,295</b>	<b>155,738</b>	<b>157,569</b>	<b>158,281</b>	<b>159,536</b>	<b>155,059</b>	<b>156,315</b>	<b>160,148</b>	<b>158,399</b>	<b>1,721,285</b>	<b>1,729,508</b>	<b>(8,223)</b>	<b>2,115,146</b>	<b>2,103,974</b>	<b>2,103,974</b>	<b>-</b>	<b>382,689</b>	<b>82%</b>	
<b>Employee Benefits</b>																						
3101	STRS	10,071	13,233	13,498	14,082	14,374	14,526	14,806	14,479	14,479	14,479	141,937	279,964	287,700	(7,737)	94,038	94,038	94,038	-	(185,926)	298%	
3202	PERS	4,036	4,165	4,165	4,165	4,165	4,165	4,165	4,165	4,165	4,165	4,165	45,687	42,380	3,306	49,981	49,981	49,981	-	4,294	91%	
3301	OASDI/Med	9,531	9,991	10,079	8,782	8,397	8,388	10,154	9,862	10,036	10,327	10,195	105,742	102,946	2,796	141,870	141,870	141,870	-	36,128	75%	
3401	HlthWelfare	1,539	37,102	(41)	24,070	4,337	1,700	70,162	1,643	21,278	21,301	25,462	208,553	209,229	(677)	292,748	302,748	302,748	-	94,195	69%	
3501	Unemployns	635	667	-	-	-	283	9,278	875	123	246	44	12,152	12,354	(202)	11,919	11,919	11,919	-	(233)	102%	
3601	WorkersCmp	8,586	2,862	2,862	2,862	2,862	-	5,724	4,710	(1,354)	2,863	(2,477)	29,501	48,654	(19,153)	28,088	28,088	28,088	-	(1,413)	105%	
3701	Other Retirement	-	-	-	-	-	16,371	35,340	9,387	-	-	28,280	89,378	91,371	(1,993)	-	-	-	-	-	(89,378)	-
3901	OthBenes	4,292	5,388	5,561	5,320	5,186	4,812	4,818	4,856	4,726	4,714	4,711	54,383	54,646	(263)	154,317	154,317	154,317	-	99,934	35%	
<b>SUBTOTAL - Employee Benefits</b>		<b>38,690</b>	<b>73,406</b>	<b>36,124</b>	<b>59,281</b>	<b>39,320</b>	<b>50,247</b>	<b>154,447</b>	<b>49,977</b>	<b>53,453</b>	<b>58,096</b>	<b>212,318</b>	<b>825,359</b>	<b>849,281</b>	<b>(23,922)</b>	<b>772,961</b>	<b>782,961</b>	<b>782,961</b>	<b>-</b>	<b>(42,398)</b>	<b>105%</b>	
<b>Books &amp; Supplies</b>																						
4100	Text&CoreCurric	-	-	-	-	-	-	-	-	-	-	-	-	841	(841)	1,051	1,051	1,051	-	1,051	0%	
4200	BooksOthRefMats	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4310	Ins Mats & Sups	-	-	-	136	-	-	-	-	81	-	-	217	8,343	(8,126)	5,500	5,500	10,475	4,975	10,258	2%	
4315	OthrSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4320	Office Supplies	-	135	1,069	1,727	435	193	3,329	590	98	2,719	951	11,245	25,411	(14,166)	34,000	34,400	34,400	-	23,155	33%	
4325	ProfDevMat&Sups	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4326	Arts&MusicSupps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4335	PE Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4340	Educat Software	-	-	-	-	-	-	-	-	-	-	245	245	7,804	(7,559)	9,000	9,000	10,000	1,000	9,755	2%	
4345	NonInstStdntSup	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4346	TeacherSupplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4350	Cust. Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4351	Yearbook	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4390	Uniforms	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4400	NonCapEquip-Gen	-	-	-	1,334	-	-	4,527	-	-	-	-	5,861	12,269	(6,408)	1,500	8,971	13,871	4,900	8,010	42%	
4410	ClssrmFrmEqp<5k	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4430	OfficeFurnEqp<5k	-	-	-	-	-	-	-	-	-	-	1,880	1,880	96	1,784	-	2,000	2,000	-	120	94%	
4440	Computers <\$5k	-	-	-	1,110	-	-	287	0	-	-	-	1,397	13,212	(11,815)	5,000	7,310	16,165	8,855	14,768	9%	
4460	Fixed Asset Suspense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4710	Food	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4720	Food:Other Food	-	165	133	382	566	-	7,675	(105)	5,829	535	1,229	16,408	36,701	(20,293)	33,150	40,533	51,133	10,600	34,725	32%	
4990	Prior Year Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4999	Misc Exp-Suspense	-	1,490	53,288	938	45,793	15,471	(75,484)	1,304	(9,518)	64,373	(690)	96,965	82,709	14,255	-	-	-	-	(96,965)	-	
<b>SUBTOTAL - Books and Supplies</b>		<b>-</b>	<b>1,790</b>	<b>54,489</b>	<b>5,628</b>	<b>46,793</b>	<b>15,664</b>	<b>(59,666)</b>	<b>1,789</b>	<b>(3,511)</b>	<b>67,627</b>	<b>3,615</b>	<b>134,217</b>	<b>187,386</b>	<b>(53,169)</b>	<b>89,201</b>	<b>108,765</b>	<b>139,095</b>	<b>30,330</b>	<b>4,878</b>	<b>96%</b>	

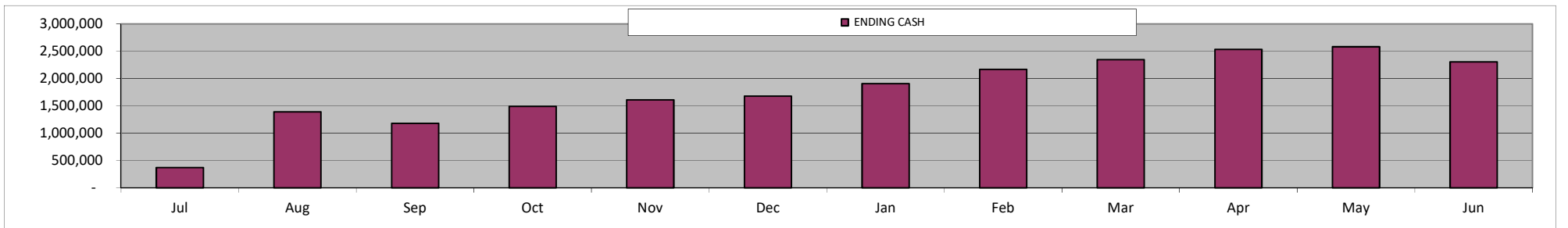


April 2019 Monthly Update Actuals through May 31, 2019												Year To Date			Annual Budget						
MSA MERF	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Services &amp; Other Operating Expenses</b>																				
5101 CMO Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5205 Conference Fees	-	-	-	-	1,165	-	450	-	-	750	635	3,000	12,261	(9,261)	37,950	36,990	36,990	-	33,990	8%	
5210 MilesParkTolls	2,178	4,267	2,341	3,208	4,020	2,811	5,987	557	5,610	4,974	5,634	41,585	32,157	9,428	116,000	115,000	112,000	(3,000)	70,415	37%	
5215 TravConferences	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5220 TraLodging	-	20	802	-	140	6	812	3,462	1,179	(1,502)	-	4,920	2,485	2,435	92,150	114,650	112,246	(2,404)	107,326	4%	
5300 DuesMemberships	75	150	1,017	75	24,000	1,264	150	1,760	-	1,361	-	29,927	51,941	(22,015)	10,900	62,573	62,873	300	32,947	48%	
5450 Other Insurance	5,834	1,945	5,621	12,472	1,945	-	3,890	(0)	5,834	1,945	(1,945)	37,541	56,493	(18,952)	40,000	40,000	40,000	-	2,459	94%	
5500 OpsHousekeeping	-	-	-	-	-	-	-	-	-	-	-	-	-	-	26,545	15,000	13,800	(1,200)	13,800	0%	
5510 Gas & Electric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5610 Rent & Leases	13,850	15,457	14,525	14,995	14,525	14,056	15,202	13,850	14,988	-	31,238	162,685	131,931	30,754	176,200	178,570	179,770	1,200	17,085	90%	
5620 EquipmentLeases	286	286	286	286	286	286	286	286	286	575	286	3,432	3,143	289	13,000	13,000	14,000	1,000	10,568	25%	
5630 Reps&MaintBldg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,500	2,500	2,500	-	2,500	0%	
5800 ProfessServices	6,750	27,225	37,201	39,220	27,932	16,500	15,080	15,299	23,274	23,070	24,688	256,239	283,170	(26,931)	548,750	534,100	521,980	(12,120)	265,741	49%	
5810 Legal	-	4,707	15,747	7,807	4,508	5,022	1,779	1,717	-	-	5,392	46,679	39,570	7,109	335,000	330,000	318,700	(11,300)	272,021	15%	
5811 Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5813 SchPrgAftSchool	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5814 SchPrgAcadComps	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5819 SchlProgs-Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5820 Audit & CPA	-	-	-	-	-	58,669	-	4,863	-	2,380	-	65,912	63,202	2,709	50,000	70,000	78,000	8,000	12,088	85%	
5825 DMSBusiness Svcs	-	103,404	-	69,130	34,468	34,468	35,332	35,332	35,332	35,463	-	382,928	415,520	(32,592)	500,000	500,000	500,000	-	117,072	77%	
5835 Field Trips	-	-	-	20,437	-	-	-	-	-	-	-	20,437	20,437	-	-	25,000	25,000	-	4,563	82%	
5836 FieldTrip Trans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5840 MarkngStdtRecrt	-	-	3,500	2,036	-	4,040	3,342	-	-	1,217	2,067	16,202	18,085	(1,884)	58,000	57,827	63,972	6,145	47,770	25%	
5850 Oversight Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5857 Payroll Fees	-	-	-	-	-	-	(76)	912	5,781	5,806	7,001	19,424	(137)	19,561	20,000	20,000	20,000	-	576	97%	
5860 Service Fees	-	-	-	146	-	-	-	-	-	-	2,508	2,654	263	2,391	20,000	19,400	19,400	-	16,746	14%	
5861 Prior Year Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5863 Prof Developmnt	-	150	960	180	5,100	25	3,989	525	-	380	1,275	12,584	10,404	2,180	77,000	66,525	64,525	(2,000)	51,941	20%	
5864 Prof Dev-Other	-	-	-	10,552	-	2,100	5,670	1,500	-	-	1,500	21,322	18,322	3,000	50,500	38,500	38,500	-	17,178	55%	
5869 SpEd Ctrct Inst	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5872 SpEd Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5875 StaffRecruiting	-	1,223	173	3,288	245	575	-	-	1,272	294	882	7,952	8,929	(977)	15,000	15,087	15,087	-	7,135	53%	
5884 Substitutes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,000	3,000	3,000	-	0%
5890 Oth SvcsNon-Inst	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5900 Communications	655	657	100	655	-	-	891	-	-	359	683	4,001	4,275	(274)	32,000	32,950	32,950	-	28,949	12%	
5920 TelecomInternet	-	-	-	703	-	-	2,113	711	711	-	1,418	5,655	5,069	587	-	4,000	4,000	-	(1,655)	141%	
5930 PostageDelivery	-	649	(0)	-	-	-	1,979	(649)	-	-	-	1,979	4,211	(2,232)	13,000	11,413	11,413	-	9,434	17%	
5940 Technology	-	7,796	5,400	21,164	15,234	4,864	4,255	6,237	3,580	4,630	5,983	79,142	79,079	63	216,765	220,694	215,694	(5,000)	136,552	37%	
<b>SUBTOTAL - Services &amp; Operations</b>	<b>29,627</b>	<b>167,935</b>	<b>87,673</b>	<b>206,354</b>	<b>109,643</b>	<b>167,421</b>	<b>102,242</b>	<b>84,751</b>	<b>99,895</b>	<b>80,052</b>	<b>90,604</b>	<b>1,226,198</b>	<b>1,260,809</b>	<b>(34,611)</b>	<b>2,451,260</b>	<b>2,523,779</b>	<b>2,506,400</b>	<b>(17,379)</b>	<b>1,280,201</b>	<b>49%</b>	

April 2019 Monthly Update Actuals through May 31, 2019)												Year To Date			Annual Budget						
MSA MERF	Jul Actuals	Aug Actuals	Sep Actuals	Oct Actuals	Nov Actuals	Dec Actuals	Jan Actuals	Feb Actuals	Mar Actuals	Apr Actuals	May Actuals	Actual YTD	2nd Interim Budget YTD	Variance	Adopted July 1 Budget	2nd Interim Budget	Current Forecast	Change Since 2nd Interim	Second Interim Remaining	Actuals as % of Second Interim	
	<b>Capital Outlay &amp; Depreciation</b>																				
6100 Site Imp (Pre-Capitalization)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
6400 EquipFixed	-	-	-	10,403	-	-	-	-	-	-	-	10,403	10,881	(477)	-	11,000	11,000	-	-	597	95%
6900 Depreciation	-	-	-	172	-	-	-	-	-	-	-	172	446	(275)	515	515	515	-	-	343	33%
<b>SUBTOTAL - Cap Outlay &amp; Dep.</b>	-	-	-	<b>10,575</b>	-	-	-	-	-	-	-	<b>10,575</b>	<b>11,327</b>	<b>(752)</b>	<b>515</b>	<b>11,515</b>	<b>11,515</b>	-	-	<b>940</b>	<b>92%</b>
<b>Other Outflows</b>																					
7299 Encroachment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL - Other Outflows</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>253,328</b>	<b>388,081</b>	<b>397,794</b>	<b>484,954</b>	<b>400,705</b>	<b>438,992</b>	<b>403,939</b>	<b>338,956</b>	<b>353,531</b>	<b>413,302</b>	<b>512,315</b>	<b>4,385,896</b>	<b>4,506,573</b>	<b>(120,677)</b>	<b>5,808,065</b>	<b>5,915,565</b>	<b>5,928,516</b>	<b>12,951</b>	<b>1,542,620</b>	<b>74%</b>	

**Monthly Update - Monthly Cash Flow (Actuals + Projections)**

<b>MERF</b>	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Accruals	<b>TOTAL</b>
	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>ACTUALS</b>	<b>BUDGET</b>	<b>BUDGET</b>	
<b>BEGINNING CASH</b>	<b>475,054</b>	<b>368,643</b>	<b>1,389,372</b>	<b>1,177,066</b>	<b>1,490,509</b>	<b>1,609,067</b>	<b>1,677,474</b>	<b>1,904,350</b>	<b>2,166,072</b>	<b>2,344,626</b>	<b>2,531,918</b>	<b>2,582,622</b>	<b>2,302,750</b>	
<b>Revenue</b>														
LCFF Entitlement	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other State Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Local Revenues	158,541	1,409,427	134,556	759,283	519,146	507,281	(87,067)	586,598	506,412	453,385	462,806	417,511	(754,208)	<b>5,073,670</b>
<b>Total Revenue</b>	<b>158,541</b>	<b>1,409,427</b>	<b>134,556</b>	<b>759,283</b>	<b>519,146</b>	<b>507,281</b>	<b>(87,067)</b>	<b>586,598</b>	<b>506,412</b>	<b>453,385</b>	<b>462,806</b>	<b>417,511</b>	<b>(754,208)</b>	<b>5,073,670</b>
<b>Expenses</b>														
Certificated Salaries	46,813	(5,797)	48,213	47,379	47,379	47,379	47,379	47,379	47,379	47,379	47,379	47,379	(131,070)	<b>384,571</b>
Classified Salaries	138,198	150,746	171,295	155,738	157,569	158,281	159,536	155,059	156,315	160,148	158,399	159,536	214,930	<b>2,095,751</b>
Benefits	38,690	73,406	36,124	59,281	39,320	50,247	154,447	49,977	53,453	58,096	212,318	327,904	(144,224)	<b>1,009,039</b>
Books and Supplies	-	1,790	54,489	5,628	46,793	15,664	(59,666)	1,789	(3,511)	67,627	3,615	60,369	(108,659)	<b>85,927</b>
Services and Operations	29,627	167,935	87,673	206,354	109,643	167,421	102,242	84,751	99,895	80,052	90,604	102,124	1,143,467	<b>2,471,788</b>
Depreciation / Cap Outlay	-	-	-	10,575	-	-	-	-	-	-	-	188	-	<b>10,763</b>
Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>253,328</b>	<b>388,081</b>	<b>397,794</b>	<b>484,954</b>	<b>400,705</b>	<b>438,992</b>	<b>403,939</b>	<b>338,956</b>	<b>353,531</b>	<b>413,302</b>	<b>512,315</b>	<b>697,500</b>	<b>974,443</b>	<b>6,057,839</b>
<b>Other Transactions Affecting Cash</b>														
Revenues - Prior Year Accruals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Accounts Receivable - Current Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Assets/Accrual Adj	-	-	-	-	-	-	717,765	13,962	25,556	147,091	100,096	-	-	<b>1,004,470</b>
Fixed Assets	-	-	-	171	118	118	118	118	118	118	118	118	118	<b>1,111</b>
Due To (From)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Expenses - Prior Year Accruals	(11,625)	(617)	-	-	-	-	-	-	-	-	-	-	-	<b>(12,242)</b>
Accounts Payable - Current Year	-	-	50,931	38,944	-	-	-	-	-	-	-	-	-	<b>89,875</b>
Summer Holdback for Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Current)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loans Payable (Long Term)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Other Transactions</b>	<b>(11,625)</b>	<b>(617)</b>	<b>50,931</b>	<b>39,115</b>	<b>118</b>	<b>118</b>	<b>717,883</b>	<b>14,079</b>	<b>25,674</b>	<b>147,208</b>	<b>100,213</b>	<b>118</b>		<b>1,083,214</b>
<b>Total Change in Cash</b>	<b>(106,411)</b>	<b>1,020,730</b>	<b>(212,307)</b>	<b>313,443</b>	<b>118,558</b>	<b>68,406</b>	<b>226,876</b>	<b>261,722</b>	<b>178,554</b>	<b>187,292</b>	<b>50,704</b>	<b>(279,872)</b>		<b>99,045</b>
<b>ENDING CASH</b>	<b>368,643</b>	<b>1,389,372</b>	<b>1,177,066</b>	<b>1,490,509</b>	<b>1,609,067</b>	<b>1,677,474</b>	<b>1,904,350</b>	<b>2,166,072</b>	<b>2,344,626</b>	<b>2,531,918</b>	<b>2,582,622</b>	<b>2,302,750</b>		<<< = 139 days cash





# QUESTIONS & COMMENTS



# Cover Sheet

## Facilities Updates

**Section:** IV. Information/Discussion Items  
**Item:** F. Facilities Updates  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV F Facilities Updates.pdf



Board Agenda Item #:	IV F- Information Item
Date:	July 18, 2019
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools ("MPS") Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	FACILITIES UPDATES

#### Background

No action recommended. Information only.

For all Prop 39 projects and CSFIG projects, the Facilities Department proposes to either hire an outside vendor or hire a project manager to monitor and assure compliance with prevailing wage requirements.

SCHOOL	UPDATES	NEXT STEPS
<b>MSA-1</b>	<p>New High School Building Construction Update:</p> <ul style="list-style-type: none"> <li>▪ Projected completion date is early August, assuming LADWP installs transformer before last week of July, which should still allow school to open on time. See Exhibit A for pictures of progress.</li> <li>▪ A contingency plan to open at the Bridge Bible Fellowship is in the works. A lease amendment was signed.</li> </ul>	<p>New High School Building Construction:</p> <ul style="list-style-type: none"> <li>▪ Continue with construction activities</li> <li>▪ Follow up with LADWP and enlist council office to assist</li> </ul>
	<p>Prop 39 Energy Efficiency Grant (<b>\$255,528.00</b>):</p> <ul style="list-style-type: none"> <li>▪ The HVAC is to commence by July 26th.</li> <li>▪ The LED lighting work has been completed and paid out.</li> </ul>	<p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> <li>▪ Move forward with improvements.</li> </ul>
<b>MSA-2</b>	<p>Campus Improvements:</p> <ul style="list-style-type: none"> <li>▪ Facilities Dept submitted updated budget to LAUSD with revised pricing from Williams Scotsman.</li> </ul>	<p>Campus Improvements:</p> <ul style="list-style-type: none"> <li>▪ Follow up with LAUSD re approval of shade and modular projects</li> </ul>

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SCHOOL	UPDATES	NEXT STEPS
	Prop 39 Energy Efficiency Grant ( <b>\$228,414.50</b> ): <ul style="list-style-type: none"> <li>All projects approved</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>HVAC and LED Lighting Projects will move forward with installation during summer</li> </ul>
<b>MSA-3</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-3 to negotiate with LAUSD principal for additional space</li> <li>Search for private site continues.</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>Seeking additional classrooms from LAUSD</li> <li>Continue with site search</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$247,000</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing approval</li> </ul>
<b>MSA-4</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-4 negotiating for additional space.</li> <li>Search for private site continues.</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>Seeking additional classrooms from LAUSD</li> <li>Continue with site search and strategize for future move</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$231,070</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing LAUSD approval</li> </ul>
<b>MSA-5</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-5 principal to reach out to LAUSD principal about additional space</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-5 principal will reach out to LAUSD principal to secure additional space</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$234,833</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing approval</li> </ul>
<b>MSA-6</b>	Lease <ul style="list-style-type: none"> <li>Church has engaged a law firm to negotiate a lease. Prior year to year leases were one page documents.</li> <li>Lease was presented in form of license. Terms and conditions still being negotiated.</li> </ul>	Lease <ul style="list-style-type: none"> <li>MPS and MSA-6 staff to negotiate lease; no change, still in process</li> </ul>

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SCHOOL	UPDATES	NEXT STEPS
	Prop 39 Energy Efficiency Grant ( <b>\$58,836.53</b> ): <ul style="list-style-type: none"> <li>Contracts for lighting retrofit and solar installation have been approved</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Installations will be scheduled upon landlord and tenant reaching a resolution on a lease</li> </ul>
<b>MSA-7</b>	Prop 39 Energy Efficiency Grant ( <b>\$238,410.00</b> ): <ul style="list-style-type: none"> <li>HVAC installation was completed</li> <li>Cool roof installation was completed</li> <li>Lighting and plug load management to be completed</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Review lighting and plug load management contracts to make sure all components are integrated into contract</li> </ul>
	Other Capital Improvements <ul style="list-style-type: none"> <li><i>Playground</i> – Contract and award of contract approved by Ad Hoc Committee; awaiting installation date</li> <li><i>Restrooms</i> – Evaluating two (2) contractors for work; need to negotiate scope of work in light of remaining CSFIG fund; expect to make decision in one week with work to commence shortly thereafter.</li> </ul>	Other Capital Improvements: <ul style="list-style-type: none"> <li>Schedule work</li> </ul>
<b>MSA-8</b>	Prop 39 Energy Efficiency Grant ( <b>\$232,428.36</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual “out” in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Continue follow up with LAUSD</li> </ul>
<b>MSA-SAN DIEGO</b>	Close Out: <ul style="list-style-type: none"> <li>Need to schedule “handyman” to visit campus to make final fixes noted by Certified Access Specialist</li> </ul>	Close Out: <ul style="list-style-type: none"> <li>Fix ADA signage issues</li> <li>Get Inspector of Record (“IOR”) sign-off</li> </ul>
<b>MSA-SANTA ANA</b>	There are some warranty issues that need to be addressed by the general contractor.	In process.



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Exhibit A

Pictures of Current Construction Progress



Rooftop restroom

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## Cover Sheet

### Update on Senate Bill 126 as it Relates to Magnolia Public Schools

**Section:** IV. Information/Discussion Items  
**Item:** G. Update on Senate Bill 126 as it Relates to Magnolia Public Schools  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** IV G SB 126.pdf



Board Agenda Item #	Agenda # IVG- Discussion Item
Date:	7/18/2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, CEO & Superintendent
RE:	SB 126

### Information Item

No actions to take at this time, this is updated information from the May 2019 Board Meeting.

### Previous Information

- Senate Bill 126 will take effect January 1, 2020
- New requirements as they relate to MPS are the following:
  - All board and committee meetings must be held within the jurisdiction of Los Angeles County.
  - All 10 MSAs will have to remain open for each meeting.
  - All audio recordings will be posted on each school's website.
  - The current MPS Bylaws and Conflict of Interest Code/Policy will have to be amended to reflect the additional requirements no later than December 2019.
- Potential expenses including but not limited to items listed below are not included in the board approved budgets by school sites or MERF:
  - Additional costs incurred by the organization to reflect the extra hours worked by school staff when they need to keep campuses open
  - There may be additional costs in transportation expenses for staff and board members that need to travel to when attending the monthly meetings

### New Information

- Committee meetings can be held simultaneously. However, if MPS receives a concern from a member of the public who would like to speak at both meetings, MPS needs to make sure the committees provide the opportunity to do so.
- Beginning January 1, 2020, Education Code section 47604.1 goes into effect and states that a governing body of multiple charter schools in multiple counties will hold their Board meetings in the County in which the most enrolled students reside. So, a quorum of members will need to be in Los Angeles County for each meeting.

## Senate Bill No. 126

### CHAPTER 3

An act to add Section 47604.1 to the Education Code, relating to charter schools.

[Approved by Governor March 5, 2019. Filed with Secretary of State March 5, 2019.]

#### legislative counsel's digest

SB 126, Leyva. Charter schools.

(1) The Ralph M. Brown Act requires that all meetings of the legislative body, as defined, of a local agency be open and public and all persons be permitted to attend unless a closed session is authorized. The Bagley-Keene Open Meeting Act requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend.

This bill would expressly state that charter schools and entities managing charter schools are subject to the Ralph M. Brown Act, unless the charter school is operated by an entity governed by the Bagley-Keene Open Meeting Act, in which case the charter school would be subject to the Bagley-Keene Open Meeting Act, except as specified.

This bill would require specified charter schools or entities managing charter schools to hold meetings in specified locations. The bill would prohibit a meeting of the governing body of a charter school to discuss items related to the operation of the charter school from including the discussion of any item regarding an activity of the governing body that is unrelated to the operation of the charter school.

(2) The California Public Records Act requires state and local agencies to make their records available for public inspection and to make copies available upon request and payment of a fee unless the records are exempt from disclosure.

This bill would expressly state that charter schools and entities managing charter schools are subject to the California Public Records Act, except as specified.

(3) Existing law prohibits certain public officials, including, but not limited to, state, county, or district officers or employees, from being financially interested in any contract made by them in their official capacity or by any body or board of which they are members, except as provided.

This bill would expressly state that charter schools and entities managing charter schools are subject to these provisions, except that the bill would provide that an employee of a charter school is not disqualified from serving as a member of the governing body of the charter school because of that employment status. The bill would require a member of the governing body of a charter school who is also an employee of the charter school to abstain

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from voting on, or influencing or attempting to influence another member of that body regarding, any matter uniquely affecting that member's own employment.

(4) The Political Reform Act of 1974 requires every state agency and local governmental agency to adopt a conflict-of-interest code, formulated at the most decentralized level possible, that requires designated employees of the agency to file statements of economic interest disclosing any investments, business positions, interests in real property, or sources of income that may foreseeably be affected materially by any governmental decision made or participated in by the designated employee by virtue of that employee's position.

This bill would expressly state that charter schools and entities managing charter schools are subject to the Political Reform Act of 1974, except as specified.

*The people of the State of California do enact as follows:*

SECTION 1. Section 47604.1 is added to the Education Code, to read:

47604.1. (a) For purposes of this section, an "entity managing a charter school" means a nonprofit public benefit corporation that operates a charter school consistent with Section 47604. An entity that is not authorized to operate a charter school pursuant to Section 47604 is not an "entity managing a charter school" solely because it contracts with a charter school to provide to that charter school goods or task-related services that are performed at the direction of the governing body of the charter school and for which the governing body retains ultimate decisionmaking authority.

(b) A charter school and an entity managing a charter school shall be subject to all of the following:

(1) The Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), except that a charter school operated by an entity pursuant to Chapter 5 (commencing with Section 47620) shall be subject to the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code) regardless of the authorizing entity.

(2) (A) The California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).

(B) (i) The chartering authority of a charter school shall be the custodian of records with regard to any request for information submitted to the charter school if either of the following apply:

(I) The charter school is located on a federally recognized California Indian reservation or rancheria.

(II) The charter school is operated by a nonprofit public benefit corporation that was formed on or before May 31, 2002, and is currently operated by a federally recognized California Indian tribe.

(ii) This subparagraph does not allow a chartering authority to delay or obstruct access to records otherwise required under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).

(3) Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code.

(4) (A) The Political Reform Act of 1974 (Title 9 (commencing with Section 81000) of the Government Code).

(B) For purposes of Section 87300 of the Government Code, a charter school and an entity managing a charter school shall be considered an agency and is the most decentralized level for purposes of adopting a conflict-of-interest code.

(c) (1) (A) The governing body of one charter school shall meet within the physical boundaries of the county in which the charter school is located.

(B) A two-way teleconference location shall be established at each schoolsite.

(2) (A) The governing body of one nonclassroom-based charter school that does not have a facility or operates one or more resource centers shall meet within the physical boundaries of the county in which the greatest number of pupils who are enrolled in that charter school reside.

(B) A two-way teleconference location shall be established at each resource center.

(3) (A) For a governing body of an entity managing one or more charter schools located within the same county, the governing body of the entity managing a charter school shall meet within the physical boundaries of the county in which that charter school or schools are located.

(B) A two-way teleconference location shall be established at each schoolsite and each resource center.

(4) (A) For a governing body of an entity that manages two or more charter schools that are not located in the same county, the governing body of the entity managing the charter schools shall meet within the physical boundaries of the county in which the greatest number of pupils enrolled in those charter schools managed by that entity reside.

(B) A two-way teleconference location shall be established at each schoolsite and each resource center.

(C) The governing body of the entity managing the charter schools shall audio record, video record, or both, all the governing board meetings and post the recordings on each charter school's internet website.

(5) This subdivision does not limit the authority of the governing body of a charter school and an entity managing a charter school to meet outside the boundaries described in this subdivision if authorized by Section 54954 of the Government Code, and the meeting place complies with Section 54961 of the Government Code.

(d) Notwithstanding Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, an employee of a charter school shall not be disqualified from serving as a member of the governing body of the charter school because of that employee's

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employment status. A member of the governing body of a charter school who is also an employee of the charter school shall abstain from voting on, or influencing or attempting to influence another member of the governing body regarding, all matters uniquely affecting that member's employment.

(e) To the extent a governing body of a charter school or an entity managing a charter school engages in activities that are unrelated to a charter school, Article 4 (commencing with Section 1090) of Chapter 1 of Division 4 of Title 1 of the Government Code, the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code), the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code), the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), and the Political Reform Act of 1974 (Title 9 (commencing with Section 81000) of the Government Code) shall not apply with regard to those unrelated activities unless otherwise required by law.

(f) A meeting of the governing body of a charter school to discuss items related to the operation of the charter school shall not include the discussion of any item regarding an activity of the governing body that is unrelated to the operation of the charter school.

O