



Magnolia Public Schools

Regular Board Meeting

Date and Time

Thursday September 9, 2021 at 6:00 PM PDT

Location

<https://zoom.us/j/99252546111?pwd=Qys2Nmd4TGR0emRZVzAwUE9tT0lpQT09>

Meeting ID: 992 5254 6111 **Passcode:** 983882

One tap mobile: +16699009128,,99252546111# US (San Jose)

All members of the public can participate by calling in using the numbers provided above.

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. Members of the public who need special accommodations or translation are strongly encouraged to contact Magnolia Public Schools at least 24 hours in advance of the Board meeting so assistance can be assured.

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. Magnolia Public Schools values public comment during Board meetings. For members of the public who would like to speak, we have speaker cards to be filled out prior to the beginning of the meeting. For teleconference meetings you can email us your request for public comment. We limit individual speakers to three (3) minutes and speakers with interpreters to six (6) minutes. For any questions regarding this meeting email board@magnoliapublicschools.org or call 213-628-3634 Ext. 100.

Board Members:

Ms. Sandra Covarrubias, Chair

Dr. Umit Yapanel, Vice-Chair

Dr. Salih Dikbas

Ms. Diane Gonzalez

Mr. Mekan Muhammedov

CEO & Superintendent:

Mr. Alfredo Rubalcava

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
Opening Items			
A. Call the Meeting to Order			1 m
B. Record Attendance and Guests			1 m
C. Approval of Agenda	Vote		1 m
D. Public Comments			5 m
E. Announcements from CEO & Superintendent and Board Members			5 m
F. Approval of Minutes from MPS Regular Board Meeting - August 10, 2021	Approve Minutes		1 m
G. Approval of Minutes from MPS Regular Board Meeting - August 12, 2021	Approve Minutes		1 m
H. Approval of Minutes from MPS Special Board Meeting - August 19, 2021	Approve Minutes		1 m
II. Closed Session			6:16 PM
A. Public Announcement of Closed Session	FYI		1 m
B. Conference with Legal Counsel - Anticipated Litigation §54956.9(b): 1 case			30 m
C. Public Employment (§ 54957)			15 m
D. Report Out of Closed Session	FYI		1 m
III. Consent Items			7:03 PM
A. Approval of Revised Home Visit Policy	Vote	D.Yilmaz	3 m
B. Approval of Revised Certification of Signatures Form for Charter School Funds Distribution Authorization	Vote	H.Ciftci & A.Rubalcava	3 m
IV. Discussion/Information Items			7:09 PM
A. Academic Update	Discuss	E.Acar	15 m
B. Enrollment Update	Discuss	B.Lopez	10 m
C. Human Resources Update	Discuss	D.Hajmeirza	10 m
D. Update on Shade Structure Project for Magnolia Science Academy-1 High School Building	Discuss	P.Ontiveros	10 m
V. Action Items			7:54 PM
A. Approval of 2020-21 Unaudited Actuals	Vote	H.Ciftci & DMS	10 m

	Purpose	Presenter	Time
B. Approval of Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum	Vote	D.Hajmeirza	5 m
C. Approval of the Receipt of the Arts Ed Collective - Advancement Matching Grant	Vote	I.Soto	5 m
D. Approval of Procopio as a Legal Services Provider	Vote	P.Ontiveros	10 m
E. Approval for Pacific Charter School Development to serve as a partner on the MSA-7 Expansion Project	Vote	Audit/Facilities Committee	5 m
F. Approval of Wall Construction at Magnolia Science Academy-1 and Selection of Vendor	Vote	Audit/Facilities Committee	5 m
VI. Closing Items			8:34 PM
A. Adjourn Meeting	Vote		1 m

Cover Sheet

Approval of Minutes from MPS Regular Board Meeting - August 10, 2021

Section:	I. Opening Items
Item: August 10, 2021	F. Approval of Minutes from MPS Regular Board Meeting -
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Regular Board Meeting on August 10, 2021

APPROVED



Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time

Tuesday August 10, 2021 at 6:00 PM

Location

<https://zoom.us/j/95369915802?pwd=Rm8rcFZwNk81T1hZSUZJb2V0NnZrZz09>

Meeting ID: 953 6991 5802 **Passcode:** 237188

One tap mobile: +16699009128,,95369915802# US (San Jose)

Board Members:

Ms. Sandra Covarrubias, Chair

Dr. Umit Yapanel, Vice-Chair

Dr. Salih Dikbas

Ms. Diane Gonzalez

Mr. Mekan Muhammedov

CEO & Superintendent:

Mr. Alfredo Rubalcava

Directors Present

D. Gonzalez (remote), M. Muhammedov (remote), S. Dikbas (remote), U. Yapanel (remote)

Directors Absent

S. Covarrubias

Directors who arrived after the meeting opened

S. Dikbas

I. Opening Items**A. Call the Meeting to Order**

M. Muhammedov called a meeting of the board of directors of Magnolia Public Schools to order on Tuesday Aug 10, 2021 at 6:09 PM.

B. Record Attendance and Guests

Refer to attendance information stated above.

C. Approval of Agenda

D. Gonzalez made a motion to approve the agenda as presented.

M. Muhammedov seconded the motion.

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

Roll Call

U. Yapanel	Aye
D. Gonzalez	Aye
M. Muhammedov	Aye
S. Covarrubias	Absent
S. Dikbas	Absent

D. Public Comments

No public comments were given at this time.

E. Announcements from CEO & Superintendent and Board Members

A.Rubalcava, CEO & Superintendent, shared the excitement of LAUSD schools opening up for first day of Instruction on August 11th. Home Office staff will be going to the school sites for support. He read the Mission & Vision of Magnolia Public Schools and also highlighted one of the four goals.

II. Closed Session

A. Public Announcement Of Closed Session

M. Muhammedov announced that the Board would be going into Closed Session to discuss public employee performance evaluation for the CEO & Superintendent and would report out any actions taken.

S. Dikbas arrived at 6:11 PM.

B. Public Employee Performance Evaluation (§ 54957) - Title: CEO & Superintendent

This item was discussed in Closed Session

C. Report Out Of Closed Session

M. Muhammedov announced in Open Session at 7:00pm they will revisit this topic on August 12th Board Meeting during the Approval of the CEO Metrics.

III. Information/Discussion Items

A. Academic/Accountability Updates

The Accountability & Academic Department led by E.Acar, Chief Academic Officer, & D.Yilmaz, Chief Accountability Officer gave their Departments updates. W.Gray was introduced as the College & Career Readiness Program & TOSA Coordinator. O.Polat, was introduced as the Director of State & Federal Programs. Board Members questions were addressed.

IV. Action Items

A. Approval of Revised Independent Study Policy

E.Acar, Chief Academic Officer, provided context on what Independent Study is addressed to do and what revisions to the existing Independent Study laws were made based on the education trailer Bill AB-130. Those revisions were added to the Magnolia Public Schools Independent Study Policy to adhere to the changes and ensure that there is a continuation of better serving the students. The motion was amended to which the written agreement will be received at a later time and only the revised Independent Study Policy will be voted on.

M. Muhammedov made a motion to amend the current motion and approve the revised Independent Study Policy for all Magnolia Science Academy schools.

D. Gonzalez seconded the motion.

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

Roll Call

U. Yapanel Aye
M. Muhammedov Aye
S. Covarrubias Absent
S. Dikbas Aye
D. Gonzalez Aye

B. Approval of Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum

D.Hajmirza, Director if Human Resources provided updates to the Health & Safety Policy and IIPP COVID-19 Addendum based on the most recent county and California Department of Public Health guidance.

D. Gonzalez made a motion to approve the updated MPS Health & Safety Policy alongside the IIPP COVID19 addendum.

M. Muhammedov seconded the motion.

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

Roll Call

D. Gonzalez Aye
U. Yapanel Absent
S. Dikbas Aye
M. Muhammedov Aye
S. Covarrubias Absent

C. Approval of Teacher Assignment Option: Ed Code 44258.3 Procedure and Process

D.Hajmeirza, Director of Human Resources presented the procedure and process for utilizing Teacher Assignment Option: Ed Code 4425.8 that all MPS school sites will adopt with the collaboration of the MPS Home Office. On July 8, 2021 the Board has approved on utilizing the Ed Code option. Board Members questions were addressed by the staff.

S. Dikbas made a motion to approve the teacher assignment option: Ed Code 44258.3 procedure and process that MPS will adopt to provide a greater flexibility in local teacher assignments in grades K-12.

M. Muhammedov seconded the motion.

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

Roll Call

U. Yapanel Absent
S. Dikbas Aye
S. Covarrubias Absent
D. Gonzalez Aye
M. Muhammedov Aye

D. Approval of Teacher Assignment Option: Ed Code 44258.7(c)(d) Procedure and Process

D.Hajmeirza, Director of Human Resources presented the procedure and process for utilizing Teacher Assignment Option: Ed Code 4425.7(c)(d) that all MPS school sites will adopt with the collaboration of the MPS Home Office. On July 8, 2021 the Board has approved on utilizing the Ed Code option. She went over what utilizing the ed code will entail. Board Members questions were addressed by the staff.

M. Muhammedov made a motion to approve the teacher assignment option: Ed Code (“EC”) 44258.7(c)(d) procedure and process that MPS will adopt to provide a greater flexibility in elective course assignments in grades K-12.

S. Dikbas seconded the motion.

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

Roll Call

S. Dikbas	Aye
U. Yapanel	Aye
S. Covarrubias	Absent
M. Muhammedov	Aye
D. Gonzalez	Aye

E. Approval of MPS COVID-19 Testing Agreements for 2021-2022 School Year

D.Hajmeirza, Director of Human Resources presented and went over the service agreements for PMH Lab and LAUSD Testing and Community Engagement Program. The cost analysis for each school was showcased. Board Members questions were addressed by staff.

D. Gonzalez made a motion to approve the service agreement for COVID-19 testing program with PMH Laboratory Inc. (“PMH”) for Magnolia Science Academy (“MSA”) 1, 5, 7, Santa Ana and San Diego and the Los Angeles Unified Schools District (“LAUSD”) Testing and Community Engagement Program for Magnolia Science Academy (“MSA”) 2, 3, 4, 6, and 8 for the 2021-22 school year.

S. Dikbas seconded the motion.

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

Roll Call

D. Gonzalez	Aye
M. Muhammedov	Aye
S. Dikbas	Aye
U. Yapanel	Aye
S. Covarrubias	Absent

F. Review and Approval of Resolution revoking “Resolution Concerning Measures to Address the Organizational and Educational Impacts of the COVID-19 Virus”

The Board had adopted multiple resolutions granting the CEO certain powers to circumvent certain policies as needed in anticipation of emergency closures and other emergency COVID-19 related emergencies. Those resolutions include, #20200313-01, #20200320-01, #20200327-01, #20200402-01 and #20200723-01. Now that schools have built systems to address COVID-19, the resolutions are no longer necessary to assist schools in responding to COVID-19.

M. Muhammedov made a motion to approve Board Resolution #20210810-01 to revoke the Resolutions adopted and approved on March 13, 2020, March 20, 2020, March 27, 2020, April 2, 2020 and July 23, 2020 Resolutions Concerning Measures to Address the Organizational and Educational Impacts of the COVID-19 Virus.

S. Dikbas seconded the motion.

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

Roll Call

S. Covarrubias	Absent
D. Gonzalez	Aye
M. Muhammedov	Aye

Roll Call

U. Yapanel	Aye
S. Dikbas	Aye

V. 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 8:01 PM.

Respectfully Submitted,
M. Muhammedov

Cover Sheet

Approval of Minutes from MPS Regular Board Meeting - August 12, 2021

Section:	I. Opening Items
Item: August 12, 2021	G. Approval of Minutes from MPS Regular Board Meeting -
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Regular Board Meeting on August 12, 2021

APPROVED



Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time

Thursday August 12, 2021 at 6:00 PM

Location

<https://zoom.us/j/93531753860?pwd=TUJDV0FxVmJKd0NqSXNpY0p5WIJYUT09>

Meeting ID: 935 3175 3860 **Passcode:** 383291

One tap mobile: +16699009128,,93531753860# US (San Jose)

Board Members:

Ms. Sandra Covarrubias, Chair

Dr. Umit Yapanel, Vice-Chair

Dr. Salih Dikbas

Ms. Diane Gonzalez

Mr. Mekan Muhammedov

CEO & Superintendent:

Mr. Alfredo Rubalcava

Directors Present

D. Gonzalez (remote), M. Muhammedov (remote), S. Covarrubias (remote), S. Dikbas (remote), U. Yapanel (remote)

Directors Absent

None

Directors who arrived after the meeting opened

S. Covarrubias, S. Dikbas

Directors who left before the meeting adjourned

D. Gonzalez

I. Opening Items

A. Call the Meeting to Order

M. Muhammedov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Aug 12, 2021 at 6:07 PM.

B. Record Attendance and Guests

Refer to attendance information stated above.

C. Approval of Agenda

D. Gonzalez made a motion to approve the agenda as presented.

U. Yapanel seconded the motion.

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

Roll Call

D. Gonzalez	Aye
S. Dikbas	Absent
U. Yapanel	Aye
S. Covarrubias	Absent
M. Muhammedov	Aye

D. Public Comments

No public comments were given at this time.

E. Announcements from CEO & Superintendent and Board Members

A. Rubalcava, CEO & Superintendent, read Magnolia Public Schools (MPS) Mission & Vision statement. MPS Principals provided some insight and highlights regarding their first day of instruction at their school sites.

S. Covarrubias arrived at 6:12 PM.

F. Approval of Minutes from MPS Regular Board Meeting - July 8, 2021

U. Yapanel made a motion to approve the minutes from Regular Board Meeting on 07-08-21.

M. Muhammedov seconded the motion.

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

Roll Call

D. Gonzalez	Aye
U. Yapanel	Aye
S. Covarrubias	Aye
S. Dikbas	Absent
M. Muhammedov	Aye

Board had no objection with proceeding with Action Item IV E as the next item on the agenda to give time to the remaining Board Members to join before having the Brown Act & Conflict of Interest Training.

II. Information/Discussion Items

A. Brown Act & Conflict of Interest Training

This was presented after Action Item IV E. W. Strumpfer, Attorney from Young, Minney & Corr, LLP gave a Brown Act and Conflict of Interest Training to the Board, all questions were addressed. All Board Members were present during the training.

III. Closed Session

A. Public Announcement Of Closed Session

M.Muhammedov, announced that the Board will be going into Closed Session to discuss public employee performance evaluation (CEO) and would report out any actions taken. There were no public comments at this time.

B. Public Employee Performance Evaluation (§ 54957) - Title: CEO & Superintendent

This item was discussed in Closed Session.

C. Report Out Of Closed Session

D. Gonzalez left at 9:05 PM.

M.Muhammedov announced in Open Session at 9:06pm that the Board will further discuss in Open Session during the CEO Metrics on the agenda. Board Members requested a 5 (five) minute break and will commence at 9:12pm.

IV. Action Items

A. Approval of CEO Metrics

M.Muhammedov, reported that the CEO metrics was discussed and accepted as presented during the closed session discussion.

M. Muhammedov made a motion to approve the 2021-22 Metrics for the CEO & Superintendent.

U. Yapanel seconded the motion.

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

Roll Call

S. Covarrubias	Aye
M. Muhammedov	Aye
D. Gonzalez	Absent
U. Yapanel	Aye
S. Dikbas	Aye

B. Approval of MSA-1 Mobile Modular Design Contract

M.Muhammedov, Chair of the Audit/Facilities Committee reported out from the from August 9th Audit/Facilities Committee Meeting concerning the MSA-1 Middle School Mobile Design Contract. All questions were addressed by the staff.

M. Muhammedov made a motion to approve the selection of Mobile Modular for the design of the modular restroom that is a part of the Magnolia Science Academy—1 (“MSA-1”) middle school parking lot site improvement project (the “Project”) and the related design contract for \$34,500 with a 20% contingency of \$6,900 for a total fee of \$41,400, attached as Exhibit A, with such changes as MPS Staff may deem advisable or in the best interests of MPS.

U. Yapanel seconded the motion.

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

Roll Call

D. Gonzalez	Absent
S. Covarrubias	Aye
S. Dikbas	Aye
M. Muhammedov	Aye
U. Yapanel	Aye

C. Approval of MSA-1 Shade Structure Design Contract

M.Muhammedov, Chair of the Audit/Facilities Committee reported out from the from August 9th Audit/Facilities Committee Meeting concerning the MSA-1 Middle School shade structure design contract. S.Orazov, Chief Financial Officer,

provided further clarity regarding the budgeting for the project. All questions were addressed by the staff.

M. Muhammedov made a motion to to approve the selection of M Bar C Construction for the design and construction of the shade structure that is a part of the Magnolia Science Academy—1 (“MSA-1”) middle school parking lot site improvement project (the “Project”) for up to \$400,000 (with design costs not to exceed \$25,000) and the execution of the agreement attached as Exhibit A, with such changes as MPS Staff may deem advisable or in the best interests of MPS. U. Yapanel seconded the motion.

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

Roll Call

D. Gonzalez	Absent
S. Covarrubias	Aye
U. Yapanel	Aye
M. Muhammedov	Aye
S. Dikbas	Aye

D. Approval of Two-Year Extension of Charter School Renewals (Renewal Relief)

A.Rubalcava, CEO & Superintendent, presented resolution 20210812-01 which reflected changes made as part of Education Code Section 47607.4; granting schools who have charters expiring on or between January 1, 2022 and June 30, 2025, a two-year extension. This extension is for all ten (10) Magnolia Science Academy schools. MPS will work closely with all of its authorizers as well as focus on the mental well-being and academic achievement of all students.

U. Yapanel made a motion to approve the resolution that acknowledges the two-year extensions for all Magnolia Science Academies (MSA) and recognize the new charter term expiration dates as follows: MSA 1, 2, and 3 – June 30, 2024; MSA 4 and 5 – June 30, 2025; MSA 6, 7, and Santa Ana – June 30, 2026; and MSA Bell and San Diego – June 30, 2027.

S. Dikbas seconded the motion.

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

Roll Call

S. Dikbas	Aye
S. Covarrubias	Aye
D. Gonzalez	Absent
M. Muhammedov	Aye
U. Yapanel	Aye

E. Approval of Orange County Soccer Club Donation (Mini-Pitch)

This item went after the Approval of Minutes. B.Lopez, Chief External Officer along with S.Keskinturk, Principal at MSA-Santa Ana (Secondary), M.Rowell, MSA-Santa Ana (Elementary) and S.Solomon, Athletics Director at MSA-Santa Ana expressed their excitement for this proposal and the benefits this will have for their students. Context regarding what the mini-pitch is was provided as well as visual images of the project. J.Garner, President of Business Operations at the Orange County Soccer Club and L.Keston, Executive Director, provided further context and addressed questions. The proposed board resolution was amended to state for the CEO & Superintendent to provide the final approval for the project subject to such terms and conditions as the CEO & Superintendent may deem appropriate. There was no objection from the Board Members to amend the resolution. All further questions were addressed.

S. Dikbas arrived at 6:42 PM.

U. Yapanel made a motion to amend the proposed resolution to approve for the CEO & Superintendent to provide the final approval for the project subject to such terms and conditions as the CEO & Superintendent may deem appropriate.

S. Covarrubias seconded the motion.

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

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Aye
U. Yapanel	Aye
S. Dikbas	Aye
M. Muhammedov	Aye

V. 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 9:39 PM.

Respectfully Submitted,
U. Yapanel

Cover Sheet

Approval of Minutes from MPS Special Board Meeting - August 19, 2021

Section:	I. Opening Items
Item: August 19, 2021	H. Approval of Minutes from MPS Special Board Meeting -
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Special Board Meeting on August 19, 2021



Magnolia Public Schools

Minutes

Special Board Meeting

Date and Time

Thursday August 19, 2021 at 6:00 PM

Location

<https://zoom.us/j/97694463363?pwd=bGZxK0ZLNp6dHRNVy9XZjZOUGlwZz09>

Meeting ID: 976 9446 3363

Passcode: 173421

One tap mobile: +16699009128,,97694463363# US (San Jose)

Board Members:

Ms. Sandra Covarrubias, Chair

Dr. Umit Yapanel, Vice-Chair

Dr. Salih Dikbas

Ms. Diane Gonzalez

Mr. Mekan Muhammedov

CEO & Superintendent:

Mr. Alfredo Rubalcava

Directors Present

D. Gonzalez (remote), M. Muhammedov (remote), U. Yapanel (remote)

Directors Absent

S. Covarrubias, S. Dikbas

I. Opening Items**A. Call the Meeting to Order**

D. Gonzalez called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Aug 19, 2021 at 6:04 PM.

B. Record Attendance and Guests

Refer to attendance information stated above.

C. Approval of Agenda

U. Yapanel made a motion to approve the agenda as presented.

M. Muhammedov seconded the motion.

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

Roll Call

M. Muhammedov	Aye
S. Dikbas	Absent
S. Covarrubias	Absent
U. Yapanel	Aye
D. Gonzalez	Aye

D. Public Comments

No public comments were given at this time.

E. Announcements from CEO & Superintendent and Board Members

A.Rubalcava, CEO & Superintendent announced the reopening of MSA-Santa Ana and seeing the students, parents and staff. S.Keskinturk, Principal at Magnolia Science Academy - Santa Ana (Secondary) and M.Rowell, Principal at Magnolia Science Academy - Santa Ana (Elementary), provided insight on their first day.

II. Consent Items

A. Approval of Memorandum of Agreement (MOA) for MSA-San Diego After School Education & Safety (ASES) Program & MOA with San Diego County of Education

D. Gonzalez made a motion to grant approval to Mr. Alfredo Rubalcava, CEO and Superintendent of Magnolia Public Schools to sign the Memorandum of Agreement (MOA) for MSA-San Diego After School Education & Safety (ASES) Program with YMCA of San Diego County (YMCA) and the MOA with San Diego County of Education.

U. Yapanel seconded the motion.

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

Roll Call

M. Muhammedov	Aye
S. Dikbas	Absent
U. Yapanel	Aye
S. Covarrubias	Absent
D. Gonzalez	Aye

III. Action Items

A. Approval of Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum

D.Hajmeirza, Director of Human Resources, provided updates to the Health & Safety Policy and Injury Illness Prevention Program COVID-19 Addendum based on the most recent county and California Department of Public Health guidance. All questions were addressed by staff.

U. Yapanel made a motion to approve the updated MPS Health & Safety Policy alongside the IIPP COVID-19 addendum.

D. Gonzalez seconded the motion.

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

Roll Call

S. Dikbas	Absent
S. Covarrubias	Absent
M. Muhammedov	Aye
U. Yapanel	Aye
D. Gonzalez	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 6:23 PM.

Respectfully Submitted,
D. Gonzalez

Cover Sheet

Approval of Revised Home Visit Policy

Section: III. Consent Items
Item: A. Approval of Revised Home Visit Policy
Purpose: Vote
Submitted by:
Related Material: Revised Home Visit Policy 9.9.21.pdf



Board Agenda Item #	III A: Consent Item
Date:	September 9, 2021
To:	Magnolia Public Schools – Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	David Yilmaz, Chief Accountability Officer
RE:	Approval of Revised MPS Home Visit Policy

Proposed Board Recommendation

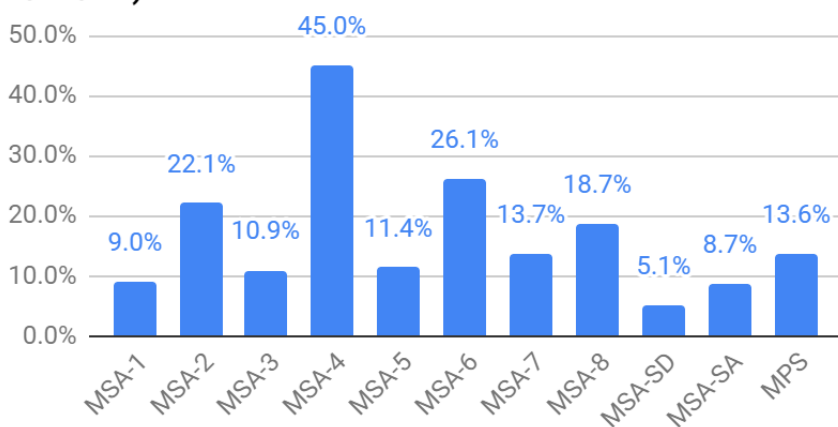
I move that the Board approve the revised Magnolia Public Schools Home Visit Policy.

Background

Home Visit is a signature MPS program that is consistently implemented by our teachers, school leaders, and staff across MPS. Each school sets a desired target in their LCAP for home visits, such as 25% of students will be visited at their home and checks progress during the year. For the 2020-21 school year, MPS was “partially” on target for home visits due to COVID-19 health and safety concerns. The 2020-21 school year started with distance learning until around mid-April after which we were able to offer hybrid instruction. There were challenges for in-person home visits. The practice of “virtual home visits” made it possible for our staff to connect with our students and their families on a personal basis during the pandemic.

MPS continues to encourage and monitor home visits done in-person and virtually. The following table and figure show the number of home visits made (in-person and virtual combined) and percentage of students home visited by each school in 2020-21 (as of April 16, 2021).

2020-21 Percentage of Students Home Visited (Updt. 4/16/21)



	2019-20:	2020-21:	4/16/21:	4/16/21:			Exceeded Target by	On Target?
	Baseline	Target	Current Enrollment	# of Home Visits Made	# of Students Home Visited	Percentage		
MSA-1	18.2%	25.0%	712	58	64	9.0%	-16.0%	P ▼
MSA-2	30.8%	25.0%	467	95	103	22.1%	-2.9%	Y ▼
MSA-3	18.3%	18.0%	421	43	46	10.9%	-7.1%	Y ▼
MSA-4	48.9%	25.0%	100	41	45	45.0%	20.0%	Y ▼
MSA-5	42.7%	30.0%	290	29	33	11.4%	-18.6%	Y ▼
MSA-6	30.6%	25.0%	161	38	42	26.1%	1.1%	Y ▼
MSA-7	16.8%	25.0%	292	37	40	13.7%	-11.3%	Y ▼
MSA-8	18.9%	25.0%	439	80	82	18.7%	-6.3%	Y ▼
MSA-SD	17.6%	15.0%	430	21	22	5.1%	-9.9%	P ▼
MSA-SA	15.9%	25.0%	543	36	47	8.7%	-16.3%	P ▼
MPS	22.4%	25.0%	3,855	478	524	13.6%	-11.4%	P ▼

Amendments to the Home Visit Policy:

Past Amendments:

MPS adopted its Home Visit Policy on 10/9/14 and amended it on the following dates:

Date of Amendment:	Amendments:
1/21/16	<ul style="list-style-type: none"> <u>Compensation</u>: Compensation for in-person home visits was added.
6/11/20	<ul style="list-style-type: none"> <u>Compensation</u>: Compensation was clarified for the three different groups of employees: teachers and non-classroom based academic positions, school leaders, and classified staff. The reason for the change was the need to be consistent with the classified staff's hourly rates, to ensure required pre-approval for any overtime, and to afford more home visits within the school's home visit budget.
11/12/20	<ul style="list-style-type: none"> <u>Virtual Home Visits</u>: The main change to the policy is the addition of virtual home visits; Virtual Home Visit Procedures and Etiquette section was added. <u>Compensation</u>: The compensation of \$25 per virtual home visit was added for the 2020-21 FY, to be revisited for the 2021-22 FY.

	<ul style="list-style-type: none"> • <u>Hours:</u> The statement that home visits by the teachers and non-classroom-based academic positions are to be done after work hours unless pre-approved by the principal was added. • <u>Number of staff:</u> The number of staff members to be compensated per visit was clarified. • <u>Pre-approval:</u> It was clarified that all home visit types and locations (in-person in the student’s home, in-person somewhere in the community, or virtual) must be pre-approved by the principal.
--	---

Proposed Amendments:

The only change proposed to the policy is the approval of compensation for virtual home visits for the 2021-22 FY, to be revisited for the 2022-23 FY. The footnote #3 on page 3 reads as the following:

“Compensation for virtual home visits has been approved for the following fiscal years: 2020-21 and 2021-22. (To be revisited for the 2022-23 FY.)”

Please find attached the updated policy.

Budget Implications

N/A because the schools already determined their home visit allocations in their approved budgets.

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

This action is recommended by the school leaders and the Home Office teams. We expect that the number of virtual home visits will increase with the continued compensation.

Name of Staff Originator:

David Yilmaz, Chief Accountability Officer

Exhibits (Attachments):

- Student Policies - MPS Home Visit Policy

MAGNOLIA PUBLIC SCHOOLS (MPS) HOME VISIT POLICY

I. Introduction

Research has shown that one of the keys to successful teaching and schooling is creating personal connections with students inside and outside of school. Additionally, among one of the most critical factors to supporting resilience in children is close relationships with competent caregivers or other caring adults. Knowing the students' outside interests, families, and home routines, and then using this information to connect in meaningful, individualized ways can have huge rewards in helping to create happier, healthier, and smarter children. Recognizing these facts, MPS uses home visits as one of the important features of its education program to not only improve student and school performance, but also to identify and intervene early with low-achieving students.

II. Why Home Visits?

Research has shown that one of the keys to successful teaching and schooling is creating personal connections with students. MPS teachers visit students at their homes to enhance student learning and involvement. Family visits offer invaluable insights about students. They can provide new understanding about students' learning styles and their environment outside of the traditional school setting. Visits might also reveal the emotional and social needs and behaviors of students. It is helpful to know if they react to problems with tears, anger, or withdrawal, and how they socialize with peers. Through family visits, teachers can identify students' latest interests or concerns, such as a new hobby, an upcoming trip, or a change in the family.

Family Involvement:

Research clearly shows that school programs, that emphasize family involvement and relate well to their community, have students who outperform those in schools lacking these qualities. Not only do students flourish, but also the schools are strengthened when families seize an active interest in their children's education. The results include (a) improved academic achievement, (b) better attendance, improved behavior, (c) higher quality of education, and (d) safe and disciplined learning environment.

Research by the Southwest Educational Developmental Laboratory found a positive and convincing relationship between family and community involvement and benefits to students, including academic achievement. Studies concluded that students with involved parents, no matter what income level or background, are more likely to have success in school.¹

For most students, home and school are two different domains. Especially for minority students even the people, languages, foods, rules, duties, and concerns are different in these two worlds. Parents and the teachers are critical partners in educating the "whole child." However, parent conferences and other school-hosted meetings do not provide sufficient means for the parties to communicate enough and effectively and to show the student that they are on the same team. Home visits are the teachers' attempt to break the virtual border between the partners, which is most of the time successful.

Personal Connections:

¹ Source: <http://www.sedl.org/connections/resources/evidence.pdf>

Key to a child's school success are the relationships established between the teacher and student, and the teacher and the student's family. Family visits offer a good way to develop these relationships on safe, "home" territory. Research has shown that one of the keys to successful teaching and schooling is creating personal connections with students inside and outside of school (Epstein 1998; Heath, 1983; Moll, Amanti, Neff, & González, 1992). Knowing the students' outside interests, families, and home routines, and then using this information to connect in meaningful ways can have huge rewards in helping to construct happier, healthier, and smarter kids.²

Proactive or Remedial?

MPS aims to be proactive in terms of prevention and teaching appropriate behavior by means of character education and college counseling classes and the active participation of teachers by setting up role models for the students and by effective communication through home visits.

As the famous saying goes, a good start leads to a great finish. The most important time of the academic year for the students is the beginning which mostly determines the end of year results. A home visit in the beginning of the year will help students succeed.

Home visits also ease teachers' job substantially. Investing time visiting homes of prospective or new students results in saving a lot of time throughout the year which would otherwise be spent on fixing problems and a healthy, stress-free academic year. Teachers can focus on raising the quality of their education instead of trying to minimize problems and maintain a healthy personal life.

III. Home Visit Specifics

Which students?

MPS aims to visit not only low-achieving students but all our students because every student benefits from home visits. Often, home visits reveal new ways or opportunities that school can offer to a high-achieving student in order for him/her to thrive more. Visit preferences in the case of limited resources (staff, time, etc.) will be given in the following order (some students may fall into multiple categories):

- New students
- Low-achieving students
- Seniors (for college guidance)
- Student Groups: Foster Youth (FY), Students With Disabilities (SWD), English Learners (EL), Low Income/Socioeconomically Disadvantaged (SED), Children/Youth Experiencing Homelessness
- All other students

Some parents may reject home visits due to their home condition or other reasons. For such parents/guardians, MPS will arrange other ways of communication, including but not limited to, inviting the parent/guardian to school or meeting at a public place.

² Source: <http://crede.berkeley.edu/research/pdd/pb1.shtml>

How often?

Students may be visited once a year or more, depending on circumstances. Each MPS school site will set annual percentage targets for home visits, depending on their resources.

Scheduling

Scheduling can be done in person, through phone, email, mail, or other means. Usually parent orientation meetings, back to school nights, parent-teacher conferences, and other parent involvement activities provide opportunities to schedule home visits in person.

Who Can Do a Home Visit?

Teacher, administrator, counselor, education specialist, nurse, attendance liaison, parent liaison, outreach consultant, and any MPS staff person informed of the home visit policy and procedures.

Principal's Approval

All home visit types and locations (in-person in the student's home, in-person somewhere in the community, or virtual) must be pre-approved by the principal.

Compensation

Visits will be compensated until the school budget for home visits has been exhausted. Typical home visit compensation capacity is two staff members per visit, not to exceed three persons unless pre-approved by the principal.

Each staff member will be compensated as follows:

- Teachers and non-classroom-based academic positions:
 - \$50 per home visit made in person.
 - \$25 for virtual home visits³
 - Home visits are to be done after work hours unless pre-approved by the principal.
- School leaders (principals, APs, and deans):
 - No compensation.
- Classified staff:
 - Paid based on their hourly rates; all visits must be pre-approved by the principal.
 - Classified staff should do home visits during their work hours; visits done after hours and any overtime payment must be pre-approved by the principal before the visit is done.

Employees will be reimbursed for mileage driven to and from the home from their school location. All visits, including follow-up visits, will be compensated. A Home Visit Form needs to be completed and submitted by the staff member(s) in order to receive compensation. Compensation will be paid on the next paycheck

³ Compensation for virtual home visits has been approved for the following fiscal years: 2020-21 and 2021-22. (To be revisited for the 2022-23 FY.)

following the home visit. Mileage must be submitted in the SchoolAbility system and will be paid on the next paycheck following approval.

IV. Home Visit Procedures

➤ Before the Visit:

Parent/Guardian Notification

- Contact family a week to 10 days in advance of the visit and follow up with a phone call.
- Convey purpose of the visit.
- Time options and days should be available to best meet the needs of individual parents.
- Home visits must occur in the student's home unless family feels more comfortable meeting somewhere in the community (i.e., café, library, conference room, etc.) and will be pre-approved by the principal.

Review of Student's Background

- Review student's records, family history, and cultural background as available in student's file.
- If possible, observe student interaction with staff and peers outside of the traditional setting of interaction between the staff member and student (i.e., during nutrition, lunch, or during another class period.)
- Check and accommodate for special needs (e.g., translation, etc.)

Developing a Plan for the Visit

- Plan your route to visit and know your destination.
- Leave schedule of home visits with the office staff. Inform them of any changes to your schedule.
- Take necessary records, forms, paperwork, and informational material with you. Ex: emergency card, attendance record, grade report, resources, brochures, etc.
- Review the Home Visit Procedures, Etiquette, and Safety Tips.
- Review the Professional Boundaries: Staff/Student Interactions Policy in the Employee Handbook.
- Schedule to be on time.

➤ Arrival:

- Set the tone (warm introduction, thank family for time and participation, etc.)
- Establish rapport/develop caring relationship.
- Include all family members in the home who would like to participate.

➤ During the Visit

- A parent or guardian must be present, and the employee should never be left alone with the student or any other minors.
 - Review purpose of visit; allow family input.
 - Keep good eye contact, sit near the parent, look at and relate to them, talk to child(ren).
 - Get to know the family. Ask open ended questions that are school appropriate such as “Tell me about your child. What does he/she like best about school? Do you have any concerns?” to elicit feedback from parents regarding student’s interests, concerns, and progress in program and at home.
 - Be sensitive to cultural, religious, political differences with families and avoid such personal/sensitive discussions or oversharing.
 - Establish social connection; be a good model when you interact with them by being willing to share about yourself in an appropriate and professional way.
 - Observe family interaction in its cultural context; show enthusiasm and acceptance; reinforce positive parenting.
 - Establish goals.
 - Share school rules and expectations to encourage consistency between home and school.
 - Share resources; answer questions.
 - Provide information about future school activities and events and parental involvement opportunities.
 - Employees should not accept money or other gifts from families in exchange for the home visit.
- **Concluding the Visit**
- Summarize visit.
 - Discuss next steps.
 - If applicable, discuss date and plans for the next visit.
 - Provide business cards, contact information. Make yourself available for follow-up and future contact.
 - Make closing remarks, shake hands, thank, and say goodbye.
 - Keep visit to a reasonable amount of time. (30-60 minutes; no more than 1 hour.)
- **After the Visit**
- Document visit (see Appendix A: Home Visit Form.)
 - Evaluate visit and share necessary information with the appropriate staff (grade level team, counselor, administrator, etc.)
 - Follow through on referrals, action items, etc.

V. **Home Visit Etiquette**

➤ **“DO”s and “DON’T”s:**

DO

- Be a good listener.
- Have specific goals or objectives for each visit.
- Be flexible.
- Be prompt to your home visits.
- Realize the limitations of your role.
- Help parents become more independent.
- Keep language appropriate.
- Dress appropriately and comfortably.
- Be confident and yourself.
- Remember that small improvements lead to big ones.
- Respect cultural and ethnic values.
- Monitor your own behavior-the parent is observing you.
- Follow the Professional Boundaries: Staff/Student Interactions Policy.
- Report follow all mandated reporter duties.

DON’T

- Impose values.
- Bring visitors without the parent’s permission.
- Socialize excessively at the beginning of the visit.
- Exclude other members of the family from the visit.
- Be the center of attention.
- Expect perfection from the parent.
- Ask the parent to do something you wouldn't do.
- Be alone with students or minors.
- Accept gifts or money from the family.

➤ **Safety Tips:**

- Maintain appropriate appearance and grooming in order to protect an image of cleanliness, dress, and neatness.

- Limit bringing personal belongings during the home visit as you may accidentally leave something behind.
- valuables or money on your person when visiting students' homes; leave purse in your trunk.
- Carry necessary phone, keys, and driver license on person. Lock vehicle when traveling and when you return to it after a visit. Check inside and under your vehicle before entering it.
- If a situation arises where you do not feel safe or comfortable, remove yourself from dangerous situations and trust your instincts.
- Travel in pairs when possible.
- Survey the neighborhood.
- Identify safe areas (i.e., restaurants, telephones, restrooms, police stations.)
- Consider a neutral meeting location if visit cannot be made safely at home (i.e., library, conference rooms, restaurants.) The principal must pre-approve the location.
- Ask family members to come out to meet you if you are not familiar with the area.
- Stay alert. Carefully consider your safety before entering a home.
- Communicate your comfort level around any pets that may be present in the home.
- Keep emergency supplies in car, include all-weather gear.
- Staff shall carry a cell phone on all home visits. Cell phones shall be set to vibrate and shall not be answered during a visit unless it is an emergency.

VI. Virtual Home Visits

MPS asks that home visits occur in the student's home unless family feels more comfortable meeting somewhere in the community (i.e., café, library, conference room, etc.) If an in-person visit is not possible, safe, or convenient, the home visit may be conducted virtually. A virtual home visit is a scheduled video call between a teacher and a student's family, from the teacher's home or classroom to the family's home (duration varies but expect 20-30 minutes.) Virtual home visits are proactive, intentional re-engagement of families. Virtual home visits help teachers establish trusting relationships with students and families, even when they cannot meet face-to-face. MPS recommends that virtual home visits take place during the first grading period of the school year, with recommended follow-up at least once per semester depending on the needs of the student and family.

VII. Virtual Home Visit Procedures

➤ Before the Visit:

Parent/Guardian Notification

- Traditional home visit procedures apply, including scheduling a home visit by contacting the family with ample notice and explaining what the purpose of the home visit is and how long it will take. Request for student to be present during the time of the virtual home visit.
- In addition, share a google invite including the Zoom link or Google Hangouts option (or another online platform approved by the school), extend the invitation to any family members in the home or who support with the student's education during distance learning.
- Email the family the parent handout(s) and activity page prior to the visit so they can prepare. Encourage families to gather necessary materials to complete the activity before the visit.
- Virtual home visits must occur in the student's home unless family feels more comfortable meeting somewhere in the community (i.e., café, library, conference room, etc.) and will be pre-approved by the principal.

Review of Student's Background

- Review student's records, family history, and cultural background as available in student's file.
- If possible, observe student interaction with staff and peers outside of the traditional setting of interaction between the staff member and student (i.e., during nutrition, lunch, or during another class period.)
- Check and accommodate for special needs (e.g., translation, etc.)

Developing a Plan for the Visit

- Communicate schedule of home visits with the office staff. Inform them of any changes to your schedule.
- Have necessary records, forms, paperwork, and informational material with you as soft copies if available. Ex: emergency card, attendance record, grade report, resources, brochures, etc.
- Review the Home Visit Procedures, Etiquette, and Safety Tips.
- Review the Professional Boundaries: Staff/Student Interactions Policy in the Employee Handbook.

➤ *Beginning the Virtual Home Visit:*

- Set the tone (warm introduction, thank family for time and participation, etc.)
- Establish rapport/develop caring relationship.
- Include all family members in the home who would like to participate.
- Identify parent's internet capabilities and test bandwidth speed. Have a backup plan in case there is a glitch that cannot be remedied within the meeting.
- Prepare parent with procedures if/when technology problems occur. Prompt the parent to turn off all unnecessary programs to save bandwidth and reduce the chance of a system crash.
- Partner with the parent to identify a quiet place for the visit. Recommend that parents turn off TVs, radios, other auditory/visual distractions.

➤ **During the Visit**

- A parent or guardian must be present.
- Review purpose of visit; allow family input.
- Keep good eye contact, sit near the parent, look at and relate to them with virtual cues, talk to child(ren).
- Get to know the family. Ask open ended questions that are school appropriate such as “Tell me about your child. What does he/she like best about school? Do you have any concerns?” to elicit feedback from parents regarding student’s interests, concerns, and progress in program and at home.
- Be sensitive to cultural, religious, political differences with families and avoid such personal/sensitive discussions or oversharing.
- Establish social connection; be a good model when you interact with them by being willing to share about yourself in an appropriate and professional way.
- Observe family interaction in its cultural context; show enthusiasm and acceptance; reinforce positive parenting.
- Establish goals.
- Share school rules and expectations to encourage consistency between home and school.
- Share resources; answer questions.
- Provide information about future school activities and events and parental involvement opportunities.
- Employees should not accept money or other gifts from families in exchange for the home visit.

➤ **Concluding the Visit**

- Summarize visit.
- Discuss next steps.
- If applicable, discuss date and plans for the next visit.
- Provide contact information. Make yourself available for follow-up and future contact.
- Make closing remarks.
- Keep visit to a reasonable amount of time. (20-25 minutes; no more than 30 minutes.)

➤ **After the Visit**

- Document visit by using Zoom/online platform participants list and the Home Visit Form.
- Evaluate visit and share necessary information with the appropriate staff (grade level team, counselor, administrator, etc.)
- Follow through on referrals, action items, etc.

VIII. Virtual Home Visit Etiquette**➤ “DO”s and “DON’T”s:****DO**

- Be early or on time.
- Be a good listener.
- Have specific goals or objectives for each visit.
- Be flexible.
- Be prompt to your home visits.
- Realize the limitations of your role.
- Help parents become more independent.
- Keep language appropriate.
- Dress appropriately and comfortably.
- Be confident and yourself.
- Remember that small improvements lead to big ones.
- Respect cultural and ethnic values.
- Monitor your own behavior-the parent is observing you.
- Follow the Professional Boundaries: Staff/Student Interactions Policy.
- Report follow all mandated reporter duties.

DON’T

- Impose values.
- Bring visitors without the parent’s permission.
- Socialize excessively at the beginning of the visit.
- Exclude other members of the family from the visit.
- Be the center of attention.
- Expect perfection from the parent.
- Ask the parent to do something you wouldn't do.
- Be alone with students or minors.
- Accept gifts or money from the family.

➤ Safety Tips:

- Maintain appropriate appearance and grooming in order to protect an image of cleanliness, dress, and neatness.

- Review safeguards for Zoom or the online platform that will be used during the meeting.
- If possible, include access for a facilitator to help with the meeting and monitor chat or other requests.

IX. Reporting

Incident/Injury Reporting

Employees who are injured during a home visit must report the injury to MPS as soon as possible and prepare an incident report. Employee who become aware of parent or student complaints in a home visit must refer the complaint to their immediate supervisor. Employees are responsible for the personal belonging brought to a home visit and are discouraged from bringing non-MPS property or devices such as laptops.

Mandated Reporting

Employees who know or reasonably suspect child abuse or neglect during a home visit must report the known or suspected instance of child abuse to a child protective agency immediately, or as soon as practically possible, by telephone and to prepare and send a written report thereof within thirty-six (36) hours of receiving the information concerning the incident. The known or suspected child abuse must also be reported to MPS in a written statement.

APPENDIX A: HOME VISIT FORM

Person(s) making the home visit: School: _____ Date of Visit: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Name: _____ Title: _____ Email: _____

Principal's approval: Signature: _____ Check if the visit was virtual: Virtual HV

Student:

Name: _____ Date of Birth: _____ Grade: _____

Check all that apply: New Senior Groups: FY SWD EL SED Homeless

Notes:

1. How is the family's experience about the student's social, emotional, and academic growth? What questions, concerns or suggestions does the family have?

2. What school resources did I present to the parents? (Tutoring/clubs, homework assistance, etc.)

3. Additional information and/or follow-up needed:

Cover Sheet

Approval of Revised Certification of Signatures Form for Charter School Funds Distribution Authorization

Section: III. Consent Items
Item: B. Approval of Revised Certification of Signatures Form for
Charter School Funds Distribution Authorization
Purpose: Vote
Submitted by:
Related Material: 2021-22_Revised Certification_of_Signatures.pdf



Board Agenda Item#	III B: Consent Item
Date:	September 9, 2021
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Harun Ciftci, Interim Chief Financial Officer
RE:	Revision of 2021-22 Certification of Signatures Form

Proposed Board Motion

I move that the board approve the revised 2021-22 Certification of Signatures Form for Charter School Funds Distribution Authorization. Signatures will be effective September 10, 2021 through June 30, 2022. Signatories will include the CEO & Superintendent, Interim CFO, COO and MPS Board Members.

Background

On June 24, 2021, the Board of Directors approved the 2021-22 Certification of Signatures which became effective on July 1, 2021. After that time, Serdar Orazov, Chief Financial Officer, stepped down from his position and Harun Ciftci transitioned to become the Interim Chief Financial Officer. His name will be added as one of the signatories and this form will become effective September 10, 2021 to June 30, 2022.

In accordance with Education Codes 35143, 42632, and 42633, the Certification of Signatures form is required to formalize the personnel authorized to sign orders for salary or commercial payments, notices of employment, and contracts.

Budget Implications

There are no budget implications.

Exhibits (attachments):

- Certifications of Signatures Form
- Resolution

Magnolia Educational & Research Foundation

SCHOOL DISTRICT

CERTIFICATION OF SIGNATURES

As clerk/secretary to the governing board of the above named school district, I certify that the signatures shown below in Column 1 are the verified signatures of the members of the governing board. I certify that the signatures shown in Column 2 are the verified signatures of the person or persons authorized to sign notices of employment, contracts and orders drawn on the funds of the school district. These certifications are made in accordance with the provisions of Education Code Sections:

K-12 Districts: 35143, 42632, and 42633

Community College Districts: 72000, 85232, and 85233

If persons authorized to sign orders as shown in Column 2 unable to do so, the law requires the signatures of the majority of the governing board.

These approved signatures are valid for the period of: September 10, 2021 to June 30, 2022 In accordance with governing board approval dated September 9, 2021.

Signature Jennifer Lara
Clerk (Secretary) of the Board

NOTE: Please TYPE name under signature.

Column 1

Signatures of Members of the Governing Board

SIGNATURE
TYPED NAME Ms. Sandra Covarrubias
President of the Board of Trustees/Education
SIGNATURE
TYPED NAME Jennifer Lara
Clerk/Secretary of the Board of Trustees/Education
SIGNATURE
TYPED NAME Dr. Umit Yapanel
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME Dr. Salih Dikbas
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME Ms. Diane Gonzalez
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME Mr. Mekan Muhammedov
Member of the Board of Trustees/Education
SIGNATURE
TYPED NAME
Member of the Board of Trustees/Education

Column 2

Signatures of Personnel and/or Members of Governing Board authorized to sign Orders for Salary or Commercial Payments, Notices of Employment, and Contracts:

SIGNATURE
TYPED NAME Alfredo Rubalcava
TITLE CEO & Superintendent
SIGNATURE
TYPED NAME Harun Ciftci
TITLE Interim Chief Financial Officer
SIGNATURE
TYPED NAME Suat Acar
TITLE Chief Operations Officer
SIGNATURE
TYPED NAME
TITLE
SIGNATURE
TYPED NAME
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SIGNATURE
TYPED NAME
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SIGNATURE
TYPED NAME
TITLE

Number of Signatures required:

ORDERS FOR SALARY PAYMENTS	ORDERS FOR COMMERCIAL PAYMENTS
NOTICES OF EMPLOYMENT	CONTRACTS



CERTIFICATION OF SIGNATURES RESOLUTION

Date: September 9, 2021

Ares Ayson
Interim Assistant Director
Accounting and Financial Services
Division of School Financial Services
Los Angeles County Office of Education (LACOE)

Per LACOE Bulletin #5284, attached is the revised Certification of Signatures Resolution. Effective date of September 10, 2021 and expiring on June 30, 2022 which was approved during our organizational meeting on September 9, 2021.

If you have any questions, please contact, Jennifer Lara, MPS Executive Assistant/Board Secretary at 213.628.3634 Ext.100 and jlara@magnoliapublicschools.org

Sincerely,

A handwritten signature in black ink that reads "Jennifer Lara".

Magnolia Public Schools
Executive Assistant & MPS Board Secretary

Attachment No. 2

Info. Bul. No. 5284

SFS-A19-2020-2021

Cover Sheet

Academic Update

Section:	IV. Discussion/Information Items
Item:	A. Academic Update
Purpose:	Discuss
Submitted by:	
Related Material:	Academic Department Updates.pdf



Board Agenda Item #	IV A: Information/Discussion Item
Date:	September 9, 2021
To:	Magnolia Public School - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Erdinc Acar, Chief Academic Officer
RE:	Academic Updates

Proposed Board Recommendation

N/A - This is an informational Item

Background

MPS Academic departments will update the board members on the following programs, activities and events:

- School Opening Updates
- Upcoming Events
- ADA Updates
- P-2 ADA 2020-21
- Updates from Directors and Coordinators

Attachment

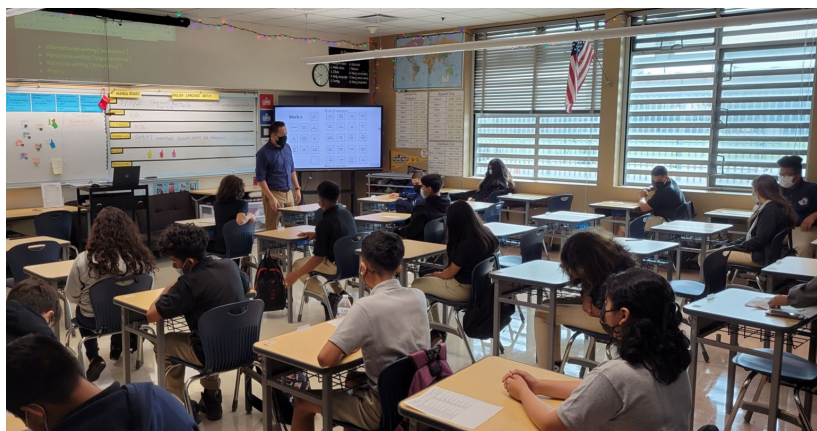
Slide deck for Academic Updates

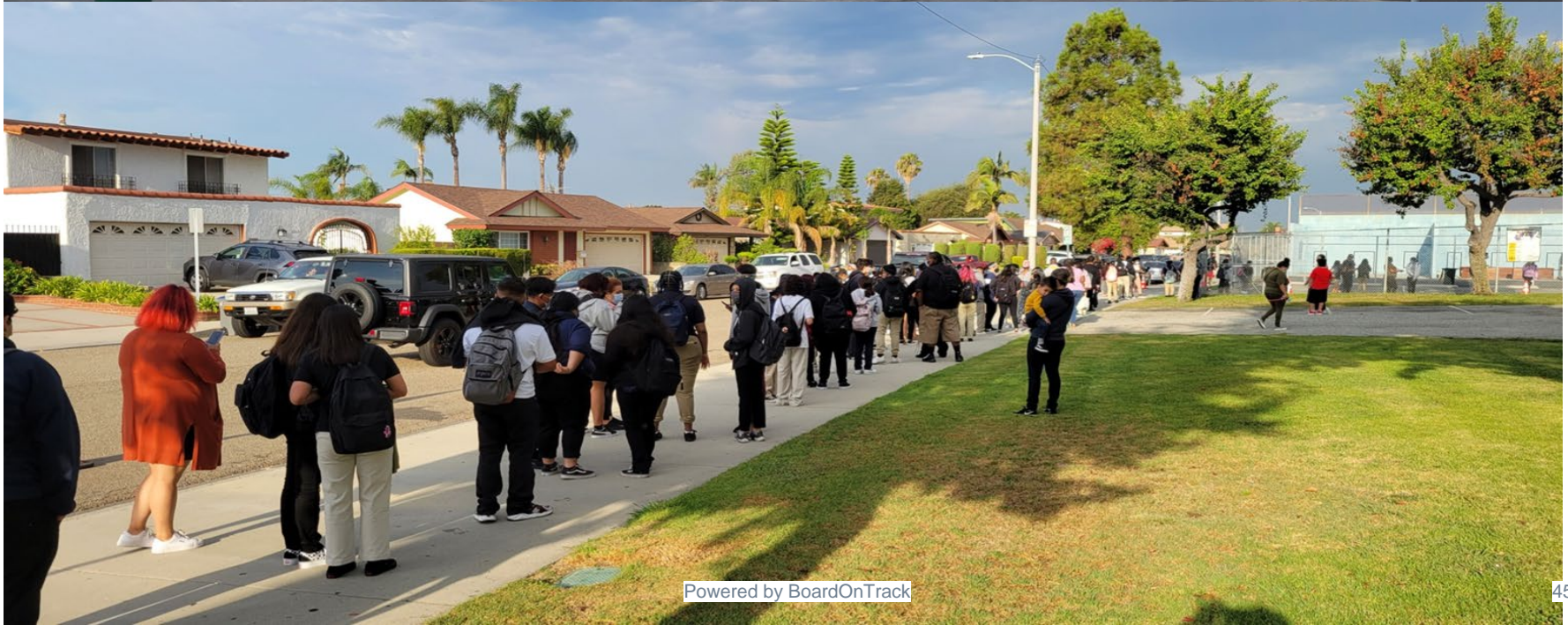


Regular Board Meeting

Academic Updates | Date: September 9, 2021







School Opening Updates



- **School Openings and preps**
 - All schools opened most recently SD and SA
 - Relocated schools MSA5 and MSA6
 - Schedules, Digital resources, Clever Single Sign On, new programs
- **In-person instruction**
 - New staff- admin teachers
- **Independent Study Programs**
 - 235 students
 - Support, guides, protocols, agreements, trackers
 - Mix of programs; SchooUn, Edgenuity Online Course provider
 - Edgenuity trainings
- **Professional Development**
 - Fall Symposium Sep 17 with Professional Learning Communities (PLC) and Culturally Responsive Schools PDs
 - Wednesday minimum day collaborations
 - Teachers on Special Assignments (TOSA) on board
 - IXL program implementation and training



Upcoming

- NWEA Fall Assessments
- Back to School Nights
- Progress Reports
- Parent student conferences
- Fall Symposium- Sep 17 with Professional Learning Communities and Culturally Responsive Schools PDs
- College Applications
- GATE program revisions
- CIF Sports Programs
- MPS STEAM EXPO - May 7 at Long Beach Convention Center
- New Teacher Academy

ADA Update



The ADA% data includes the first two weeks of school for MSAs Bell, Santa Ana and MSA 1-7 and the first two days of school for MSA-SD.

<u>School Summary</u>		
District	Student Count	Attendance Rate(%)
#1964733 Magnolia Public Schools	3739	88.53%
School	Student Count	Attendance Rate(%)
#6119945 Magnolia Science Academy	748	89.25%
#0115212 Magnolia Science Academy 2	507	85.86%
#0115030 Magnolia Science Academy 3	411	82.13%
#0117622 Magnolia Science Academy 4	110	85.07%
#0137679 Magnolia Science Academy 5	244	92.87%
#0117648 Magnolia Science Academy 6	85	88.50%
#0117655 Magnolia Science Academy 7	280	95.97%
#0122747 Magnolia Science Academy Bell	379	85.12%
#0130765 Magnolia Science Academy Santa Ana	520	92.56%
#0109157 Magnolia Science Academy San Diego	423	97.12%

Detailed
[Summary](#) for:
MSA Santa Ana

Detailed
[Summary](#) for:
MSA Bell and
MSA 1-7

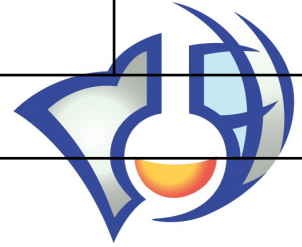
P-2 ADA 2020-2021

UNREPORTED FOR 2020-2021			
Eff. March 2021			
P-2 ATTENDANCE			
Average Daily Attendance (ADA)			
School	Target Enrollments	ADA	ADA %
MSA-1	700	701.984	98.06%
MSA-2	437	456.063	98.08%
MSA-3	475	407.188	97.32%
MSA-4	115	95.609	95.62%
MSA-5	310	282.367	96.83%
MSA-6	160	155.617	96.48%
MSA-7	292	284.539	97.09%
MSA-8	482	436.506	98.98%
MSA-SA	575	529.992	97.61%
MSA-SD	465	427.598	98.22%

FIRST TWO WEEKS OF SCHOOL

School	Student Count	Attendance Rate(%)
MSA-1	748	89.25%
MSA-2	507	85.86%
MSA-3	411	82.13%
MSA-4	110	85.07%
MSA-5	244	92.87%
MSA-6	85	88.50%
MSA-7	280	95.97%
MSA-8	379	85.12%
MSA-SA	520	92.56%
MSA-SD	423	97.12%

MPS Independent Study Participation



STUDENTS ENROLLED INTO INDEPENDENT STUDY		TOTAL # in Independent Study	% of Independent Study ADA	MPS SITE	ENROLLMENTS
# Long Term	# Short Term				9/1/2021
35	17	52	6.95%	MSA 1	748
17	16	33	6.50%	MSA 2	508
51	6	57	13.87%	MSA 3	411
13	1	14	12.61%	MSA 4	111
7	0	7	2.87%	MSA 5	244
2	1	3	3.53%	MSA 6	85
10	1	11	3.93%	MSA 7	280
34	0	34	8.97%	MSA Bell	379
3	0	3	0.71%	MSA San Diego	424
2	5	7	1.35%	MSA Santa Ana	520
5	9	14	2.69%		
<u>179</u>	<u>56</u>	<u>235</u>	<u>6.33%</u>	<u>MPS TOTALS</u>	<u>3710</u>

Special Education & Support Services - Dr. Artis Callaham



Supporting SPED and Support Services 21-22 School Opening

- Developing and sending Prior Written Notices Outlining SPED/504 Support and Independent Study Requirements
- Gifted OLSAT/ Raven's Testing Coordination /Support to MPS Schools/ Developing Enrichment Programs for 21 school year
- Onboarding new SPED Coordinators, SPED Teachers and School Psychologists

Supporting School Sites with Special Education Compliance and Service Provision

- Support Schools in CDE Monitoring Procedures/Assist with developing CCEIS Team and Plan for Sig Disproportionality Requirement
- Working with MPS Outreach team / Provide Support for Seeking Innovation Grants
- Attend all Authorizer and SELPA professional Development Meetings/ Share with SPED and Academic Teams as appropriate

Supporting Student Support Services /Overall Program

- Provide Guidance and support for all MPS School Psychologists and Counseling Interns
- Work with Accountability Team to Assist Schools in Completing the Quarterly-PAADS Mergers/State/SELPA Required Reports
- Completing and submitting all SELPA, Authorizer and State required Reports (I.e. Personnel Data, Fiscal, ERMH)

Other Highlights

- Researching and determining next steps for developing a comprehensive Gifted and Talented Program MPS wide in Supporting Students with 504 Plans and GATE Assessment and Service Provision

Math Programs - Mrs. Traci Lewin



Supporting Math Teachers

- Onboarded MPS Math TOSA
- Conducting site visits and observations with feedback using MPS Quality Instruction Observation Tool
- Holding one-on-one meetings for individualized support
- Hosting monthly math department meetings, including Unit Planning Collaboratives and Data Analysis Workshops and needs-based professional development
- Maintain and update MPS Math Teacher website and Google Classroom and curate resources based on teachers' needs
- Supported the implementation of new Independent Study programs

Supporting Accelerated Learning

- Provided introductory professional development for school leaders and math teachers. Ongoing PD will be conducted throughout the school year.
- Provided updated curriculum maps for math based on accelerated learning principles

Math Curriculum Adoption Project

- Creating timeline and core team consisting of school leaders and math teachers for MPS Math Curriculum Adoption Project
- Applied to take part in CalCurriculum's Math Materials Adoption cohort for 2021/2022

EL and ELA Programs **Mrs. Katie Mann**



Supporting EL Programs

- Provided professional development on our EL Master Plan and Services to all 10 school sites
 - Provided professional development to all LEA EL Coordinators during Summer service
- Completed Title III Program Survey with all Principals & submitted to CDE
- Supported LEA EL Coordinators with the Reclassification process 43+ English Learners and the completion of 25 Initial ELPAC assessments

Supporting ELA Teachers

- Provided professional development to all ELA teachers on Learning Acceleration during the Symposium, as well as training all new MPS ELA teachers during the New Teacher Training order to onboard them to our curriculum and programs
- Updated all pacing guides and assessment timelines for ELA courses to reflect the needs of students and teachers as we accelerate learning in an effort to recover from the pandemic and school closures
- Onboarding an ELA department Teacher on Special Assignment (TOSA), 1 new EL Coordinator and 6 new ELA teachers
- Planning for 6 ELA department wide PLC meetings

Other Highlights

- Collaborated with the Academic team to host 3 days of in-person Summer service (Leadership MPS Symposium, New teacher Training)
- Provided professional development to all school leadership teams on Learning Acceleration

College and Career Readiness and TOSA Program

Mr. William Gray



Supporting College Counselors and creation of College & Career Readiness Program:

- Provide relevant, timely feedback and guidance to College Counselors as requested and as needed
- Increase the percentage of all HS students that have met with their College Counselor, overall and by grade.
- Collaborate to create and disseminate TK-12 college/career awareness program
- Collaborate to create and disseminate MPS Counseling handbook

Supporting new TOSAs and TOSA Program:

- Create and implement structure for submission, review, and revision of OrgWide Department Meeting Agendas
- Support TOSAs generation of OrgWide Departmental Instructional Practice Goal
- Support TOSAs generation of OrgWide Departmental Cultural Event

Other Highlights:

- Every school will be in compliance with AB1505 Reporting requirements.
- Supporting expansion and improvement of site Dual Enrollment practices



Questions or Comments ?

Cover Sheet

Enrollment Update

Section:	IV. Discussion/Information Items
Item:	B. Enrollment Update
Purpose:	Discuss
Submitted by:	
Related Material:	Enrollment Update August 2021.pdf



Board Agenda Item #	IV B:Discussion/Information Item
Date:	September 9, 2021
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Dr. Brenda D. Lopez, Chief External Officer
RE:	Enrollment Update August 2021

Proposed Board Recommendation

No action will be taken. This item will address the current enrollment numbers at each school site compared to targeted enrollment numbers, strategic plan to address enrollment gaps and the impact of not closing the gap.

Introduction

Our school leaders and staff have been working tirelessly to begin this school year in a safe and supporting learning environment. We have succeeded in following guidance from the CDC, County, Authorizer and our own internal Covid response team. Unfortunately, declining enrollment is something that California schools are facing especially as many families decide what the back-to-school reality looks like post Covid-19.

Background

Declining enrollment is also something that has been impacting schools prior to the Covid-19 Pandemic. Principals created target enrollments and submitted them to the home office in early June of this year. The school enrollment targets are set by historical data on enrollment as well as projected number of returning families. The returning families are asked to complete an intent to return form to confirm their continued enrollment at our schools, the deadline to complete the form aligns with the deadline for the open enrollment period for families seeking to apply to our schools.

Analysis

The goal of the Outreach and Communications is to address the strengths, weaknesses, opportunities and challenges related to the enrollment process. The focus of the work is to address the needs as a structured systematic response.

Budget Implications

The budget implications for not reaching enrollment targets can impact various line items at each school

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

The benefit for all MPS schools is to identify areas of need and align promising practices

Exhibits (Attachments):

- Slide Deck- MPS Enrollment Update Aug. 2021



Enrollment Update

*Outreach & Communications
Department*

Current Vs. Projected

INFINITE CAMPUS CURRENT ENROLLMENTS	2021-2022 REGISTRATION TOTALS / TARGET ENROLLMENTS							SchoolMint		Infinite Campus	
	SITE NAME	Returning Students	Online • Paper Packets	Updated 6/2/21	Updated Fridays	Packets Received	This time last year	Registrations Completed	Pending Applications	Registrations Completed	Unprocessed Enrollments
		Expected to Return	Enrollment Packets Received	Target Enrollments	Enrollments Needed						
On Friday, 8/27/21	DO NOT EDIT - FORMULAS CALCULATE TOTALS BELOW										
752	MSA 1	614	156	740	18	178	156	7	162	10	
504	MSA 2	417	126	485	18	120	126	1	111	0	
420	MSA 3	315	104	416	45	101	104	9	107	5	
111	MSA 4	78	34	115	2	33	37	0	31	0	
249	MSA 5	215	52	270	8	66	52	3	43	2	
87	MSA 6	79	7	80	8	43	20	0	98	0	
279	MSA 7	231	48	292	15	77	48	0	48	0	
386	MSA Bell	246	140	430	54	209	140	5	101	0	
425	MSA San Diego	231	179	422	26	222	179	7	181	20	
519	MSA Santa Ana	475	67	548	26	68	67	28	47	2	
3732	MPS TOTALS	2901	913	3798	220	1117	929	60	929	39	

Office Updates

Lydiett Woods

- First two weeks attendance and enrollments.
- Month 1 attendance range ends this Friday. (Excluding MSA-SA & MSA-SD)
- Updates due to **ISP** (pending) due next week.
- Attendance Report due to LACOE and LAUSD on Friday, September 10th.

Verified Attendance % for the first 2 weeks of school

(Excluding Independent Study)

MSA-1: 50%	MSA-4: 95%	MSA-7: 95%
MSA-2: 100%	MSA-5: 90%	MSA-8: 100%
MSA-3: 97%	MSA-6: 100%	MSA-SA: 100%

School	Student Count	Attendance Rate(%)
MSA-1	748	89.25%
MSA-2	507	85.86%
MSA-3	411	82.13%
MSA-4	110	85.07%
MSA-5	244	92.87%
MSA-6	85	88.50%
MSA-7	280	95.97%
MSA-8	379	85.12%
MSA-SA	520	92.56%
MSA-SD	423	97.12%

Office Updates - Independent Study

Lydiett Woods

- Independent Study [Trackers](#)
 - Trained office during weekly Wednesday meetings.
 - Provided recorded session to office team.
- Attendance FAQs ([link](#))

STUDENTS ENROLLED INTO INDEPENDENT STUDY		TOTAL # in Independent Study	% of Independent Study ADA	MPS SITE	ENROLLMENTS
# Long Term	# Short Term				9/1/2021
35	17	52	6.95%	MSA 1	748
17	16	33	6.50%	MSA 2	508
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2	5	7	1.35%	MSA Santa Ana	520
5	9	14	2.69%		
179	56	235	6.33%	MPS TOTALS	3710

Recruitment Strategies

- Digital Marketing- Larson Communications
 - Enrollment Leads Tracker
- Mailers
- Flyers
- Local Events
- Social Media
- Word of Mouth (Incentives)
- SchoolMint
- Local apps
- Local Presentations
- Canvassing, keeping safety protocols in place

Tiered Intervention



1

SWOT Analysis of Enrollment Process
Feedback from families who applied

2

Design training centered on areas of growth
Customer Service
Who is doing it well?

3

Organize and emphasize a collective effort from each stakeholder already connected to our school

THANK YOU

Cover Sheet

Human Resources Update

Section:	IV. Discussion/Information Items
Item:	C. Human Resources Update
Purpose:	Discuss
Submitted by:	
Related Material:	Human Resources Dept. Update.pdf



Board Agenda Item #:	IV C: Discussion/Information Item
Date:	September 09, 2021
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools ("MPS") Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Derya Hajmeirza, Director of Human Resources
RE:	Human Resources Department Updates

Background

No action is required. Information only.

The following HR information is provided to the Magnolia Educational & Research Foundation dba Magnolia Public Schools ("MPS") Board of Directors.

ITEM	INFORMATION
2021-22 HEAD COUNT	The number of all MPS employees as of 8/31/2021 is 396. Since July 1, 2021, the new hire employee number is 59. MPS currently has 206 teachers.
RETENTION RATE	Overall MPS 2020-21 retention rate is: 85.71%. 2020-21 teacher retention rate is: 81.95%.
TURN OVER RATES	2020-21 MPS turnover rate is: 11.90%.** **This rate is calculated based on the dates from July 1, 2020 to June 30, 2021.

MANDATORY TRAININGS	<p>The mandatory trainings including the extra training regarding COVID-19 for all the MPS employees have been inserted to their PayCom (MPS HRIS) account which made it more convenient for the employees to take the courses and easier for the supervisors to do the follow up and generate reports.</p> <ul style="list-style-type: none"> ▪ As of 08/31/2021, 92.48% of all of MPS employees completed their mandatory trainings.
OPEN POSITIONS	<p>MPS schools' open positions as of 08/31/2021 are as follow;</p> <ul style="list-style-type: none"> ▪ MSA-1: English Teacher, Social Studies Teacher, Substitute Teacher, Office Clerk, and Custodian ▪ MSA-2: Science Teacher, English Teacher/English Interventionist/EL Coordinator, and English Language Arts (ELA) Teacher ▪ MSA-5: Office Clerk ▪ MSA-6: Paraprofessional/Aide ▪ MSA-7: Elementary School Teacher ▪ MSA-8: Paraprofessional/Aide and Administrative Assistant ▪ MSA-SD: Paraprofessional/Aide, PE Teacher, and Makerspace Teacher ▪ MSA-SA: After School Coach/Instructor/Supervisor

MAGNOLIA PUBLIC SCHOOLS

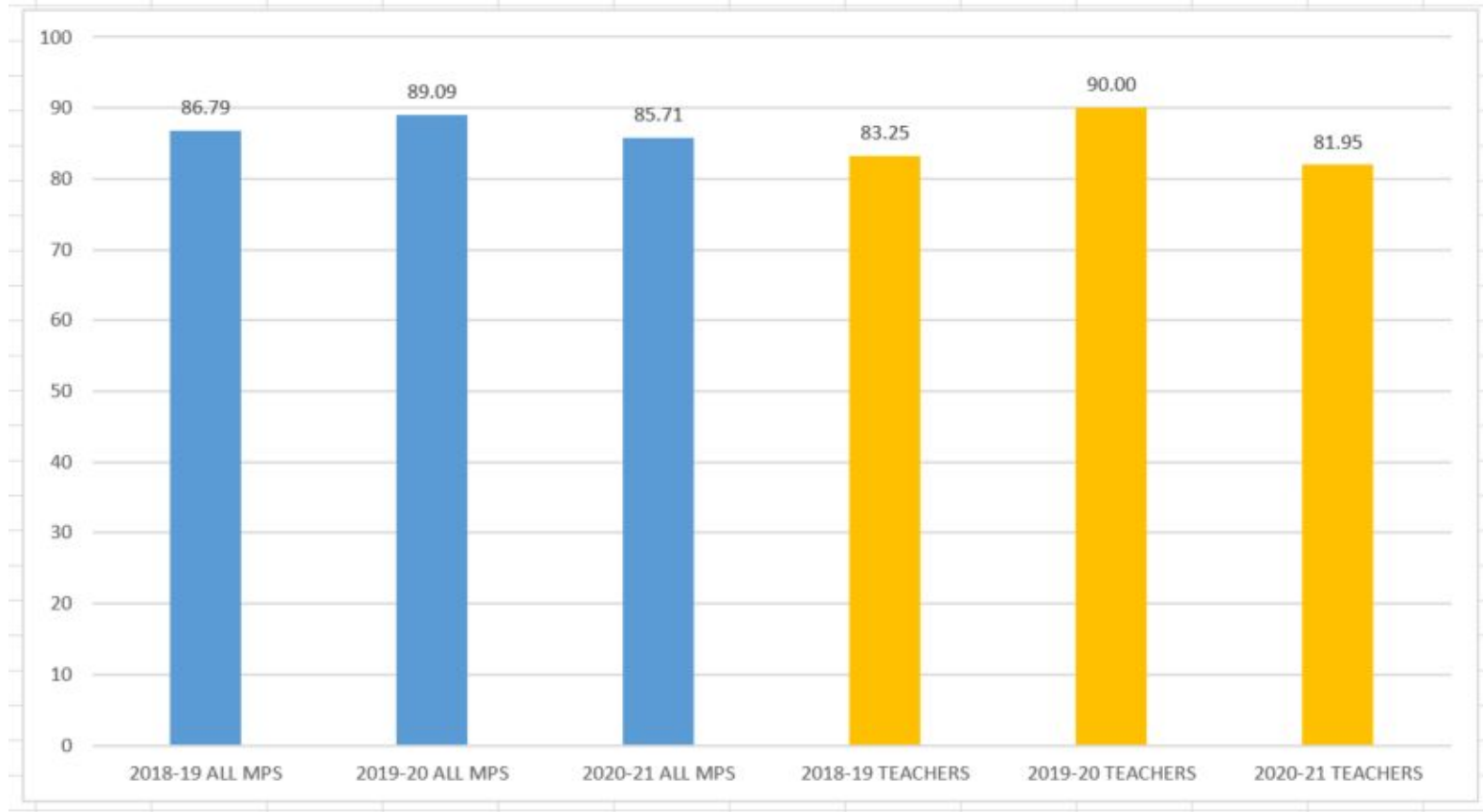
HR UPDATES

As of 08/31/2021

HEAD COUNT (AS OF 8/31/2021)

Department Code ◇	Department ◇	Head Count ◇
1100	Teachers Department Title	206
1200	College Counselors and Psychol	15
1300	Certificated Supervisors & Adm	36
2100	Instructional Staff	47
2200	Classified Support	41
2400	Classified Clerical & Office	51
Total		396

RETENTION RATES (Percentages)



RETENTION RATES (All employees by school site)

ALL EMPLOYEES

	# of All MPS Employees	# of Terminated MPS Employees	# of Returning MPS Employees	Total # of MPS Employees	RETENTION
	2020-2021 (07.01.20)	2020-2021 (as of 06.30.21)	2021-2022 (on 07.01.21)	2021-2022 (8.31.21)	
MSA-1	61	10	51	59	83.61%
MSA-2	39	3	36	40	92.31%
MSA-3	38	5	33	42	86.84%
MSA-4	12	3	9	17	75.00%
MSA-5	25	2	23	25	92.00%
MSA-6	13	3	10	11	76.92%
MSA-7	29	3	26	32	89.66%
MSA-8	42	6	36	47	85.71%
MSA-SD	29	3	26	32	89.66%
MSA-SA	53	14	39	63	73.58%
MERF	23	0	23	28	100.00%
			0		
Grand Total	364	52	312	396	85.71%

RETENTION RATES (Teachers by school site)

TEACHERS

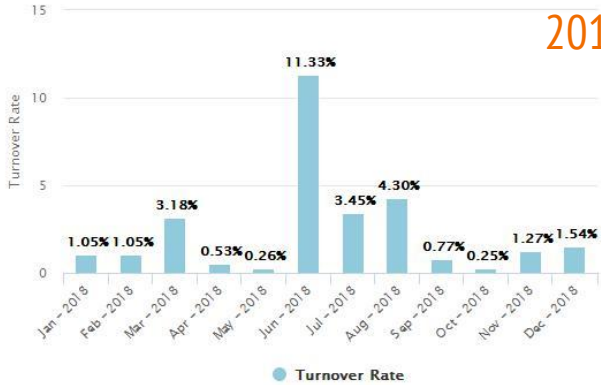
	# of All MPS Teachers 2020-2021 (07.01.20)	# of Terminated MPS Teachers 2020-2021 (as of 06.30.21)	# of Returning MPS Teachers 2021-2022 (on 07.01.21)	Total # of MPS Teachers 2021-2022 (8.31.21)	RETENTION
MSA-1	37	8	29	36	78.38%
MSA-2	25	3	22	21	88.00%
MSA-3	22	4	18	23	81.82%
MSA-4	7	2	5	10	71.43%
MSA-5	15	1	14	16	93.33%
MSA-6	8	2	6	6	75.00%
MSA-7	15		15	15	100.00%
MSA-8	25	4	21	23	84.00%
MSA-SD	18	1	17	18	94.44%
MSA-SA	33	12	21	38	63.64%
Grand Total	205	37	168	206	81.95%

TURN OVER

(ALL EMPLOYEES)

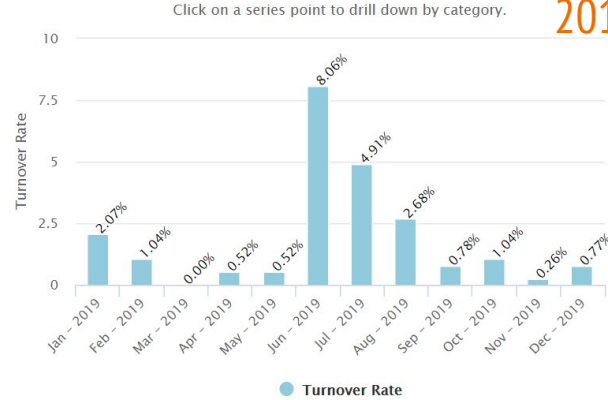
Employee Turnover Rate By Categories

2018



Employee Turnover Rate By Categories

2019



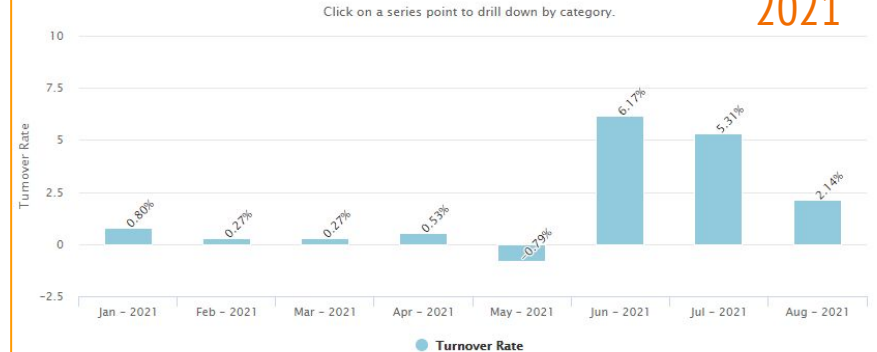
Employee Turnover Rate By Categories

2020



Employee Turnover Rate By Categories

2021

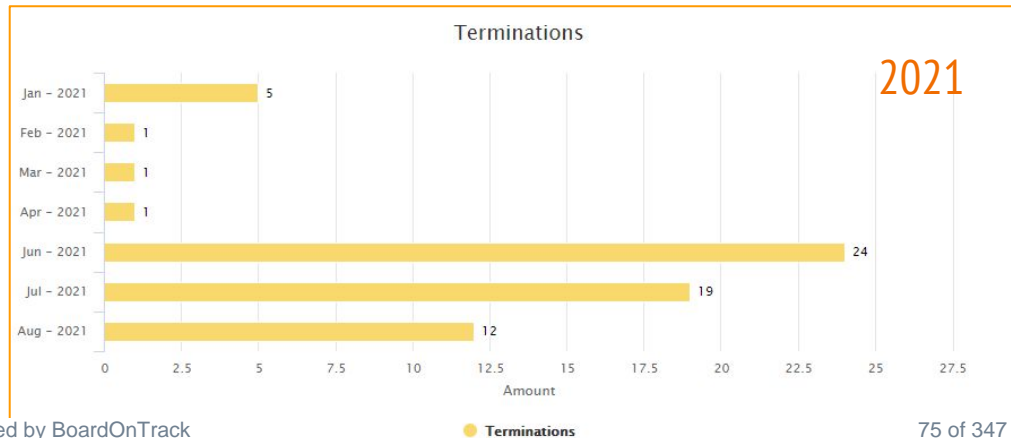
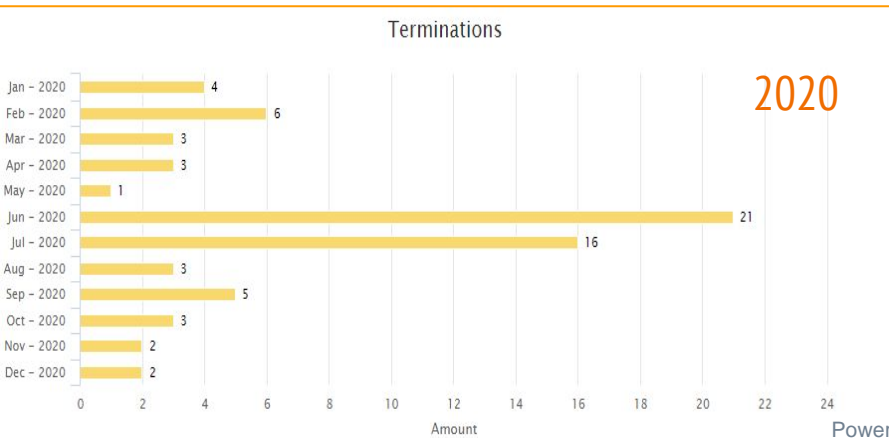
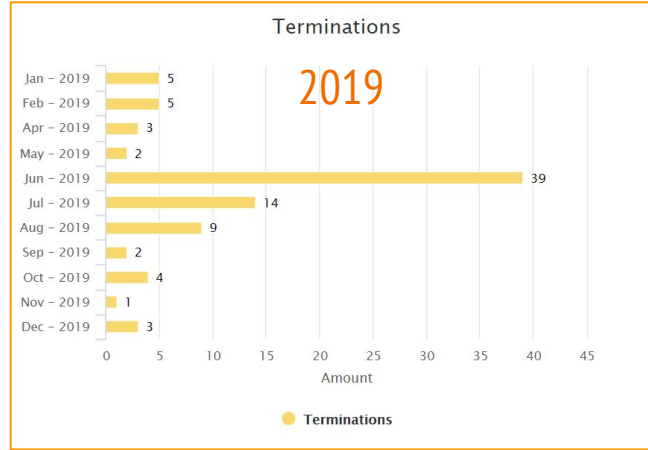


NEW HIRE (ALL EMPLOYEES)



TERMINATION

(ALL EMPLOYEES)



ALL	ChartersAFE Boundaries: Student Sexual Abuse Prevention (Also Available on ChartersAFE LMS)	ChartersAFE Requirement
ALL	Mandated Reporter: Child Abuse and Neglect <i>(California Specific)</i>	AB 1432
ALL	Bloodborne Pathogens: Exposure Prevention: Full Course <i>(California Specific)</i>	CA Code of Regulations, Title 8, § 5193
ALL	Drug Free Workplace	CA Government Code § 8350-8351 & 8355-8357
ALL	Hazard Communication: Right to Understand (GHS)	CA Code of Regulations, Title 8, § 5194; CA Labor Code § 6360 et. seq.
ALL / LAUSD SCHOOLS NEED ADDITIONAL TRAINING	Youth Suicide: Awareness, Prevention and Prevention (Full Course)	AB 1767
CUSTODIAN	Integrated Pest Management <i>(California Specific)</i>	CA Education Code § 17608-17613; CA Food & Agricultural Code § 13180-13188
ALL BUT ADMIN	Workplace Violence: Awareness and Prevention: Employee	Cal/ OSHA Title 8 § 3203
ALL BUT ADMIN	Sexual Harassment Prevention for Non-Managers (SB 1343) <i>(California Specific)</i>	CA Senate Bill 1343
ONLY ADMIN	Sexual Harassment: Policy & Prevention (AB 1825) <i>(California Specific)</i>	CA Government Code § 12950.1; CA Administrative Code § 7288.0
ONLY ADMIN	Workplace Violence: Awareness and Prevention Full Course (Supervisor)	Cal/ OSHA Title 8 § 3203
PE/COACH and Office Staff	Concussion Awareness: Athletics	CA Health & Safety Code § 124235-124236
PE/COACH	Sudden Cardiac Arrest in Athletes <i>(California Specific)</i>	CA Education Code §33479-33479.9
OFFICE STAFF	Medication Administration: Epinephrine Auto- Injectors	CA AB 1386
ADMIN	Heat Illness Prevention	Cal/ OSHA Title 8 § 3395
ALL	Cardiopulmonary Resuscitation (CPR) <i>(California Specific)</i>	Cal/ OSHA Title 8 § 3400
ALL	First Aid	Cal/ OSHA Title 8 § 3400
ALL	Coronavirus: Cleaning and Disinfecting Your Workplace	
ALL	Coronavirus: Managing Stress and Anxiety	
ADMIN / OFFICE	FERPA: Confidentiality of Records	
ADMIN / OFFICE	HIPAA Overview	
ALL	Cyberbullying	
ADMIN	Bullying: Recognition & Response (Complete) <i>(California)</i>	

MANDATORY TRAINING

Each charter school must provide every employee, and every other person working on behalf of the school who is a mandated reporter, with annual training on child abuse detection and reporting.

This mandatory annual training must be completed within the first six weeks of each school year or within the first six weeks of a person's employment.

Each school must maintain documentation of compliance with these requirements.

MANDATORY TRAINING

REPORT

As of	08.31.2021
MSA-1	89.81
MSA-2	96.47
MSA-3	81.91
MSA-4	94.44
MSA-5	97.74
MSA-6	100.00
MSA-7	93.96
MSA-8	96.19
MSA-SD	94.24
MSA-SA	93.63
MERF	86.95
Grand Total	92.48

CURRENT OPEN POSITIONS

8.31.2021

Job Title	Location	Applications	Start Date	End Date
English Teacher	Magnolia Science Academy-1	7	2021-08-19	2021-09-17
Substitute Teacher	Magnolia Science Academy-1	3	2021-08-18	2021-09-17
Office Clerk	Magnolia Science Academy-1	16	2021-08-18	2021-09-17
Custodian	Magnolia Science Academy-1	17	2021-08-16	2021-09-15
Social Studies Teacher	Magnolia Science Academy-1	19	2021-08-20	2021-09-03
Science Teacher	Magnolia Science Academy-2	0	2021-08-31	2021-09-30
English Teacher / English Interventionist / EL Coordinator	Magnolia Science Academy-2	0	2021-08-31	2021-09-30
English Language Arts Teacher (ELA)	Magnolia Science Academy-2	16	2021-08-04	2021-09-15
Office Clerk	Magnolia Science Academy-5	35	2021-08-15	2021-09-15
Paraprofessional/Aide	Magnolia Science Academy-6	3	2021-08-09	2021-09-15
Elementary School Teacher - Multi-Subject	Magnolia Science Academy-7	50	2021-06-02	2021-10-31
Paraprofessional/Aide	Magnolia Science Academy-8 (Bell)	24	2021-08-17	2021-09-17
Administrative Assistant - School Site	Magnolia Science Academy-8 (Bell)	97	2021-08-15	2021-09-15
Paraprofessional/Aide	Magnolia Science Academy-San Diego	23	2021-08-11	2021-09-15
Physical Education Teacher (Middle School)	Magnolia Science Academy-San Diego	12	2021-08-11	2021-09-15
Makerspace Teacher	Magnolia Science Academy-San Diego	4	2021-06-16	2021-09-01
After School Coach/Instructor/Supervisor	Magnolia Science Academy-Santa Ana	0	2021-08-31	2021-09-30



Thank you for your
time.

Any questions?



Cover Sheet

Update on Shade Structure Project for Magnolia Science Academy-1 High School Building

Section: IV. Discussion/Information Items
Item: D. Update on Shade Structure Project for Magnolia Science
Academy-1 High School Building
Purpose: Discuss
Submitted by:
Related Material: Shade Structure Project for MSA-1 High School Update.pdf



Board Agenda Item: IV D: Information/Discussion Item

Date: September 9, 2021

To: Magnolia Public Schools (“**MPS**”) Board of Directors (the “**Board**”)

From: Alfredo Rubalcava, Chief Executive Officer and Superintendent

Staff Lead: Patrick Ontiveros, General Counsel & Director of Facilities
Mustafa Sahin, Project Manager

RE: Update on Shade Structure Project for Magnolia Science Academy—1 (“**MSA-1**”)
High School Building

I. Proposed Motion/Recommendation(s)

N/A

II. Background

The new MSA-1 high school building located at 18220 Sherman Way, immediately adjacent to the existing MSA-1 middle school building at 18238 Sherman Way, was completed and occupied at the end of 2019. The principal entrance to the high school building is from the alley that is parallel to Sherman Way to the south. There is also a lunch area right outside the multipurpose room on the south side of the building that is fenced in but not shaded. See [Exhibit A](#) for the site layout and the location of the courtyard.

For the 2021-22 school year and beyond, MSA-1 leadership desired to have more usable outdoor space at MSA-1. Accordingly, Staff approached multiple vendors and issued an RFP for the installation of shade at the high school building courtyard. Staff selected a vendor and sought Board approval. The Board approved the vendor and the proposal to construct a shade structure on June 24, 2021. At that time, the final design was still being finalized and Staff was not aware of how extensive the recommendations from the structural engineer would be. Staff believed there was a fair chance that the shade sails would be able to be attached to the building. However, ultimately, the structural engineer recommended erecting the shade structure as a standalone structure (that is, shade sails suspended from columns not attached to the building). That work entailed digging 8 holes, 9 feet deep each, to place the columns from which the shade sails would be suspended and backfill the holes with cement to be strong enough to hold the shade

structure. The design work and construction was further complicated by its proximity to the building foundations.

The project was a success and has allowed MSA-1 and MSA-5 to better and more effectively use the MSA-1 high school courtyard. See attached [Exhibit B-1](#) for before pictures of the courtyard and [Exhibit B-2](#) for pictures of the completed project.

III. Procurement

We received 2 quotes, one of them was \$32,500.00 by Universal Awning, the other one was \$25,200.00 by AG Construction. They were also available to start the job in the following week. See [Exhibit C](#) for those 2 quotes. AG presented an economical solution that aligned with the requirements. That's why staff chose AG for this project. See [Exhibit D](#) for the explanation by the structural engineer and the design of the foundation system for the shade structure.

IV. Budget & Conclusion

A majority of the project expenses were paid for with a grant of \$64,841.63, through Schools in Action, which operates MSA-1's meal program. Staff requested and the Board approved a limit of \$75,000 to account for any unforeseen conditions that may increase the price of \$68,750. The cushion of \$6,250 was insufficient for the final structural engineer recommendations. Costs exceeding the original approved \$75,000 budget were approved by Alfredo Rubalcava using his then extraordinary executive powers. With the impending start of school, Staff including the principal and administration of MSA-1, believed that the completion of this project before the start of school was critical to a successful opening. Excess costs were paid for using operation funds and there was no material negative impact to MSA-1's budget.

The total final costs were as follows: \$68,750 for the fabrication and installation of the shade sails, \$25,200 for the concrete work and \$4,800 for the structural engineers final design for a total of \$98,750 or \$23,750 over the original approved budget.

Exhibit A

Site Layout and Location of Proposed Shading

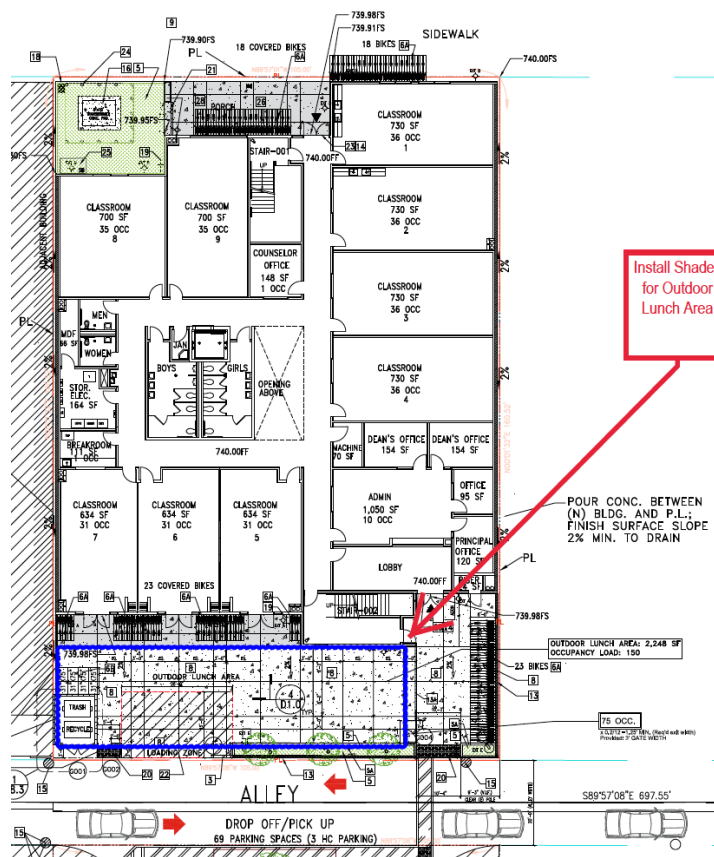




Exhibit B-1

Pictures of High School Courtyard Before Shade Installation



Exhibit B-2

Pictures of Installed Shade Structure



AG CONSTRUCTION

18960 Ventura Blvd. #211
 Tarzana, CA 91356
 Tel. No. (818)963-1683
 Fax No. (818)344-1850
 License No. 706172
 Email: agconstruction18@gmail.com

AG CONSTRUCTION**PROPOSAL**

This proposal is submitted to:	Project Address:	2021-27
Mr Partic Anton Esq and Mustafa Sahin 250 East 1st Street suite 1500 LA, Ca 90012	MSA 18238 Sherman Way Reseda Ca 91335	


DESCRIPTION	AMOUNT
07/19/21 1) Digging 9 cassion 9 ft deep and 3 Tie beams Per plan attached 2) Placing rebar in all 9 cassion and tie beams Per plan attached 3) Meeting engineer for observation before inspection 4) Pour concrete 3000 PSI with deputy in all caisson and tie beams Finish cement to surface to match existing finish 5) Clean and haul all debrits * All work to comply with plan attached to this proposal * Price include Deputy Inspection cost for Concrete pour * All post culums place in caisson by awning company * All permit processing, and fees by other * Price exclude all Engineering observation cost * Price base on one pour * All landscaping repair by other <div style="text-align: right;">  CEO & Superintendent </div>	Date: 08/13/2021
Total Amount	\$ 25,200.00
All the above work to be completed in a substantial and workmanlike manner according to standard practice.	
Please make checks payables to : AG Construction	



Exhibit C

Cement Work Proposals

ESTIMATE



Magnolia Science Academy
18220 Sherman Way
Reseda, CA 91335

Universal Awning

7053 Canby Ave.
Reseda, CA 91335

Phone: (818) 882-0027

Email: Info@universalawning.com

Estimate # 001737
Date 07/13/2021

Description	Quantity	Rate	Total
Concrete Work Per Engineer for (8 sails posts)	1.0	\$32,500.00	\$32,500.00
Materials: 3000 PSI Concrete & Rebar			
Dimensions:			
9'-0" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
9'-0" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
9'-0" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
9'-0" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
7'-6" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
7'-6" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
7'-6" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
7'-6" x 2'-0" DIA Concrete Pile 3000 PSI with #5 vertical rebar, #4 rebar ties, #4 epoxy dowels			
2'-0" wide x 0'-8" thick Tie Beam in planter on top of pile with #4 epoxy dowels			
2'-0" wide x 0'-8" thick Tie Beam in planter on top of pile with #4 epoxy dowels			
2'-0" wide x 0'-8" thick Tie Beam in planter on top of pile with #4 epoxy dowels			
Elements: #4 Rebar, #5 Rebar, 3000 PSI Concrete, Set XP epoxy.			

Templates & Measurements: Included.

Shop Drawings: Included. 1 drawing, 2 revisions any additional \$110.00 per hour.

Permits: Not included.

Engineering: By others.

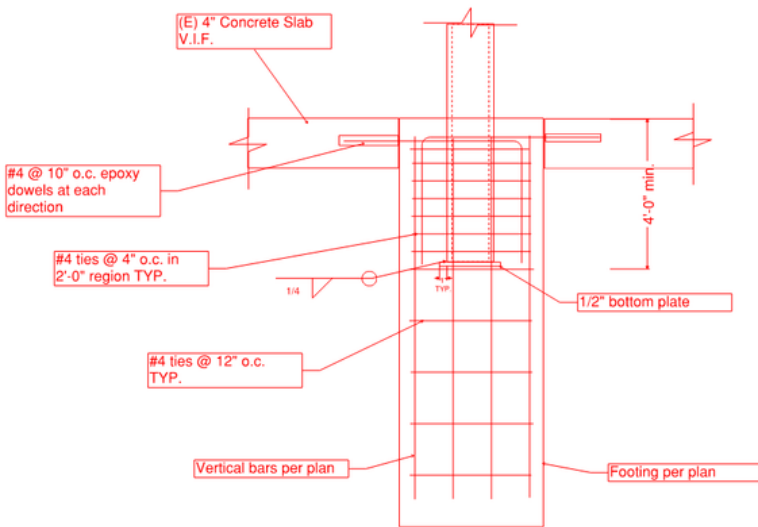
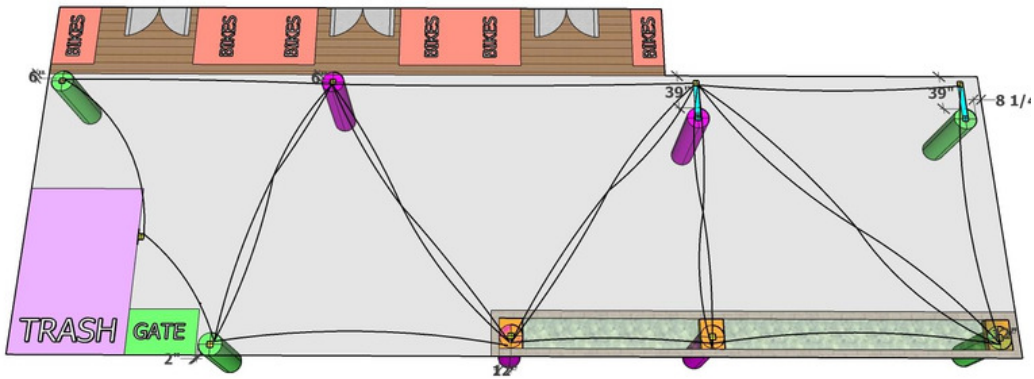
Finish: Trowel finish on top surface, may not match with existing finish.

Delivery & Installation: Included.

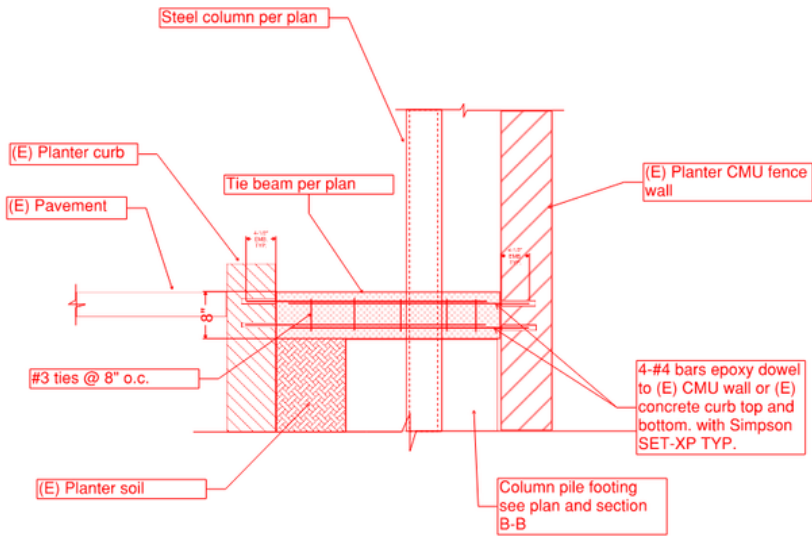
Prevailing Wages: This project was priced as a NON-prevailing wage job, if the project requires prevailing wages we will resubmit our proposal to reflect the additional cost.

Notes: Our price includes all labor, cutting existing concrete, digging, rebar work, pouring and finishing concrete. Due to the volatile material prices this quotation is valid for 7 days. Advance bill of material is required to be paid to secure material pricing.

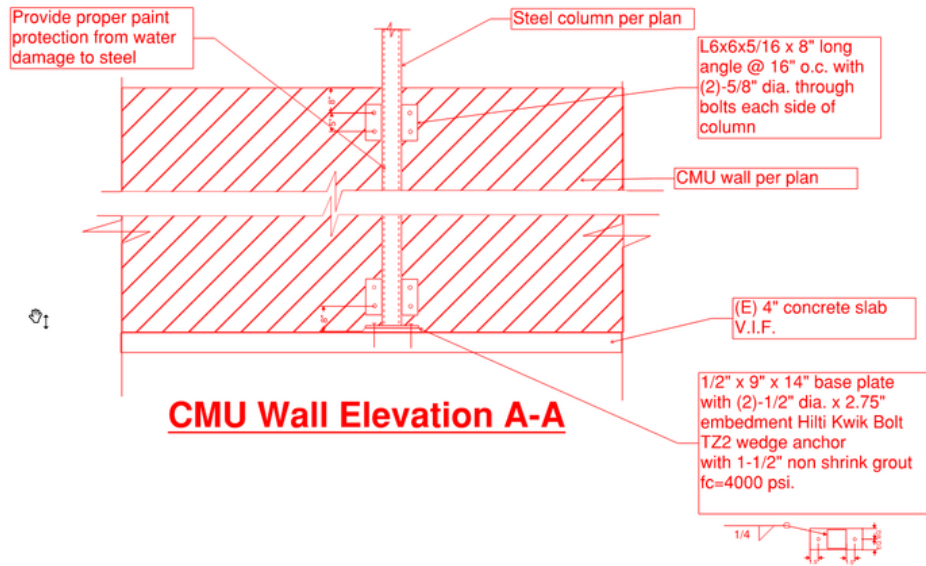
Subtotal	\$32,500.00
Total	\$32,500.00



Footing Section B-B



Tie Beam Section C-C



CMU Wall Elevation A-A

All down payments are non-refundable three business days from the signing of this contract. With respect to the above, it is agreed that three quarters of the above mentioned sum is for the cost of materials, fabrication labor, sales tax and balance is for the cost of installation labor.

In the event of default of any installment, the unpaid balance shall become due and payable forthwith at the option of the Contractor without notice.

All expenses incurred in the collection of monies due per this agreement whether by arbitration or judicial process including attorney's fees and cost shall be paid by you the purchaser.

Note: This proposal may be withdrawn by Universal Awning & Shade, Inc. at any time prior to its acceptance, and shall expire by its own terms if not accepted within 7 days. Due to the volatile steel prices this quotation is valid for 7 days. Advance bill of material is required to be paid to secure material pricing.

An initial service charge of 5% of the outstanding balance will be charged on balances not paid within five days of payment due date. service charge of 1.5% will be added each month to the balance remaining unpaid.

This quotation is not binding and does not become a contract unless signed below by UNIVERSAL AWNING & SHADE, INC. EXECUTIVE OFFICER.

Universal Awning - Cody Clapp

Magnolia Science Academy



Exhibit D

Structural Engineer Explanation

Good Morning Mustafa,

This is to confirm that the structural requirements for the new proposed shade canopy will include the following:

Tubular steel columns for the connections of the sail canopy
Pier foundation that will support cantilever action in lieu of large size pad footings was designed per code requirements. Any alternate foundation such as pad footings would have had conflict with existing building structure and bio retention filtration system and would have been more costly. Depth of piers and steel column embedment will depend on field conditions and restraints.

For couple of columns existing masonry site walls was used to eliminate foundation work and to save time and money.

Thanks

Armen Baroonian, Ph.D, S.E.

Principal

B&B Associates, Inc.

Structural Engineers

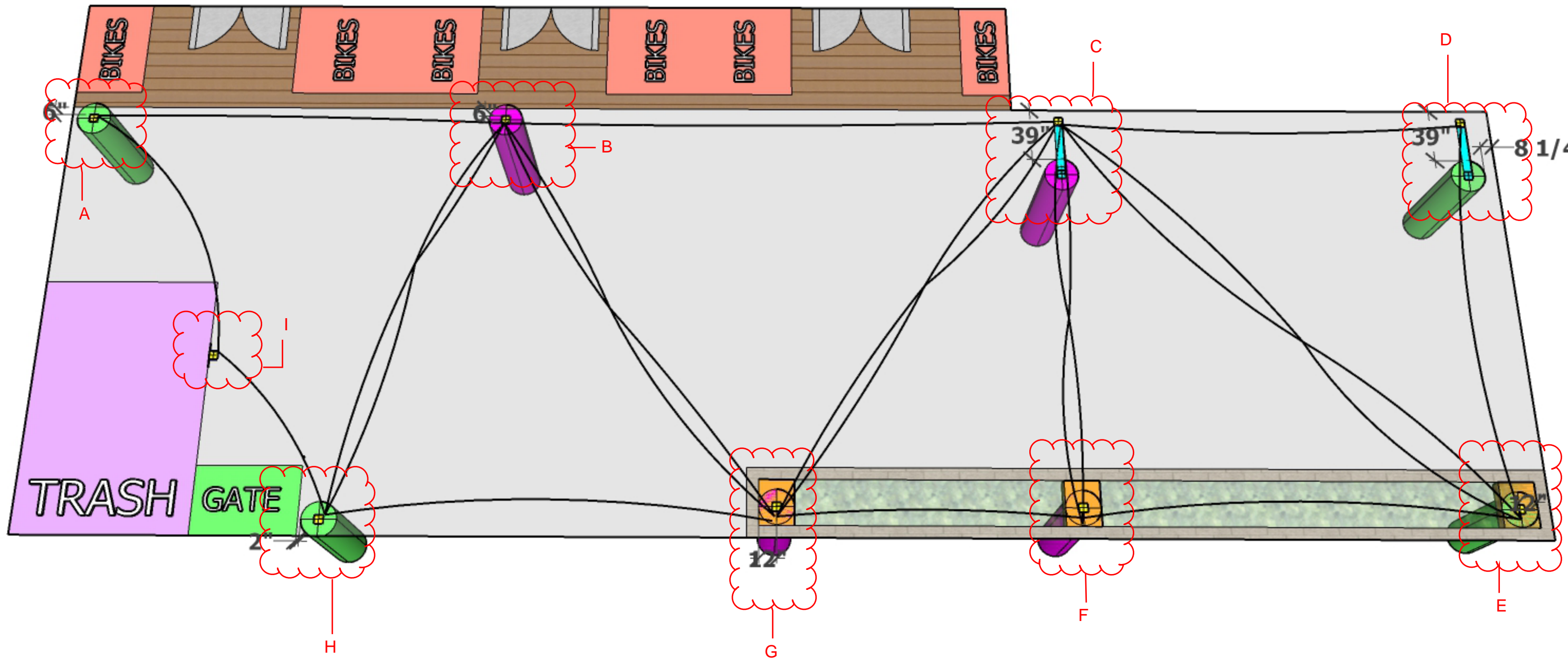
867 N. Fair Oaks ave #100

Pasadena, CA 91103

Tel (626) 204-1088

Fax (626) 204-1099

armen@bnbstructural.com

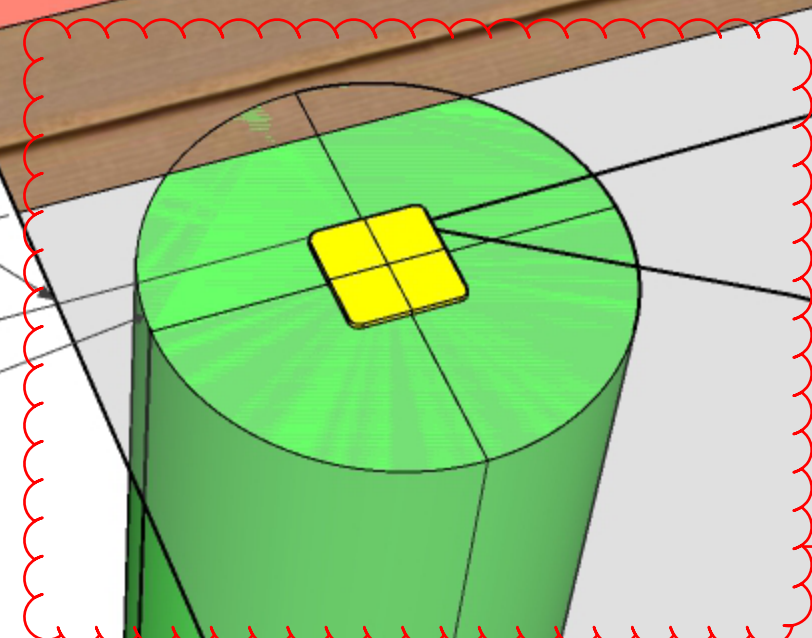


6" POST IS CLEAR FROM OVERHEAD CANOPY.

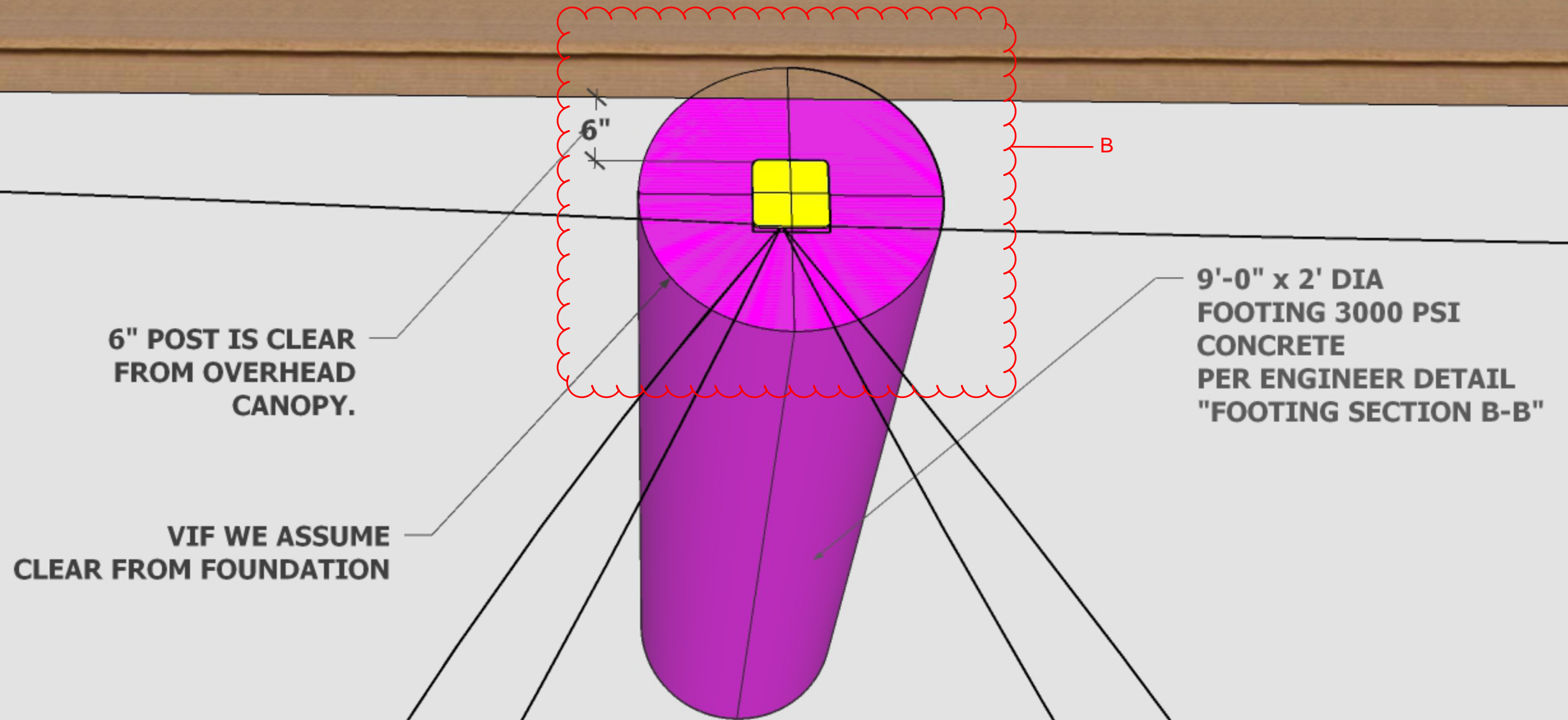
6"

VIF WE ASSUME CLEAR FROM FOUNDATION

**7'-6" x 2' DIA
FOOTING 3000 PSI
CONCRETE
PER ENGINEER DETAIL
"FOOTING SECTION B-B"**



BLK



BIKE

BUILDING

VIF THIS 39" IS ENOUGH CLEARANCE FROM THE FOUNDATION MEASURED FROM THE EDGE OF THE FOOTING.

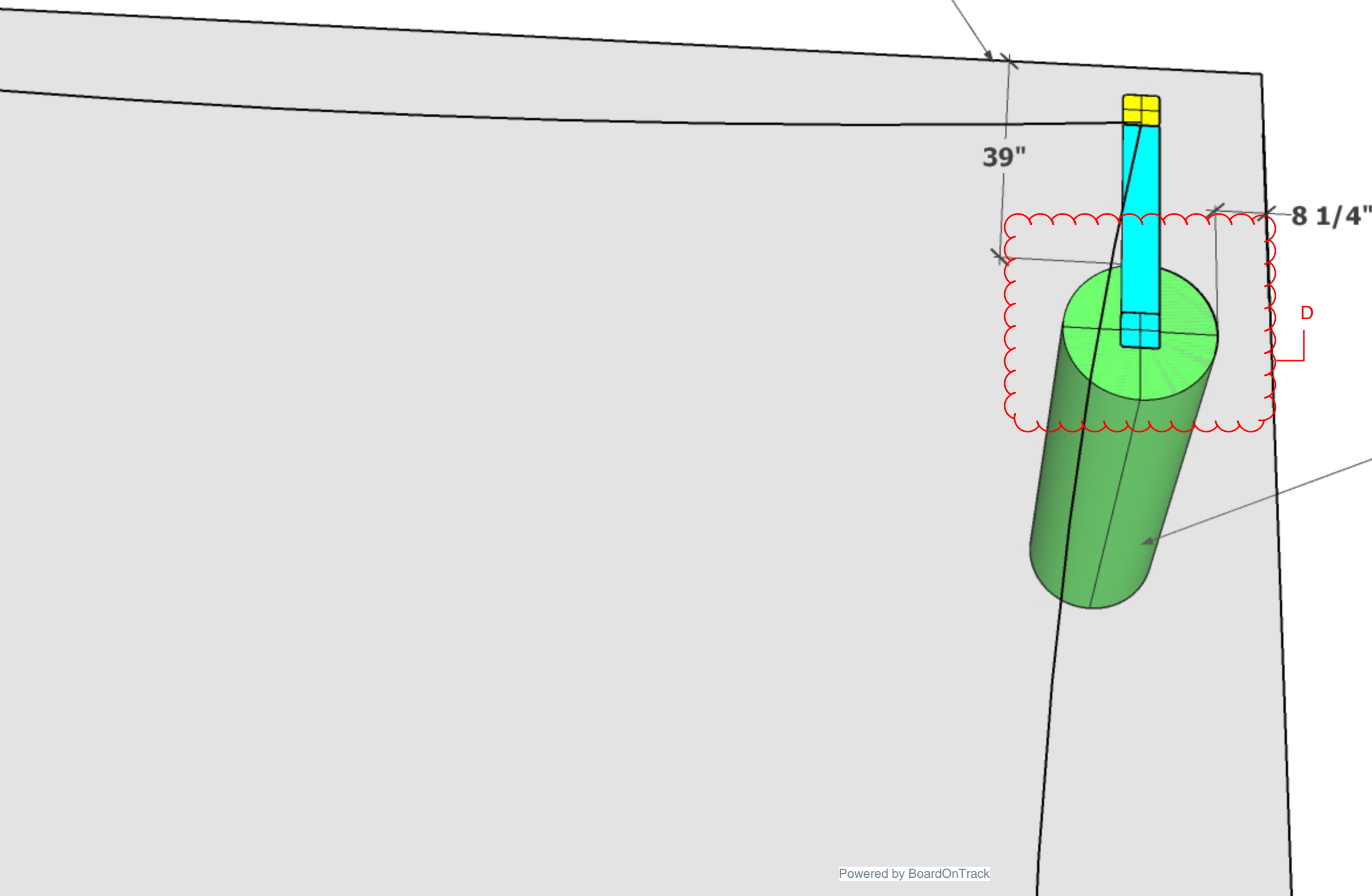
39"

**CANTILEVER
POST BASE**

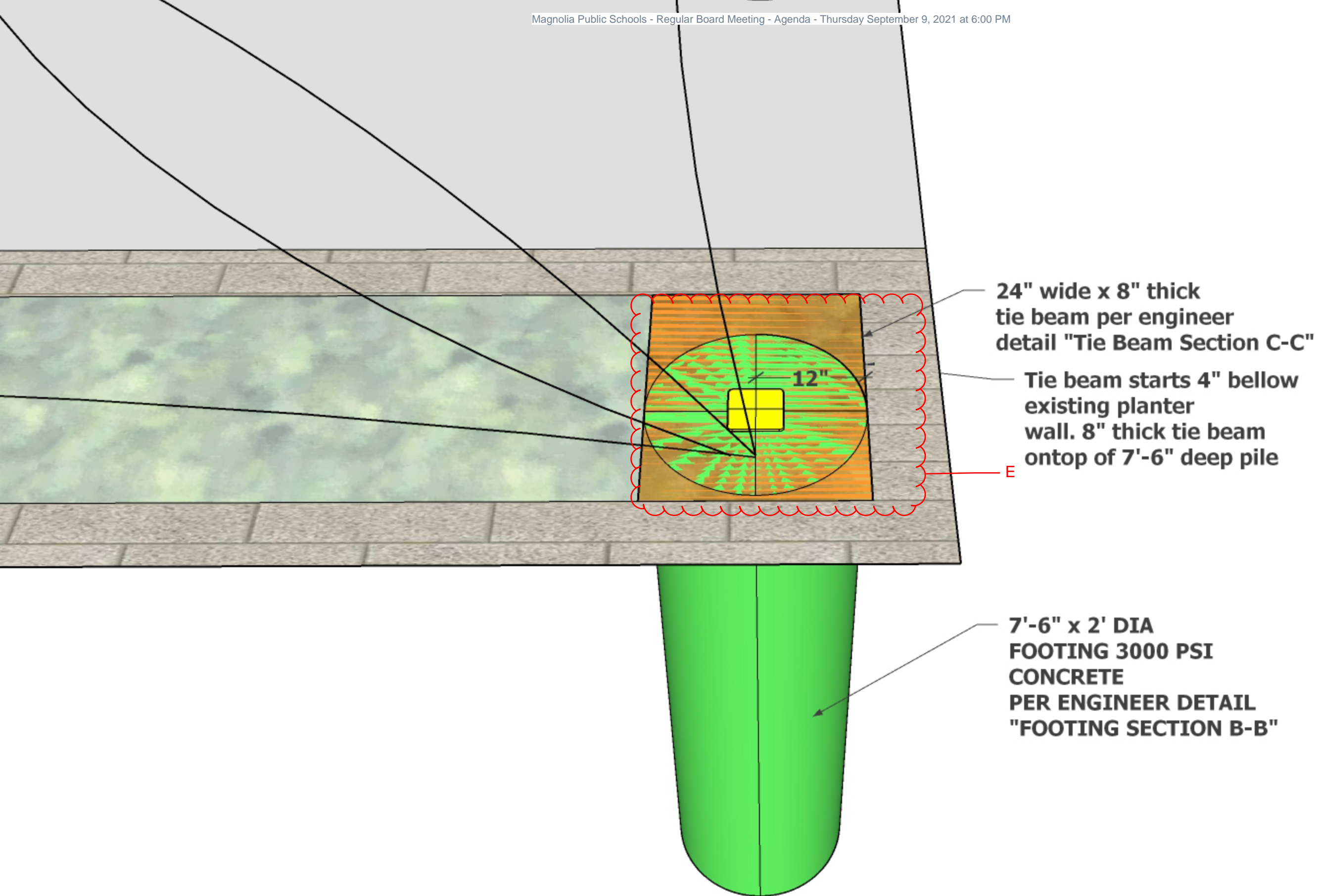
**9'-0" x 2' DIA
FOOTING 3000 PSI
CONCRETE
PER ENGINEER DETAIL
"FOOTING SECTION B-B"**

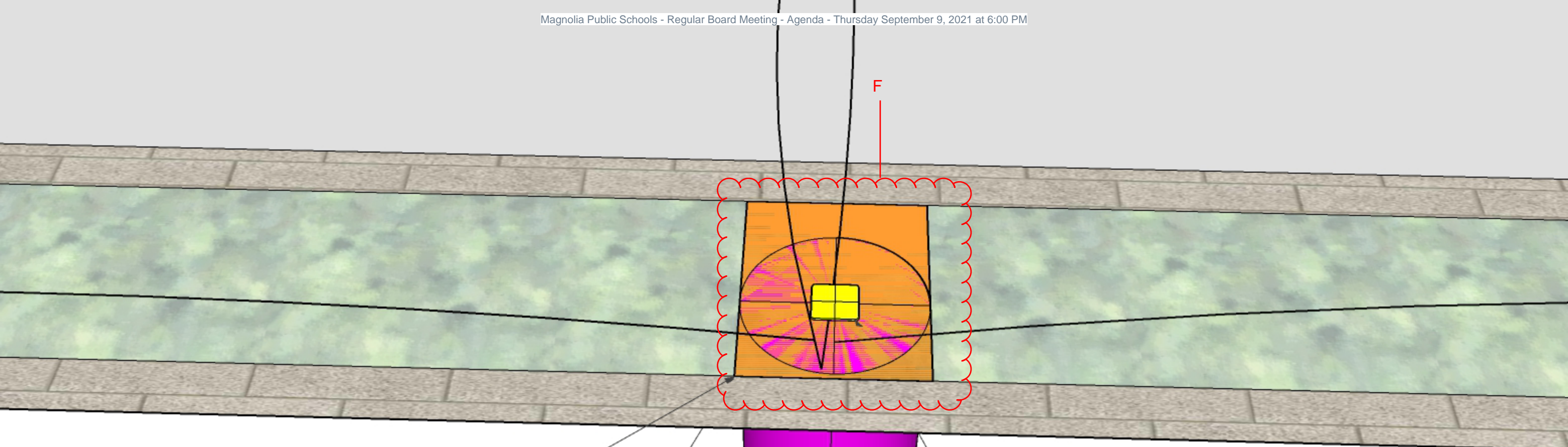
**VIF THIS 39" IS ENOUGH CLEARANCE
FROM THE FOUNDATION MEASURED
FROM THE EDGE OF THE FOOTING.**

BUILDING



**7'-6" x 2' DIA
FOOTING 3000 PSI
CONCRETE
PER ENGINEER DETAIL
"FOOTING SECTION B-B"**



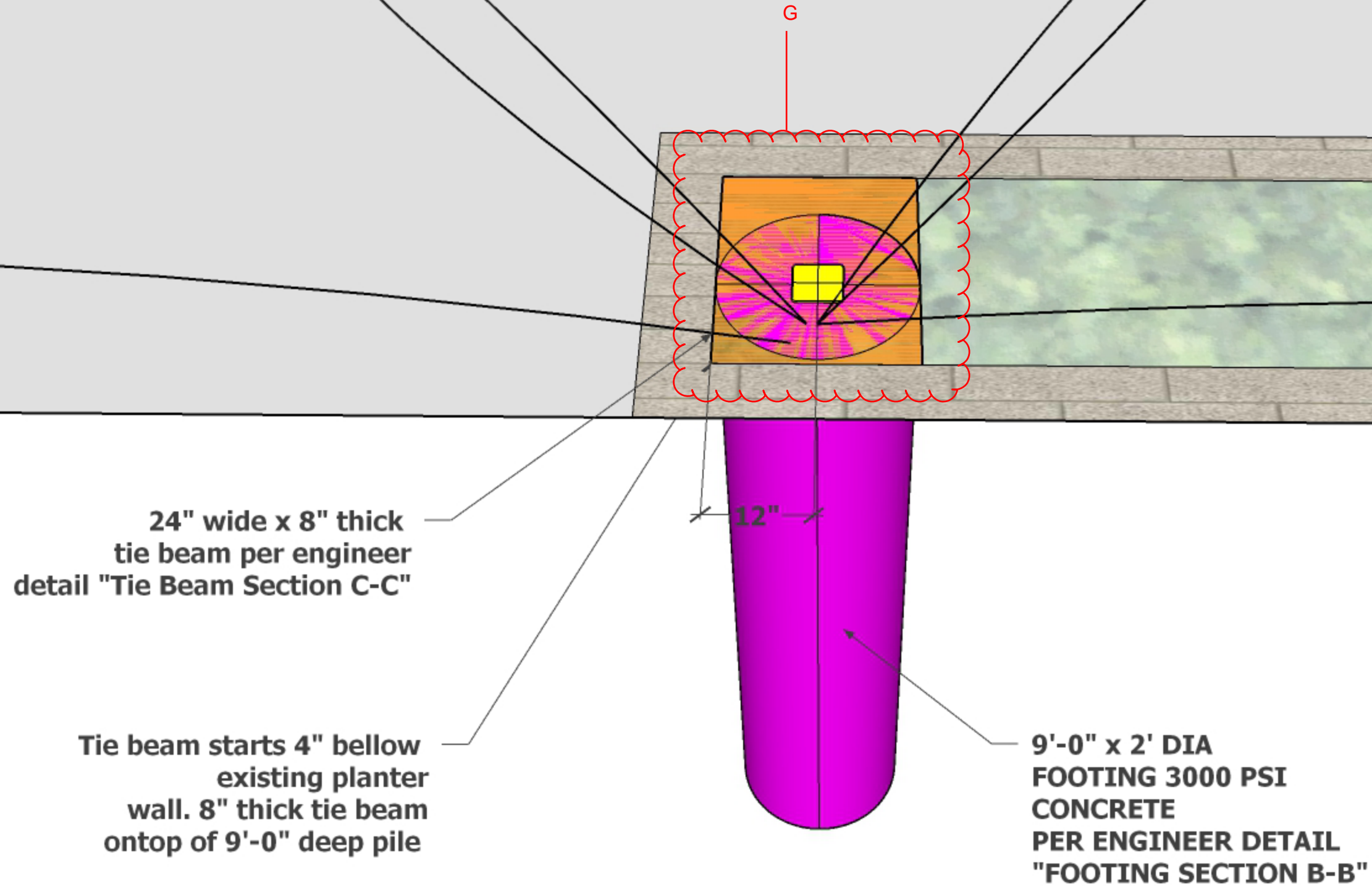


**Tie beam starts 4" bellow
existing planter
wall. 8" thick tie beam
ontop of 9'-0" deep pile**

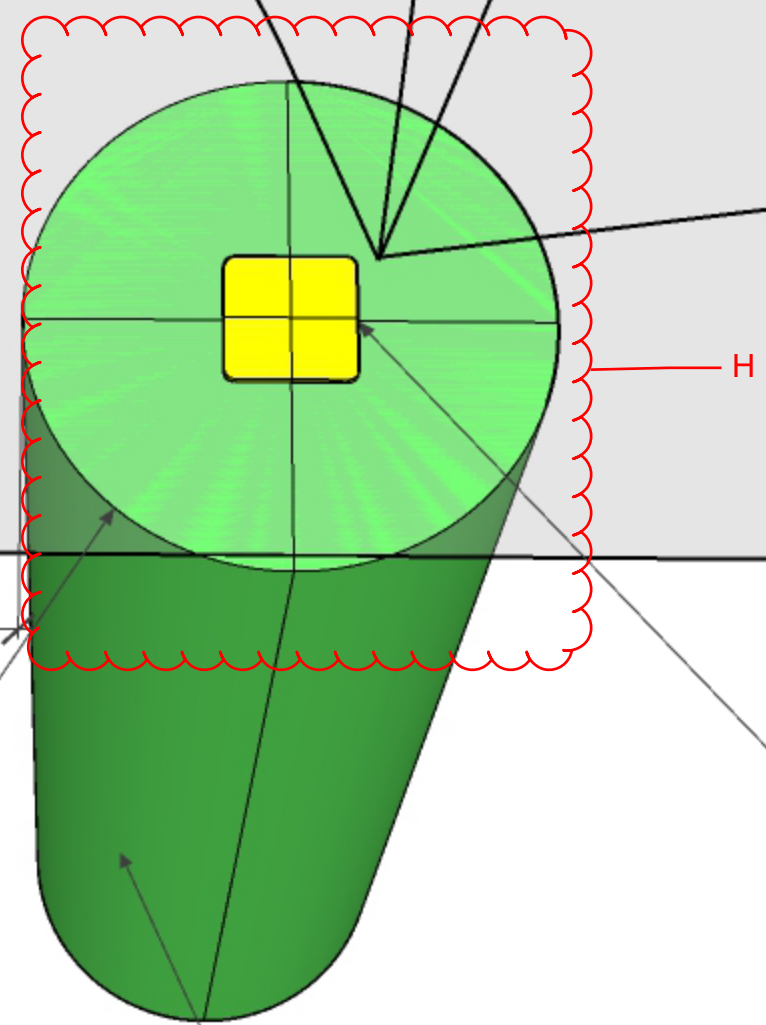
**align with post
across at building**

**24" wide x 8" thick
tie beam per engineer
detail "Tie Beam Section C-C"**

**9'-0" x 2' DIA
FOOTING 3000 PSI
CONCRETE
PER ENGINEER DETAIL
"FOOTING SECTION B-B"**



GATE

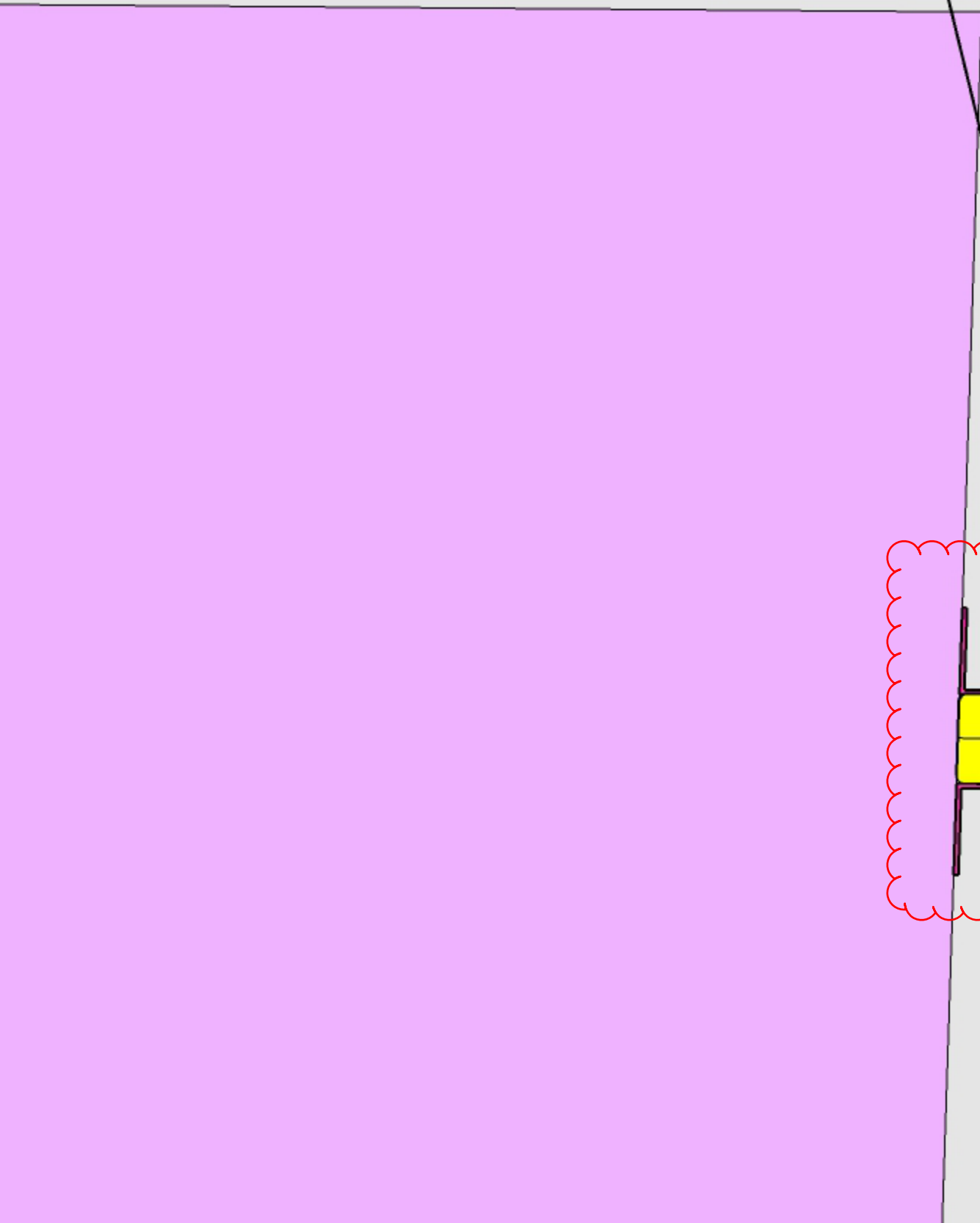


**OUTSIDE OF FOOTING
2" AWAY FROM
GATE STRUCTURE**

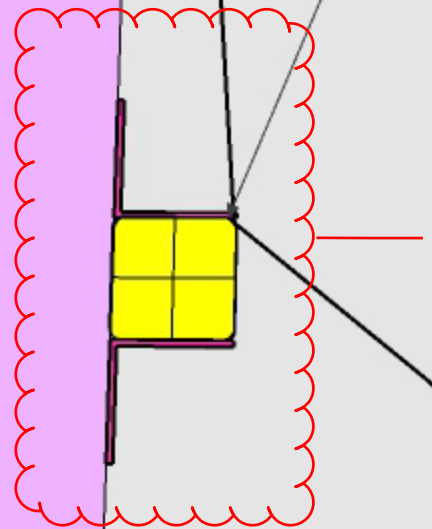
ALIGN WITH PLANTER POSTS

**VIF PROX TO UNDERGROUND WATER
ARE WE CLEAR WITH THIS POSITION**

**7'-6" x 2' DIA
FOOTING 3000 PSI
CONCRETE
PER ENGINEER DETAIL
"FOOTING SECTION B-B"**



**bracket attached to wall
per engineering detail
"CMU Wall Elevation A-A"**



Provide proper paint protection from water damage to steel

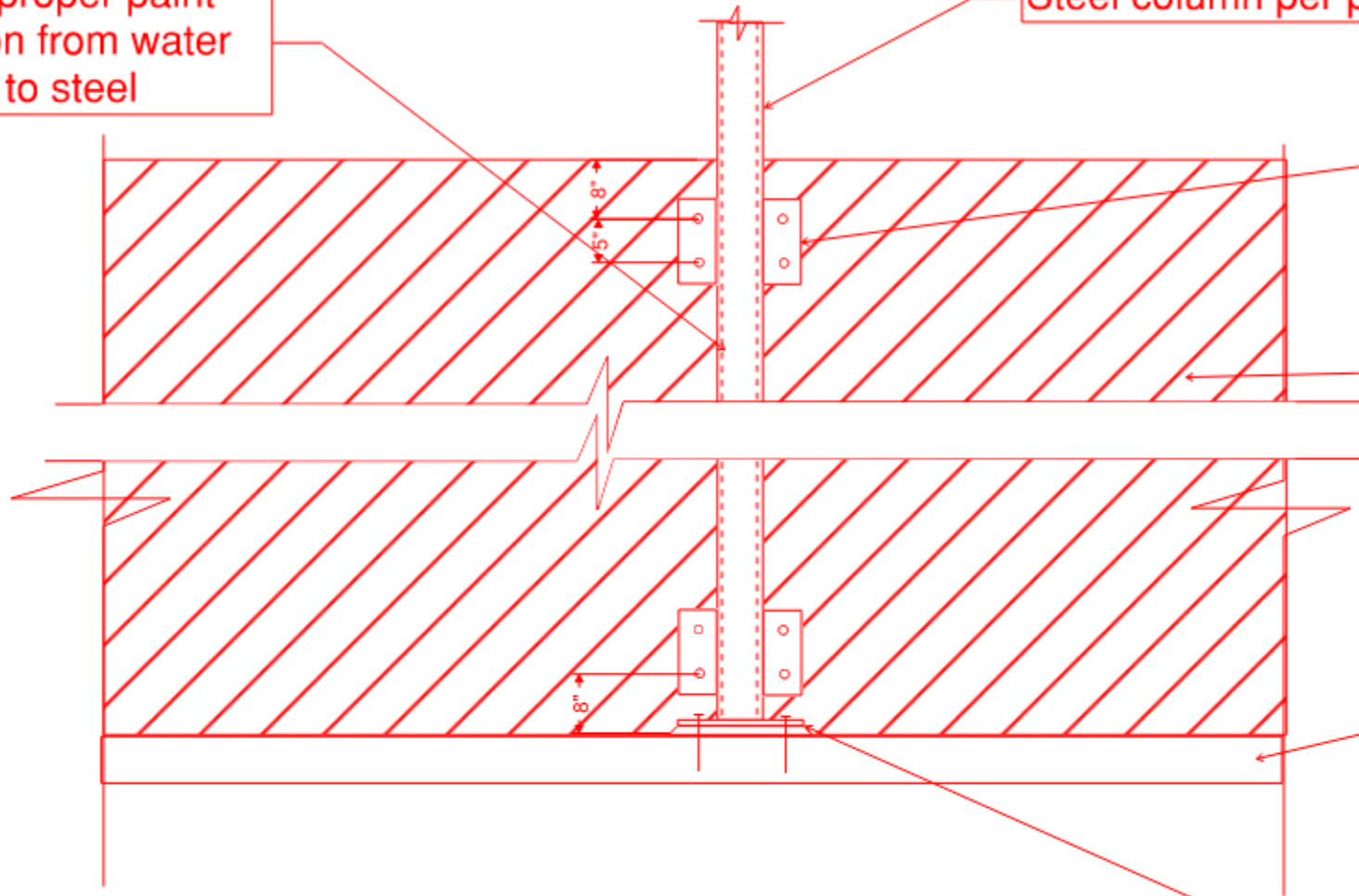
Steel column per plan

L6x6x5/16 x 8" long angle @ 16" o.c. with (2)-5/8" dia. through bolts each side of column

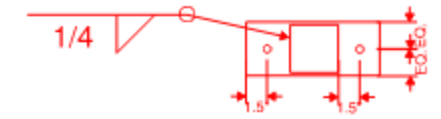
CMU wall per plan

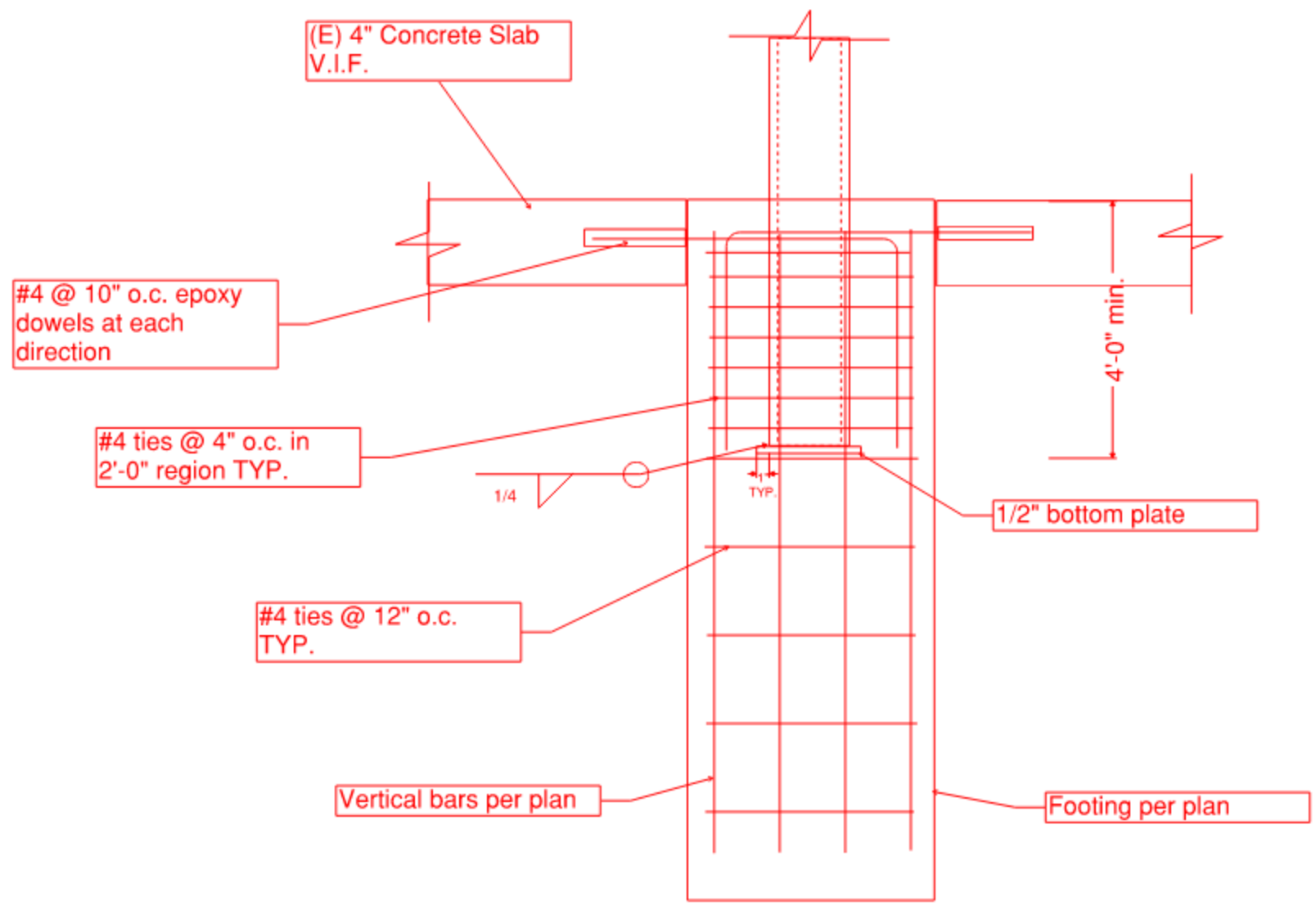
(E) 4" concrete slab V.I.F.

1/2" x 9" x 14" base plate with (2)-1/2" dia. x 2.75" embedment Hilti Kwik Bolt TZ2 wedge anchor with 1-1/2" non shrink grout $f_c=4000$ psi.

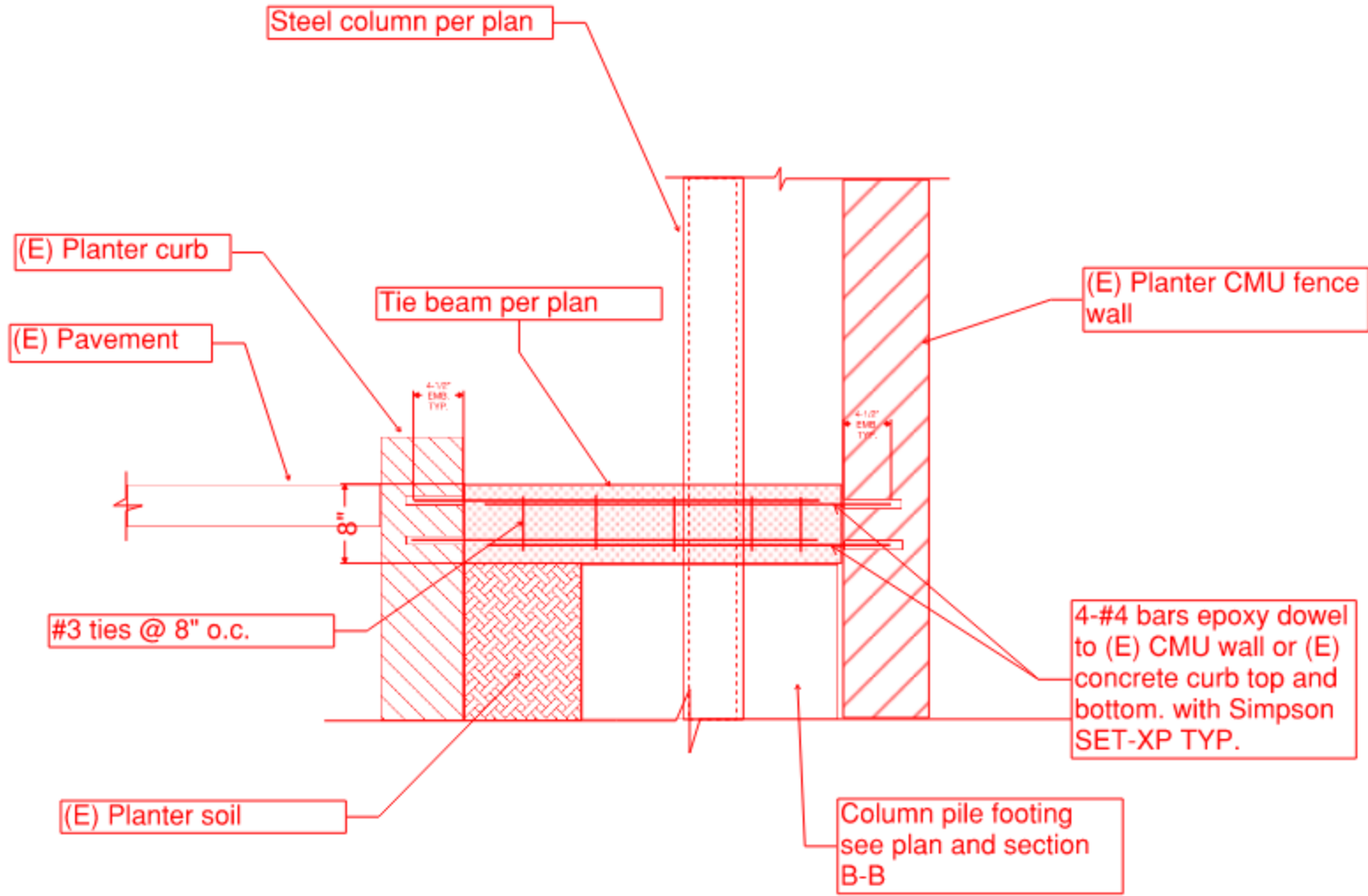


CMU Wall Elevation A-A





Footing Section B-B



Tie Beam Section C-C

Cover Sheet

Approval of 2020-21 Unaudited Actuals

Section: V. Action Items
Item: A. Approval of 2020-21 Unaudited Actuals
Purpose: Vote
Submitted by:
Related Material:
MPS 2020-21 Unaudited Actuals - BOARD SUMMARY - 9-9-21.pdf



Board Agenda Item #	V A: Action Item
Date:	09-09-2021
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Harun Ciftci, Interim Chief Finance Officer & DMS
RE:	FY 20/21 Unaudited Actuals Report

Proposed Board Recommendation

Staff recommends for the Board of Directors to approve of the FY 2020/2021 Unaudited Actuals Report for Magnolia Public Schools.

Background

All charter schools in California must submit their board approved “Unaudited Actuals” for the prior fiscal year by September 15th. The Unaudited Actuals represent the complete prior fiscal year’s financial activities following all year-end closing activities.

Budget Implications

None

Attachments:

- Unaudited Actuals Reports for all school site and MERF (Summary)
- Full report with unaudited financials for FY 20/21



2020-21 Unaudited Actuals

September 2021 Board Meeting



2020-21 Unaudited Actuals: Executive Summary

- This Unaudited Actuals report is based on the latest available information regarding state funding, deferrals, one-time state and federal stimulus, the attendance freeze, and all other considerations. It is important to note that there are two substantial additional stimulus packages that were approved after our Second Interim Revision, one at the state level (SB 86) and one at the federal level (the \$1.9 trillion ARPA act). These two items, combined with our approved PPP loan that went through in June, resulted in a significant increase in revenues for the year. Based on the latest changes, including adjustments to expenditures reflecting additional costs for distance learning and other changes since the original budget was approved, here are the unaudited actual results:
 - **Average Daily Attendance of 3,802, represents the final funded ADA after SB820 growth**
 - **Revenues of \$67.09 million, up \$6.24m from Second Interim**
 - **Expenditures of \$54.33 million, down \$2.71m from the Second Interim**
 - **Net operating surplus of \$12.77m, up \$8.95m from the Second Interim**
- In Revenue, you will see two major variances when compared to Second Interim: an increase in State and Local monies. State revenues increased due to AB86, ILI and ELO funds that were received by all sites in May. Local revenues increased due to our PPP loan being forgiven, which resulted in an overall increase of 5.46m.
- In Expenses you will notice a significant decrease in Books and Supplies and a slight decrease in Services and Operating expenses. This decrease is due to prolonged distance learning and an increase of capital assets, particularly technology expenses to support the distance learning model.

2020-21 Unaudited Actuals: Executive Summary Table

MSA - Consolidated	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	From 2nd Interim
Projected Average Daily Attendance	3,947	3,802	3,802	-
SUMMARY				
Revenues				
LCFF Entitlement	38,715,279	42,120,796	41,352,580	(768,216)
Federal Revenues	3,672,758	7,550,729	7,307,706	(243,023)
Other State Revenues	4,889,433	5,448,663	6,962,403	1,513,739
Other Local Revenues	5,060,420	5,731,472	11,471,089	5,739,617
Total Revenues	52,337,890	60,851,660	67,093,777	6,242,118
Expenditures				
Salaries & Benefits	50,563,613	35,576,445	35,012,289	(564,157)
Books and Supplies	1,432,225	2,792,676	1,679,190	(1,113,487)
Services and Operating Exp.	13,851,302	16,893,009	15,886,390	(1,006,619)
Depreciation & Cap Outlay	888,488	1,142,183	1,146,412	4,229
Other Outflows	600,165	633,954	602,253	(31,700)
Total Expenditures	67,335,793	57,038,267	54,326,533	(2,711,734)
Net Revenues	(14,997,903)	3,813,392	12,767,244	8,953,851
Beginning Balance (Audited)	29,078,522		29,078,522	
Net Revenues in 2020-21	(14,997,903)		12,767,244	
Ending Balance (June 30, 2021)	14,080,619		41,845,766	
Components of Fund Balance				
Available For Econ. Uncertainties	20,276,876	30.1% of Exp.	32,765,694	60.3% of Exp.
Restricted Fund Balances	775,426	1.2% of Exp.	1,351,048	2.5% of Exp.
Net Fixed Assets	7,483,124	11.1% of Exp.	7,729,025	14.2% of Exp.
Ending Fund Balance	28,535,426	42.4% of Exp.	41,845,766	77.0% of Exp.



2020-21 Unaudited Actuals: By Site

2020-21 Year to Date Actuals - BY SITE

	MSA-1	MSA-2	MSA-3	MSA-4	MSA-5	MSA-6	MSA-7	MSA-8	MSA-SA	MSA-SD	MERF	TOTAL
Revenue												
LCFF Entitlement	7,836,133	4,777,023	5,042,856	1,432,188	3,186,286	1,589,787	2,997,393	4,792,000	5,904,292	3,794,622	-	41,352,580
Federal Revenue	1,263,525	940,843	790,803	249,561	565,235	304,177	496,114	857,933	1,434,255	405,258	-	7,307,706
Other State Revenues	1,665,344	550,957	734,539	164,305	375,231	261,559	733,589	722,291	1,051,473	703,116	-	6,962,403
Other Local Revenues	989,869	799,938	630,612	232,215	375,431	193,294	387,118	589,682	845,004	473,569	5,954,357	11,471,089
Total Revenue	11,754,872	7,068,761	7,198,810	2,078,270	4,502,183	2,348,817	4,614,214	6,961,906	9,235,023	5,376,565	5,954,357	67,093,777
Expenses												
Certificated Salaries	3,428,928	2,395,540	2,184,906	868,984	1,470,497	767,001	1,317,677	2,132,446	2,749,771	1,758,727	731,399	19,805,876
Classified Salaries	858,123	578,970	708,113	132,572	361,150	136,100	423,743	609,769	647,524	301,808	2,115,270	6,873,142
Benefits	1,215,546	892,747	963,513	304,592	593,537	275,064	565,399	799,018	1,270,198	649,315	804,343	8,333,271
Books and Supplies	283,988	224,792	138,912	85,450	107,462	63,789	148,515	214,780	228,463	92,785	90,253	1,679,190
Services and Operations	3,107,039	1,425,757	1,794,733	352,930	1,012,160	525,671	1,487,851	1,809,153	1,635,794	1,586,996	1,148,306	15,886,390
Depreciation / Cap Outlay	137,741	86,357	31,022	20,083	31,457	22,192	50,776	71,869	639,049	55,006	859	1,146,412
Other Outflows	23,553	-	-	-	-	-	-	-	573,134	3,543	2,023	602,253
Total Expenses	9,054,918	5,604,162	5,821,200	1,764,611	3,576,264	1,789,817	3,993,960	5,637,034	7,743,933	4,448,181	4,892,454	54,326,533
Net Revenue	2,699,953	1,464,598	1,377,611	313,659	925,919	559,000	620,254	1,324,872	1,491,090	928,384	1,061,903	12,767,244
Fund Balance												
Beginning Balance *	5,302,115	1,576,974	800,715	908,289	2,107,384	1,851,544	1,878,892	4,787,947	7,618,559	291,398	1,954,706	29,078,522
Net Revenue	2,699,953	1,464,598	1,377,611	313,659	925,919	559,000	620,254	1,324,872	1,491,090	928,384	1,061,903	12,767,244
Current Net Asset Balance	8,002,068	3,041,572	2,178,326	1,221,948	3,033,303	2,410,544	2,499,146	6,112,819	9,109,649	1,219,782	3,016,610	41,845,766
Current Bal. as % of UA Exp	88.4%	54.3%	37.4%	69.2%	84.8%	134.7%	62.6%	108.4%	117.6%	27.4%	61.7%	77.0%

* from Audited Actuals



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
CONSOLIDATED	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	3,947	3,802	3,802	-	
SUMMARY					
Revenue					
LCFF Entitlement	38,715,279	42,120,796	41,352,580	(768,216)	98%
Federal Revenue	3,672,758	7,550,729	7,307,706	(243,023)	97%
Other State Revenues	4,889,433	5,448,663	6,962,403	1,513,739	128%
Other Local Revenues	5,060,420	5,731,472	11,471,089	5,739,617	200%
Total Revenue	52,337,890	60,851,660	67,093,777	6,242,118	110%
Expenditures					
Certificated Salaries	35,105,199	19,777,456	19,805,876	28,421	100%
Classified Salaries	5,831,025	6,574,446	6,873,142	298,695	105%
Benefits	9,627,389	9,224,543	8,333,271	(891,272)	90%
Books and Supplies	1,432,225	2,792,676	1,679,190	(1,113,487)	60%
Services and Operating Exp.	13,851,302	16,893,009	15,886,390	(1,006,619)	94%
Depreciation & Cap Outlay	888,488	1,142,183	1,146,412	4,229	100%
Other Outflows	600,165	633,954	602,253	(31,700)	95%
Total Expenditures	67,335,793	57,038,267	54,326,533	(2,711,734)	95%
Net Revenues	(14,997,903)	3,813,392	12,767,244	8,953,851	
	Fund Balance				
			29,078,522		
			12,767,244		
			41,845,766		
	Components of Fund Bal.				
			32,765,694	60.3% of Expenditures	
			1,351,048	2.5% of Expenditures	
			7,729,025	14.2% of Expenditures	
			41,845,766	77.0% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
CONSOLIDATED	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
LCFF Entitlement					
8011 State Aid	24,646,975	24,765,228	22,236,564	(2,528,664)	2,528,664
8012 EPA Entitlement	3,660,459	5,986,981	7,552,560	1,565,579	(1,565,579)
8019 Prior Year Adjustments	-	-	182,281	182,281	(182,281)
8096 InLieuPropTaxes	10,407,845	11,368,587	11,381,175	12,588	(12,588)
SUBTOTAL - LCFF Entitlement	38,715,279	42,120,796	41,352,580	(768,216)	768,216
Federal Revenue					
8181 SpEd - Revenue	569,256	557,855	583,273	25,418	(25,418)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	3,103,502	6,992,874	6,726,095	(266,779)	266,779
8295 PY All Other Federal Revenue	-	-	(1,662)	(1,662)	-
SUBTOTAL - Federal Revenue	3,672,758	7,550,729	7,307,706	(243,023)	241,361
Other State Revenue					
8311 SpEd Revenue	2,060,191	2,379,861	2,348,231	(31,630)	31,630
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	94,673	97,096	92,642	(4,454)	4,454
8560 StateLotteryRev	839,859	766,246	943,956	177,710	(177,710)
8565 PY StateLotteryRev	-	-	314	314	-
8590 AllOthStateRev	1,894,710	2,205,461	3,279,087	1,073,627	(1,073,627)
8595 PY AllOthStateRev	1,894,710	-	298,172	298,172	(298,172)
SUBTOTAL - Other State Revenue	4,889,433	5,448,663	6,962,403	1,513,739	(1,215,253)
Local Revenue					
8600 Other Local Rev	2,228	2,228	-	(2,228)	2,228
8634 StudentLunchFee	-	2,241	2,241	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	10,628	10,628	41,600	30,972	(30,972)
8690 Prior Year Adj (Local1)	-	-	6	6	(6)
8695 Prior Year Adj (Local2)	-	25,000	139,101	114,101	(114,101)
8698 OthRev-Suspense	-	-	-	-	-
8701 CMO Fee - MSA-1	777,775	860,375	877,985	17,610	(17,610)
8702 CMO Fee - MSA-2	704,858	794,858	795,674	816	(816)
8703 CMO Fee - MSA-3	777,775	860,526	877,985	17,459	(17,459)
8704 CMO Fee - MSA-4	34,028	37,647	37,648	1	(1)
8705 CMO Fee - MSA-5	475,295	475,295	478,071	2,776	(2,776)
8706 CMO Fee - MSA-6	34,028	37,648	37,648	-	-
8707 CMO Fee - MSA-7	388,887	430,263	438,993	8,730	(8,730)
8708 CMO Fee - MSA-8	777,775	860,525	877,985	17,460	(17,460)
8709 CMO Fee - MSA-SA	573,775	860,526	795,674	(64,852)	64,852
8712 CMO Fee - MSA-SD	185,456	173,800	173,800	-	-
8699 Other Revenue	20,974	20,974	5,818,102	5,797,128	(5,797,128)
8980 Misc Revenue (Suspense 2)	-	-	0	0	(0)
8999 Misc Revenue (Suspense)	-	-	(0)	(0)	0
SUBTOTAL - Local Revenue	4,763,482	5,452,534	11,392,513	5,939,979	(5,939,979)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
CONSOLIDATED		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	7,205	9,205	37,558	28,353	(28,353)
8803	Fundraising	289,733	269,733	41,018	(228,715)	228,715
SUBTOTAL - Fundraising & Grants		296,938	278,938	78,576	(200,362)	200,362
TOTAL REVENUE		52,337,890	60,851,660	67,093,777	6,242,118	(5,945,293)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	15,373,882	15,365,779	14,982,503	(383,275)	383,275
1200	Cert Support	15,373,882	-	89,359	89,359	(89,359)
1300	Cert Adminis	4,357,435	4,411,677	4,575,013	163,336	(163,336)
1900	Cert Other Salaries	-	-	159,000	159,000	-
SUBTOTAL - Certificated Salaries		35,105,199	19,777,456	19,805,876	28,421	219,939
Classified Salaries						
2100	Instructional Aides	1,671,255	1,936,388	1,649,873	(286,515)	286,515
2200	Classified Support	1,044,631	1,286,220	1,263,121	(23,099)	23,099
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	2,549,771	2,776,970	3,441,144	664,173	(664,173)
2900	OtherClassStaff	565,368	574,868	519,004	(55,864)	55,864
SUBTOTAL - Classified Salaries		5,831,025	6,574,446	6,873,142	298,695	(298,695)
Employee Benefits						
3101	STRS-Certified	3,290,902	3,045,460	2,835,748	(209,713)	209,713
3102	STRS-Classified	365,743	271,273	194,868	(76,405)	76,405
3201	PERS-Cert	-	8,861	39,727	30,866	(30,866)
3202	PERS-Classified	697,921	966,459	799,739	(166,720)	166,720
3301	OASDI/Med-Cert	432,903	432,706	294,490	(138,216)	138,216
3302	OASDI/Med-Class	403,190	387,698	443,730	56,031	(56,031)
3401	HlthWelfareCert	2,729,376	2,761,869	2,847,487	85,619	(85,619)
3402	HlthWelfareCert	1,162,132	860,621	452,805	(407,816)	407,816
3501	UI-Certificated	137,830	28,027	23,438	(4,589)	4,589
3502	UI-Classified	31,744	10,130	11,461	1,331	(1,331)
3601	WorkersCmp-Cert	262,986	338,729	282,179	(56,550)	56,550
3701	Other Retirement-Cert	112,652	112,651	-	(112,651)	112,651
3901	OthBenes-Cert	-	25	14	(11)	11
3902	OthBenes-Class	10	35	61,855	61,820	(61,820)
3990	PY Benes	10	-	45,732	45,732	(45,732)
SUBTOTAL - Employee Benefits		9,627,389	9,224,543	8,333,271	(891,272)	937,004

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
CONSOLIDATED		Adopted July	2nd Interim	Unaudited	Variance	Actuals as %
		1 Budget	Budget	Actuals	From 2nd Interim	of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	144,814	243,860	129,118	(114,742)	114,742
4200	BooksOthRefMats	10,000	12,013	1,343	(10,671)	10,671
4300	Ins Mats & Sups 2	-	12,253	3,500	(8,753)	8,753
4310	Ins Mats & Sups	180,146	217,062	116,524	(100,538)	100,538
4315	OthrSupplies	15,546	22,546	13,308	(9,238)	9,238
4320	Office Supplies	18,000	113,815	52,005	(61,810)	61,810
4325	ProfDevMat&Sups	-	900	744	(156)	156
4326	Arts&MusicSupps	5,000	18,650	17	(18,633)	18,633
4330	Staff Meals & Events	-	-	379	379	-
4335	PE Supplies	2,500	6,000	5,166	(834)	834
4340	Educat Software	451,682	630,219	366,416	(263,803)	263,803
4345	NonInstStdntSup	78,945	794,737	641,781	(152,956)	152,956
4346	TeacherSupplies	4,500	7,500	2,316	(5,184)	5,184
4350	Cust. Supplies	37,500	118,000	62,391	(55,609)	55,609
4351	Yearbook	1,256	1,256	(599)	(1,855)	1,855
4390	Uniforms	6,000	3,000	-	(3,000)	3,000
4400	NonCapEquip-Gen	2,500	82,046	44,268	(37,778)	37,778
4410	ClssrmFrmEqp<5k	-	7,500	3,206	(4,294)	4,294
4430	OfficeFurnEqp<5k	2,000	49,000	51,391	2,391	(2,391)
4440	Computers <\$5k	302,226	272,106	147,851	(124,255)	124,255
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	154,000	119,500	500	(119,000)	119,000
4720	Food:Other Food	15,610	57,713	22,975	(34,738)	34,738
4990	Prior Year Adj (Mat'ls)	-	3,000	14,135	11,135	(11,135)
4999	Misc Expenditure (Suspense)	-	-	456	456	(456)
SUBTOTAL - Books and Supplies		1,432,225	2,792,676	1,679,190	(1,113,487)	1,113,866

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
CONSOLIDATED	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Services & Other Operating Expenses					
5101 CMO Fees	4,674,621	5,385,759	5,391,463	5,704	(5,704)
5205 Conference Fees	-	21,032	1,289	(19,743)	19,743
5210 MilesParkTolls	14,000	51,324	7,405	(43,919)	43,919
5215 TravConferences	-	-	-	-	-
5220 TraLodging	3,000	19,000	25	(18,975)	18,975
5300 DuesMemberships	91,957	119,921	111,834	(8,087)	8,087
5450 Other Insurance	346,500	420,503	423,720	3,217	(3,217)
5500 OpsHousekeeping	121,200	193,200	217,225	24,025	(24,025)
5510 Gas & Electric	245,000	258,000	152,713	(105,287)	105,287
5610 Rent & Leases	3,783,570	3,840,505	3,960,380	119,875	(119,875)
5620 EquipmentLeases	103,600	191,650	130,089	(61,561)	61,561
5630 Reps&MaintBldng	16,227	119,123	124,084	4,961	(4,961)
5800 ProfessServices	995,671	1,485,667	1,212,268	(273,399)	273,399
5810 Legal	69,000	259,089	234,936	(24,153)	24,153
5813 SchPrgAftSchool	535,909	434,826	404,324	(30,502)	30,502
5814 SchPrgAcadComps	10,500	49,967	4,348	(45,618)	45,618
5819 SchIProgs-Other	90,729	113,981	46,877	(67,104)	67,104
5820 Audit & CPA	127,034	157,034	102,881	(54,153)	54,153
5825 DMSBusinessSvcs	545,000	544,200	538,625	(5,575)	5,575
5835 Field Trips	118,155	125,527	4,499	(121,028)	121,028
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	33,500	78,828	90,487	11,659	(11,659)
5850 Oversight Fees	268,110	401,674	421,142	19,468	(19,468)
5857 Payroll Fees	159,000	197,850	213,318	15,468	(15,468)
5860 Service Fees	4,000	33,900	55,337	21,437	(21,437)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	7,485	208,761	91,521	(117,240)	117,240
5864 Prof Dev-Other	164,071	241,972	132,509	(109,463)	109,463
5865 Prof Dev - LLM	-	9,500	4,500	(5,000)	5,000
5869 SpEd Ctrct Inst	738,092	712,777	746,001	33,225	(33,225)
5870 Livescan	6,450	5,600	196	(5,404)	5,404
5872 SPED Fees (incl Encroachment)	67,677	77,884	170,861	92,977	(92,977)
5875 Staff Recruiting	-	4,000	4,212	212	(212)
5884 Substitutes	167,738	370,658	353,150	(17,507)	17,507
5890 OthSvcsNon-Inst	500	15,500	13,931	(1,569)	1,569
5900 Communications	13,000	47,231	31,365	(15,866)	15,866
5910 Communications 2	1,375	23,775	12,402	(11,373)	11,373
5920 TelecomInternet	35,650	251,447	222,688	(28,759)	28,759
5930 PostageDelivery	16,750	52,500	29,420	(23,080)	23,080
5940 Technology	276,231	373,525	230,629	(142,896)	142,896
5990 Prior Year Adj (Services)	-	(4,679)	(6,265)	(1,587)	1,587
SUBTOTAL - Services & Other Op. Exp.	13,851,302	16,893,009	15,886,390	(1,006,619)	1,006,619

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
CONSOLIDATED						
Capital Outlay & Depreciation						
6100	Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400	EquipFixed	-	7,000	-	(7,000)	7,000
6900	Depreciation	888,488	1,135,183	1,146,412	11,229	(11,229)
SUBTOTAL - Cap. Outlay & Depreciation		888,488	1,142,183	1,146,412	4,229	(4,229)
Other Outflows						
7299	Other Outgo	-	-	-	-	-
7310	Indirect Costs	-	8,289	-	(8,289)	8,289
7438	InterestExpense	600,165	625,665	602,253	(23,412)	23,412
SUBTOTAL - Other Outflows		600,165	633,954	602,253	(31,700)	31,700
TOTAL EXPENSES		67,335,793	57,038,267	54,326,533	(2,711,734)	3,006,204

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 1	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	634	681	681	-	
SUMMARY					
Revenue					
LCFF Entitlement	7,250,472	7,966,760	7,836,133	(130,627)	98%
Federal Revenue	607,761	1,356,304	1,263,525	(92,779)	93%
Other State Revenues	1,374,928	1,471,815	1,665,344	193,529	113%
Other Local Revenues	81,934	81,934	989,869	907,935	1208%
Total Revenue	9,315,095	10,876,813	11,754,872	878,058	108%
Expenditures					
Certificated Salaries	3,532,378	3,412,699	3,428,928	16,229	100%
Classified Salaries	706,297	776,325	858,123	81,799	111%
Benefits	1,482,041	1,396,742	1,215,546	(181,196)	87%
Books and Supplies	282,005	476,366	283,988	(192,378)	60%
Services and Operating Exp.	3,053,566	3,408,506	3,107,039	(301,467)	91%
Depreciation & Cap Outlay	166,000	146,000	137,741	(8,259)	94%
Other Outflows	-	22,000	23,553	1,553	107%
Total Expenditures	9,222,287	9,638,638	9,054,918	(583,719)	94%
Net Revenues	92,808	1,238,176	2,699,953	1,461,778	
Fund Balance					
Beginning Balance (Audited)			5,302,115		
Net Revenues			2,699,953		
Ending Fund Balance			8,002,068		
Components of Fund Bal.					
Available For Econ. Uncert.			6,238,803	68.9% of Expenditures	
Restricted Balances (Est.)			998,119	11.0% of Expenditures	
Net Fixed Assets			765,146	8.5% of Expenditures	
Ending Fund Balance			8,002,068	88.4% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 1	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	4,546,088	4,555,566	3,946,655	(608,911)	608,911
8012 EPA Entitlement	930,605	1,421,208	1,897,036	475,828	(475,828)
8019 Prior Year Adjustments	-	-	(1,766)	(1,766)	1,766
8096 InLieuPropTaxes	1,773,779	1,989,986	1,994,208	4,222	(4,222)
SUBTOTAL - LCFF Entitlement	7,250,472	7,966,760	7,836,133	(130,627)	130,627

Federal Revenue

8181 SpEd - Revenue	76,599	75,644	85,970	10,326	(10,326)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	531,162	1,280,660	1,177,555	(103,105)	103,105
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	607,761	1,356,304	1,263,525	(92,779)	92,779

Other State Revenue

8311 SpEd Revenue	351,359	412,759	409,611	(3,148)	3,148
8520 SchoolNutrState	-	-	-	-	-
8550 MandCstReimburs	19,179	20,819	19,319	(1,500)	1,500
8560 StateLotteryRev	150,452	135,487	158,664	23,177	(23,177)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	853,938	902,749	1,054,292	151,542	(151,542)
8595 PY AllOthStateRev	853,938	-	23,458	23,458	(23,458)
SUBTOTAL - Other State Revenue	1,374,928	1,471,815	1,665,344	193,529	(193,529)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	2,199	2,199	(2,199)
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	30	30	(30)
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	20,000	20,000	984,845	964,845	(964,845)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	0	0	(0)
SUBTOTAL - Local Revenue	20,000	20,000	987,074	967,074	(967,074)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 1		Adopted July	2nd Interim	Unaudited	Variance	Actuals as %
		1 Budget	Budget	Actuals	From 2nd Interim	of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	2,705	2,705	-	(2,705)	2,705
8803	Fundraising	59,229	59,229	2,794	(56,435)	56,435
SUBTOTAL - Fundraising & Grants		61,934	61,934	2,794	(59,140)	59,140
TOTAL REVENUE						
		9,315,095	10,876,813	11,754,872	878,058	(878,058)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	2,950,032	2,890,951	2,845,657	(45,294)	45,294
1200	Cert Support	2,950,032	-	16,628	16,628	(16,628)
1300	Cert Adminis	582,346	521,748	566,643	44,895	(44,895)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		3,532,378	3,412,699	3,428,928	16,229	(16,229)
Classified Salaries						
2100	Instructional Aides	180,917	278,262	228,744	(49,518)	49,518
2200	Classified Support	344,404	314,325	357,831	43,506	(43,506)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	180,976	183,738	271,549	87,811	(87,811)
2900	OtherClassStaff	-	-	-	-	-
SUBTOTAL - Classified Salaries		706,297	776,325	858,123	81,799	(81,799)
Employee Benefits						
3101	STRS-Certified	511,723	548,341	496,619	(51,722)	51,722
3102	STRS-Classified	-	-	21,573	21,573	(21,573)
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	149,391	136,130	114,578	(21,552)	21,552
3301	OASDI/Med-Cert	46,373	49,262	48,822	(440)	440
3302	OASDI/Med-Class	57,473	50,309	51,867	1,558	(1,558)
3401	HlthWelfareCert	510,491	558,759	441,402	(117,357)	117,357
3402	HlthWelfareCert	128,438	13,603	-	(13,603)	13,603
3501	UI-Certificated	45,640	8,444	7,686	(758)	758
3502	UI-Classified	7,119	3,006	3,249	243	(243)
3601	WorkersCmp-Cert	25,393	28,888	28,885	(3)	3
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	866	866	(866)
SUBTOTAL - Employee Benefits		1,482,041	1,396,742	1,215,546	(181,196)	181,196

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 1		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	25,000	40,052	37,921	(2,131)	2,131
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	51,318	36,735	11,957	(24,778)	24,778
4315	OthrSupplies	-	7,000	7,391	391	(391)
4320	Office Supplies	7,000	12,000	5,478	(6,522)	6,522
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	5,000	17,000	17	(16,983)	16,983
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	2,500	5,000	-	(5,000)	5,000
4340	Educat Software	75,187	75,187	48,523	(26,664)	26,664
4345	NonInstStdntSup	3,000	129,398	72,483	(56,915)	56,915
4346	TeacherSupplies	4,000	4,000	372	(3,628)	3,628
4350	Cust. Supplies	-	12,000	6,954	(5,046)	5,046
4351	Yearbook	-	-	(599)	(599)	599
4390	Uniforms	3,000	3,000	-	(3,000)	3,000
4400	NonCapEquip-Gen	-	8,046	765	(7,281)	7,281
4410	ClssrmFrmEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	102,000	122,948	89,526	(33,422)	33,422
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	1,000	1,000	-	(1,000)	1,000
4720	Food:Other Food	3,000	3,000	3,194	194	(194)
4990	Prior Year Adj (Mat'ls)	-	-	6	6	(6)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		282,005	476,366	283,988	(192,378)	192,378

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 1					
Services & Other Operating Expenses					
5101 CMO Fees	773,375	881,368	877,985	(3,383)	3,383
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	1,000	3,000	405	(2,595)	2,595
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	14,000	14,000	14,309	309	(309)
5450 Other Insurance	90,000	90,000	88,453	(1,547)	1,547
5500 OpsHousekeeping	100,000	92,954	94,333	1,379	(1,379)
5510 Gas & Electric	90,000	90,000	38,314	(51,686)	51,686
5610 Rent & Leases	1,290,000	1,286,920	1,306,816	19,896	(19,896)
5620 EquipmentLeases	71,000	71,000	53,342	(17,658)	17,658
5630 Reps&MaintBldng	-	4,000	7,643	3,643	(3,643)
5800 ProfessServices	330,172	337,426	272,264	(65,162)	65,162
5810 Legal	15,000	44,960	47,359	2,399	(2,399)
5813 SchPrgAftSchool	-	-	-	-	-
5814 SchPrgAcadComps	-	38,179	2,561	(35,618)	35,618
5819 SchlProgs-Other	38,229	48,229	7,753	(40,476)	40,476
5820 Audit & CPA	-	3,000	6,165	3,165	(3,165)
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	22,705	18,775	2,490	(16,285)	16,285
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdRecrt	25,000	36,090	36,089	(1)	1
5850 Oversight Fees	-	72,294	79,138	6,844	(6,844)
5857 Payroll Fees	26,000	26,000	26,735	735	(735)
5860 Service Fees	-	15,600	17,697	2,097	(2,097)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	17,651	14,263	(3,388)	3,388
5864 Prof Dev-Other	29,578	27,852	5,974	(21,878)	21,878
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	49,075	105,288	60,218	(45,069)	45,069
5870 Livescan	1,500	1,500	117	(1,383)	1,383
5872 SPED Fees (incl Encroachment)	17,332	-	-	-	-
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	45,000	19,000	-	(19,000)	19,000
5890 OthSvcsNon-Inst	-	-	1,663	1,663	(1,663)
5900 Communications	-	16,600	3,480	(13,120)	13,120
5910 Communications 2	250	250	-	(250)	250
5920 TelecomInternet	-	15,500	17,224	1,724	(1,724)
5930 PostageDelivery	-	10,000	5,209	(4,791)	4,791
5940 Technology	24,350	26,750	25,620	(1,130)	1,130
5990 Prior Year Adj (Services)	-	(5,679)	(6,579)	(900)	900
SUBTOTAL - Services & Other Op. Exp.	3,053,566	3,408,506	3,107,039	(301,467)	301,467

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 1	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	166,000	146,000	137,741	(8,259)	8,259
SUBTOTAL - Cap. Outlay & Depreciation	166,000	146,000	137,741	(8,259)	8,259
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	22,000	23,553	1,553	(1,553)
SUBTOTAL - Other Outflows	-	22,000	23,553	1,553	(1,553)
TOTAL EXPENSES	9,222,287	9,638,638	9,054,918	(583,719)	583,719

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 2	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	437	419	419	-	
SUMMARY					
Revenue					
LCFF Entitlement	4,469,661	4,789,071	4,777,023	(12,048)	100%
Federal Revenue	420,752	957,559	940,843	(16,716)	98%
Other State Revenues	326,291	399,046	550,957	151,911	138%
Other Local Revenues	35,069	62,310	799,938	737,628	1284%
Total Revenue	5,251,773	6,207,986	7,068,761	860,775	114%
Expenditures					
Certificated Salaries	2,401,990	2,344,603	2,395,540	50,937	102%
Classified Salaries	525,482	564,262	578,970	14,708	103%
Benefits	991,316	948,714	892,747	(55,967)	94%
Books and Supplies	118,401	302,696	224,792	(77,904)	74%
Services and Operating Exp.	1,160,295	1,486,517	1,425,757	(60,760)	96%
Depreciation & Cap Outlay	54,259	84,259	86,357	2,098	102%
Other Outflows	-	-	-	-	
Total Expenditures	5,251,743	5,731,052	5,604,162	(126,889)	98%
Net Revenues	30	476,935	1,464,598	987,664	
Fund Balance					
Beginning Balance (Audited)			1,576,974		
Net Revenues			1,464,598		
Ending Fund Balance			3,041,572		
Components of Fund Bal.					
Available For Econ. Uncert.			2,974,287	53.1% of Expenditures	
Restricted Balances (Est.)			19,711	0.4% of Expenditures	
Net Fixed Assets			47,574	0.8% of Expenditures	
Ending Fund Balance			3,041,572	54.3% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 2	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	2,801,110	2,707,406	2,431,745	(275,661)	275,661
8012 EPA Entitlement	565,736	855,943	1,116,776	260,833	(260,833)
8019 Prior Year Adjustments	-	-	(1,519)	(1,519)	1,519
8096 InLieuPropTaxes	1,102,815	1,225,722	1,230,021	4,299	(4,299)
SUBTOTAL - LCFF Entitlement	4,469,661	4,789,071	4,777,023	(12,048)	12,048

Federal Revenue

8181 SpEd - Revenue	52,440	85,222	57,534	(27,688)	27,688
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	368,312	872,337	883,309	10,972	(10,972)
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	420,752	957,559	940,843	(16,716)	16,716

Other State Revenue

8311 SpEd Revenue	218,451	262,775	252,511	(10,264)	10,264
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	12,019	12,027	12,027	0	(0)
8560 StateLotteryRev	95,821	83,453	106,587	23,135	(23,135)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	-	40,791	172,986	132,195	(132,195)
8595 PY AllOthStateRev	-	-	6,845	6,845	(6,845)
SUBTOTAL - Other State Revenue	326,291	399,046	550,957	151,911	(151,911)

Local Revenue

8600 Other Local Rev	2,228	2,228	-	(2,228)	2,228
8634 StudentLunchFee	-	2,241	2,241	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	-	-	-
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	25,000	139,526	114,526	(114,526)
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	632,270	632,270	(632,270)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	0	0	(0)
SUBTOTAL - Local Revenue	2,228	29,469	774,036	744,568	(744,568)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 2		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	2,500	2,500	25,000	22,500	(22,500)
8803	Fundraising	30,341	30,341	902	(29,439)	29,439
SUBTOTAL - Fundraising & Grants		32,841	32,841	25,902	(6,939)	6,939
TOTAL REVENUE						
		5,251,773	6,207,986	7,068,761	860,775	(860,775)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	2,005,828	1,929,233	1,904,629	(24,604)	24,604
1200	Cert Support	2,005,828	-	22,383	22,383	(22,383)
1300	Cert Adminis	396,162	415,370	468,528	53,158	(53,158)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		2,401,990	2,344,603	2,395,540	50,937	(50,937)
Classified Salaries						
2100	Instructional Aides	75,059	90,239	114,637	24,397	(24,397)
2200	Classified Support	68,349	138,793	152,600	13,807	(13,807)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	382,074	335,230	311,733	(23,497)	23,497
2900	OtherClassStaff	-	-	-	-	-
SUBTOTAL - Classified Salaries		525,482	564,262	578,970	14,708	(14,708)
Employee Benefits						
3101	STRS-Certified	332,394	352,675	332,031	(20,643)	20,643
3102	STRS-Classified	-	-	7,227	7,227	(7,227)
3201	PERS-Cert	-	8,861	15,113	6,252	(6,252)
3202	PERS-Classified	127,564	118,496	95,236	(23,260)	23,260
3301	OASDI/Med-Cert	31,151	32,306	38,958	6,651	(6,651)
3302	OASDI/Med-Class	47,373	46,425	39,313	(7,112)	7,112
3401	HlthWelfareCert	266,893	347,169	321,511	(25,658)	25,658
3402	HlthWelfareCert	126,425	10,821	-	(10,821)	10,821
3501	UI-Certificated	20,882	2,095	1,523	(573)	573
3502	UI-Classified	6,307	989	-	(989)	989
3601	WorkersCmp-Cert	32,327	28,877	28,882	5	(5)
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	12,953	12,953	(12,953)
SUBTOTAL - Employee Benefits		991,316	948,714	892,747	(55,967)	55,967

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 2		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	-	28,000	24,594	(3,406)	3,406
4200	BooksOthRefMats	-	1,000	746	(254)	254
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	28,368	32,049	16,565	(15,483)	15,483
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	500	13,500	5,733	(7,767)	7,767
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	83,155	56,655	41,160	(15,495)	15,495
4345	NonInstStdntSup	500	73,115	69,010	(4,105)	4,105
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	1,000	8,500	1,091	(7,409)	7,409
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	2,500	2,500	501	(1,999)	1,999
4410	ClssrmFrmEqp<5k	-	7,000	-	(7,000)	7,000
4430	OfficeFurnEqp<5k	-	45,000	49,648	4,648	(4,648)
4440	Computers <\$5k	-	33,000	2,503	(30,497)	30,497
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	2,378	2,378	-	(2,378)	2,378
4990	Prior Year Adj (Mat'ls)	-	-	13,241	13,241	(13,241)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		118,401	302,696	224,792	(77,904)	77,904

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 2		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Services & Other Operating Expenses						
5101	CMO Fees	704,858	794,858	795,674	816	(816)
5205	Conference Fees	-	1,032	-	(1,032)	1,032
5210	MilesParkTolls	200	1,200	1,256	56	(56)
5215	TravConferences	-	-	-	-	-
5220	TraLodging	-	-	-	-	-
5300	DuesMemberships	-	6,968	6,983	15	(15)
5450	Other Insurance	26,000	36,550	48,674	12,124	(12,124)
5500	OpsHousekeeping	2,000	17,000	18,912	1,912	(1,912)
5510	Gas & Electric	-	-	-	-	-
5610	Rent & Leases	140,000	140,000	196,488	56,488	(56,488)
5620	EquipmentLeases	4,000	21,000	14,821	(6,179)	6,179
5630	Reps&MaintBldng	-	15,000	1,092	(13,908)	13,908
5800	ProfessServices	115,974	122,262	124,827	2,565	(2,565)
5810	Legal	2,500	3,369	(5,703)	(9,072)	9,072
5813	SchPrgAftSchool	-	-	-	-	-
5814	SchPrgAcadComps	10,500	10,500	-	(10,500)	10,500
5819	SchlProgs-Other	1,000	8,788	8,391	(397)	397
5820	Audit & CPA	-	3,000	6,165	3,165	(3,165)
5825	DMSBusinessSvcs	-	-	-	-	-
5835	Field Trips	20,341	20,341	1,872	(18,469)	18,469
5836	FieldTrip Trans	-	-	-	-	-
5840	MarkngStdtRecrt	-	-	3,059	3,059	(3,059)
5850	Oversight Fees	44,697	44,697	48,294	3,597	(3,597)
5857	Payroll Fees	16,000	18,000	21,660	3,660	(3,660)
5860	Service Fees	-	500	6,874	6,374	(6,374)
5861	Prior Year Services	-	-	-	-	-
5863	Prof Developmnt	-	20,727	8,537	(12,191)	12,191
5864	Prof Dev-Other	-	30,000	30,361	361	(361)
5865	Prof Dev - LLM	-	-	-	-	-
5869	SpEd Ctrct Inst	50,000	50,000	28,079	(21,921)	21,921
5870	Livescan	750	750	-	(750)	750
5872	SPED Fees (incl Encroachment)	-	-	-	-	-
5875	Staff Recruiting	-	-	-	-	-
5884	Substitutes	5,000	82,000	17,299	(64,701)	64,701
5890	OthSvcsNon-Inst	-	-	-	-	-
5900	Communications	-	6,000	4,397	(1,603)	1,603
5910	Communications 2	275	2,275	1,227	(1,048)	1,048
5920	TelecomInternet	7,550	7,550	9,607	2,057	(2,057)
5930	PostageDelivery	-	4,000	2,427	(1,573)	1,573
5940	Technology	8,650	18,150	18,767	617	(617)
5990	Prior Year Adj (Services)	-	-	5,717	5,717	(5,717)
SUBTOTAL - Services & Other Op. Exp.		1,160,295	1,486,517	1,425,757	(60,760)	60,760

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 2	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	54,259	84,259	86,357	2,098	(2,098)
SUBTOTAL - Cap. Outlay & Depreciation	54,259	84,259	86,357	2,098	(2,098)
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	5,251,743	5,731,052	5,604,162	(126,889)	126,889

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 3	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	480	468	468	-	
SUMMARY					
Revenue					
LCFF Entitlement	4,602,711	5,034,004	5,042,856	8,852	100%
Federal Revenue	375,195	817,268	790,803	(26,465)	97%
Other State Revenues	455,051	556,147	734,539	178,392	132%
Other Local Revenues	29,514	29,514	630,612	601,098	2137%
Total Revenue	5,462,471	6,436,932	7,198,810	761,878	112%
Expenditures					
Certificated Salaries	2,144,792	2,246,222	2,184,906	(61,316)	97%
Classified Salaries	486,454	661,744	708,113	46,369	107%
Benefits	1,079,015	1,018,136	963,513	(54,623)	95%
Books and Supplies	146,032	219,859	138,912	(80,947)	63%
Services and Operating Exp.	1,605,017	1,956,099	1,794,733	(161,366)	92%
Depreciation & Cap Outlay	-	36,616	31,022	(5,594)	85%
Other Outflows	-	-	-	-	
Total Expenditures	5,461,310	6,138,677	5,821,200	(317,477)	95%
Net Revenues	1,161	298,256	1,377,611	1,079,355	
Fund Balance					
Beginning Balance (Audited)			800,715		
Net Revenues			1,377,611		
Ending Fund Balance			2,178,326		
Components of Fund Bal.					
Available For Econ. Uncert.			2,127,066	36.5% of Expenditures	
Restricted Balances (Est.)			18,400	0.3% of Expenditures	
Net Fixed Assets			32,859	0.6% of Expenditures	
Ending Fund Balance			2,178,326	37.4% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 3	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	2,783,093	2,716,750	2,442,825	(273,925)	273,925
8012 EPA Entitlement	614,155	948,956	1,228,722	279,766	(279,766)
8019 Prior Year Adjustments	-	-	(1,788)	(1,788)	1,788
8096 InLieuPropTaxes	1,205,463	1,368,298	1,373,097	4,799	(4,799)
SUBTOTAL - LCFF Entitlement	4,602,711	5,034,004	5,042,856	8,852	(8,852)

Federal Revenue

8181 SpEd - Revenue	57,490	56,762	65,734	8,972	(8,972)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	317,705	760,506	725,069	(35,437)	35,437
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	375,195	817,268	790,803	(26,465)	26,465

Other State Revenue

8311 SpEd Revenue	229,882	281,947	281,838	(109)	109
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	13,611	14,560	14,560	0	(0)
8560 StateLotteryRev	96,254	93,160	118,998	25,838	(25,838)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	115,304	166,480	317,776	151,296	(151,296)
8595 PY AllOthStateRev	115,304	-	1,367	1,367	(1,367)
SUBTOTAL - Other State Revenue	455,051	556,147	734,539	178,392	(178,392)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	-	-	-
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	963	963	628,197	627,234	(627,234)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	963	963	628,197	627,234	(627,234)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 3		Adopted July	2nd Interim	Unaudited	Variance	Actuals as %
		1 Budget	Budget	Actuals	From 2nd Interim	of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	28,551	28,551	2,415	(26,136)	26,136
SUBTOTAL - Fundraising & Grants		28,551	28,551	2,415	(26,136)	26,136
TOTAL REVENUE		5,462,471	6,436,932	7,198,810	761,878	(761,878)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	1,719,939	1,792,667	1,668,461	(124,206)	124,206
1200	Cert Support	1,719,939	-	15,850	15,850	(15,850)
1300	Cert Adminis	424,853	453,555	500,595	47,040	(47,040)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		2,144,792	2,246,222	2,184,906	(61,316)	61,316
Classified Salaries						
2100	Instructional Aides	299,341	374,550	391,671	17,121	(17,121)
2200	Classified Support	137,132	141,582	145,372	3,790	(3,790)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	49,981	145,611	171,070	25,459	(25,459)
2900	OtherClassStaff	-	-	-	-	-
SUBTOTAL - Classified Salaries		486,454	661,744	708,113	46,369	(46,369)
Employee Benefits						
3101	STRS-Certified	399,413	334,609	313,047	(21,562)	21,562
3102	STRS-Classified	-	-	7,893	7,893	(7,893)
3201	PERS-Cert	-	-	15,396	15,396	(15,396)
3202	PERS-Classified	166,994	140,182	139,426	(756)	756
3301	OASDI/Med-Cert	33,482	33,076	36,502	3,426	(3,426)
3302	OASDI/Med-Class	53,789	55,638	52,291	(3,348)	3,348
3401	HlthWelfareCert	275,924	303,068	365,933	62,865	(62,865)
3402	HlthWelfareCert	115,960	115,045	-	(115,045)	115,045
3501	UI-Certificated	2,310	2,326	2,068	(258)	258
3502	UI-Classified	703	703	-	(703)	703
3601	WorkersCmp-Cert	30,440	33,440	29,785	(3,655)	3,655
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	25	14	(11)	11
3902	OthBenes-Class	-	25	7	(18)	18
3990	PY Benes	-	-	1,152	1,152	(1,152)
SUBTOTAL - Employee Benefits		1,079,015	1,018,136	963,513	(54,623)	54,623

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 3		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	22,693	31,242	8,746	(22,496)	22,496
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	4,999	-	(4,999)	4,999
4310	Ins Mats & Sups	10,592	23,050	6,769	(16,281)	16,281
4315	OthrSupplies	15,546	15,546	5,918	(9,628)	9,628
4320	Office Supplies	2,000	2,000	1,712	(288)	288
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	57,819	56,710	34,673	(22,037)	22,037
4345	NonInstStdntSup	9,382	76,312	74,849	(1,463)	1,463
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-
4351	Yearbook	-	-	-	-	-
4390	Uniforms	3,000	-	-	-	-
4400	NonCapEquip-Gen	-	10,000	5,979	(4,021)	4,021
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	25,000	0	-	(0)	0
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	-	-	241	241	(241)
4990	Prior Year Adj (Mat'ls)	-	-	25	25	(25)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		146,032	219,859	138,912	(80,947)	80,947

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 3					
Services & Other Operating Expenses					
5101 CMO Fees	773,375	881,368	877,985	(3,383)	3,383
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	-	-	17	17	(17)
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	6,000	7,000	7,243	243	(243)
5450 Other Insurance	27,000	38,125	48,528	10,403	(10,403)
5500 OpsHousekeeping	-	-	-	-	-
5510 Gas & Electric	-	-	-	-	-
5610 Rent & Leases	282,803	362,803	307,803	(55,000)	55,000
5620 EquipmentLeases	1,200	16,000	10,011	(5,989)	5,989
5630 Reps&MaintBldng	-	-	-	-	-
5800 ProfessServices	29,357	94,872	122,929	28,057	(28,057)
5810 Legal	15,000	90,000	23,928	(66,072)	66,072
5813 SchPrgAftSchool	115,304	116,619	114,154	(2,465)	2,465
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchIProgs-Other	1,500	21,323	16,437	(4,886)	4,886
5820 Audit & CPA	10,200	10,200	6,165	(4,035)	4,035
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	-	-	-	-	-
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	3,000	17,700	18,575	875	(875)
5850 Oversight Fees	53,481	53,481	51,014	(2,467)	2,467
5857 Payroll Fees	14,000	30,000	23,129	(6,871)	6,871
5860 Service Fees	-	1,000	6,830	5,830	(5,830)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	23,972	15,089	(8,882)	8,882
5864 Prof Dev-Other	31,084	19,767	9,585	(10,182)	10,182
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	206,000	46,707	26,606	(20,101)	20,101
5870 Livescan	500	500	-	(500)	500
5872 SPED Fees (incl Encroachment)	-	-	-	-	-
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	5,000	40,000	25,963	(14,037)	14,037
5890 OthSvcsNon-Inst	-	-	-	-	-
5900 Communications	-	1,000	966	(34)	34
5910 Communications 2	200	200	150	(50)	50
5920 TelecomInternet	-	50,000	63,973	13,973	(13,973)
5930 PostageDelivery	2,000	6,000	504	(5,497)	5,497
5940 Technology	28,013	27,463	19,032	(8,431)	8,431
5990 Prior Year Adj (Services)	-	-	(1,881)	(1,881)	1,881
SUBTOTAL - Services & Other Op. Exp.	1,605,017	1,956,099	1,794,733	(161,366)	161,366

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 3	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	-	36,616	31,022	(5,594)	5,594
SUBTOTAL - Cap. Outlay & Depreciation	-	36,616	31,022	(5,594)	5,594
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	5,461,310	6,138,677	5,821,200	(317,477)	317,477

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 4	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	158	122	122	-	
SUMMARY					
Revenue					
LCFF Entitlement	1,367,038	1,431,301	1,432,188	887	100%
Federal Revenue	136,114	308,218	249,561	(58,656)	81%
Other State Revenues	101,523	121,905	164,305	42,400	135%
Other Local Revenues	9,823	9,823	232,215	222,392	2364%
Total Revenue	1,614,498	1,871,247	2,078,270	207,023	111%
Expenditures					
Certificated Salaries	745,025	803,642	868,984	65,341	108%
Classified Salaries	152,768	150,696	132,572	(18,124)	88%
Benefits	373,383	317,769	304,592	(13,177)	96%
Books and Supplies	118,322	133,000	85,450	(47,550)	64%
Services and Operating Exp.	221,685	413,091	352,930	(60,161)	85%
Depreciation & Cap Outlay	-	18,835	20,083	1,248	107%
Other Outflows	-	-	-	-	
Total Expenditures	1,611,183	1,837,033	1,764,611	(72,422)	96%
Net Revenues	3,315	34,214	313,659	279,445	
Fund Balance					
Beginning Balance (Audited)			908,289		
Net Revenues			313,659		
Ending Fund Balance			1,221,948		
Components of Fund Bal.					
Available For Econ. Uncert.			1,185,617	67.2% of Expenditures	
Restricted Balances (Est.)			15,621	0.9% of Expenditures	
Net Fixed Assets			20,709	1.2% of Expenditures	
Ending Fund Balance			1,221,948	69.2% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 4	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	875,750	818,661	728,417	(90,244)	90,244
8012 EPA Entitlement	170,292	256,902	347,379	90,477	(90,477)
8019 Prior Year Adjustments	-	-	(594)	(594)	594
8096 InLieuPropTaxes	320,996	355,738	356,986	1,248	(1,248)
SUBTOTAL - LCFF Entitlement	1,367,038	1,431,301	1,432,188	887	(887)

Federal Revenue

8181 SpEd - Revenue	24,310	24,734	24,817	83	(83)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	111,804	283,484	224,760	(58,724)	58,724
8295 PY All Other Federal Revenue	-	-	(15)	(15)	-
SUBTOTAL - Federal Revenue	136,114	308,218	249,561	(58,656)	58,641

Other State Revenue

8311 SpEd Revenue	72,109	80,844	81,938	1,093	(1,093)
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	5,654	4,752	4,752	(0)	0
8560 StateLotteryRev	23,760	24,220	30,905	6,685	(6,685)
8565 PY StateLotteryRev	-	-	314	314	-
8590 AllOthStateRev	-	12,088	44,554	32,466	(32,466)
8595 PY AllOthStateRev	-	-	1,841	1,841	(1,841)
SUBTOTAL - Other State Revenue	101,523	121,905	164,305	42,400	(42,086)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	-	-	-
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	230,470	230,470	(230,470)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	-	-	230,470	230,470	(230,470)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 4		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	9,823	9,823	1,745	(8,078)	8,078
SUBTOTAL - Fundraising & Grants		9,823	9,823	1,745	(8,078)	8,078
TOTAL REVENUE						
		1,614,498	1,871,247	2,078,270	207,023	(206,724)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	633,311	601,928	604,145	2,216	(2,216)
1200	Cert Support	633,311	-	18,956	18,956	(18,956)
1300	Cert Adminis	111,714	201,714	217,883	16,169	(16,169)
1900	Cert Other Salaries	-	-	28,000	28,000	-
SUBTOTAL - Certificated Salaries		745,025	803,642	868,984	65,341	(37,342)
Classified Salaries						
2100	Instructional Aides	66,600	96,600	66,165	(30,435)	30,435
2200	Classified Support	30,000	-	9,947	9,947	(9,947)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	56,168	54,096	52,460	(1,636)	1,636
2900	OtherClassStaff	-	-	4,000	4,000	(4,000)
SUBTOTAL - Classified Salaries		152,768	150,696	132,572	(18,124)	18,124
Employee Benefits						
3101	STRS-Certified	82,384	135,584	125,020	(10,565)	10,565
3102	STRS-Classified	-	-	10,429	10,429	(10,429)
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	51,021	13,033	15,652	2,619	(2,619)
3301	OASDI/Med-Cert	12,760	12,594	11,916	(677)	677
3302	OASDI/Med-Class	12,834	6,174	7,159	985	(985)
3401	HlthWelfareCert	156,785	116,319	107,521	(8,798)	8,798
3402	HlthWelfareCert	56,066	18,883	-	(18,883)	18,883
3501	UI-Certificated	1,375	1,329	1,191	(138)	138
3502	UI-Classified	158	81	-	(81)	81
3601	WorkersCmp-Cert	-	13,772	11,378	(2,394)	2,394
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	14,326	14,326	(14,326)
SUBTOTAL - Employee Benefits		373,383	317,769	304,592	(13,177)	13,177

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 4		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	4,402	7,027	10,331	3,304	(3,304)
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	2,724	900	(1,824)	1,824
4310	Ins Mats & Sups	17,420	13,420	8,447	(4,973)	4,973
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	1,000	12,723	873	(11,850)	11,850
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	25,777	52,293	21,369	(30,924)	30,924
4345	NonInstStdntSup	2,378	39,800	40,796	996	(996)
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	67,345	5,013	2,734	(2,279)	2,279
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	-	-	-	-	-
4990	Prior Year Adj (Mat'ls)	-	-	0	0	(0)
4999	Misc Expenditure (Suspense)	-	-	(0)	(0)	0
SUBTOTAL - Books and Supplies		118,322	133,000	85,450	(47,550)	47,550

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 4					
Services & Other Operating Expenses					
5101 CMO Fees	-	37,648	37,648	-	-
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	-	-	-	-	-
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	-	4,500	3,169	(1,331)	1,331
5450 Other Insurance	22,000	16,000	395	(15,605)	15,605
5500 OpsHousekeeping	-	-	-	-	-
5510 Gas & Electric	-	-	-	-	-
5610 Rent & Leases	71,076	112,853	122,307	9,454	(9,454)
5620 EquipmentLeases	1,200	9,200	7,833	(1,367)	1,367
5630 Reps&MaintBldng	-	-	-	-	-
5800 ProfessServices	18,646	88,693	55,243	(33,450)	33,450
5810 Legal	1,000	1,435	5,523	4,089	(4,089)
5813 SchPrgAftSchool	-	-	-	-	-
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchlProgs-Other	-	-	570	570	(570)
5820 Audit & CPA	-	3,000	6,165	3,165	(3,165)
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	-	-	-	-	-
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	-	-	5,305	5,305	(5,305)
5850 Oversight Fees	12,223	12,223	13,827	1,604	(1,604)
5857 Payroll Fees	10,000	11,000	11,825	825	(825)
5860 Service Fees	-	-	2,554	2,554	(2,554)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	500	3,636	405	(3,231)	3,231
5864 Prof Dev-Other	5,809	6,521	8,482	1,961	(1,961)
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	73,181	41,356	17,589	(23,767)	23,767
5870 Livescan	200	200	-	(200)	200
5872 SPED Fees (incl Encroachment)	-	7,378	20,077	12,699	(12,699)
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	500	8,891	6,534	(2,357)	2,357
5890 OthSvcsNon-Inst	-	-	66	66	(66)
5900 Communications	-	-	758	758	(758)
5910 Communications 2	-	-	-	-	-
5920 TelecomInternet	-	20,051	15,631	(4,420)	4,420
5930 PostageDelivery	2,000	2,000	220	(1,780)	1,780
5940 Technology	3,350	26,507	12,858	(13,649)	13,649
5990 Prior Year Adj (Services)	-	-	(2,054)	(2,054)	2,054
SUBTOTAL - Services & Other Op. Exp.	221,685	413,091	352,930	(60,161)	60,161

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 4	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	-	18,835	20,083	1,248	(1,248)
SUBTOTAL - Cap. Outlay & Depreciation	-	18,835	20,083	1,248	(1,248)
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	1,611,183	1,837,033	1,764,611	(72,422)	100,422

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 5	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	235	275	275	-	
SUMMARY					
Revenue					
LCFF Entitlement	3,168,635	3,514,892	3,186,286	(328,606)	91%
Federal Revenue	223,005	571,146	565,235	(5,911)	99%
Other State Revenues	261,925	311,130	375,231	64,101	121%
Other Local Revenues	1,867	1,867	375,431	373,564	20109%
Total Revenue	3,655,432	4,399,035	4,502,183	103,147	102%
Expenditures					
Certificated Salaries	1,318,848	1,411,342	1,470,497	59,155	104%
Classified Salaries	349,964	337,616	361,150	23,534	107%
Benefits	650,150	629,899	593,537	(36,363)	94%
Books and Supplies	188,772	229,200	107,462	(121,738)	47%
Services and Operating Exp.	1,070,613	1,018,019	1,012,160	(5,859)	99%
Depreciation & Cap Outlay	16,279	43,496	31,457	(12,039)	72%
Other Outflows	-	-	-	-	
Total Expenditures	3,594,626	3,669,572	3,576,264	(93,309)	97%
Net Revenues	60,806	729,463	925,919	196,456	
Fund Balance					
Beginning Balance (Audited)			2,107,384		
Net Revenues			925,919		
Ending Fund Balance			3,033,303		
Components of Fund Bal.					
Available For Econ. Uncert.			2,951,771	82.5% of Expenditures	
Restricted Balances (Est.)			31,820	0.9% of Expenditures	
Net Fixed Assets			49,713	1.4% of Expenditures	
Ending Fund Balance			3,033,303	84.8% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 5	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	2,339,058	2,046,964	1,662,585	(384,379)	384,379
8012 EPA Entitlement	59,144	603,585	718,251	114,666	(114,666)
8019 Prior Year Adjustments	-	-	(856)	(856)	856
8096 InLieuPropTaxes	770,433	864,343	806,306	(58,037)	58,037
SUBTOTAL - LCFF Entitlement	3,168,635	3,514,892	3,186,286	(328,606)	328,606

Federal Revenue

8181 SpEd - Revenue	32,716	32,343	37,166	4,823	(4,823)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	190,289	538,803	528,069	(10,734)	10,734
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	223,005	571,146	565,235	(5,911)	5,911

Other State Revenue

8311 SpEd Revenue	152,610	179,280	165,543	(13,737)	13,737
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	6,548	9,137	7,537	(1,600)	1,600
8560 StateLotteryRev	63,944	58,848	67,895	9,046	(9,046)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	38,823	63,865	133,388	69,523	(69,523)
8595 PY AllOthStateRev	38,823	-	868	868	(868)
SUBTOTAL - Other State Revenue	261,925	311,130	375,231	64,101	(64,101)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	23,553	23,553	(23,553)
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	351,878	351,878	(351,878)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	-	-	375,431	375,431	(375,431)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 5		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	1,867	1,867	-	(1,867)	1,867
SUBTOTAL - Fundraising & Grants		1,867	1,867	-	(1,867)	1,867
TOTAL REVENUE						
		3,655,432	4,399,035	4,502,183	103,147	(103,147)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	1,014,416	1,095,251	1,107,737	12,486	(12,486)
1200	Cert Support	1,014,416	-	15,542	15,542	(15,542)
1300	Cert Adminis	304,432	316,091	347,218	31,127	(31,127)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		1,318,848	1,411,342	1,470,497	59,155	(59,155)
Classified Salaries						
2100	Instructional Aides	227,552	203,036	177,562	(25,474)	25,474
2200	Classified Support	-	-	16,010	16,010	(16,010)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	122,412	134,580	167,578	32,998	(32,998)
2900	OtherClassStaff	-	-	-	-	-
SUBTOTAL - Classified Salaries		349,964	337,616	361,150	23,534	(23,534)
Employee Benefits						
3101	STRS-Certified	254,318	217,224	208,713	(8,511)	8,511
3102	STRS-Classified	79,792	-	-	-	-
3201	PERS-Cert	-	-	5,019	5,019	(5,019)
3202	PERS-Classified	-	68,438	64,056	(4,382)	4,382
3301	OASDI/Med-Cert	20,563	20,497	22,612	2,115	(2,115)
3302	OASDI/Med-Class	26,772	25,293	26,131	838	(838)
3401	HlthWelfareCert	213,031	239,063	248,940	9,877	(9,877)
3402	HlthWelfareCert	42,962	44,312	-	(44,312)	44,312
3501	UI-Certificated	1,418	1,414	915	(500)	500
3502	UI-Classified	349	349	-	(349)	349
3601	WorkersCmp-Cert	10,935	13,299	18,389	5,090	(5,090)
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	10	10	14	4	(4)
3990	PY Benes	10	-	(1,251)	(1,251)	1,251
SUBTOTAL - Employee Benefits		650,150	629,899	593,537	(36,363)	36,363

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 5		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	12,533	54,274	24,324	(29,950)	29,950
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	4,530	2,600	(1,930)	1,930
4310	Ins Mats & Sups	19,932	23,409	6,391	(17,018)	17,018
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	500	31,467	8,981	(22,486)	22,486
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	22,957	46,442	28,539	(17,903)	17,903
4345	NonInstStdntSup	550	42,897	35,445	(7,452)	7,452
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	71,800	1,182	1,182	-	-
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	60,000	25,000	-	(25,000)	25,000
4720	Food:Other Food	500	-	-	-	-
4990	Prior Year Adj (Mat'ls)	-	-	0	0	(0)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		188,772	229,200	107,462	(121,738)	121,738

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 5					
Services & Other Operating Expenses					
5101 CMO Fees	475,295	458,277	478,071	19,794	(19,794)
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	-	-	-	-	-
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	7,500	7,500	6,743	(757)	757
5450 Other Insurance	19,000	34,789	28,195	(6,594)	6,594
5500 OpsHousekeeping	600	600	2,576	1,976	(1,976)
5510 Gas & Electric	-	-	-	-	-
5610 Rent & Leases	249,487	221,000	218,518	(2,482)	2,482
5620 EquipmentLeases	8,200	10,200	7,130	(3,070)	3,070
5630 Reps&MaintBldng	-	-	-	-	-
5800 ProfessServices	99,415	83,761	93,888	10,128	(10,128)
5810 Legal	5,000	5,000	29,967	24,967	(24,967)
5813 SchPrgAftSchool	38,823	31,961	31,968	7	(7)
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchlProgs-Other	-	-	1,230	1,230	(1,230)
5820 Audit & CPA	8,334	8,334	9,375	1,041	(1,041)
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	4,817	4,817	(44)	(4,861)	4,861
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	-	-	-	-	-
5850 Oversight Fees	31,686	31,686	32,195	509	(509)
5857 Payroll Fees	10,000	13,000	16,633	3,633	(3,633)
5860 Service Fees	-	500	4,628	4,128	(4,128)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	6,538	72	(6,467)	6,467
5864 Prof Dev-Other	12,791	13,134	4,050	(9,084)	9,084
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	31,216	20,000	23,554	3,554	(3,554)
5870 Livescan	500	500	-	(500)	500
5872 SPED Fees (incl Encroachment)	4,849	-	-	-	-
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	30,000	15,000	4,240	(10,760)	10,760
5890 OthSvcsNon-Inst	-	-	-	-	-
5900 Communications	4,000	4,000	3,279	(721)	721
5910 Communications 2	-	-	-	-	-
5920 TelecomInternet	5,000	20,817	7,151	(13,666)	13,666
5930 PostageDelivery	2,000	2,000	201	(1,799)	1,799
5940 Technology	22,100	24,605	10,377	(14,228)	14,228
5990 Prior Year Adj (Services)	-	-	(1,838)	(1,838)	1,838
SUBTOTAL - Services & Other Op. Exp.	1,070,613	1,018,019	1,012,160	(5,859)	5,859

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 5	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	16,279	43,496	31,457	(12,039)	12,039
SUBTOTAL - Cap. Outlay & Depreciation	16,279	43,496	31,457	(12,039)	12,039
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	3,594,626	3,669,572	3,576,264	(93,309)	93,309

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 6	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	156	151	151	-	
SUMMARY					
Revenue					
LCFF Entitlement	1,463,870	1,594,751	1,589,787	(4,964)	100%
Federal Revenue	170,788	291,072	304,177	13,106	105%
Other State Revenues	223,658	228,935	261,559	32,624	114%
Other Local Revenues	15,642	15,642	193,294	177,652	1236%
Total Revenue	1,873,958	2,130,400	2,348,817	218,417	110%
Expenditures					
Certificated Salaries	866,395	786,686	767,001	(19,685)	97%
Classified Salaries	119,808	173,408	136,100	(37,308)	78%
Benefits	379,220	326,682	275,064	(51,618)	84%
Books and Supplies	28,802	83,761	63,789	(19,971)	76%
Services and Operating Exp.	444,273	596,199	525,671	(70,528)	88%
Depreciation & Cap Outlay	-	21,394	22,192	798	104%
Other Outflows	-	-	-	-	
Total Expenditures	1,838,498	1,988,129	1,789,817	(198,312)	90%
Net Revenues	35,460	142,271	559,000	416,730	
Fund Balance					
Beginning Balance (Audited)			1,851,544		
Net Revenues			559,000		
Ending Fund Balance			2,410,544		
Components of Fund Bal.					
Available For Econ. Uncert.			2,348,002	131.2% of Expenditures	
Restricted Balances (Est.)			40,071	2.2% of Expenditures	
Net Fixed Assets			22,471	1.3% of Expenditures	
Ending Fund Balance			2,410,544	134.7% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 6						
REVENUE DETAIL		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
LCFF Entitlement						
8011	State Aid	881,384	864,185	794,002	(70,183)	70,183
8012	EPA Entitlement	190,183	290,445	354,667	64,222	(64,222)
8019	Prior Year Adjustments	-	-	(547)	(547)	547
8096	InLieuPropTaxes	392,303	440,121	441,665	1,544	(1,544)
SUBTOTAL - LCFF Entitlement		1,463,870	1,594,751	1,589,787	(4,964)	4,964
Federal Revenue						
8181	SpEd - Revenue	38,559	18,258	30,703	12,445	(12,445)
8220	SchLunchFederal	-	-	-	-	-
8290	All Other Federal Revenue	132,229	272,814	274,880	2,066	(2,066)
8295	PY All Other Federal Revenue	-	-	(1,406)	(1,406)	-
SUBTOTAL - Federal Revenue		170,788	291,072	304,177	13,106	(14,512)
Other State Revenue						
8311	SpEd Revenue	87,487	97,252	102,089	4,837	(4,837)
8520	SchoolNtrState	-	-	-	-	-
8550	MandCstReimburs	2,957	2,539	2,147	(392)	392
8560	StateLotteryRev	32,631	29,965	32,366	2,400	(2,400)
8565	PY StateLotteryRev	-	-	-	-	-
8590	AllOthStateRev	100,583	99,179	125,376	26,197	(26,197)
8595	PY AllOthStateRev	100,583	-	(418)	(418)	418
SUBTOTAL - Other State Revenue		223,658	228,935	261,559	32,624	(32,624)
Local Revenue						
8600	Other Local Rev	-	-	-	-	-
8634	StudentLunchFee	-	-	-	-	-
8650	Leases & Rentals	-	-	-	-	-
8660	Interest	-	-	-	-	-
8690	Prior Year Adj (Local1)	-	-	-	-	-
8695	Prior Year Adj (Local2)	-	-	-	-	-
8698	OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699	Other Revenue	-	-	193,294	193,294	(193,294)
8980	Misc Revenue (Suspense 2)	-	-	-	-	-
8999	Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue		-	-	193,294	193,294	(193,294)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 6						
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	15,642	15,642	-	(15,642)	15,642
SUBTOTAL - Fundraising & Grants		15,642	15,642	-	(15,642)	15,642
TOTAL REVENUE		1,873,958	2,130,400	2,348,817	218,417	(219,823)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	663,897	581,838	493,521	(88,317)	88,317
1200	Cert Support	663,897	-	-	-	-
1300	Cert Adminis	202,498	204,848	251,480	46,632	(46,632)
1900	Cert Other Salaries	-	-	22,000	22,000	-
SUBTOTAL - Certificated Salaries		866,395	786,686	767,001	(19,685)	41,685
Classified Salaries						
2100	Instructional Aides	68,640	75,640	23,863	(51,777)	51,777
2200	Classified Support	-	41,600	-	(41,600)	41,600
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	51,168	56,168	102,237	46,069	(46,069)
2900	OtherClassStaff	-	-	10,000	10,000	(10,000)
SUBTOTAL - Classified Salaries		119,808	173,408	136,100	(37,308)	37,308
Employee Benefits						
3101	STRS-Certified	134,883	123,820	106,945	(16,875)	16,875
3102	STRS-Classified	-	-	1,817	1,817	(1,817)
3201	PERS-Cert	-	-	4,199	4,199	(4,199)
3202	PERS-Classified	48,201	34,446	16,968	(17,478)	17,478
3301	OASDI/Med-Cert	11,024	10,388	12,184	1,796	(1,796)
3302	OASDI/Med-Class	18,637	13,427	8,271	(5,156)	5,156
3401	HlthWelfareCert	85,391	85,391	109,510	24,119	(24,119)
3402	HlthWelfareCert	80,083	45,959	-	(45,959)	45,959
3501	UI-Certificated	730	1,217	1,232	15	(15)
3502	UI-Classified	271	174	-	(174)	174
3601	WorkersCmp-Cert	-	11,860	10,691	(1,169)	1,169
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	3,247	3,247	(3,247)
SUBTOTAL - Employee Benefits		379,220	326,682	275,064	(51,618)	51,618

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 6		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	6,550	7,378	285	(7,094)	7,094
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	8,475	12,133	6,029	(6,104)	6,104
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	-	1,000	1,525	525	(525)
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	25,777	21,898	21,727	(171)	171
4345	NonInstStdntSup	1,500	38,498	29,706	(8,792)	8,792
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-
4410	ClssrmFrmEqp<5k	-	-	3,206	3,206	(3,206)
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	(14,000)	-	-	-	-
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	500	2,853	1,311	(1,542)	1,542
4990	Prior Year Adj (Mat'ls)	-	-	(1)	(1)	1
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		28,802	83,761	63,789	(19,971)	19,971

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 6		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Services & Other Operating Expenses						
5101	CMO Fees	34,028	37,648	37,648	-	-
5205	Conference Fees	-	-	-	-	-
5210	MilesParkTolls	-	-	-	-	-
5215	TravConferences	-	-	-	-	-
5220	TraLodging	-	-	-	-	-
5300	DuesMemberships	-	3,000	1,408	(1,592)	1,592
5450	Other Insurance	22,000	28,961	28,586	(375)	375
5500	OpsHousekeeping	-	6,010	16,436	10,426	(10,426)
5510	Gas & Electric	-	9,000	4,106	(4,894)	4,894
5610	Rent & Leases	131,076	133,847	128,350	(5,497)	5,497
5620	EquipmentLeases	1,200	5,800	5,235	(565)	565
5630	Reps&MaintBldng	-	18,000	6,400	(11,600)	11,600
5800	ProfessServices	115,031	72,477	56,501	(15,977)	15,977
5810	Legal	-	25,500	24,680	(821)	821
5813	SchPrgAftSchool	-	-	-	-	-
5814	SchPrgAcadComps	-	-	-	-	-
5819	SchlProgs-Other	-	1,642	-	(1,642)	1,642
5820	Audit & CPA	-	5,000	7,875	2,875	(2,875)
5825	DMSBusinessSvcs	-	-	-	-	-
5835	Field Trips	-	9,302	-	(9,302)	9,302
5836	FieldTrip Trans	-	-	-	-	-
5840	MarkngStdtRecrt	-	-	5,196	5,196	(5,196)
5850	Oversight Fees	-	13,398	15,789	2,391	(2,391)
5857	Payroll Fees	10,000	9,000	11,169	2,169	(2,169)
5860	Service Fees	-	-	1,827	1,827	(1,827)
5861	Prior Year Services	-	-	-	-	-
5863	Prof Developmnt	-	9,382	4,559	(4,823)	4,823
5864	Prof Dev-Other	11,598	15,209	9,946	(5,263)	5,263
5865	Prof Dev - LLM	-	-	-	-	-
5869	SpEd Ctrct Inst	70,490	64,578	110,003	45,425	(45,425)
5870	Livescan	500	500	-	(500)	500
5872	SPED Fees (incl Encroachment)	-	10,657	25,543	14,886	(14,886)
5875	Staff Recruiting	-	-	-	-	-
5884	Substitutes	27,000	67,029	4,554	(62,475)	62,475
5890	OthSvcsNon-Inst	-	6,000	-	(6,000)	6,000
5900	Communications	-	1,000	1,120	120	(120)
5910	Communications 2	-	-	-	-	-
5920	TelecomInternet	-	16,700	5,083	(11,617)	11,617
5930	PostageDelivery	1,000	3,000	504	(2,497)	2,497
5940	Technology	20,350	23,559	12,998	(10,561)	10,561
5990	Prior Year Adj (Services)	-	-	158	158	(158)
SUBTOTAL - Services & Other Op. Exp.		444,273	596,199	525,671	(70,528)	70,528

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 6	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	-	21,394	22,192	798	(798)
SUBTOTAL - Cap. Outlay & Depreciation	-	21,394	22,192	798	(798)
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	1,838,498	1,988,129	1,789,817	(198,312)	220,312

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 7	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	280	277	277	-	
SUMMARY					
Revenue					
LCFF Entitlement	2,756,382	2,988,643	2,997,393	8,750	100%
Federal Revenue	234,924	500,284	496,114	(4,171)	99%
Other State Revenues	596,814	621,589	733,589	112,000	118%
Other Local Revenues	15,756	15,756	387,118	371,362	2457%
Total Revenue	3,603,876	4,126,273	4,614,214	487,941	112%
Expenditures					
Certificated Salaries	1,203,556	1,325,046	1,317,677	(7,369)	99%
Classified Salaries	390,188	426,975	423,743	(3,232)	99%
Benefits	593,958	572,539	565,399	(7,140)	99%
Books and Supplies	83,560	240,251	148,515	(91,736)	62%
Services and Operating Exp.	1,196,116	1,446,869	1,487,851	40,982	103%
Depreciation & Cap Outlay	30,000	54,711	50,776	(3,935)	93%
Other Outflows	-	-	-	-	
Total Expenditures	3,497,378	4,066,391	3,993,960	(72,431)	98%
Net Revenues	106,498	59,881	620,254	560,372	
Fund Balance					
Beginning Balance (Audited)			1,878,892		
Net Revenues			620,254		
Ending Fund Balance			2,499,146		
Components of Fund Bal.					
Available For Econ. Uncert.			2,330,527	58.4% of Expenditures	
Restricted Balances (Est.)			21,838	0.5% of Expenditures	
Net Fixed Assets			146,781	3.7% of Expenditures	
Ending Fund Balance			2,499,146	62.6% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 7	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	1,688,115	1,662,147	1,580,113	(82,034)	82,034
8012 EPA Entitlement	341,394	517,337	606,420	89,083	(89,083)
8019 Prior Year Adjustments	-	-	(1,137)	(1,137)	1,137
8096 InLieuPropTaxes	726,873	809,159	811,997	2,838	(2,838)
SUBTOTAL - LCFF Entitlement	2,756,382	2,988,643	2,997,393	8,750	(8,750)

Federal Revenue

8181 SpEd - Revenue	57,353	56,259	56,448	189	(189)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	177,571	444,025	439,876	(4,149)	4,149
8295 PY All Other Federal Revenue	-	-	(210)	(210)	-
SUBTOTAL - Federal Revenue	234,924	500,284	496,114	(4,171)	3,961

Other State Revenue

8311 SpEd Revenue	170,125	182,455	184,035	1,580	(1,580)
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	4,619	4,668	4,668	0	(0)
8560 StateLotteryRev	60,237	55,091	70,328	15,237	(15,237)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	361,833	379,375	468,027	88,652	(88,652)
8595 PY AllOthStateRev	361,833	-	6,530	6,530	(6,530)
SUBTOTAL - Other State Revenue	596,814	621,589	733,589	112,000	(112,000)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	-	-	-
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	(454)	(454)	454
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	386,809	386,809	(386,809)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	-	-	386,355	386,355	(386,355)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 7						
Fundraising & Grants						
8802	Donations - Private	2,000	2,000	-	(2,000)	2,000
8803	Fundraising	13,756	13,756	763	(12,993)	12,993
SUBTOTAL - Fundraising & Grants		15,756	15,756	763	(14,993)	14,993
TOTAL REVENUE		3,603,876	4,126,273	4,614,214	487,941	(488,152)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	1,017,220	1,108,373	1,165,040	56,667	(56,667)
1200	Cert Support	1,017,220	-	-	-	-
1300	Cert Adminis	186,336	216,674	109,637	(107,036)	107,036
1900	Cert Other Salaries	-	-	43,000	43,000	-
SUBTOTAL - Certificated Salaries		1,203,556	1,325,046	1,317,677	(7,369)	50,369

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 7		Adopted July	2nd Interim	Unaudited	Variance	Actuals as %
		1 Budget	Budget	Actuals	From 2nd Interim	of 2nd Interim
Classified Salaries						
2100	Instructional Aides	286,400	262,546	209,211	(53,335)	53,335
2200	Classified Support	(63)	70,467	90,072	19,605	(19,605)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	103,851	93,962	89,460	(4,503)	4,503
2900	OtherClassStaff	-	-	35,000	35,000	(35,000)
SUBTOTAL - Classified Salaries		390,188	426,975	423,743	(3,232)	3,232
Employee Benefits						
3101	STRS-Certified	195,181	204,790	191,766	(13,024)	13,024
3102	STRS-Classified	-	-	-	-	-
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	103,530	85,693	73,140	(12,553)	12,553
3301	OASDI/Med-Cert	16,012	19,257	18,823	(434)	434
3302	OASDI/Med-Class	35,425	31,669	31,323	(346)	346
3401	HlthWelfareCert	194,327	175,176	224,839	49,663	(49,663)
3402	HlthWelfareCert	33,943	33,943	-	(33,943)	33,943
3501	UI-Certificated	1,105	1,575	871	(704)	704
3502	UI-Classified	435	435	-	(435)	435
3601	WorkersCmp-Cert	14,000	20,000	16,489	(3,511)	3,511
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	8,147	8,147	(8,147)
SUBTOTAL - Employee Benefits		593,958	572,539	565,399	(7,140)	7,140

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 7		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	13,000	23,966	12,804	(11,162)	11,162
4200	BooksOthRefMats	-	2,145	422	(1,723)	1,723
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	16,044	22,703	9,653	(13,050)	13,050
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	1,000	10,000	5,337	(4,663)	4,663
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	1,000	-	(1,000)	1,000
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	1,000	1,081	81	(81)
4340	Educat Software	26,629	40,129	19,086	(21,043)	21,043
4345	NonInstStdntSup	4,718	93,739	78,544	(15,195)	15,195
4346	TeacherSupplies	-	3,000	1,613	(1,387)	1,387
4350	Cust. Supplies	-	8,000	6,894	(1,106)	1,106
4351	Yearbook	1,256	1,256	-	(1,256)	1,256
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	1,000	125	(875)	875
4410	ClssrmFrmEqp<5k	-	500	-	(500)	500
4430	OfficeFurnEqp<5k	2,000	4,000	1,743	(2,257)	2,257
4440	Computers <\$5k	18,913	12,313	10,712	(1,600)	1,600
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	500	500	-	-
4720	Food:Other Food	-	15,000	-	(15,000)	15,000
4990	Prior Year Adj (Mat'ls)	-	-	0	0	(0)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		83,560	240,251	148,515	(91,736)	91,736

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 7					
Services & Other Operating Expenses					
5101 CMO Fees	386,688	440,684	438,993	(1,691)	1,691
5205 Conference Fees	-	1,000	115	(885)	885
5210 MilesParkTolls	-	3,000	2,125	(875)	875
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	1,000	-	(1,000)	1,000
5300 DuesMemberships	500	5,500	4,638	(862)	862
5450 Other Insurance	23,000	32,939	30,838	(2,101)	2,101
5500 OpsHousekeeping	3,600	10,600	10,905	305	(305)
5510 Gas & Electric	45,000	34,000	33,776	(224)	224
5610 Rent & Leases	276,000	274,954	295,122	20,167	(20,167)
5620 EquipmentLeases	3,000	11,000	6,578	(4,422)	4,422
5630 Reps&MaintBldng	1,000	36,673	31,895	(4,778)	4,778
5800 ProfessServices	22,787	111,420	85,043	(26,376)	26,376
5810 Legal	3,000	10,000	-	(10,000)	10,000
5813 SchPrgAftSchool	165,438	177,559	177,422	(137)	137
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchlProgs-Other	3,000	3,000	522	(2,478)	2,478
5820 Audit & CPA	-	10,000	9,375	(625)	625
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	8,000	8,000	-	(8,000)	8,000
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	-	5,000	5,000	-	-
5850 Oversight Fees	27,000	27,000	29,343	2,343	(2,343)
5857 Payroll Fees	15,000	15,000	15,572	572	(572)
5860 Service Fees	3,000	3,000	7,161	4,161	(4,161)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	10,439	14,514	4,076	(4,076)
5864 Prof Dev-Other	11,575	16,982	12,710	(4,272)	4,272
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	108,882	75,927	95,470	19,544	(19,544)
5870 Livescan	500	500	-	(500)	500
5872 SPED Fees (incl Encroachment)	45,496	22,520	46,911	24,391	(24,391)
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	15,000	30,000	101,498	71,498	(71,498)
5890 OthSvcsNon-Inst	500	2,000	10	(1,990)	1,990
5900 Communications	4,000	3,000	3,372	372	(372)
5910 Communications 2	-	-	-	-	-
5920 TelecomInternet	4,000	26,759	6,669	(20,090)	20,090
5930 PostageDelivery	2,000	4,000	2,618	(1,382)	1,382
5940 Technology	18,150	33,414	26,785	(6,629)	6,629
5990 Prior Year Adj (Services)	-	-	(7,128)	(7,128)	7,128
SUBTOTAL - Services & Other Op. Exp.	1,196,116	1,446,869	1,487,851	40,982	(40,982)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 7	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	30,000	54,711	50,776	(3,935)	3,935
SUBTOTAL - Cap. Outlay & Depreciation	30,000	54,711	50,776	(3,935)	3,935
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows	-	-	-	-	-
TOTAL EXPENSES	3,497,378	4,066,391	3,993,960	(72,431)	115,431

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 8	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	473	461	461	-	
SUMMARY					
Revenue					
LCFF Entitlement	4,439,874	4,787,196	4,792,000	4,804	100%
Federal Revenue	486,754	926,408	857,933	(68,475)	93%
Other State Revenues	518,317	580,004	722,291	142,287	125%
Other Local Revenues	5,500	5,500	589,682	584,182	10721%
Total Revenue	5,450,445	6,299,108	6,961,906	662,799	111%
Expenditures					
Certificated Salaries	2,239,039	2,101,233	2,132,446	31,213	101%
Classified Salaries	412,130	667,617	609,769	(57,848)	91%
Benefits	860,075	894,938	799,018	(95,920)	89%
Books and Supplies	233,585	454,601	214,780	(239,821)	47%
Services and Operating Exp.	1,629,556	1,906,569	1,809,153	(97,416)	95%
Depreciation & Cap Outlay	21,435	103,872	71,869	(32,003)	69%
Other Outflows	-	8,289	-	(8,289)	0%
Total Expenditures	5,395,820	6,137,119	5,637,034	(500,084)	92%
Net Revenues	54,625	161,989	1,324,872	1,162,883	
Fund Balance					
Beginning Balance (Audited)			4,787,947		
Net Revenues			1,324,872		
Ending Fund Balance			6,112,819		
Components of Fund Bal.					
Available For Econ. Uncert.			5,984,834	106.2% of Expenditures	
Restricted Balances (Est.)			76,050	1.3% of Expenditures	
Net Fixed Assets			51,935	0.9% of Expenditures	
Ending Fund Balance			6,112,819	108.4% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA 8	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	2,639,474	2,545,794	2,346,347	(199,447)	199,447
8012 EPA Entitlement	588,944	892,599	1,093,767	201,168	(201,168)
8019 Prior Year Adjustments	-	-	(1,647)	(1,647)	1,647
8096 InLieuPropTaxes	1,211,456	1,348,803	1,353,533	4,730	(4,730)
SUBTOTAL - LCFF Entitlement	4,439,874	4,787,196	4,792,000	4,804	(4,804)

Federal Revenue

8181 SpEd - Revenue	93,529	93,780	94,094	314	(314)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	393,225	832,628	763,876	(68,752)	68,752
8295 PY All Other Federal Revenue	-	-	(36)	(36)	-
SUBTOTAL - Federal Revenue	486,754	926,408	857,933	(68,475)	68,438

Other State Revenue

8311 SpEd Revenue	262,086	290,957	300,041	9,085	(9,085)
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	7,589	7,780	7,780	(0)	0
8560 StateLotteryRev	100,602	91,833	117,295	25,462	(25,462)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	148,040	189,434	287,769	98,335	(98,335)
8595 PY AllOthStateRev	148,040	-	9,405	9,405	(9,405)
SUBTOTAL - Other State Revenue	518,317	580,004	722,291	142,287	(142,287)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	8,992	8,992	(8,992)
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	0	0	(0)
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	580,691	580,691	(580,691)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	-	-	589,682	589,682	(589,682)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 8		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	5,500	5,500	-	(5,500)	5,500
SUBTOTAL - Fundraising & Grants		5,500	5,500	-	(5,500)	5,500
TOTAL REVENUE						
		5,450,445	6,299,108	6,961,906	662,799	(662,835)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	1,681,178	1,719,257	1,619,586	(99,671)	99,671
1200	Cert Support	1,681,178	-	-	-	-
1300	Cert Adminis	557,861	381,976	446,859	64,883	(64,883)
1900	Cert Other Salaries	-	-	66,000	66,000	-
SUBTOTAL - Certificated Salaries		2,239,039	2,101,233	2,132,446	31,213	34,787
Classified Salaries						
2100	Instructional Aides	105,831	125,959	120,331	(5,628)	5,628
2200	Classified Support	143,996	274,632	228,068	(46,564)	46,564
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	162,303	267,026	229,370	(37,656)	37,656
2900	OtherClassStaff	-	-	32,000	32,000	(32,000)
SUBTOTAL - Classified Salaries		412,130	667,617	609,769	(57,848)	57,848
Employee Benefits						
3101	STRS-Certified	335,189	234,546	307,999	73,453	(73,453)
3102	STRS-Classified	94,876	104,157	12,319	(91,838)	91,838
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	-	116,642	93,325	(23,317)	23,317
3301	OASDI/Med-Cert	30,536	30,410	30,220	(190)	190
3302	OASDI/Med-Class	35,574	43,107	39,176	(3,931)	3,931
3401	HlthWelfareCert	252,893	269,202	287,620	18,418	(18,418)
3402	HlthWelfareCert	53,705	54,567	440	(54,127)	54,127
3501	UI-Certificated	19,710	2,392	2,623	231	(231)
3502	UI-Classified	6,287	-	-	-	-
3601	WorkersCmp-Cert	31,305	39,915	25,295	(14,620)	14,620
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	-	-	-
SUBTOTAL - Employee Benefits		860,075	894,938	799,018	(95,920)	95,920

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA 8		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	26,244	22,612	10,858	(11,754)	11,754
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	3,000	31,500	35,439	3,939	(3,939)
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	-	8,000	7,925	(75)	75
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	650	-	(650)	650
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	51,424	73,207	31,563	(41,644)	41,644
4345	NonInstStdntSup	52,417	121,417	99,383	(22,034)	22,034
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	5,000	25,000	1,631	(23,369)	23,369
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	31,000	18,640	(12,360)	12,360
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	-	45,715	3,009	(42,706)	42,706
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	93,000	93,000	-	(93,000)	93,000
4720	Food:Other Food	2,500	2,500	-	(2,500)	2,500
4990	Prior Year Adj (Mat'ls)	-	-	6,332	6,332	(6,332)
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		233,585	454,601	214,780	(239,821)	239,821

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 8					
Services & Other Operating Expenses					
5101 CMO Fees	773,375	881,368	877,985	(3,383)	3,383
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	-	-	-	-	-
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	-	5,890	5,905	15	(15)
5450 Other Insurance	-	36,232	48,036	11,804	(11,804)
5500 OpsHousekeeping	-	2,819	1,550	(1,269)	1,269
5510 Gas & Electric	-	-	-	-	-
5610 Rent & Leases	430,000	385,000	365,136	(19,864)	19,864
5620 EquipmentLeases	3,000	8,000	9,255	1,255	(1,255)
5630 Reps&MaintBldng	-	1,000	-	(1,000)	1,000
5800 ProfessServices	134,062	188,699	117,091	(71,608)	71,608
5810 Legal	2,500	2,500	-	(2,500)	2,500
5813 SchPrgAftSchool	116,817	8,791	2,900	(5,891)	5,891
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchlProgs-Other	3,000	3,000	1,258	(1,742)	1,742
5820 Audit & CPA	-	3,000	7,875	4,875	(4,875)
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	-	-	-	-	-
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	-	5,000	10,429	5,429	(5,429)
5850 Oversight Fees	-	47,872	47,685	(187)	187
5857 Payroll Fees	17,000	19,000	22,857	3,857	(3,857)
5860 Service Fees	-	300	5,515	5,215	(5,215)
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	3,111	6,757	3,646	(3,646)
5864 Prof Dev-Other	26,199	72,945	30,986	(41,960)	41,960
5865 Prof Dev - LLM	-	9,500	4,500	(5,000)	5,000
5869 SpEd Ctrct Inst	52,975	62,902	46,427	(16,475)	16,475
5870 Livescan	200	200	-	(200)	200
5872 SPED Fees (incl Encroachment)	-	37,329	78,330	41,001	(41,001)
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	33,238	26,238	38,628	12,390	(12,390)
5890 OthSvcsNon-Inst	-	-	7,418	7,418	(7,418)
5900 Communications	-	-	1,061	1,061	(1,061)
5910 Communications 2	400	10,800	7,525	(3,275)	3,275
5920 TelecomInternet	-	47,784	40,168	(7,616)	7,616
5930 PostageDelivery	2,000	5,500	4,578	(922)	922
5940 Technology	34,790	31,790	18,339	(13,451)	13,451
5990 Prior Year Adj (Services)	-	-	960	960	(960)
SUBTOTAL - Services & Other Op. Exp.	1,629,556	1,906,569	1,809,153	(97,416)	97,416

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA 8						
Capital Outlay & Depreciation						
6100	Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-
6900	Depreciation	21,435	103,872	71,869	(32,003)	32,003
SUBTOTAL - Cap. Outlay & Depreciation		21,435	103,872	71,869	(32,003)	32,003
Other Outflows						
7299	Other Outgo	-	-	-	-	-
7310	Indirect Costs	-	8,289	-	(8,289)	8,289
7438	InterestExpense	-	-	-	-	-
SUBTOTAL - Other Outflows		-	8,289	-	(8,289)	8,289
TOTAL EXPENSES		5,395,820	6,137,119	5,637,034	(500,084)	566,084

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA SA	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	648	527	527	-	
SUMMARY					
Revenue					
LCFF Entitlement	5,756,482	6,247,026	5,904,292	(342,734)	95%
Federal Revenue	886,099	1,443,937	1,434,255	(9,682)	99%
Other State Revenues	607,025	670,535	1,051,473	380,938	157%
Other Local Revenues	51,106	33,106	845,004	811,898	2552%
Total Revenue	7,300,712	8,394,604	9,235,023	840,419	110%
Expenditures					
Certificated Salaries	2,883,172	2,855,185	2,749,771	(105,413)	96%
Classified Salaries	658,381	691,323	647,524	(43,799)	94%
Benefits	1,355,739	1,315,152	1,270,198	(44,955)	97%
Books and Supplies	159,591	359,253	228,463	(130,790)	64%
Services and Operating Exp.	1,062,897	1,679,042	1,635,794	(43,248)	97%
Depreciation & Cap Outlay	580,000	587,000	639,049	52,049	109%
Other Outflows	600,165	600,165	573,134	(27,031)	95%
Total Expenditures	7,299,945	8,087,120	7,743,933	(343,187)	96%
Net Revenues	767	307,484	1,491,090	1,183,606	
Fund Balance					
Beginning Balance (Audited)			7,618,559		
Net Revenues			1,491,090		
Ending Fund Balance			9,109,649		
Components of Fund Bal.					
Available For Econ. Uncert.			2,645,217	34.2% of Expenditures	
Restricted Balances (Est.)			123,886	1.6% of Expenditures	
Net Fixed Assets			6,340,545	81.9% of Expenditures	
Ending Fund Balance			9,109,649	117.6% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA SA	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	5,645,078	6,135,622	5,749,264	(386,358)	386,358
8012 EPA Entitlement	111,404	111,404	105,302	(6,102)	6,102
8019 Prior Year Adjustments	-	-	(2,191)	(2,191)	2,191
8096 InLieuPropTaxes	-	-	51,917	51,917	(51,917)
SUBTOTAL - LCFF Entitlement	5,756,482	6,247,026	5,904,292	(342,734)	342,734

Federal Revenue

8181 SpEd - Revenue	85,487	63,839	72,215	8,376	(8,376)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	800,612	1,380,098	1,362,040	(18,058)	18,058
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	886,099	1,443,937	1,434,255	(9,682)	9,682

Other State Revenue

8311 SpEd Revenue	287,459	323,016	317,030	(5,986)	5,986
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	15,677	13,345	12,759	(586)	586
8560 StateLotteryRev	120,336	106,029	133,843	27,813	(27,813)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	183,553	228,144	421,164	193,020	(193,020)
8595 PY AllOthStateRev	183,553	-	166,677	166,677	(166,677)
SUBTOTAL - Other State Revenue	607,025	670,535	1,051,473	380,938	(380,938)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	4,992	4,992	2,894	(2,098)	2,098
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	11	11	835,727	835,716	(835,716)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	(0)	(0)	0
SUBTOTAL - Local Revenue	5,003	5,003	838,621	833,618	(833,618)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA SA						
Fundraising & Grants						
8802	Donations - Private	-	2,000	1,800	(200)	200
8803	Fundraising	46,103	26,103	4,583	(21,520)	21,520
SUBTOTAL - Fundraising & Grants		46,103	28,103	6,383	(21,720)	21,720
TOTAL REVENUE		7,300,712	8,394,604	9,235,023	840,419	(840,419)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	2,416,251	2,348,841	2,237,959	(110,881)	110,881
1200	Cert Support	2,416,251	-	-	-	-
1300	Cert Adminis	466,921	506,344	511,812	5,468	(5,468)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		2,883,172	2,855,185	2,749,771	(105,413)	105,413
Classified Salaries						
2100	Instructional Aides	220,656	288,897	229,212	(59,685)	59,685
2200	Classified Support	320,813	245,114	199,020	(46,094)	46,094
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	116,912	157,312	172,815	15,503	(15,503)
2900	OtherClassStaff	-	-	46,478	46,478	(46,478)
SUBTOTAL - Classified Salaries		658,381	691,323	647,524	(43,799)	43,799
Employee Benefits						
3101	STRS-Certified	423,349	329,262	389,949	60,687	(60,687)
3102	STRS-Classified	132,715	108,756	796	(107,960)	107,960
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	-	143,110	108,648	(34,462)	34,462
3301	OASDI/Med-Cert	38,898	39,327	39,322	(5)	5
3302	OASDI/Med-Class	55,253	52,889	47,848	(5,041)	5,041
3401	HlthWelfareCert	466,306	372,582	484,085	111,503	(111,503)
3402	HlthWelfareCert	106,584	181,550	138,117	(43,433)	43,433
3501	UI-Certificated	26,825	5,624	2,808	(2,816)	2,816
3502	UI-Classified	7,223	3,467	-	(3,467)	3,467
3601	WorkersCmp-Cert	98,586	78,586	44,926	(33,660)	33,660
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	13,699	13,699	(13,699)
SUBTOTAL - Employee Benefits		1,355,739	1,315,152	1,270,198	(44,955)	44,955

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA SA		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	34,392	29,108	1,890	(27,218)	27,218
4200	BooksOthRefMats	-	900	174	(726)	726
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	9,000	9,000	5,932	(3,068)	3,068
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	1,000	6,500	7,196	696	(696)
4325	ProfDevMat&Sups	-	900	744	(156)	156
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	4,084	4,084	(4,084)
4340	Educat Software	59,004	120,596	39,744	(80,852)	80,852
4345	NonInstStdntSup	3,000	76,315	80,777	4,462	(4,462)
4346	TeacherSupplies	500	500	331	(169)	169
4350	Cust. Supplies	30,000	47,000	37,483	(9,517)	9,517
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	27,000	18,258	(8,742)	8,742
4410	ClssrmFrmEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	20,695	39,435	29,917	(9,518)	9,518
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	2,000	2,000	1,900	(100)	100
4990	Prior Year Adj (Mat'ls)	-	-	(76)	(76)	76
4999	Misc Expenditure (Suspense)	-	-	109	109	(109)
SUBTOTAL - Books and Supplies		159,591	359,253	228,463	(130,790)	130,790

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA SA					
Services & Other Operating Expenses					
5101 CMO Fees	568,171	798,740	795,674	(3,066)	3,066
5205 Conference Fees	-	-	-	-	-
5210 MilesParkTolls	-	500	148	(352)	352
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	-	-	-	-
5300 DuesMemberships	16,000	15,100	10,121	(4,979)	4,979
5450 Other Insurance	44,000	44,000	53,173	9,173	(9,173)
5500 OpsHousekeeping	4,000	38,400	36,917	(1,483)	1,483
5510 Gas & Electric	90,000	90,000	40,055	(49,945)	49,945
5610 Rent & Leases	-	10,000	11,330	1,330	(1,330)
5620 EquipmentLeases	2,500	18,500	7,348	(11,152)	11,152
5630 Reps&MaintBldng	12,727	41,967	75,481	33,514	(33,514)
5800 ProfessServices	57,230	118,535	100,956	(17,579)	17,579
5810 Legal	5,000	5,000	8,458	3,458	(3,458)
5813 SchPrgAftSchool	6,891	6,891	63	(6,828)	6,828
5814 SchPrgAcadComps	-	1,288	1,787	499	(499)
5819 SchlProgs-Other	24,000	24,000	3,865	(20,135)	20,135
5820 Audit & CPA	-	3,000	6,165	3,165	(3,165)
5825 DMSBusinessSvcs	-	-	-	-	-
5835 Field Trips	18,103	20,103	180	(19,923)	19,923
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtRecrt	-	1,588	4,693	3,105	(3,105)
5850 Oversight Fees	57,565	60,565	58,958	(1,607)	1,607
5857 Payroll Fees	18,000	29,100	33,061	3,961	(3,961)
5860 Service Fees	-	2,500	2,096	(404)	404
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	43,268	22,699	(20,569)	20,569
5864 Prof Dev-Other	31,337	23,062	13,500	(9,562)	9,562
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	69,273	131,573	135,252	3,679	(3,679)
5870 Livescan	1,000	-	-	-	-
5872 SPED Fees (incl Encroachment)	-	-	-	-	-
5875 Staff Recruiting	-	-	-	-	-
5884 Substitutes	5,000	77,000	148,929	71,929	(71,929)
5890 OthSvcsNon-Inst	-	-	-	-	-
5900 Communications	3,000	8,881	5,941	(2,940)	2,940
5910 Communications 2	250	10,250	3,500	(6,750)	6,750
5920 TelecomInternet	-	16,986	23,661	6,676	(6,676)
5930 PostageDelivery	1,000	8,500	4,881	(3,619)	3,619
5940 Technology	27,850	29,745	26,900	(2,845)	2,845
5990 Prior Year Adj (Services)	-	-	-	-	-
SUBTOTAL - Services & Other Op. Exp.	1,062,897	1,679,042	1,635,794	(43,248)	43,248

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
MSA SA						
Capital Outlay & Depreciation						
6100	Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400	EquipFixed	-	7,000	-	(7,000)	7,000
6900	Depreciation	580,000	580,000	639,049	59,049	(59,049)
SUBTOTAL - Cap. Outlay & Depreciation		580,000	587,000	639,049	52,049	(52,049)
Other Outflows						
7299	Other Outgo	-	-	-	-	-
7310	Indirect Costs	-	-	-	-	-
7438	InterestExpense	600,165	600,165	573,134	(27,031)	27,031
SUBTOTAL - Other Outflows		600,165	600,165	573,134	(27,031)	27,031
TOTAL EXPENSES		7,299,945	8,087,120	7,743,933	(343,187)	343,187

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA SD	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:	447	421	421	-	
SUMMARY					
Revenue					
LCFF Entitlement	3,440,154	3,767,152	3,794,622	27,470	101%
Federal Revenue	131,366	378,531	405,258	26,726	107%
Other State Revenues	423,901	487,558	703,116	215,558	144%
Other Local Revenues	84,557	84,557	473,569	389,012	560%
Total Revenue	4,079,978	4,717,799	5,376,565	658,766	114%
Expenditures					
Certificated Salaries	1,643,538	1,696,593	1,758,727	62,134	104%
Classified Salaries	238,666	324,254	301,808	(22,446)	93%
Benefits	797,999	699,390	649,315	(50,075)	93%
Books and Supplies	69,315	132,093	92,785	(39,308)	70%
Services and Operating Exp.	1,310,399	1,509,738	1,586,996	77,258	105%
Depreciation & Cap Outlay	20,000	45,000	55,006	10,006	122%
Other Outflows	-	3,500	3,543	43	101%
Total Expenditures	4,079,917	4,410,568	4,448,181	37,612	101%
Net Revenues	61	307,230	928,384	621,154	
Fund Balance					
Beginning Balance (Audited)			291,398		
Net Revenues			928,384		
Ending Fund Balance			1,219,782		
Components of Fund Bal.					
Available For Econ. Uncert.			979,577	22.0% of Expenditures	
Restricted Balances (Est.)			5,531	0.1% of Expenditures	
Net Fixed Assets			234,674	5.3% of Expenditures	
Ending Fund Balance			1,219,782	27.4% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA SD	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	447,825	712,133	554,611	(157,522)	157,522
8012 EPA Entitlement	88,602	88,602	84,240	(4,362)	4,362
8019 Prior Year Adjustments	-	-	194,326	194,326	(194,326)
8096 InLieuPropTaxes	2,903,727	2,966,417	2,961,445	(4,972)	4,972
SUBTOTAL - LCFF Entitlement	3,440,154	3,767,152	3,794,622	27,470	(27,470)

Federal Revenue

8181 SpEd - Revenue	50,773	51,012	58,592	7,580	(7,580)
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	80,593	327,519	346,660	19,141	(19,141)
8295 PY All Other Federal Revenue	-	-	6	6	-
SUBTOTAL - Federal Revenue	131,366	378,531	405,258	26,726	(26,720)

Other State Revenue

8311 SpEd Revenue	228,623	268,575	253,595	(14,980)	14,980
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	6,820	7,469	7,093	(376)	376
8560 StateLotteryRev	95,822	88,159	107,074	18,915	(18,915)
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	92,636	123,356	253,757	130,401	(130,401)
8595 PY AllOthStateRev	92,636	-	81,597	81,597	(81,597)
SUBTOTAL - Other State Revenue	423,901	487,558	703,116	215,558	(215,558)

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	5,636	5,636	3,962	(1,674)	1,674
8690 Prior Year Adj (Local1)	-	-	-	-	-
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
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	-	-	-	-	-
8699 Other Revenue	-	-	441,791	441,791	(441,791)
8980 Misc Revenue (Suspense 2)	-	-	0	0	(0)
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	5,636	5,636	445,753	440,117	(440,117)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA SD		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	-	-	-
8803	Fundraising	78,921	78,921	27,815	(51,106)	51,106
SUBTOTAL - Fundraising & Grants		78,921	78,921	27,815	(51,106)	51,106
TOTAL REVENUE						
		4,079,978	4,717,799	5,376,565	658,766	(658,760)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	1,271,810	1,297,440	1,335,768	38,328	(38,328)
1200	Cert Support	1,271,810	-	-	-	-
1300	Cert Adminis	371,728	399,153	422,959	23,806	(23,806)
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		1,643,538	1,696,593	1,758,727	62,134	(62,134)
Classified Salaries						
2100	Instructional Aides	140,259	140,659	84,316	(56,342)	56,342
2200	Classified Support	-	59,707	64,201	4,494	(4,494)
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	98,407	123,888	153,244	29,356	(29,356)
2900	OtherClassStaff	-	-	47	47	(47)
SUBTOTAL - Classified Salaries		238,666	324,254	301,808	(22,446)	22,446
Employee Benefits						
3101	STRS-Certified	259,210	201,751	251,110	49,359	(49,359)
3102	STRS-Classified	58,360	58,360	31,819	(26,541)	26,541
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	-	59,069	37,751	(21,318)	21,318
3301	OASDI/Med-Cert	29,868	23,354	24,706	1,353	(1,353)
3302	OASDI/Med-Class	22,119	24,826	20,604	(4,221)	4,221
3401	HlthWelfareCert	307,035	294,840	258,418	(36,422)	36,422
3402	HlthWelfareCert	80,680	4,654	-	(4,654)	4,654
3501	UI-Certificated	17,835	1,611	1,150	(461)	461
3502	UI-Classified	2,892	926	-	(926)	926
3601	WorkersCmp-Cert	20,000	30,000	21,586	(8,414)	8,414
3701	Other Retirement-Cert	-	-	-	-	-
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	-	-	-
3990	PY Benes	-	-	2,169	2,169	(2,169)
SUBTOTAL - Employee Benefits		797,999	699,390	649,315	(50,075)	50,075

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA SD		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	-	-	-	-	-
4200	BooksOthRefMats	10,000	7,968	-	(7,968)	7,968
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	15,997	13,064	9,163	(3,902)	3,902
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	5,000	1,675	1,766	91	(91)
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	379	379	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	20,113	23,113	19,966	(3,147)	3,147
4345	NonInstStdntSup	1,500	54,541	52,131	(2,410)	2,410
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	1,500	17,500	8,338	(9,162)	9,162
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	2,500	-	(2,500)	2,500
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	10,473	10,000	-	(10,000)	10,000
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	4,732	1,732	1,043	(689)	689
4990	Prior Year Adj (Mat'ls)	-	-	(0)	(0)	0
4999	Misc Expenditure (Suspense)	-	-	-	-	-
SUBTOTAL - Books and Supplies		69,315	132,093	92,785	(39,308)	39,687

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA SD		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Services & Other Operating Expenses						
5101	CMO Fees	185,456	173,800	173,800	-	-
5205	Conference Fees	-	-	-	-	-
5210	MilesParkTolls	-	1,500	-	(1,500)	1,500
5215	TravConferences	-	-	-	-	-
5220	TraLodging	3,000	1,500	-	(1,500)	1,500
5300	DuesMemberships	4,000	6,506	6,187	(318)	318
5450	Other Insurance	28,000	36,107	46,067	9,960	(9,960)
5500	OpsHousekeeping	-	13,817	27,752	13,936	(13,936)
5510	Gas & Electric	20,000	35,000	36,462	1,462	(1,462)
5610	Rent & Leases	718,878	718,878	808,727	89,849	(89,849)
5620	EquipmentLeases	6,000	13,650	11,091	(2,559)	2,559
5630	Reps&MaintBldng	2,000	1,483	1,574	90	(90)
5800	ProfessServices	39,997	96,023	52,164	(43,859)	43,859
5810	Legal	-	4,000	2,377	(1,624)	1,624
5813	SchPrgAftSchool	92,636	93,006	77,817	(15,188)	15,188
5814	SchPrgAcadComps	-	-	-	-	-
5819	SchIProgs-Other	20,000	4,000	6,851	2,851	(2,851)
5820	Audit & CPA	8,500	8,500	9,375	875	(875)
5825	DMSBusinessSvcs	-	-	-	-	-
5835	Field Trips	44,189	44,189	-	(44,189)	44,189
5836	FieldTrip Trans	-	-	-	-	-
5840	MarkngStdtRecrt	5,000	4,450	2,141	(2,309)	2,309
5850	Oversight Fees	41,458	38,458	44,897	6,439	(6,439)
5857	Payroll Fees	11,000	15,750	15,770	20	(20)
5860	Service Fees	-	500	156	(344)	344
5861	Prior Year Services	-	-	-	-	-
5863	Prof Developmnt	6,985	22,838	93	(22,745)	22,745
5864	Prof Dev-Other	3,000	3,000	-	(3,000)	3,000
5865	Prof Dev - LLM	-	-	-	-	-
5869	SpEd Ctrct Inst	27,000	114,446	202,803	88,357	(88,357)
5870	Livescan	750	750	79	(671)	671
5872	SPED Fees (incl Encroachment)	-	-	-	-	-
5875	Staff Recruiting	-	-	-	-	-
5884	Substitutes	2,000	5,500	5,851	351	(351)
5890	OthSvcsNon-Inst	-	-	4,773	4,773	(4,773)
5900	Communications	2,000	2,000	3,338	1,338	(1,338)
5910	Communications 2	-	-	-	-	-
5920	TelecomInternet	14,000	19,000	17,671	(1,329)	1,329
5930	PostageDelivery	2,000	2,000	2,919	919	(919)
5940	Technology	22,550	29,088	19,263	(9,825)	9,825
5990	Prior Year Adj (Services)	-	-	6,997	6,997	(6,997)
SUBTOTAL - Services & Other Op. Exp.		1,310,399	1,509,738	1,586,996	77,258	(77,258)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA SD	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation					
6100 Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400 EquipFixed	-	-	-	-	-
6900 Depreciation	20,000	45,000	55,006	10,006	(10,006)
SUBTOTAL - Cap. Outlay & Depreciation	20,000	45,000	55,006	10,006	(10,006)
Other Outflows					
7299 Other Outgo	-	-	-	-	-
7310 Indirect Costs	-	-	-	-	-
7438 InterestExpense	-	3,500	3,543	43	(43)
SUBTOTAL - Other Outflows	-	3,500	3,543	43	(43)
TOTAL EXPENSES	4,079,917	4,410,568	4,448,181	37,612	(37,233)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA MERF	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Projected Average Daily Attendance:		-		-	
SUMMARY					
Revenue					
LCFF Entitlement	-	-	-	-	
Federal Revenue	-	-	-	-	
Other State Revenues	-	-	-	-	
Other Local Revenues	4,729,652	5,391,463	5,954,357	562,894	110%
Total Revenue	4,729,652	5,391,463	5,954,357	562,894	110%
Expenditures					
Certificated Salaries	752,584	794,204	731,399	(62,805)	92%
Classified Salaries	1,790,887	1,800,228	2,115,270	315,043	118%
Benefits	1,064,493	1,104,582	804,343	(300,239)	73%
Books and Supplies	3,840	161,595	90,253	(71,342)	56%
Services and Operating Exp.	1,096,885	1,472,360	1,148,306	(324,054)	78%
Depreciation & Cap Outlay	515	1,000	859	(141)	86%
Other Outflows	-	-	2,023	2,023	
Total Expenditures	4,709,204	5,333,969	4,892,454	(441,515)	92%
Net Revenues	20,448	57,495	1,061,903	1,004,409	
Fund Balance					
Beginning Balance (Audited)			1,954,706		
Net Revenues			1,061,903		
Ending Fund Balance			3,016,610		
Components of Fund Bal.					
Available For Econ. Uncert.			2,999,992	61.3% of Expenditures	
Restricted Balances (Est.)			-	0.0% of Expenditures	
Net Fixed Assets			16,618	0.3% of Expenditures	
Ending Fund Balance			3,016,610	61.7% of Expenditures	



2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA MERF	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim

REVENUE DETAIL

LCFF Entitlement

	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	2nd Interim Budget Remaining
8011 State Aid	-	-	-	-	-
8012 EPA Entitlement	-	-	-	-	-
8019 Prior Year Adjustments	-	-	-	-	-
8096 InLieuPropTaxes	-	-	-	-	-
SUBTOTAL - LCFF Entitlement	-	-	-	-	-

Federal Revenue

8181 SpEd - Revenue	-	-	-	-	-
8220 SchLunchFederal	-	-	-	-	-
8290 All Other Federal Revenue	-	-	-	-	-
8295 PY All Other Federal Revenue	-	-	-	-	-
SUBTOTAL - Federal Revenue	-	-	-	-	-

Other State Revenue

8311 SpEd Revenue	-	-	-	-	-
8520 SchoolNtrState	-	-	-	-	-
8550 MandCstReimburs	-	-	-	-	-
8560 StateLotteryRev	-	-	-	-	-
8565 PY StateLotteryRev	-	-	-	-	-
8590 AllOthStateRev	-	-	-	-	-
8595 PY AllOthStateRev	-	-	-	-	-
SUBTOTAL - Other State Revenue	-	-	-	-	-

Local Revenue

8600 Other Local Rev	-	-	-	-	-
8634 StudentLunchFee	-	-	-	-	-
8650 Leases & Rentals	-	-	-	-	-
8660 Interest	-	-	-	-	-
8690 Prior Year Adj (Local1)	-	-	6	6	(6)
8695 Prior Year Adj (Local2)	-	-	-	-	-
8698 OthRev-Suspense	-	-	-	-	-
8701 CMO Fee - MSA-1	777,775	860,375	877,985	17,610	(17,610)
8702 CMO Fee - MSA-2	704,858	794,858	795,674	816	(816)
8703 CMO Fee - MSA-3	777,775	860,526	877,985	17,459	(17,459)
8704 CMO Fee - MSA-4	34,028	37,647	37,648	1	(1)
8705 CMO Fee - MSA-5	475,295	475,295	478,071	2,776	(2,776)
8706 CMO Fee - MSA-6	34,028	37,648	37,648	-	-
8707 CMO Fee - MSA-7	388,887	430,263	438,993	8,730	(8,730)
8708 CMO Fee - MSA-8	777,775	860,525	877,985	17,460	(17,460)
8709 CMO Fee - MSA-SA	573,775	860,526	795,674	(64,852)	64,852
8712 CMO Fee - MSA-SD	185,456	173,800	173,800	-	-
8699 Other Revenue	-	-	552,130	552,130	(552,130)
8980 Misc Revenue (Suspense 2)	-	-	-	-	-
8999 Misc Revenue (Suspense)	-	-	-	-	-
SUBTOTAL - Local Revenue	4,729,652	5,391,463	5,943,599	552,135	(552,135)

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA MERF		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Fundraising & Grants						
8802	Donations - Private	-	-	10,758	10,758	(10,758)
8803	Fundraising	-	-	-	-	-
SUBTOTAL - Fundraising & Grants		-	-	10,758	10,758	(10,758)
TOTAL REVENUE		4,729,652	5,391,463	5,954,357	562,894	(562,894)
EXPENSES						
Certificated Salaries						
1100	TeacherSalaries	-	-	-	-	-
1200	Cert Support	-	-	-	-	-
1300	Cert Adminis	752,584	794,204	731,399	(62,805)	62,805
1900	Cert Other Salaries	-	-	-	-	-
SUBTOTAL - Certificated Salaries		752,584	794,204	731,399	(62,805)	62,805
Classified Salaries						
2100	Instructional Aides	-	-	4,162	4,162	(4,162)
2200	Classified Support	-	-	-	-	-
2300	Classified Admin	-	-	-	-	-
2400	Clerical & Tech	1,225,519	1,225,360	1,719,629	494,270	(494,270)
2900	OtherClassStaff	565,368	574,868	391,479	(183,389)	183,389
SUBTOTAL - Classified Salaries		1,790,887	1,800,228	2,115,270	315,043	(315,043)
Employee Benefits						
3101	STRS-Certified	362,858	362,858	112,549	(250,310)	250,310
3102	STRS-Classified	-	-	100,995	100,995	(100,995)
3201	PERS-Cert	-	-	-	-	-
3202	PERS-Classified	51,220	51,220	40,958	(10,262)	10,262
3301	OASDI/Med-Cert	162,236	162,235	10,424	(151,810)	151,810
3302	OASDI/Med-Class	37,941	37,942	119,747	81,805	(81,805)
3401	HlthWelfareCert	300	300	(2,292)	(2,592)	2,592
3402	HlthWelfareCert	337,286	337,284	314,248	(23,037)	23,037
3501	UI-Certificated	-	-	1,372	1,372	(1,372)
3502	UI-Classified	-	-	8,212	8,212	(8,212)
3601	WorkersCmp-Cert	-	40,092	45,873	5,781	(5,781)
3701	Other Retirement-Cert	112,652	112,651	-	(112,651)	112,651
3901	OthBenes-Cert	-	-	-	-	-
3902	OthBenes-Class	-	-	61,834	61,834	(61,834)
3990	PY Benes	-	-	(9,577)	(9,577)	9,577
SUBTOTAL - Employee Benefits		1,064,493	1,104,582	804,343	(300,239)	300,239

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA MERF		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Books & Supplies						
4100	Text&CoreCurric	-	200	(2,635)	(2,835)	2,835
4200	BooksOthRefMats	-	-	-	-	-
4300	Ins Mats & Sups 2	-	-	-	-	-
4310	Ins Mats & Sups	-	-	180	180	(180)
4315	OthrSupplies	-	-	-	-	-
4320	Office Supplies	-	14,950	5,479	(9,471)	9,471
4325	ProfDevMat&Sups	-	-	-	-	-
4326	Arts&MusicSupps	-	-	-	-	-
4330	Staff Meals & Events	-	-	-	-	-
4335	PE Supplies	-	-	-	-	-
4340	Educat Software	3,840	63,990	60,067	(3,923)	3,923
4345	NonInstStdntSup	-	48,705	8,656	(40,049)	40,049
4346	TeacherSupplies	-	-	-	-	-
4350	Cust. Supplies	-	-	-	-	-
4351	Yearbook	-	-	-	-	-
4390	Uniforms	-	-	-	-	-
4400	NonCapEquip-Gen	-	-	-	-	-
4410	ClssrmFrnEqp<5k	-	-	-	-	-
4430	OfficeFurnEqp<5k	-	-	-	-	-
4440	Computers <\$5k	-	2,500	8,267	5,767	(5,767)
4461	Fixed Asset Susp (Imp)	-	-	-	-	-
4464	Equipment (Pre-Cap)	-	-	-	-	-
4710	Food	-	-	-	-	-
4720	Food:Other Food	-	28,250	15,285	(12,965)	12,965
4990	Prior Year Adj (Mat'ls)	-	3,000	(5,393)	(8,393)	8,393
4999	Misc Expenditure (Suspense)	-	-	347	347	(347)
SUBTOTAL - Books and Supplies		3,840	161,595	90,253	(71,342)	71,342

2020-21 Unaudited Actuals (Actuals through June 30, 2021)	Annual Budget				
MSA MERF	Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Services & Other Operating Expenses					
5101 CMO Fees	-	-	-	-	-
5205 Conference Fees	-	19,000	1,174	(17,826)	17,826
5210 MilesParkTolls	12,800	42,124	3,454	(38,670)	38,670
5215 TravConferences	-	-	-	-	-
5220 TraLodging	-	16,500	25	(16,475)	16,475
5300 DuesMemberships	43,957	43,957	45,127	1,170	(1,170)
5450 Other Insurance	45,500	26,800	2,775	(24,025)	24,025
5500 OpsHousekeeping	11,000	11,000	7,844	(3,156)	3,156
5510 Gas & Electric	-	-	-	-	-
5610 Rent & Leases	194,250	194,250	199,785	5,535	(5,535)
5620 EquipmentLeases	2,300	7,300	(2,554)	(9,854)	9,854
5630 Reps&MaintBldng	500	1,000	-	(1,000)	1,000
5800 ProfessServices	33,000	171,500	131,363	(40,137)	40,137
5810 Legal	20,000	67,325	98,349	31,024	(31,024)
5813 SchPrgAftSchool	-	-	-	-	-
5814 SchPrgAcadComps	-	-	-	-	-
5819 SchlProgs-Other	-	-	-	-	-
5820 Audit & CPA	100,000	100,000	28,181	(71,819)	71,819
5825 DMSBusinessSvcs	545,000	544,200	538,625	(5,575)	5,575
5835 Field Trips	-	-	-	-	-
5836 FieldTrip Trans	-	-	-	-	-
5840 MarkngStdtrcrt	500	9,000	-	(9,000)	9,000
5850 Oversight Fees	-	-	-	-	-
5857 Payroll Fees	12,000	12,000	14,907	2,907	(2,907)
5860 Service Fees	1,000	10,000	-	(10,000)	10,000
5861 Prior Year Services	-	-	-	-	-
5863 Prof Developmnt	-	47,200	4,533	(42,667)	42,667
5864 Prof Dev-Other	1,100	13,500	6,915	(6,585)	6,585
5865 Prof Dev - LLM	-	-	-	-	-
5869 SpEd Ctrct Inst	-	-	-	-	-
5870 Livescan	50	200	-	(200)	200
5872 SPED Fees (incl Encroachment)	-	-	-	-	-
5875 Staff Recruiting	-	4,000	4,212	212	(212)
5884 Substitutes	-	-	(346)	(346)	346
5890 OthSvcsNon-Inst	-	7,500	-	(7,500)	7,500
5900 Communications	-	4,750	3,655	(1,095)	1,095
5910 Communications 2	-	-	-	-	-
5920 TelecomInternet	5,100	10,300	15,850	5,550	(5,550)
5930 PostageDelivery	2,750	5,500	5,360	(140)	140
5940 Technology	66,078	102,454	39,688	(62,766)	62,766
5990 Prior Year Adj (Services)	-	1,000	(617)	(1,617)	1,617
SUBTOTAL - Services & Other Op. Exp.	1,096,885	1,472,360	1,148,306	(324,054)	324,054

2020-21 Unaudited Actuals (Actuals through June 30, 2021)		Annual Budget				
MSA MERF		Adopted July 1 Budget	2nd Interim Budget	Unaudited Actuals	Variance From 2nd Interim	Actuals as % of 2nd Interim
Capital Outlay & Depreciation						
6100	Site Improvement (Pre-Capitalization)	-	-	-	-	-
6400	EquipFixed	-	-	-	-	-
6900	Depreciation	515	1,000	859	(141)	141
SUBTOTAL - Cap. Outlay & Depreciation		515	1,000	859	(141)	141
Other Outflows						
7299	Other Outgo	-	-	-	-	-
7310	Indirect Costs	-	-	-	-	-
7438	InterestExpense	-	-	2,023	2,023	(2,023)
SUBTOTAL - Other Outflows		-	-	2,023	2,023	(2,023)
TOTAL EXPENSES		4,709,204	5,333,969	4,892,454	(441,515)	441,515



QUESTIONS & COMMENTS



Cover Sheet

Approval of Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum

Section: V. Action Items
Item: B. Approval of Updated MPS Health and Safety Policy and
Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum
Purpose: Vote
Submitted by:
Related Material: Updated Health & Safety Policy IIPP Addendum 9.9.2021.pdf



Board Agenda Item #	V B: Action Item
Date:	September 9, 2021
To:	Magnolia Public School - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Derya Hajmeirza, MPS Human Resources Director
RE:	Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum

Proposed Board Motion

I move that the board approve the updated MPS Health & Safety Policy alongside the Injury and Illness Prevention Program (“IIPP”) COVID-19 addendum.

Introduction

- The policy has been updated based on the guidance provided by the Centers for Disease Control and Prevention (“CDC”), the California Department of Public Health (“CDPH”), and several county public health officials. The policy is intended for organization-wide implementation at each facility that will be operated by MPS.

Background

- The board had approved the IIPP COVID-19 addendum and the MPS health and safety policy during the August 2020, and September 2020, February, March, April, May, July, and August 2021 board meetings. In accordance with the most updated health orders, the Home Office COVID-19 Response Team updated the policy.

Analysis (If applicable)

- This policy is provided and updated by Young, Minney & Corr, LLP and conform to the standards and practices in the latest guidance (i.e., CDPH and Cal-OSHA).

MPS Health and Safety Policy for COVID-19 updates are as follows:

- COVID-19 testing and reporting:
 - MSA-Santa Ana
 - All students must test for COVID-19 at least once per week. However, students who are fully vaccinated against COVID-19 and provide with the proof of vaccination may forego such testing.
- Exposure Management Policy: In the event of one or more confirmed COVID-19 case(s),
 - Close contacts and quarantine:
 - Fully vaccinated students at MSA-2, 3, 4, 6, and 8: Students who come into close contact with an individual with a confirmed case may continue to attend school and do not need to quarantine so long as the student self-monitors for symptoms for 14 days, doesn’t display any symptoms, and continue to test with the weekly mobile testing team.
 - Unvaccinated students at MSA-2, 3, 4, 6, and 8 who come into close contact with an individual who test positive for COVID-19 will complete a ten-day quarantine and return on day eleven if they remain asymptomatic for the duration of the quarantine.
 - Students undergoing quarantine who get tested for COVID-19 after the fifth day from exposure to the confirmed case may return to school on day 8 once

proof of a negative test is submitted through the Daily Pass system, but the student must continue to self-monitor for symptoms through day 14 from exposure. The student will be cleared to return to school through the Daily Pass system.

- Extracurricular Activities:
 - All MSA campuses will operate and supervise extracurricular activities in compliance with the latest California Department of Public Health K-12 guidance and any other relevant state or county guidance on sports and extracurricular activities.
 - All indoor sports must be played with masks on, unless doing so is recognized as unsafe by a well-recognized health authority.
 - Music classes that involve instruments where a face must be removed to play should observe one of the following precautions:
 - Be held outdoors,
 - Use modified face coverings and bell coverings when playing brass instruments, and maintain six feet of physical distancing, or
 - Conduct weekly testing of all participants regardless of vaccination status. The deadline to meet this requirement is September 27, 2021.

Budget Implications: There are no budget implications.

Exhibits (attachments):

- Updated MPS Health and Safety Policy (with redline)Pg. 3
- Updated MPS Health and Safety Policy (without redline)Pg. 40



Updated on 08/18/2021

HEALTH AND SAFETY POLICY FOR COVID-19

It is the policy of Magnolia Public Schools (“Charter School”) to take all reasonable measures to prevent the spread of the novel coronavirus disease (“COVID-19”) among students and staff. In accordance with this policy, the Charter School is temporarily implementing health and safety measures to mitigate the spread of COVID-19 as the Charter School resumes in-person instruction. This policy recognizes that these measures are each designed to provide some protection against COVID-19. While there may be times when one measure may not be feasible, implementing alternative measures can provide additional layers of safety. This Policy includes both mandatory measures (using terms “shall” or “will”) as well as recommended measures intended to guide decisions in light of practical limitations.

This Policy is based on guidance provided by the Centers for Disease Control (“CDC”), the California Department of Education (“CDE”), the California Department of Public Health (“CDPH”), and relevant county public health officials. The Governor and each county public health official is vested with the authority to impose health and safety standards, which may vary by locality in response to different local conditions. The Charter School will, as necessary, consult with their county health officer, or designated staff, who are best positioned to monitor and provide advice on local conditions to individually determine whether more or less stringent measures are necessary to align with the applicable public health orders. The Charter School will fully cooperate with county public health officials regarding the screening, monitoring and documentation that will be required to permit careful scrutiny of health outcomes associated with the return to in-person instruction on Charter School campuses.

This Policy constitutes the COVID-19 Infection Control Plan for each Charter School worksite. Prior to resuming in-person instruction, the Home Office COVID-19 Response Team shall perform a comprehensive risk assessment of all work areas and work tasks in accordance with guidance from CDPH and this Policy. The following staff member(s) is (are) responsible for implementing this Policy at each campus:

250 E. 1st Street Suite 1500, Los Angeles, CA 90012 | www.magnoliapublicschools.org

School Name	Staff Members	Phone Number
Magnolia Science Academy-1	Home Office COVID-19 Response Team	213-628-3634
	MSA-1 Compliance Task Force Team	818-609-0507
Magnolia Science Academy-2	Home Office COVID-19 Response Team	213-628-3634
	MSA-2 Compliance Task Force Team	818-758-0300
Magnolia Science Academy-3	Home Office COVID-19 Response Team	213-628-3634
	MSA-3 Compliance Task Force Team	310-637-3806
Magnolia Science Academy-4	Home Office COVID-19 Response Team	213-628-3634
	MSA-4 Compliance Task Force Team	310-473-2464
Magnolia Science Academy-5	Home Office COVID-19 Response Team	213-628-3634
	MSA-5 Compliance Task Force Team	818-705-5676
Magnolia Science Academy-6	Home Office COVID-19 Response Team	213-628-3634
	MSA-6 Compliance Task Force Team	310-842-8555
Magnolia Science Academy-7	Home Office COVID-19 Response Team	213-628-3634
	MSA-7 Compliance Task Force Team	818-886-0585
Magnolia Science Academy-8	Home Office COVID-19 Response Team	213-628-3634
	MSA-8 Compliance Task Force Team	323-826-3925
Magnolia Science Academy-Santa Ana	Home Office COVID-19 Response Team	213-628-3634

	MSA-SA Compliance Task Force Team	714-479-0115
Magnolia Science Academy-San Diego	Home Office COVID-19 Response Team	213-628-3634
	MSA-SD Compliance Task Force Team	619-644-1300
MPS Home Office	Home Office COVID-19 Response Team	213-628-3634

In addition to in-person instruction, the Charter School will also offer optional independent study as an alternative to in-person instruction in the 2021-22 school year. Independent study will also be made available for students for whom in-person instruction poses a heightened risk of infection.

1. Limited Access to Campus. As school campuses open for fully in-person instruction in the 2021-22 school year, California public health authorities have relaxed restrictions on access to school campuses; however, the ongoing threat of COVID-19 and the public health orders in effect necessitate that the following precautions be maintained:

- The Charter School may limit nonessential visitors' access to the Charter School campus and may limit the number of students and staff with whom they come into contact, based on, among other factors, the current levels of community transmission, the vaccination status of any such visitor, and the relative importance of the visit's purpose.
- The Charter School will exclude from the campus any employee, student, parent, caregiver or visitor who refuses to take or does not pass a Wellness and Temperature Screening.
- All visitors to a Charter School Campus must wear a face mask while inside any Charter School building, vehicle, or other enclosed space. Visitors may wear a face shield with a drape along the bottom if they are unable to wear a mask due to a medical condition, mental health condition, or disability, or if they are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Any parent or guardian picking up a student who has been placed on isolation or quarantine must stay outside campus and the student will be brought to them for dismissal.
- Signage shall be posted at all public entrances to the Charter School warning visitors not to enter if they have COVID-19 symptoms.
- Students excluded from campus on the basis of an elevated temperature or other COVID-19 related symptoms may be provided with Independent Study opportunities to support their academic success to the greatest extent possible during exclusion.

- Students and employees who are well but who have a household member that has been diagnosed with COVID-19 are directed to notify the COVID-19 Compliance Officer, who will consult with other Charter School staff to determine whether the student or staff member can continue coming to school with a modified quarantine in light of current guidance and this Policy.
- Per Cal/OSHA requirements, the Charter School shall exclude staff members who have symptoms consistent with COVID-19 or who have had a close contact with a positive COVID-19 case and are not vaccinated.
- Health and safety standards and procedures shall be applied equally to all users of a public school campus that is subject to a co-location arrangement.
- Implement health screenings of students and staff upon arrival at school (see Section 2).
- To the extent that non-parent visitors are required to enter the Charter School Campus, the School will take the following precautions:
 - Non-parental visitors will be allowed on campus via appointment only.
 - Non-parental visitors must pre-register in a visitor's log, which includes the visitor's name, email address, and phone number.
 - Non-parental visitors will only be allowed to enter specific areas to conduct their business.
 - Visitors to MSA 2, 3, 4, 6, and 8 must complete daily screening questions using LAUSD's Daily Pass or at the entrance to the school.

2. Wellness Checks and Temperature Screenings:

- *COVID-19 Symptoms.* Currently, the CDC has identified the following as potential symptoms of COVID-19:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

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- In-person wellness checks administered under this Policy shall:
 - Confirm that the subject has not experienced COVID-19 symptoms in the prior 48 hours or potentially been exposed to COVID-19, by soliciting the following information:
 - Have you had any one or more of these symptoms today or within the past 48 hours? Are these symptoms new or not explained by another reason?
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Do you live in the same household with, or have you had close contact with, someone who in the past 14 days has been in isolation for COVID-19 or had a test confirming they have the virus? Close contact means being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the person is isolated.
 - If the student, staff, parent, or visitor answers “no” to all questions, he or she may enter the school.
 - If the student, staff, parent, or visitor answers “yes” to any of the questions, he or she may not enter the school. **Employees, parents, and visitors answering “yes” must leave immediately and will be instructed to self-isolate until further instructions are given by the COVID-19 Compliance Officer. Students answering “yes” will be isolated and must leave as soon as pickup can be arranged and then will be instructed likewise.**
 - Students, staff, parents, or, visitors have had close contact with an individual who has tested positive shall return home to self-quarantine as per CDPH and local guidance.
 - However, the Charter School will not exclude such individuals with close contact exposure and not require them to return home or self-isolate if they are both asymptomatic and fully-vaccinated against COVID-19. Should an asymptomatic and fully-vaccinated individual be exposed to COVID-19,

the Charter School reserves the right to request proof of vaccination for COVID-19 before allowing the individual on campus.

- o Students and staff are encouraged to screen themselves for symptoms at home before coming to campus.
 - o Students and staff of MSA 2, 3, 4, 6, and 8 may be subject to further health check procedures as required by LAUSD.
 - o A check in area should be established on campus for health screenings to be performed privately and with enough space to allow physical distancing.
- *Campus Screening Logistics:*
 - o Each employee and visitor to the school site shall be screened for COVID-19 symptoms before entering the school site.
 - o Temperature and wellness screenings will be performed by a trained school employee at all Charter School Campuses to the extent feasible.

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3. COVID-19 Compliance Task Force and Compliance Officer. State and local health orders require that schools designate a task force and liaison to be responsible for receiving and sharing information on COVID-19 policies, positive cases, and exposures. The Charter School shall comply with these requirements by implementing the following measures:

- The Charter School will comply with and implement the “COVID-19 Exposure Management Plan Guidance in TK-12 Schools,” promulgated by the Los Angeles County Department of Public Health (“LAC DPH”). If the LAC DPH Exposure Management Plan is updated such that this Policy becomes materially inconsistent with it, the Charter School will follow the current Exposure Management Plan.
- The Charter School will establish a Compliance Task Force. The Compliance Task Force is responsible for establishing and enforcing all COVID-19 safety protocols, as well as ensuring all Charter School students and staff receive appropriate COVID-19 education. The names and contact information for all Compliance Task Force members are referenced above on pages one and two of this policy
- The Charter School will designate a “COVID-19 Compliance Officer,” to act as a liaison between the local county public health department and the Charter School, in the event of a COVID-19 cluster or outbreak at the Charter School. The name and contact information for the Charter School’s COVID-19 Compliance Officer is referenced above on pages one and two of this policy.
- The COVID-19 Compliance Officer shall monitor trends in absences and the prevalence of symptoms and illnesses among students and staff on campus to help isolate them promptly, as needed.

- The COVID-19 Compliance Officer shall be the point of contact responsible for sharing information on positive cases and exposures to relevant state and local health departments, as detailed in the Exposure Management Plan section of this Policy.
- The COVID-19 Compliance Officer shall conduct COVID-19 Task Force meetings no less than twice per month to identify areas for improving the enforcement and results of this Policy.

4. COVID-19 Testing and Reporting. Testing, in conjunction with vaccination, face masking, and other safety protocols, is a key factor in preventing COVID-19 infection. In keeping with the recommendations and requirements of state and local health departments, the Charter School shall implement the following testing and reporting procedures:

- When testing students or employees for COVID-19, the Charter School will use Polymerase Chain Reaction ("PCR") testing.
- Testing will be applied on symptomatic¹, response², and asymptomatic³ bases.
- The Charter School's COVID-19 Compliance Officer must be made aware of all positive student and staff test results and shall report those results to local public health officials as required by law.
- Per Cal/OSHA Emergency Temporary Standards, the Charter School will provide testing at no cost to employees during paid time for:
 - Symptomatic unvaccinated employees, regardless of whether there is a known exposure,
 - Unvaccinated employees after an exposure,
 - Vaccinated employees after an exposure if they develop symptoms,
 - Unvaccinated employees in an outbreak (three or more employee cases), or
 - All employees in a major outbreak (20 or more employee cases).
- Testing Required in San Diego County:

¹ Symptomatic testing "is used for individuals with symptoms of COVID-19, either at home or at school."

² Response testing "is used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2."

³ Asymptomatic testing is "used for surveillance, usually at a cadence of every 2 weeks or less frequently, to understand whether schools have higher or lower rates of COVID19 rates than the community, to guide decisions about safety for schools and school administrators, and to inform LHDs about district level in-school rates. Asymptomatic testing can also be used for screening, usually at a higher cadence (weekly or twice weekly) than surveillance testing, to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission."

- o No student testing will be required at MSA-SD at this time due to local transmission rates. However, the Charter School reserves the right to exclude MSA-SD students from campus who are either symptomatic for COVID-19 or who have been exposed to COVID-19, until all time and symptom criteria have been reached, consistent with public health guidance and as stated in this Policy. The Charter School will also continue to monitor local case rates to determine whether any further COVID-19 testing of students is necessary.
- o Consistent with California’s “State Public Health Officer Order of August 11, 2021,” all MSA-SD employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School’s COVID-19 employee vaccination policy.

• Testing Required at Magnolia Science Academy MSA-2, 3, 4, 6, and 8:

- o Beginning August 1, 2021, or upon return to campus, whichever is later, all students and employees will be required to submit to baseline COVID-19 testing before returning to campus.
- o Thereafter, all students and employees will undergo asymptomatic COVID-19 testing weekly, regardless of COVID-19 vaccination status.
- o Individuals vaccinated as part of the vaccination program carried out by the Los Angeles Unified School District do not need to provide proof of vaccination to the District.
- o All students and employees must undergo symptomatic and response testing for COVID-19, as needed

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• Testing Required at MSA-1, 5 and 7:

- o All students must test for COVID-19 at least once per week. However, students who are fully vaccinated against COVID-19 and provide the Charter School with proof of COVID-19 vaccination may forego such testing. Proof of vaccination should be submitted to the Charter School’s office.
- o Consistent with California’s “State Public Health Officer Order of August 11, 2021,” all MSA-1, 5 and 7 employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School’s COVID-19 employee vaccination policy.

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• Testing Required at MSA-SA:

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- o All students must test for COVID-19 at least once per week. However, students who are fully vaccinated against COVID-19 and provide the Charter School with proof of COVID-19 vaccination may forego such testing. Proof of vaccination should be submitted to the Charter School's office.
 - o Consistent with California's "State Public Health Officer Order of August 11, 2021," all MSA-SA employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School's COVID-19 employee vaccination policy.
- When testing students or employees for COVID-19, the Charter School will require PCR testing.
 - Additional levels of employee and student COVID-19 testing may be implemented in response to local disease trends, an outbreak, as determined by the Home Office COVID-19 Response Team, where required by Cal/OSHA regulations, or where otherwise required by law or public health guidance. The Charter School reserves the right to require employees undergo additional frequencies of COVID-19 testing, consistent with applicable authority, and directives from public health authorities as well as the School's authorizer, regardless of an employee's COVID-19 vaccination status.
 - Consistent with Cal/OSHA regulations and applicable law, the School must impose different health and safety requirements depending on an employee's COVID-19 vaccination status. Cal/OSHA defines an individual as fully vaccinated when "the employer has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine. Vaccines must be FDA approved; have an emergency use authorization from the FDA; or, for persons fully vaccinated outside the United States, be listed for emergency use by the World Health Organization (WHO)." As a result, to forego any potential COVID-19 health and safety restrictions, such as exclusion/quarantine periods, some COVID-19 testing and other directives, employees must provide the Charter School with proof of COVID-19 vaccination or complete a COVID-19 vaccination status attestation. Employees who are either unvaccinated or who decline to provide the Charter School with proof of COVID-19 vaccination or attest to their COVID-19 vaccination status will be considered unvaccinated, and must comply with all health and safety directives, as stated in this Policy.
 - For staff and student-wide testing, all staff and students shall be tested, except any staff and students who have no contact with others and do not report to campus.
 - The Charter School can cause tests to be provided at any one of its campuses, or have staff get tested at any local testing site or by their health insurance provider, which must cover the cost.

Deleted: <#>No student testing will be required at MSA-SA at this time due to local transmission rates. However, the Charter School reserves the right to exclude MSA-SA students from campus who are either symptomatic for COVID-19 or who have been exposed to COVID-19, until all time and symptom criteria have been reached, consistent with public health guidance and as stated in this Policy. The Charter School will also continue to monitor local case rates to determine whether any further COVID-19 testing of students is necessary.

- If county-provided testing is not available, then private labs and health insurance providers may be used, and the cost of testing must be covered by the health insurance provider under an emergency state regulation.
- The Charter School’s liaison must be made aware of the student and staff test results and report those results to local public health officials.
- Student consent for testing:
 - For Charter School Students aged 12 and under, the Charter School will require parental consent for COVID-19 testing.
 - Pursuant to California Family Code Section §6926 and CDPH guidance, Charter School Students aged 13 to 17 may consent to COVID-19 testing on their own.
 - Charter School students aged 18 and older do not need parental consent for COVID-19 testing.
- Students who refuse to participate in the COVID-19 testing program or to report the test results to the Charter School, where such testing is required, will not be allowed to return to in-person instruction or otherwise enter the Charter School Campus. Both the testing and the reporting are required under applicable public health guidance and legal authority.
- For staff who refuse to participate in the COVID-19 testing program or to report the test results to the Charter School, where such testing is required, the Charter School reserves the right to discipline an employee for such non-compliance, up to and including termination from at-will employment.
- Consistent with applicable law, the Charter School will consider accommodations from mandatory testing for medical reasons and any other lawfully recognized reason. Employees or students and/or parents/guardians who wish to request an accommodation for themselves or their child can contact the Charter School. The Charter School cannot guarantee the availability of particular accommodation and will process all requests for accommodation consistent with MPS policies and applicable law.
- The Charter School must maintain confidentiality of test results, other than reporting the results to local public health officials. All medical information about any employee must be stored separately from the employee’s personnel file in order to limit access to this confidential information. The Charter School should have a separate confidential medical file for each employee where the Charter School can store all of that employee’s medical information. Medical information includes COVID-19 test results, an employee's statement via any symptom screening that they have symptoms or COVID-19, medical certifications showing the employee needs time off due to COVID-19, etc. For students, the Charter School will take similar precautions to safeguard the students’ privacy and confidentiality, consistent with FERPA and all relevant legal requirements.

- All volunteers, contractors, vendors and other adults supporting Charter School functions on any MPS campus must comply with applicable COVID-19 testing requirements, as stated in the COVID-19 Vaccination Policy.
- In the event of a positive test result of a student or family member:
 - The Charter School requires that parents/guardians notify school administration immediately if the student tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19.
 - Upon receiving notification that staff or a student has tested positive for COVID-19 or been in close contact with a COVID-19 case, the Charter School will take actions as required in Section 5 below.

5. Exposure Management Policy. Preventing and minimizing the spread of COVID-19 within the Charter School Community requires a sound policy for managing exposure to infected individuals. The Charter School will follow the exposure management provisions of the “COVID-19 Exposure Management Plan Guidance in TK-12 Schools,” promulgated by the LAC DPH as well as “COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year” promulgated by the CDPH. In the event that this protocol is updated so that it materially conflicts with the measures laid out in this Policy, the Charter School will follow the updated protocol; otherwise, the following measures shall be followed:

- Per AB 86 and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department. The COVID-19 Compliance Officer shall report every positive COVID-19 case to the appropriate county authority.
- Potential Exposure: In the event of notice of potential exposure,⁴ with regards to its employees, the Charter School will follow all steps set forth in its Injury and Illness Prevention Program COVID-19 Addendum.
- In the event of a suspected COVID-19 case:
 - The Charter School will identify an isolation room and quarantine room and/or outdoor areas to separate anyone who exhibits COVID-19 symptoms or who is determined to have come into close contact with a confirmed case. The isolation and quarantine rooms shall be separate rooms.

⁴ Notice of potential exposure means any of the following: (a) notification from a public health official or licensed medical provider that an employee was exposed to a qualifying individual at the worksite; (b) notification from an employee, or their emergency contact, that the employee is a qualifying individual; (c) notification through the Charter School’s testing protocol that the employee is a qualifying individual; or (d) notification from a subcontracted employer that a qualifying individual was on the school site. (Labor Code § 6409.6, subd. (d)(3).)

- Isolation of students and employees exhibiting symptoms of COVID-19 will occur without regard to vaccination and/or recent testing status.
- Any students or staff exhibiting symptoms should immediately be required to wear a face covering and wait in **the** separate isolation area until they can be transported home or to a healthcare facility, as soon as practicable. For serious illness, call 9-1-1 without delay.
- Students in the isolation and quarantine areas will be monitored by a staff member.
- Parents/guardians will be required to pick up their students within one hour. Parents/guardians should take the student to get a PCR COVID-19 test immediately and, if a student of MSA- 2, 3, 4, 6, or 8, should upload the test result to the LAUSD Daily Pass system or otherwise provide a copy to the school.
- A log will be kept of all persons entering the isolation and quarantine areas.
- Students will be grouped by stable group or class when possible in the quarantine area.
- Physical distancing of six feet or greater will be maintained in the isolation and quarantine areas.
- Symptomatic individuals who test negative for COVID-19 can return 24 hours after resolution of fever (if any) and improvement in symptoms.
 - Documentation of a negative test result should be provided to school administrators.
 - In lieu of a negative test result, students and staff may return to work with a medical note by a physician that provides alternative explanation for symptoms and reason for not ordering COVID-19 testing.
 - Symptomatic individuals who neither test for COVID-19 nor consult with a medical professional must isolate at home until fever free for 24 hours, improved symptoms, and 10 days from symptom onset.
- In the event of one or more confirmed COVID-19 case(s) the Charter School will follow the CDPH and local public health guidance, including implementation of the following practices:
 - The Charter School will provide notifications to the local public health department of any known case of COVID-19 among any student or employee who was present on a Charter School campus within the 14 days preceding COVID-19 symptoms, or 10 days before a positive test result.
 - Notifications will be provided by the Home Office COVID-19 Response Team depending on the county where the school is located.
 - For Los Angeles campuses: The COVID-19 Compliance Officer will instruct the individual who tested positive to follow the LACDPH COVID-19 Home Isolation instructions and will inform the positive case that LACDPH will contact them directly to collect additional information and to issue a Health Officer Order to quarantine.

- All students and staff of MSA- 2, 3, 4, 6, and 8 campuses will be contacted by the LAUSD Community Engagement team to be instructed on isolation and to provide further information.
- The notification to the local public health department must include:
 - 1) The full name, address, telephone number, and date of birth of the individual who tested positive;
 - 2) The date the individual tested positive, the school(s) at which the individual was present on-site within the 10 days preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
 - 3) The full name, address, and telephone number of the person making the report.
 - For San Diego Charter School locations, the public health department should be notified either via phone at (888) 950-9905, or online at www.coronavirus-sd.com. The notification should list the following information: 1) The name of the person reporting, 2) the Charter School name and district, 3) the Charter School address, 4) your position at the Charter School. For the individual diagnosed with COVID-19, the notification should list the individual's: 1) Name, 2) date of birth, 3) contact information (phone number and email), 4) the individual's last date on the Charter School campus, and 5) any additionally relevant comments.
 - For Los Angeles County Charter School locations: The Charter School will contact the LAC DPH as consistent with its "Protocol for COVID-19 Exposure Management Plan in K-12 Schools,"⁵ and either by:
 - 1) Using the LACDPH reporting portal, or:
 - <http://www.redcap.link/lacdph.educationsector.covidreport>
 - 2) Downloading and completing the COVID-19 Case and Contact Line List for the Education Sector and sending it to ACDC-Education@ph.lacounty.gov.
 - For Orange County Charter School locations: Contact the Orange County Public Health Department via phone at 714-834-8180, or via email at epi@ochca.com.
- Notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.

⁵This document may be found at:

http://publichealth.lacounty.gov/media/Coronavirus/docs/protocols/ExposureManagementPlan_K12Schools.pdf

- Close off areas used by any sick person and do not use before cleaning and disinfection.
- Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection.
- Update protocols as needed to prevent further cases in accordance with CDPH Guidelines (“Responding to COVID-19 in the Workplace”).
- Implement communication plans for exposure at school and potential school closures in the event of an outbreak or other necessary circumstances, to include outreach to students, parents, teachers, staff and the community.
- Include information for staff regarding labor laws, California Supplemental Paid Sick Leave, emergency paid sick leave and extended family and medical leave pursuant to the FFCRA, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools.
- Maintain regular communications with the local public health department.
- Recommend testing for all students and employees in close contact with the confirmed COVID-19 case, consistent with recommendations from the CDPH and local public health departments.
- For all settings: Provide information regarding close contacts to the county public health department via secure fax or email.
- If the school site must be closed for in-person instruction, develop a contingency plan for continuity of education using independent study. Independent study shall include all of the following:
 - Confirmation or provision of access for all students to connectivity and devices adequate to participate in the educational program and complete assigned work;
 - Content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction;
 - Academic and other supports designed to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with exceptional needs, students in foster care or experiencing homelessness, and students requiring mental health supports;
 - Special education, related services, and any other services required by a student’s individualized education program, with accommodations necessary to ensure that individualized education program can be executed in an independent study learning environment;
 - Designated and integrated instruction in English language development for English learners, including assessment of English language proficiency, support

to access curriculum, the ability to reclassify as fully English proficient, and, as applicable, support for dual language learning;

- Providing synchronous instruction as required by law.
 - “Synchronous instruction” means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.
 - For TK/K-3 opportunities must occur daily.
 - For 4-8 opportunities must occur weekly along with daily live interaction.
 - For 9-12 opportunities must occur weekly.
 - Can be classroom style, designated small group, or one-on-one.
 - The “teacher of record for that pupil” pursuant to Section 51747.5 is the assigned supervising teacher who must be an employee. There is not more than one supervising teacher.
- Charter School will document each pupil’s participation in synchronous instruction.
- Continuing to provide school meals.
- Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
- If the COVID-19 case was present on the Charter School campus, the individual must be excluded from campus for at least 10 days from COVID-19 symptom onset, or if asymptomatic, 10 days from the date the specimen was collected for the positive COVID-19 test.
- In the event of a cluster (three or more cases within 14 days), the Charter School will contact local county public health officials, as necessary, and work closely with such officials to determine whether the cluster is an outbreak, requiring outbreak response.⁶
- In the event of an outbreak or cluster at a Charter School:

⁶ In the event of a “cluster,” Los Angeles County Charter Schools must specifically report such information to the LAC DPH at LADPH at ACDC-Education@ph.lacounty.gov or by calling (888) 397-3993.

- The Charter School CTF and COVID-19 Compliance Officer will work closely with local county public health officials, timely provide all required information, and otherwise comply with all CDPH and local guidance regarding outbreaks.⁷
- The Charter School will notify students, families, employees, and stakeholders that the Charter School and local public health department are investigating a cluster and/or outbreak. The notice will encourage all stakeholders to follow public health recommendations.
- The Charter School will additionally notify all stakeholders if the school is to be closed for 14 days due to widespread and/or ongoing transmission of COVID-19 at the school or in the general community.
- The Charter School will identify absenteeism among those in affected classes and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the case's infectious period.
- Limit visitors to the affected Charter School campus, except for those that are essential to the Charter School's mission. Law Enforcement Personnel (Sheriff and Police), Fire, Medical, Emergency, or government employees who are responding to, working at, or inspecting the facility will be allowed to access the Charter School campus.
- Discontinue all non-essential in-person group activities at the Charter School Campus during the outbreak.
- Identify absenteeism among affected classes and contact those absentees to screen for COVID-19 symptoms.
- Close Contacts and Quarantine
 - A "Close Contact" is spending more than fifteen minutes over a 24 hour period within 6 feet of an infected person or, in Los Angeles County, having had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment).
 - "Fully vaccinated" refers to those who have received either a single dose vaccine or the second dose of a two-dose vaccine over two weeks ago.

⁷ In the event of an outbreak, all Charter School locations will comply with guidance titled "Management of Outbreaks of COVID-19," issued by the LAC DPH. This protocol can be found at: http://publichealth.lacounty.gov/media/Coronavirus/docs/education/EMPSupplement_K12Schools.pdf. In the event that other state or local guidance provides more stringent outbreak protocol, the Charter School will comply with such protocol.

- *Quarantine rules for fully vaccinated students at MSA 1, 5, 7, and Santa Ana, and San Diego.* Fully vaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 may continue to attend school and do not need to quarantine so long as the student **self-monitors for symptoms for 14 days and does not display symptoms of COVID-19.** It is still recommended that these students get tested.
- *Quarantine rules for fully vaccinated students at MSA 2, 3, 4, 6, and 8.* Fully vaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 may continue to attend school and do not need to quarantine so long as the student **self-monitors for symptoms for 14 days, does not display symptoms of COVID-19, and continues to test with the weekly mobile testing team.**
- *Quarantine rules for unvaccinated students at MSA- 1, 5, 7, and Santa Ana, and San Diego.*
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 while both parties were wearing masks, may continue to attend school during a modified 10-day quarantine, so long as they i) do not show symptoms of COVID-19, ii) continue to appropriately mask, iii) undergo at least twice weekly testing during the ten day quarantine, and iv) continue to quarantine from all extracurricular activities including sports and activities within the community setting.
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 while either the student or infected individual was not wearing a mask, must quarantine away from school until i) ten days following the date of last exposure, or ii) seven days after the date of last exposure if a COVID-19 test performed after the fifth day is negative. This applies only if the student i) remains asymptomatic, ii) continues daily self-monitoring for symptoms for 14 days from exposure, and iii) continues wearing a mask, avoiding crowds, and washing hands for 14 days from exposure.
 - If any symptoms develop during the 14-day period after exposure, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.
- *Quarantine rules for unvaccinated students at MSA 2, 3, 4, 6, and 8.*
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 will complete a ten day quarantine and return on day eleven if they remain asymptomatic for the duration of quarantine.

Deleted: <#>LAUSD Strict Quarantine rules for students and staff at MSA- 2, 3, 4, 6 and 8. Students and staff who come into close contact with an individual with a confirmed case of COVID-19 must quarantine whether vaccinated or not. These individuals will be asked to test on Day 5 from exposure to the confirmed case. If this test is negative and they remain asymptomatic, then the LAUSD Community Engagement team may clear them to return on Day 8. If the test is positive, they will need to follow isolation procedures for a positive COVID-19 case. If the close contact individual in this scenario does not take a COVID-19 test on Day 5, they will need to quarantine for at least 10 days from the date of last exposure to the confirmed case. If the individual close contact is not fully vaccinated, they must quarantine for the full 10 days following exposure to the confirmed case regardless of the COVID-19 test result.

LAUSD Strict Quarantine rules (cont'd). If a student or staff member has had close contact with someone who is an unconfirmed symptomatic case of COVID-19, they may remain on campus or the worksite. If the symptomatic case subsequently tests positive for COVID-19, then the close contacts, who had contact with the confirmed case during the infectious period, must quarantine immediately and test at Day 5 from the date of contact. If the symptomatic case tests negative, a copy of the negative COVID-19 PCR test or medical clearance must be provided. LAUSD Community Engagement will notify the close contact when they are cleared to return.

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- Students undergoing quarantine who get tested for COVID-19 after the fifth day from exposure to the confirmed case may return to school on day 8 once proof of a negative test is submitted through the Daily Pass system, but the student must continue to self-monitor for symptoms through day 14 from exposure. The student will be cleared to return to school through the Daily Pass system.
- Students at MSA 2, 3, 4, 6, and 8 who complete their quarantine period will be cleared to return to school via the Daily Pass system.
- All asymptomatic close contacts that have quarantined due to potential exposure will be able to test at any COVID-19 test site or with a mobile testing team, so long as they remain asymptomatic.
- Unvaccinated students and employees who have recovered from laboratory-confirmed COVID-19 within the last 90 days and are close contacts to a confirmed case are not required to quarantine or test for COVID-19 following exposure unless they develop new onset symptoms.

o Quarantine rules for all employees are stated in the COVID-19 Injury and Illness Prevention Program (“IIPP”) addendum.

- For individuals who test positive for COVID-19:
 - o Checking for false positives on Los Angeles Unified School District Sites only (MSA-2, 3, 4, 6 and 8):
 - To reduce unnecessary anxiety and isolation/quarantine of students and staff, the Charter School shall re-test asymptomatic individuals who have tested positive for COVID-19 as required by the Los Angeles Unified School District.
 - If an individual (student or staff) receives a positive test result, the Los Angeles Unified School District Community Engagement Team will contact the individual to conduct an interview and confirm whether he or she has symptoms consistent with COVID-19.
 - *Symptomatic Positive Case.* If the individual is determined to be symptomatic, has a known exposure to a positive case, and/or is in a high prevalence setting (i.e., a campus with more than one active case), the Los Angeles Unified School District Community Engagement Team will direct the individual to isolate for 10 days and quarantine all close contacts per Los Angeles County Department of Public Health guidelines.
 - *Asymptomatic Positive Case.* If the individual is determined to be asymptomatic, has no known exposure, and is in a low prevalence setting (i.e., a campus with more than one active case), the individual will be asked to

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Deleted: <#>Employees at MSA 2, 3, 4, 6, and 8 must be cleared by Los Angeles Unified School District’s Community Engagement team before returning to work from quarantine.*

- isolate, and all close contacts will be asked to quarantine. The individual will be directed to re-test within 48 hours of the positive sample collection.
- If the confirmatory test returns a negative result, the Los Angeles County Department of Public Health will approve the false positive request and report it to the State of California. The individual is thereafter released from isolation and all close contacts are released from quarantine. The Los Angeles Unified School District Community Engagement Team will then deactivate the positive case and be permitted to access District sites again.
 - If the confirmatory test returns a positive result, the Los Angeles Unified School District Community Engagement Team will direct the individual to isolate for the minimum of 10 days and all close contacts will continue to quarantine per Los Angeles County Department of Public Health guidelines. The individual will not be permitted to access district owned sites in the meantime.
- Checking for false positives at all other MSA campuses:
 - If an individual (student or staff) receives a positive test result, the COVID-19 Home Office Response Team will contact the individual to conduct an interview and confirm whether he or she has symptoms consistent with COVID-19.
 - All students and staff who test positive for COVID-19 and are determined to be asymptomatic will be strongly encouraged to re-test within 48 hours of the initial positive sample collection.
 - If the confirmatory test is negative the COVID-19 Home Office Response Team will alert the local public health department to the false positive and will release the individual from isolation and will alert all known close contacts that they may cease quarantining.
 - If the confirmatory test is positive, the individual shall continue to isolate and all close contacts shall continue to quarantine.
 - Persons with COVID-19 who have symptoms may discontinue [self-isolation](#) under the following conditions:
 - At least 10 days have passed since symptom onset; AND
 - At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; AND
 - Other symptoms have improved
 - Persons with COVID-19 who are **asymptomatic** may discontinue isolation under the following conditions:

- At least 10 days have passed since the date of the first positive COVID-19 diagnostic test. If they develop symptoms, then the strategies for discontinuing isolation for symptomatic persons (see above) should be used.
 - The School will comply with Cal/OSHA regulations regarding when employees may return to work after exposure. All employees with close contacts COVID-19 exposure shall be excluded from the Charter School campus until the following criteria have been satisfied:
 - If the employee does not develop any COVID-19 symptoms, the employee may return to work when ten (10) days have passed since the last known close contact exposure.
 - If an employee develops any COVID-19 symptoms, the employee may return after:
 - 1) The employee tested negative for COVID-19 using a polymerase chain reaction (“PCR”) COVID-19 test with specimen taken after the onset of symptoms;
 - 2) At least ten (10) days have passed since the last known close contact; and
 - 3) The person has been symptom-free for at least twenty-four (24) hours, without using fever-reducing medications.
 - Employees with close contacts exposure are not required to be excluded from the Charter School campus after close contact COVID-19 exposure if either of the following apply:
 - 1) The employee was fully vaccinated before the close contact and has not developed any COVID-19 symptoms; or
 - 2) The employee has remained free of COVID-19 symptoms, for ninety (90) days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed COVID-19 symptoms, for ninety (90) days after the first positive test.
- Subsequent School Closure Criteria:
 - Charter School campuses that are open for in-person instruction may subsequently and temporarily close for in-person instruction based on the following criteria:
 - As determined by and in consultation with the local health department
 - After closure, the Charter School may reopen after 14 days, cleaning, disinfection, conclusion of a public health investigation, and local health department consultation.

6. Sanitizing/hygiene materials and practices:

- The Charter School will develop plans and routines to ensure that students and staff wash or sanitize hands frequently, including upon arrival to campus, after using the restroom, after playing outside and returning to the classroom, before and after eating, and after coughing or sneezing.
- Staff will teach and reinforce proper handwashing technique, avoiding contact with one's eyes, nose, and mouth, using a tissue to wipe the nose, and covering coughs and sneezes.
- The Charter School shall make soap, tissues, no-touch trashcans, face coverings, water and paper towels or dryers for hand washing available. Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
- Trash cans will be placed near restroom doors and students and staff will be instructed to use a paper towel to prevent touching the handle with their hands.
- A restroom will need to be dedicated for individuals in the isolation area. This restroom must be cleaned and sanitized before other occupants may use it.
- If handwashing stations near classrooms are not practicable, and to facilitate use by students and staff as needed, the Charter School shall make available fragrance-free alcohol-based hand sanitizer that is at least sixty percent (60%) ethyl alcohol. (Note: frequent handwashing is more effective than the use of hand sanitizers). This hand sanitizer will be made available to both students and staff at all strategic locations throughout the Charter School Campus.
- The Charter School will not use hand sanitizer with isopropyl alcohol as the main ingredient.
- Children under age 9 should only use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.
- Children under age 9 should only use hand sanitizer under adult supervision. Hand sanitizer will also not be left out in the open in classrooms for students under the age of 9.
- The Charter School shall place posters conspicuously that encourage hand hygiene to help stop the spread of COVID-19.
- Employees should visit the CDC's coughing and sneezing etiquette and clean hands webpage for more information.

7. Routine cleaning and disinfecting: The Charter School will maintain a high level of cleanliness throughout the year to help reduce the risk of exposure to and spread of COVID-19 at the school site. In general, cleaning once a day is usually enough to sufficiently remove potential virus that may be on surfaces. Disinfecting (using disinfectants on the [U.S. Environmental Protection Agency COVID-19](#) list) removes any remaining germs on surfaces, which further reduces any risk of spreading infection.

- Custodial staff will perform routine and thorough cleaning once per day, and when students are not present. When cleaning, the space will be aired out before children arrive.
- Routine cleaning practices include, but are not limited to:
 - Using everyday janitorial cleaning supplies and disinfectants for surfaces as floors, tables, desks, counters, sinks, toilets, and other hard-surfaced furniture and equipment;
 - Dusting hard surfaces;
 - Damp wiping of hard surfaces to ensure they are free of debris;
 - Wet mopping of floors;
 - Vacuuming carpets and mats.
- Health Office areas, including the general health office, isolation area, and quarantine area, may require more frequent cleaning and rapid response, as needed.
- Student restrooms will be serviced at least twice a day and will be fully cleaned and disinfected using electrostatic equipment by the night cleaning crew once per day.
- The Charter School will clean and disinfect areas commonly visited by staff no less than once per day during operating hours and implement a schedule for such cleaning and disinfecting. These areas include, but are not limited to: Break rooms, restrooms, lobbies, classrooms, laboratories, nurse's office, counseling and student support areas, staff offices, and cafeterias.
- The Charter School will clean high touch areas in staff breakrooms at least once per day.
- Cleaning and Disinfection after a Confirmed Case on Campus:
 - If an individual confirmed to have COVID-19 was on campus, the Charter School will complete enhanced cleaning and disinfection procedures in the spaces occupied by the confirmed COVID-19 case.
 - Employees completing this cleaning must wear a mask and gloves at all times and will refer to Material Safety Data Sheets or follow the instructions on the chemical labels.
 - When disinfecting, the Charter School will use an EPA-registered disinfectant that is approved for emerging pathogens.
 - Custodians will focus on immediate areas occupied by the confirmed COVID-19 case.
 - Custodians will clean and disinfect:
 - All non-porous surfaces in the ill occupant's space/office, as well as on shared equipment (like tablets, touch screens, keyboards, remote controls) in bathrooms and shared spaces used by the ill person. Cleaning and disinfection will also focus on high-touch surfaces (e.g. desk, table, hardbacked chair, doorknob, light switch, handle, computer, keyboard, mouse, telephones).
 - On porous surfaces (e.g., carpets, chairs) in the confirmed COVID-19 case's space or office, custodians will remove visible contamination, clean with

appropriate cleaners, and disinfect with a liquid/spray indicated for use on the material.

- The space(s) where the confirmed COVID-19 case was present may be reoccupied once these cleaning and disinfection procedures have been completed.
- The Charter School will ensure proper ventilation during all cleaning and disinfecting. Staff are encouraged to introduce fresh outdoor air as much as possible, by opening windows where practicable.
- The Charter School will comply with [CDPH Guidance on Ventilation of Indoor Environments and Ventilation and Filtration to Reduce Long-Range Airborne Transmission of COVID-19 and Other Respiratory Infections: Considerations for Reopened Schools](#) to the greatest extent practicable for each facility.
- All frequently touched surfaces in the workplace, such as chairs, desks, tables, keyboards, telephones, handrails, light switches, sink handles, restroom surfaces and door handles, will be routinely cleaned.
- Staff will be trained as appropriate in the chemical hazards, manufacturer's directions, and Cal/OSHA requirements for safe and correct application of cleaning and disinfectant agents in accordance with the Healthy Schools Act guidance from the California Department of Pesticide Regulation and Cal/OSHA.
- When choosing disinfecting products, the Charter School will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)- approved list "N" and require staff to follow product instructions. **MSA-2, 3, 4, 6, and 8 will use disinfectants from the LAUSD's List of Approved Hand Sanitizers and Disinfectants.**
 - To reduce the risk of asthma and other health effects related to disinfecting, the Charter School will select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program.
 - The Charter School will avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
 - Staff shall follow label directions for appropriate dilution rates and contact times.
 - The Charter School will establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.

Subject to available resources, disposable disinfecting wipes shall be made available so that employees can wipe down commonly used surfaces (e.g., doorknobs, keyboards, remote controls, desks, other work tools and equipment) before each use. Disinfectant wipes and sprays will be kept away from students.

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8. Facility measures: The Charter School will incorporate CDE guidance measures for maintaining a healthy facility, to include some or all of the following:

- Maintenance staff will regularly inspect and test ventilation systems and fans to confirm they operate properly and will increase circulation of outdoor air as much as possible by opening windows and doors and other methods.
- Windows and doors should not be opened if doing so poses a safety or health risk by exacerbating seasonal allergies or asthma symptoms.
 - The Charter School will consider alternatives, such as increased central air filtration (targeted filter rating of at least MERV 13) if opening windows poses a safety or health risk to persons using the facility.
- HVAC systems will be set to maximize indoor/outdoor air exchanges unless outdoor conditions (recent fire, high outdoor temperature, humidity, and pollen levels) make this inappropriate.
- If an HVAC system becomes nonoperational, additional ventilation should be provided with the use of fans or relocating classes until repairs are completed.
- The COVID-19 isolation and quarantine areas should be outdoors when feasible to maximize ventilation and minimize exposures to COVID-19 infection. Under no circumstances should an isolation or quarantine area be in a room without a functioning HVAC system.
- Maintenance staff will ensure that all water systems and features (e.g., drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- Consider installing additional temporary handwashing stations at all school entrances and near classrooms to minimize movement and congregation in bathrooms.
- Consider installing privacy boards or clear screens to increase and enforce separation between staff and students.

9. Physical distancing: The Charter School will incorporate CDPH and CDE guidance with respect to physical distancing between students on campus as much as is feasible, including maximizing physical distance as much as possible while eating (especially indoors), using additional spaces outside of the cafeteria for mealtime seating such as classrooms or the gymnasium can help facilitate distancing, and arrange for eating outdoors as much as feasible.

- In areas where physical distancing is not feasible, clear plastic or solid surface barriers that can be cleaned often may be used.

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- Employees will be encouraged to eat outdoors. They may also eat at their desk or cubicle if these areas are enclosed as a separate room, provide more distance, or include barriers.

10. Extracurricular Activities:

- All extracurricular activities operated by or supervised by school personnel or occurring on a school site, whether or not occurring during school hours, will be undertaken in compliance with this policy and all required public health measures applicable to K-12 schools. This applies to sports, band, chorus, clubs, and other similar activities and organizations. All MSA campuses will operate and supervise extracurricular activities in compliance with the latest California Department of Public Health K-12 guidance and any other relevant state or county guidance on sports and extracurricular activities.
- MSA Los Angeles sports programs will observe all required elements of the most updated version of the Los Angeles County Department of Public Health’s “COVID-19 Exposure Management Plan Guidance, Youth Recreational Sports Programs” and the Los Angeles County Department of Public Health’s “Protocol for Organized Youth Sports: Appendix S” in addition to any future binding guidance applicable to K-12 youth sports programs.
- All indoor sports must be played with masks on, unless doing so is recognized as unsafe by a well-recognized health authority, such as the American Academy of Pediatrics.
- Theater, music, dance, and similar classes and clubs should maintain physical distancing, in addition to the use of face masks where possible.
 - When engaged in activities that could generate respiratory droplets such as enunciating (i.e., theater workshops) or dancing, physical distancing should be increased and activities should be conducted outdoors where possible.
 - Music classes that involve instruments where a face mask must be removed to play should observe one of the following precautions:
 - Be held outdoors.
 - Use modified face coverings and bell coverings when playing wind and brass instruments, and maintain six feet of physical distancing, or Conduct weekly PCR or antigen testing of all participants, regardless of vaccination status, at the latest by September 27, 2021.

11. Use of Face Coverings: The Charter School will follow CDPH, CDE and CDC guidance and state and local health orders on the use of face coverings. All staff are encouraged to review the CDPH and CDC guidance on cloth face coverings; face coverings must be used in accordance with CDPH Guidance and this Policy unless a person is subject to exemption.

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- All students must wear a face mask when indoors at any Charter School Campus building, bus, or other enclosed space, unless exempted from doing so pursuant to the accommodation procedures laid out in this Policy.
- All adults in K-12 school setting, including all teachers, staff, parents, visitors, and outside workers, must wear a mask when in any indoor space shared with students or other staff.
- Face masks are required without regard to vaccination status.
- Face masks are optional when outside.
- Proper use of cloth face coverings will be strictly enforced. The Charter School will exclude from campus anyone who refuses to wear a face mask if not exempted pursuant to this Policy. Students excluded from campus for refusing to wear a mask without a valid exemption will be provided alternative educational opportunities to the greatest extent possible.
- Face masks and face shields may be removed for meals, snacks, naptime, showers, or outdoor recreation, or when needing to be replaced. When any type of face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.
- The Charter School will provide face coverings for students and staff who lose their face coverings or forget to bring them to school.
- Employees should wear a clean face mask to work every day.
- Employees are expected to teach and reinforce proper use of face coverings, and in limited circumstances, face shields.
- The Charter School will post signs regarding the need for, proper use, removal, and washing of face coverings and shall educate students, particularly younger elementary school students, on the rationale and proper use of face coverings.
- When pedagogically necessary, Teachers may use clear plastic face shields with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar) in certain limited situations in the classroom to enable students to see their faces and avoid potential barriers to phonological instruction as long as the wearer maintains physical distance from others to the extent practicable. Staff must return to wearing a face covering outside of the classroom, unless otherwise exempted.
- The Charter School will evaluate any employee's request for accommodation from the Charter School's facial covering policy/requirement pursuant to the MPS Employee Handbook and applicable law for all lawfully recognized accommodations. Employees requesting an accommodation from the facial covering policy/requirement must provide appropriate documentation and contact human resources.

- Per Los Angeles County Department of Health Guidance, employees based in Los Angeles County who are granted exemptions from wearing a mask while indoors must undergo COVID-19 testing at least twice per week, unless the employee provides proof of full vaccination against COVID-19.
- Accommodations for students:
 - Pursuant to CDPH Guidance on the use of face masks, individuals with a medical condition, mental health condition, or disability that prevents wearing a mask are to be accommodated with an exemption from mask wearing. This includes those who are hearing impaired as well as those who communicate with the hearing impaired.
 - If a student cannot wear a mask due to a medical condition, mental health condition, or disability, he or she should wear the next most effective alternative that can be tolerated, such as a transparent face shield with a cloth draping sealing the bottom.
 - Parents/guardians who believe their student may need an accommodation from the Charter School's facial covering policy and requirement should contact the Charter School principal.
 - Upon receipt of appropriate documentation, the Charter School will evaluate requests for accommodation and determine what, if any accommodations the Charter School can provide.
 - Assessment of whether a medical condition, mental health condition, or disability warrants a mask accommodation is a medical determination that must be made by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician. Self-attestation and parental attestation for mask exemptions due to the aforementioned conditions do not constitute medical determinations.
 - Students exempted from wearing a mask or face shield are strongly encouraged to be vaccinated against COVID-19 and to be tested for COVID-19 at least twice a week. If a student is exempt from wearing any type of face covering and is not vaccinated, the Charter School shall implement physical distancing and other isolation measures to the greatest degree feasible.

12. Use of Gloves and Personal Protective Equipment: The Charter School is no longer required by emergency public health orders to require the use of gloves and personal protective equipment. Any employee or student who wishes to wear gloves and/or personal protective equipment beyond the required facial coverings may do so, provided that they dispose of them safely and appropriately and do not wear gloves or personal protective equipment of a type or in a manner

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that interferes with their ability to perform their duties. Upon request, the Charter School will provide gloves, a face mask, protective gown, and a medical grade mask to any employee dealing with sick children, performing cleaning or disinfection, providing instruction to any students with a face mask exemption, or where there is an otherwise heightened likelihood of contact with respiratory secretions or other bodily fluid.

13. Support for Students at Increased Risk of Becoming Infected or Unrecognized Illness.

Pursuant to state and local health guidance, the Charter School has developed the following measures to mitigate the risk of COVID-19 to vulnerable student groups:

- The Home Office COVID-19 Response Team or designee will review student health plans, including 504 Plans, to identify students who may need additional accommodations to minimize potential exposure.
- The Home Office COVID-19 Response Team or designee will develop a process for engaging families for potentially unknown concerns that may need to be accommodated.
- The Charter School will identify additional preparations for classroom and non-classroom environments as needed to ensure the safety of students at increased risk of becoming infected or having unrecognized illness. Persons who might be at increased risk of becoming infected or having unrecognized illness include the following:
 - Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
 - Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
 - Individuals who may not be able to communicate symptoms of illness.
- The Charter School is prepared for opening to provide Free Access to Public Education (“FAPE”) in the least restrictive environment (“LRE”) for each student. All students with disabilities will receive services according to their IEP. In accordance with IDEA, it is critical to reinforce the understanding that students receiving special education services, or 504 accommodations are general education students first. Balancing the educational needs with the health and well-being of students and staff is our top priority.
- Every child and adolescent with a disability is entitled to FAPE and is entitled to special education services based on their individualized education program (IEP). The Charter School continuously review and problem solve to balance safety and service needs. In order to provide the required level of safety, systems, processes and service delivery models have been reviewed. Adherence to social distancing guidelines will be followed as feasible except for instances when the services outlined in a specific IEP call for closer proximity. This will be evaluated on a case-by-case basis. For example, additional provision of PPE supplies to staff

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(gloves, gowns, face shields and Plexiglas dividers) who are required to deliver hand-over-hand instruction or hygiene service needs for students.

- Evaluations and Timelines:
 - All IDEA/ADA compliance timelines will be followed on schedule and in accordance with IDEA/ADA regulations. IEP Team meetings and 504 meetings that were missed due to the March school facility closures will be rescheduled and conducted as soon as possible, if not already conducted. All IEP team meetings and 504 meetings will be conducted virtually until the use of school facilities return to normal operations.
- Services:
 - The IDEA allows for flexibility in determining how to meet the individualized needs of students receiving special education services. State guidelines for the delivery of special education and related services will be implemented while protecting the health and safety of students as well as the individuals providing the services.
 - If a student is unable to access their education in person due to medical or other circumstances, including the inability to wear a face covering, alternative means of delivering these services will be provided.
 - The Charter School will provide appropriate protective equipment relative to the responsibilities of all Support Service Staff and disability needs.
 - All Staff and students will receive training on the appropriate use of PPE and healthy hygiene practices that are proven to mitigate the spread of COVID-19.
- The Charter School will identify additional preparations for classroom and non-classroom environments as needed to ensure the safety of students at increased risk of becoming infected or having unrecognized illness. Persons who might be at increased risk of becoming infected or having unrecognized illness include the following:
 - Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
 - Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
 - Individuals who may not be able to communicate symptoms of illness.

14. COVID-19 Vaccination Policy. The Charter School has adopted the following COVID-19 employee vaccination policy (“Vaccination Policy”). The purpose of this Vaccination Policy is to protect the health, safety, and well-being of all Charter School employees, students, families, and stakeholders to the maximum extent possible, and to facilitate a safe and meaningful return to in-person instruction. The Charter School drafted this policy in compliance with all applicable federal and state laws, including guidance from the Equal Employment Opportunity Commission

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(“EEOC”), Centers for Disease Control and Prevention (“CDC”), the California Department of Public Health (“CDPH”), and local health authorities.

- Pursuant to the California “State Public Health Officer Order of August 11, 2021,” (“Order”) all employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MSA-1, 5, 7, Santa Ana, and San Diego campuses must either provide the School with proof of COVID-19 vaccination status or test for COVID-19 at least once per week. For employees, this directive is a condition of both employment and continued employment.
- Pursuant to the LAUSD’s “COVID-19 Vaccination Requirement for Employees and Other Adults Working at District Facilities” document issued August 13, 2021, all employees, contractors and other adults providing services at any MSA-2, 3, 4, 6, and 8 campuses must be fully vaccinated against COVID-19 no later than October 15, 2021. This directive is a condition of both employment and continued employment.
- Currently, the Charter School strongly encourages all students to get vaccinated for COVID-19 at the earliest available opportunity.
- **Proof of COVID-19 Vaccination:**
 - Consistent with applicable law, the Charter School will only accept the following forms of proof of COVID-19 vaccination:
 - COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided and date last dose administered); OR
 - A photo of a Vaccination Record Card as a separate document; OR
 - A photo of the client's Vaccination Record Card stored on a phone or electronic device; OR
 - Documentation of COVID-19 vaccination from a health care provider; OR
 - Digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type; OR
 - Documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.
 - Any MPS employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MPS campus who either fails to provide proof of COVID-19 or provides proof of vaccination that is not consistent with the above-referenced acceptable forms of proof will be deemed unvaccinated.

- Employees may their submit proof of COVID-19 vaccination to the MPS Human Resources Department.
- The Charter School will securely maintain the confidentiality of employee COVID-19 vaccination data in strict compliance with all applicable legal authority.
- **COVID-19 Employee Testing:**
 - Pursuant to the Order, all MPS employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MSA-1, 5, 7, Santa Ana, and San Diego campuses who are either unvaccinated or incompletely vaccinated must undergo COVID-19 testing at least once per week.
 - Previous history of COVID-19 from which the individual recovered more than ninety (90) days earlier, or a previous positive antibody test for COVID-19, do not waive this requirement for testing.
 - As outlined above, all employees at any MSA-2, 3, 4, 6, and 8 campuses must test for COVID-19 at least once per week, regardless of COVID-19 vaccination status, as directed by the LAUSD.
- **Accommodations:** Employees may request an accommodation from COVID-19 vaccinations and/or COVID-19 testing due to a medical issue or sincerely held religious belief, practice or observance that may prevent an employee from vaccinating or testing for COVID-19. Upon receiving a request for accommodation from COVID-19 testing and/or vaccinations, the Charter School will engage in the interactive process and determine what, if any accommodations can be provided. However, the Charter School may not be required to provide an employee with an accommodation, should it result in a direct threat to health and safety at the School or to the employee or if the accommodation will cause an undue hardship for the School, among other reasons.
- **Compliance Period:**
 - Employees at MSA-1, 5, 7, Santa Ana, and San Diego campuses must submit proof of COVID-19 vaccination to the Charter School before October 15, 2021. Such employees who fail to submit proof of COVID-19 vaccination before this date will be deemed unvaccinated and must be required to test for COVID-19 at least once per week. On or after October 15, 2021, employees to fail to test for COVID-19 will be deemed in non-compliance with this policy, absent an approved, legally recognized accommodation from such testing.
 - Employees at MSA-2, 3, 4, 6, and 8 campuses must submit proof of COVID-19 vaccination to the Charter School before October 15, 2021. Such employees who fail to submit proof of COVID-19 vaccination before this date will be deemed in non-

compliance with this policy, absent an approved, legally recognized accommodation from such testing.

- **Non-Compliance:**

- Any employee deemed to be in non-compliance with this policy may be subject to disciplinary action, up to and including termination from at-will employment.
- The Charter School reserves the right to refuse entry to campus to any volunteer, vendor, contractor other adult supporting Charter School functions, should they fail to comply with the proof of vaccination and testing directives as stated in this Policy.
- All employees who have not yet vaccinated should do so outside of working hours. Employees who demonstrate they are unable to get vaccinated outside working hours may use either COVID-19 Supplemental Paid Sick Leave or accrued sick leave for time spent attending a COVID-19 vaccination appointment. In such cases, employees must consult with their supervisors regarding the best time to be excused to receive the vaccine and are responsible for arranging coverage during their absence to get vaccinated, if applicable.
- Employees who experience symptoms related to a COVID-19 vaccine that prevent the employee from being able to work or telework may be entitled to COVID-19 Supplemental Paid Sick Leave, if available and upon request.
- The Charter School will not discriminate, harass, or retaliate against any employee for receiving the COVID-19 vaccine or for electing not to receive the COVID-19 vaccine. However, the School reserves the right to appropriately discipline an employee for non-compliance with this policy, consistent with applicable law.
- As public health and legal guidance regarding COVID-19 vaccinations evolves, the Charter School reserves the right to revise this Vaccination Policy. Upon any revision to this Vaccination Policy, the Charter School will provide immediate notice in writing to all employees.
- Employee with any questions regarding the Charter School's Vaccination Policy may contact Human Resources Department at hr@magnoliapublicschools.org.

15. Communications to the Charter School Community: The Charter School will keep families, staff, and the community informed, engaged, and in touch as the new school year begins, by implementing the following communications measures:

- The Charter School will engage with families and staff to develop strategies to prepare and respond to the COVID-19 emergency, including guidelines for families about when to keep students home from school and other topics.
- Communications will include a process for engaging families for potentially unknown concerns that may need to be accommodated.

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- Prior to the start of the school year, the Charter School will communicate to staff, students, and parents about new, COVID-19-related protocols, including:
 - Proper use, removal and washing of face coverings.
 - Screening practice.
 - How COVID-19 is spread.
 - COVID-19 specific symptom identification.
 - Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19, including pertinent isolation and quarantine policies.
 - Local community testing sites and options for obtaining COVID-19 testing from private medical providers, including any testing arranged by the Charter School.
 - Guidelines for employees regarding COVID-19 specific symptom identification and when to seek medical attention.
 - Guidelines for families about when to keep students home from school.
 - Systems for self-reporting symptoms.
 - Criteria and plan to close schools again for physical attendance of students.
 - Changes in Charter School extracurricular, academic, and meal programs to help prevent the spread of COVID-19.
 - Contact information at the Charter School for students who may have been exposed to COVID-19.
 - Charter School contact information if a student has COVID-19 symptoms or may have been exposed to COVID-19.
- The Charter School will provide information to parents and guardians regarding this Policy and related guidance, along with the safety measures that will be in place in indoor and outdoor settings with which parents and guardians must comply.
- This Policy will be posted at all public entrances to the Charter School campus.
- The Charter School will develop a communications plan for implementation if the school has a positive COVID-19 case in accordance with CDPH and CDE guidelines.

The MPS CEO/Superintendent is authorized to implement changes or additions to this policy in order to ensure compliance or consistency with new or revised orders or guidance from local, county, state or federal authorities (“Agencies”), to take any and all actions consistent with orders and guidance from the Agencies that is not specifically addressed by this policy, and to ensure compliance with the Charter School’s charter petition. The MPS CEO/Superintendent shall provide the Board with regular updates as to actions taken pursuant to this section.

Appendix

Site Specific Planning Form

This document has been included to align with the Los Angeles Unified School District's ("LAUSD")'s COVID-19 Containment, Response and Control Plan ("Containment Plan"). Pursuant to the LAUSD's Containment Plan, the LAUSD is requiring all Los Angeles Unified schools complete this form, along with the pre-filled versions of the Los Angeles County

Department of Public Health COVID-19 Reopening Protocols for K-12 Schools: Appendices T1 and T2 documents.

School Name: _____

Date Last Revised: _____

School Address: _____

Location Code: _____

School Phone Number: _____

Campus Density

- Approximate Square Footage open: _____
- Maximum Student Capacity: _____
- Maximum Number of Staff with physical distancing: _____
- Total Number of Students Enrolled: _____
- 25% of Total Number of Students Enrolled: _____
- In-person class size is limited to: _____
- The **maximum** number of students & staff permitted on campus at any one time to ensure no more than 25% of total student body and to maximize physical distancing is:

Specialized Services for defined subgroups of children (T1)			
Enter the estimated total number of students that will return per grade (if none, enter 0)			
TK:	3:	5:	9:
K:	4:	6:	10:
1:	5:	7:	11:
2:	6:	8:	12:
Estimated total number of administrators, teachers, and other employees on campus supporting resumption of all permitted in-person services for students: _____			

Services

The [Grab & Go Food Center](#) located closest to this school is at:

- School Name: _____
- Address _____

The [COVID-19 Test Center](#) located closest to this school is at:

- School Name: _____
- Address: _____

School COVID-19 Compliance Task Force

Name	Job Title	Role
	(Principal)	Leader
		COVID-19 Compliance Officer
	(School Administrative Assistant)	Attendance Monitor
	(Plant Manager)	Cleaning/Disinfecting Operations
	(School Nurse)	Exposure Management Advisor
		Health Office Manager
		Data Collection Manager

Health Office Set-up and Staff

Type of Health Office	Indoor vs. Outdoor	Location	Staff Person(s)	Alternate	Runner
General Health Office (Non-COVID)					
Isolation Area (Recommended Outdoors)					

Quarantine Area					
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School Communications

The following information was sent to parents/students prior to the start of in-person services: (check all that apply)	
<input type="checkbox"/> Isolation and quarantine policies as they apply to students who have symptoms or may have been exposed	<input type="checkbox"/> Options for COVID-19 testing if the student or a family member has symptoms – or exposure to COVID-19
<input type="checkbox"/> Changes in school meals to avert risk	<input type="checkbox"/> Required use of face coverings
<input type="checkbox"/> How to conduct a symptom check before students leave home for school	<input type="checkbox"/> Changes in academic and extracurricular programs to avert risk
<input type="checkbox"/> Importance of student compliance with physical distancing and infection control policies	<input type="checkbox"/> Who to contact at the school if students have symptoms or may have been exposed
<input type="checkbox"/> School policies concerning parent visits to school and advisability of contact the school remotely	<input type="checkbox"/> Importance of providing up-to-date emergency contact information, including multiple parent contact options



Updated on 09/02/2021

HEALTH AND SAFETY POLICY FOR COVID-19

It is the policy of Magnolia Public Schools (“Charter School”) to take all reasonable measures to prevent the spread of the novel coronavirus disease (“COVID-19”) among students and staff. In accordance with this policy, the Charter School is temporarily implementing health and safety measures to mitigate the spread of COVID-19 as the Charter School resumes in-person instruction. This policy recognizes that these measures are each designed to provide some protection against COVID-19. While there may be times when one measure may not be feasible, implementing alternative measures can provide additional layers of safety. This Policy includes both mandatory measures (using terms “shall” or “will”) as well as recommended measures intended to guide decisions in light of practical limitations.

This Policy is based on guidance provided by the Centers for Disease Control (“CDC”), the California Department of Education (“CDE”), the California Department of Public Health (“CDPH”), and relevant county public health officials. The Governor and each county public health official is vested with the authority to impose health and safety standards, which may vary by locality in response to different local conditions. The Charter School will, as necessary, consult with their county health officer, or designated staff, who are best positioned to monitor and provide advice on local conditions to individually determine whether more or less stringent measures are necessary to align with the applicable public health orders. The Charter School will fully cooperate with county public health officials regarding the screening, monitoring and documentation that will be required to permit careful scrutiny of health outcomes associated with the return to in-person instruction on Charter School campuses.

This Policy constitutes the COVID-19 Infection Control Plan for each Charter School worksite. Prior to resuming in-person instruction, the Home Office COVID-19 Response Team shall perform a comprehensive risk assessment of all work areas and work tasks in accordance with guidance from CDPH and this Policy. The following staff member(s) is (are) responsible for implementing this Policy at each campus:

School Name	Staff Members	Phone Number
Magnolia Science Academy-1	Home Office COVID-19 Response Team	213-628-3634
	MSA-1 Compliance Task Force Team	818-609-0507
Magnolia Science Academy-2	Home Office COVID-19 Response Team	213-628-3634
	MSA-2 Compliance Task Force Team	818-758-0300
Magnolia Science Academy-3	Home Office COVID-19 Response Team	213-628-3634
	MSA-3 Compliance Task Force Team	310-637-3806
Magnolia Science Academy-4	Home Office COVID-19 Response Team	213-628-3634
	MSA-4 Compliance Task Force Team	310-473-2464
Magnolia Science Academy-5	Home Office COVID-19 Response Team	213-628-3634
	MSA-5 Compliance Task Force Team	818-705-5676
Magnolia Science Academy-6	Home Office COVID-19 Response Team	213-628-3634
	MSA-6 Compliance Task Force Team	310-842-8555
Magnolia Science Academy-7	Home Office COVID-19 Response Team	213-628-3634
	MSA-7 Compliance Task Force Team	818-886-0585
Magnolia Science Academy-8	Home Office COVID-19 Response Team	213-628-3634
	MSA-8 Compliance Task Force Team	323-826-3925
Magnolia Science Academy-Santa Ana	Home Office COVID-19 Response Team	213-628-3634

	MSA-SA Compliance Task Force Team	714-479-0115
Magnolia Science Academy-San Diego	Home Office COVID-19 Response Team	213-628-3634
	MSA-SD Compliance Task Force Team	619-644-1300
MPS Home Office	Home Office COVID-19 Response Team	213-628-3634

In addition to in-person instruction, the Charter School will also offer optional independent study as an alternative to in-person instruction in the 2021-22 school year. Independent study will also be made available for students for whom in-person instruction poses a heightened risk of infection.

1. Limited Access to Campus. As school campuses open for fully in-person instruction in the 2021-22 school year, California public health authorities have relaxed restrictions on access to school campuses; however, the ongoing threat of COVID-19 and the public health orders in effect necessitate that the following precautions be maintained:

- The Charter School may limit nonessential visitors' access to the Charter School campus and may limit the number of students and staff with whom they come into contact, based on, among other factors, the current levels of community transmission, the vaccination status of any such visitor, and the relative importance of the visit's purpose.
- The Charter School will exclude from the campus any employee, student, parent, caregiver or visitor who refuses to take or does not pass a Wellness and Temperature Screening.
- All visitors to a Charter School Campus must wear a face mask while inside any Charter School building, vehicle, or other enclosed space. Visitors may wear a face shield with a drape along the bottom if they are unable to wear a mask due to a medical condition, mental health condition, or disability, or if they are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Any parent or guardian picking up a student who has been placed on isolation or quarantine must stay outside campus and the student will be brought to them for dismissal.
- Signage shall be posted at all public entrances to the Charter School warning visitors not to enter if they have COVID-19 symptoms.
- Students excluded from campus on the basis of an elevated temperature or other COVID-19 related symptoms may be provided with Independent Study opportunities to support their academic success to the greatest extent possible during exclusion.

- Students and employees who are well but who have a household member that has been diagnosed with COVID-19 are directed to notify the COVID-19 Compliance Officer, who will consult with other Charter School staff to determine whether the student or staff member can continue coming to school with a modified quarantine in light of current guidance and this Policy.
- Per Cal/OSHA requirements, the Charter School shall exclude staff members who have symptoms consistent with COVID-19 or who have had a close contact with a positive COVID-19 case and are not vaccinated.
- Health and safety standards and procedures shall be applied equally to all users of a public school campus that is subject to a co-location arrangement.
- Implement health screenings of students and staff upon arrival at school (see Section 2).
- To the extent that non-parent visitors are required to enter the Charter School Campus, the School will take the following precautions:
 - Non-parental visitors will be allowed on campus via appointment only.
 - Non-parental visitors must pre-register in a visitor's log, which includes the visitor's name, email address, and phone number.
 - Non-parental visitors will only be allowed to enter specific areas to conduct their business.
 - Visitors to MSA-2, 3, 4, 6, and 8 must complete daily screening questions using LAUSD's Daily Pass or at the entrance to the school.

2. Wellness Checks and Temperature Screenings:

- *COVID-19 Symptoms.* Currently, the CDC has identified the following as potential symptoms of COVID-19:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

- In-person wellness checks administered under this Policy shall:
 - Confirm that the subject has not experienced COVID-19 symptoms in the prior 48 hours or potentially been exposed to COVID-19, by soliciting the following information:
 - Have you had any one or more of these symptoms today or within the past 48 hours? Are these symptoms new or not explained by another reason?
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Do you live in the same household with, or have you had close contact with, someone who in the past 14 days has been in isolation for COVID-19 or had a test confirming they have the virus? Close contact means being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the person is isolated.
 - If the student, staff, parent, or, visitor answers “no” to all questions, he or she may enter the school.
 - If the student, staff, parent, or visitor answers “yes” to any of the questions, he or she may not enter the school. Employees, parents, and visitors answering “yes” must leave immediately and will be instructed to self-isolate until further instructions are given by the COVID-19 Compliance Officer. Students answering “yes” will be isolated and must leave as soon as pickup can be arranged and then will be instructed likewise.
 - Students, staff, parents, or, visitors have had close contact with an individual who has tested positive shall return home to self-quarantine as per CDPH and local guidance.
 - However, the Charter School will not exclude such individuals with close contact exposure and not require them to return home or self-isolate if they are both asymptomatic and fully-vaccinated against COVID-19. Should an asymptomatic and fully-vaccinated individual be exposed to COVID-19,

the Charter School reserves the right to request proof of vaccination for COVID-19 before allowing the individual on campus.

- Students and staff are encouraged to screen themselves for symptoms at home before coming to campus.
- Students and staff of MSA-2, 3, 4, 6, and 8 may be subject to further health check procedures as required by LAUSD.
- A check in area should be established on campus for health screenings to be performed privately and with enough space to allow physical distancing.
- *Campus Screening Logistics:*
 - Each employee and visitor to the school site shall be screened for COVID-19 symptoms before entering the school site.
 - Temperature and wellness screenings will be performed by a trained school employee at all Charter School Campuses to the extent feasible.

3. COVID-19 Compliance Task Force and Compliance Officer. State and local health orders require that schools designate a task force and liaison to be responsible for receiving and sharing information on COVID-19 policies, positive cases, and exposures. The Charter School shall comply with these requirements by implementing the following measures:

- The Charter School will comply with and implement the “COVID-19 Exposure Management Plan Guidance in TK-12 Schools,” promulgated by the Los Angeles County Department of Public Health (“LAC DPH”). If the LAC DPH Exposure Management Plan is updated such that this Policy becomes materially inconsistent with it, the Charter School will follow the current Exposure Management Plan.
- The Charter School will establish a Compliance Task Force. The Compliance Task Force is responsible for establishing and enforcing all COVID-19 safety protocols, as well as ensuring all Charter School students and staff receive appropriate COVID-19 education. The names and contact information for all Compliance Task Force members are referenced above on pages one and two of this policy
- The Charter School will designate a “COVID-19 Compliance Officer,” to act as a liaison between the local county public health department and the Charter School, in the event of a COVID-19 cluster or outbreak at the Charter School. The name and contact information for the Charter School’s COVID-19 Compliance Officer is referenced above on pages one and two of this policy.
- The COVID-19 Compliance Officer shall monitor trends in absences and the prevalence of symptoms and illnesses among students and staff on campus to help isolate them promptly, as needed.

- The COVID-19 Compliance Officer shall be the point of contact responsible for sharing information on positive cases and exposures to relevant state and local health departments, as detailed in the Exposure Management Plan section of this Policy.
- The COVID-19 Compliance Officer shall conduct COVID-19 Task Force meetings no less than twice per month to identify areas for improving the enforcement and results of this Policy.

4. COVID-19 Testing and Reporting. Testing, in conjunction with vaccination, face masking, and other safety protocols, is a key factor in preventing COVID-19 infection. In keeping with the recommendations and requirements of state and local health departments, the Charter School shall implement the following testing and reporting procedures:

- When testing students or employees for COVID-19, the Charter School will use Polymerase Chain Reaction ("PCR") testing.
- Testing will be applied on symptomatic¹, response², and asymptomatic³ bases.
- The Charter School's COVID-19 Compliance Officer must be made aware of all positive student and staff test results and shall report those results to local public health officials as required by law.
- Per Cal/OSHA Emergency Temporary Standards, the Charter School will provide testing at no cost to employees during paid time for:
 - Symptomatic unvaccinated employees, regardless of whether there is a known exposure,
 - Unvaccinated employees after an exposure,
 - Vaccinated employees after an exposure if they develop symptoms,
 - Unvaccinated employees in an outbreak (three or more employee cases), or
 - All employees in a major outbreak (20 or more employee cases).
- Testing Required in San Diego County:

¹ Symptomatic testing "is used for individuals with symptoms of COVID-19, either at home or at school."

² Response testing "is used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2."

³ Asymptomatic testing is "used for surveillance, usually at a cadence of every 2 weeks or less frequently, to understand whether schools have higher or lower rates of COVID19 rates than the community, to guide decisions about safety for schools and school administrators, and to inform LHDs about district level in-school rates. Asymptomatic testing can also be used for screening, usually at a higher cadence (weekly or twice weekly) than surveillance testing, to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission."

- No student testing will be required at MSA-SD at this time due to local transmission rates. However, the Charter School reserves the right to exclude MSA-SD students from campus who are either symptomatic for COVID-19 or who have been exposed to COVID-19, until all time and symptom criteria have been reached, consistent with public health guidance and as stated in this Policy. The Charter School will also continue to monitor local case rates to determine whether any further COVID-19 testing of students is necessary.
- Consistent with California’s “State Public Health Officer Order of August 11, 2021,” all MSA-SD employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School’s COVID-19 employee vaccination policy.
- Testing Required at Magnolia Science Academy MSA- 2, 3, 4, 6, and 8:
 - Beginning August 1, 2021, or upon return to campus, whichever is later, all students and employees will be required to submit to baseline COVID-19 testing before returning to campus.
 - Thereafter, all students and employees will undergo asymptomatic COVID-19 testing weekly, regardless of COVID-19 vaccination status.
 - Individuals vaccinated as part of the vaccination program carried out by the Los Angeles Unified School District do not need to provide proof of vaccination to the District.
 - All students and employees must undergo symptomatic and response testing for COVID-19, as needed
- Testing Required at MSA-1, 5 and 7:
 - All students must test for COVID-19 at least once per week. However, students who are fully vaccinated against COVID-19 and provide the Charter School with proof of COVID-19 vaccination may forego such testing. Proof of vaccination should be submitted to the Charter School’s office.
 - Consistent with California’s “State Public Health Officer Order of August 11, 2021,” all MSA-1, 5 and 7 employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School’s COVID-19 employee vaccination policy.
- Testing Required at MSA-SA:

- All students must test for COVID-19 at least once per week. However, students who are fully vaccinated against COVID-19 and provide the Charter School with proof of COVID-19 vaccination may forego such testing. Proof of vaccination should be submitted to the Charter School's office.
- Consistent with California's "State Public Health Officer Order of August 11, 2021," all MSA-SA employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on campus must either provide the School with proof of COVID-19 vaccination or test for COVID-19 at least once per week, consistent with applicable law and the Charter School's COVID-19 employee vaccination policy.
- When testing students or employees for COVID-19, the Charter School will require PCR testing.
- Additional levels of employee and student COVID-19 testing may be implemented in response to local disease trends, an outbreak, as determined by the Home Office COVID-19 Response Team, where required by Cal/OSHA regulations, or where otherwise required by law or public health guidance. The Charter School reserves the right to require employees undergo additional frequencies of COVID-19 testing, consistent with applicable authority, and directives from public health authorities as well as the School's authorizer, regardless of an employee's COVID-19 vaccination status.
- Consistent with Cal/OSHA regulations and applicable law, the School must impose different health and safety requirements depending on an employee's COVID-19 vaccination status. Cal/OSHA defines an individual as fully vaccinated when "the employer has documented that the person received, at least 14 days prior, either the second dose in a two-dose COVID-19 vaccine series or a single-dose COVID-19 vaccine. Vaccines must be FDA approved; have an emergency use authorization from the FDA; or, for persons fully vaccinated outside the United States, be listed for emergency use by the World Health Organization (WHO)." As a result, to forego any potential COVID-19 health and safety restrictions, such as exclusion/quarantine periods, some COVID-19 testing and other directives, employees must provide the Charter School with proof of COVID-19 vaccination or complete a COVID-19 vaccination status attestation. Employees who are either unvaccinated or who decline to provide the Charter School with proof of COVID-19 vaccination or attest to their COVID-19 vaccination status will be considered unvaccinated, and must comply with all health and safety directives, as stated in this Policy.
- For staff and student-wide testing, all staff and students shall be tested, except any staff and students who have no contact with others and do not report to campus.
- The Charter School can cause tests to be provided at any one of its campuses, or have staff get tested at any local testing site or by their health insurance provider, which must cover the cost.

- If county-provided testing is not available, then private labs and health insurance providers may be used, and the cost of testing must be covered by the health insurance provider under an emergency state regulation.
- The Charter School's liaison must be made aware of the student and staff test results and report those results to local public health officials.
- Student consent for testing:
 - For Charter School Students aged 12 and under, the Charter School will require parental consent for COVID-19 testing.
 - Pursuant to California Family Code Section §6926 and CDPH guidance, Charter School Students aged 13 to 17 may consent to COVID-19 testing on their own.
 - Charter School students aged 18 and older do not need parental consent for COVID-19 testing.
- Students who refuse to participate in the COVID-19 testing program or to report the test results to the Charter School, where such testing is required, will not be allowed to return to in-person instruction or otherwise enter the Charter School Campus. Both the testing and the reporting are required under applicable public health guidance and legal authority.
- For staff who refuse to participate in the COVID-19 testing program or to report the test results to the Charter School, where such testing is required, the Charter School reserves the right to discipline an employee for such non-compliance, up to and including termination from at-will employment.
- Consistent with applicable law, the Charter School will consider accommodations from mandatory testing for medical reasons and any other lawfully recognized reason. Employees or students and/or parents/guardians who wish to request an accommodation for themselves or their child can contact the Charter School. The Charter School cannot guarantee the availability of particular accommodation and will process all requests for accommodation consistent with MPS policies and applicable law.
- The Charter School must maintain confidentiality of test results, other than reporting the results to local public health officials. All medical information about any employee must be stored separately from the employee's personnel file in order to limit access to this confidential information. The Charter School should have a separate confidential medical file for each employee where the Charter School can store all of that employee's medical information. Medical information includes COVID-19 test results, an employee's statement via any symptom screening that they have symptoms or COVID-19, medical certifications showing the employee needs time off due to COVID-19, etc. For students, the Charter School will take similar precautions to safeguard the students' privacy and confidentiality, consistent with FERPA and all relevant legal requirements.

- All volunteers, contractors, vendors and other adults supporting Charter School functions on any MPS campus must comply with applicable COVID-19 testing requirements, as stated in the COVID-19 Vaccination Policy.
- In the event of a positive test result of a student or family member:
 - The Charter School requires that parents/guardians notify school administration immediately if the student tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19.
 - Upon receiving notification that staff or a student has tested positive for COVID-19 or been in close contact with a COVID-19 case, the Charter School will take actions as required in Section 5 below.

5. Exposure Management Policy. Preventing and minimizing the spread of COVID-19 within the Charter School Community requires a sound policy for managing exposure to infected individuals. The Charter School will follow the exposure management provisions of the “COVID-19 Exposure Management Plan Guidance in TK-12 Schools,” promulgated by the LAC DPH as well as “COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year” promulgated by the CDPH. In the event that this protocol is updated so that it materially conflicts with the measures laid out in this Policy, the Charter School will follow the updated protocol; otherwise, the following measures shall be followed:

- Per AB 86 and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department. The COVID-19 Compliance Officer shall report every positive COVID-19 case to the appropriate county authority.
- Potential Exposure: In the event of notice of potential exposure,⁴ with regards to its employees, the Charter School will follow all steps set forth in its Injury and Illness Prevention Program COVID-19 Addendum.
- In the event of a suspected COVID-19 case:
 - The Charter School will identify an isolation room and quarantine room and/or outdoor areas to separate anyone who exhibits COVID-19 symptoms or who is determined to have come into close contact with a confirmed case. The isolation and quarantine rooms shall be separate rooms.

⁴ Notice of potential exposure means any of the following: (a) notification from a public health official or licensed medical provider that an employee was exposed to a qualifying individual at the worksite; (b) notification from an employee, or their emergency contact, that the employee is a qualifying individual; (c) notification through the Charter School’s testing protocol that the employee is a qualifying individual; or (d) notification from a subcontracted employer that a qualifying individual was on the school site. (Labor Code § 6409.6, subd. (d)(3).)

- Isolation of students and employees exhibiting symptoms of COVID-19 will occur without regard to vaccination and/or recent testing status.
- Any students or staff exhibiting symptoms should immediately be required to wear a face covering and wait in the separate isolation area until they can be transported home or to a healthcare facility, as soon as practicable. For serious illness, call 9-1-1 without delay.
- Students in the isolation and quarantine areas will be monitored by a staff member.
- Parents/guardians will be required to pick up their students within one hour. Parents/guardians should take the student to get a PCR COVID-19 test immediately and, if a student of MSA- 2, 3, 4, 6, or 8, should upload the test result to the LAUSD Daily Pass system or otherwise provide a copy to the school.
- A log will be kept of all persons entering the isolation and quarantine areas.
- Students will be grouped by stable group or class when possible in the quarantine area.
- Physical distancing of six feet or greater will be maintained in the isolation and quarantine areas.
- Symptomatic individuals who test negative for COVID-19 can return 24 hours after resolution of fever (if any) and improvement in symptoms.
 - Documentation of a negative test result should be provided to school administrators.
 - In lieu of a negative test result, students and staff may return to work with a medical note by a physician that provides alternative explanation for symptoms and reason for not ordering COVID-19 testing.
 - Symptomatic individuals who neither test for COVID-19 nor consult with a medical professional must isolate at home until fever free for 24 hours, improved symptoms, and 10 days from symptom onset.
- In the event of one or more confirmed COVID-19 case(s) the Charter School will follow the CDPH and local public health guidance, including implementation of the following practices:
 - The Charter School will provide notifications to the local public health department of any known case of COVID-19 among any student or employee who was present on a Charter School campus within the 14 days preceding COVID-19 symptoms, or 10 days before a positive test result.
 - Notifications will be provided by the Home Office COVID-19 Response Team depending on the county where the school is located.
 - For Los Angeles campuses: The COVID-19 Compliance Officer will instruct the individual who tested positive to follow the LACDPH COVID-19 Home Isolation instructions and will inform the positive case that LACDPH will contact them directly to collect additional information and to issue a Health Officer Order to quarantine.

- All students and staff of MSA- 2, 3, 4, 6, and 8 campuses will be contacted by the LAUSD Community Engagement team to be instructed on isolation and to provide further information.
- The notification to the local public health department must include:
 - 1) The full name, address, telephone number, and date of birth of the individual who tested positive;
 - 2) The date the individual tested positive, the school(s) at which the individual was present on-site within the 10 days preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
 - 3) The full name, address, and telephone number of the person making the report.
 - For San Diego Charter School locations, the public health department should be notified either via phone at (888) 950-9905, or online at www.coronavirus-sd.com. The notification should list the following information: 1) The name of the person reporting, 2) the Charter School name and district, 3) the Charter School address, 4) your position at the Charter School. For the individual diagnosed with COVID-19, the notification should list the individual's: 1) Name, 2) date of birth, 3) contact information (phone number and email), 4) the individual's last date on the Charter School campus, and 5) any additionally relevant comments.
 - For Los Angeles County Charter School locations: The Charter School will contact the LAC DPH as consistent with its "Protocol for COVID-19 Exposure Management Plan in K-12 Schools,"⁵ and either by:
 - 1) Using the LACDPH reporting portal, or:
 - <http://www.redcap.link/lacdph.educationsector.covidreport>
 - 2) Downloading and completing the COVID-19 Case and Contact Line List for the Education Sector and sending it to ACDC-Education@ph.lacounty.gov.
 - For Orange County Charter School locations: Contact the Orange County Public Health Department via phone at 714-834-8180, or via email at epi@ochca.com.
- Notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.

⁵This document may be found at:

http://publichealth.lacounty.gov/media/Coronavirus/docs/protocols/ExposureManagementPlan_K12Schools.pdf

- Close off areas used by any sick person and do not use before cleaning and disinfection.
- Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection.
- Update protocols as needed to prevent further cases in accordance with CDPH Guidelines (“Responding to COVID-19 in the Workplace”).
- Implement communication plans for exposure at school and potential school closures in the event of an outbreak or other necessary circumstances, to include outreach to students, parents, teachers, staff and the community.
- Include information for staff regarding labor laws, California Supplemental Paid Sick Leave, emergency paid sick leave and extended family and medical leave pursuant to the FFCRA, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools.
- Maintain regular communications with the local public health department.
- Recommend testing for all students and employees in close contact with the confirmed COVID-19 case, consistent with recommendations from the CDPH and local public health departments.
- For all settings: Provide information regarding close contacts to the county public health department via secure fax or email.
- If the school site must be closed for in-person instruction, develop a contingency plan for continuity of education using independent study. Independent study shall include all of the following:
 - Confirmation or provision of access for all students to connectivity and devices adequate to participate in the educational program and complete assigned work;
 - Content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction;
 - Academic and other supports designed to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with exceptional needs, students in foster care or experiencing homelessness, and students requiring mental health supports;
 - Special education, related services, and any other services required by a student’s individualized education program, with accommodations necessary to ensure that individualized education program can be executed in an independent study learning environment;
 - Designated and integrated instruction in English language development for English learners, including assessment of English language proficiency, support

to access curriculum, the ability to reclassify as fully English proficient, and, as applicable, support for dual language learning;

- Providing synchronous instruction as required by law.
 - “Synchronous instruction” means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.
 - For TK/K-3 opportunities must occur daily.
 - For 4-8 opportunities must occur weekly along with daily live interaction.
 - For 9-12 opportunities must occur weekly.
 - Can be classroom style, designated small group, or one-on-one.
 - The “teacher of record for that pupil” pursuant to Section 51747.5 is the assigned supervising teacher who must be an employee. There is not more than one supervising teacher.
- Charter School will document each pupil’s participation in synchronous instruction.
- Continuing to provide school meals.
 - Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
 - If the COVID-19 case was present on the Charter School campus, the individual must be excluded from campus for at least 10 days from COVID-19 symptom onset, or if asymptomatic, 10 days from the date the specimen was collected for the positive COVID-19 test.
- In the event of a cluster (three or more cases within 14 days), the Charter School will contact local county public health officials, as necessary, and work closely with such officials to determine whether the cluster is an outbreak, requiring outbreak response.⁶
- In the event of an outbreak or cluster at a Charter School:

⁶ In the event of a “cluster,” Los Angeles County Charter Schools must specifically report such information to the LAC DPH at LADPH at ACDC-Education@ph.lacounty.gov or by calling (888) 397-3993.

- The Charter School CTF and COVID-19 Compliance Officer will work closely with local county public health officials, timely provide all required information, and otherwise comply with all CDPH and local guidance regarding outbreaks.⁷
- The Charter School will notify students, families, employees, and stakeholders that the Charter School and local public health department are investigating a cluster and/or outbreak. The notice will encourage all stakeholders to follow public health recommendations.
- The Charter School will additionally notify all stakeholders if the school is to be closed for 14 days due to widespread and/or ongoing transmission of COVID-19 at the school or in the general community.
- The Charter School will identify absenteeism among those in affected classes and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the case's infectious period.
- Limit visitors to the affected Charter School campus, except for those that are essential to the Charter School's mission. Law Enforcement Personnel (Sheriff and Police), Fire, Medical, Emergency, or government employees who are responding to, working at, or inspecting the facility will be allowed to access the Charter School campus.
- Discontinue all non-essential in-person group activities at the Charter School Campus during the outbreak.
- Identify absenteeism among affected classes and contact those absentees to screen for COVID-19 symptoms.
- Close Contacts and Quarantine
 - A "Close Contact" is spending more than fifteen minutes over a 24 hour period within 6 feet of an infected person or, in Los Angeles County, having had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment).
 - "Fully vaccinated" refers to those who have received either a single dose vaccine or the second dose of a two-dose vaccine over two weeks ago.

⁷ In the event of an outbreak, all Charter School locations will comply with guidance titled "Management of Outbreaks of COVID-19," issued by the LAC DPH. This protocol can be found at: http://publichealth.lacounty.gov/media/Coronavirus/docs/education/EMPSupplement_K12Schools.pdf. In the event that other state or local guidance provides more stringent outbreak protocol, the Charter School will comply with such protocol.

- *Quarantine rules for fully vaccinated students at MSA 1, 5, 7, and Santa Ana, and San Diego.* Fully vaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 may continue to attend school and do not need to quarantine so long as the student self-monitors for symptoms for 14 days and does not display symptoms of COVID-19. It is still recommended that these students get tested.
- *Quarantine rules for fully vaccinated students at MSA-2, 3, 4, 6, and 8.* Fully vaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 may continue to attend school and do not need to quarantine so long as the student self-monitors for symptoms for 14 days, does not display symptoms of COVID-19, and continues to test with the weekly mobile testing team.
- *Quarantine rules for unvaccinated students at MSA- 1, 5, 7, and Santa Ana, and San Diego.*
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 while both parties were wearing masks, may continue to attend school during a modified 10-day quarantine, so long as they i) do not show symptoms of COVID-19, ii) continue to appropriately mask, iii) undergo at least twice weekly testing during the ten day quarantine, and iv) continue to quarantine from all extracurricular activities including sports and activities within the community setting.
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 while either the student or infected individual was not wearing a mask, must quarantine away from school until i) ten days following the date of last exposure, or ii) seven days after the date of last exposure if a COVID-19 test performed after the fifth day is negative. This applies only if the student i) remains asymptomatic, ii) continues daily self-monitoring for symptoms for 14 days from exposure, and iii) continues wearing a mask, avoiding crowds, and washing hands for 14 days from exposure.
 - If any symptoms develop during the 14-day period after exposure, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.
- *Quarantine rules for unvaccinated students at MSA 2, 3, 4, 6, and 8.*
 - Unvaccinated students who come into close contact indoors with an individual who tests positive for COVID-19 will complete a ten day quarantine and return on day eleven if they remain asymptomatic for the duration of quarantine.

- Students undergoing quarantine who get tested for COVID-19 after the fifth day from exposure to the confirmed case may return to school on day 8 once proof of a negative test is submitted through the Daily Pass system, but the student must continue to self-monitor for symptoms through day 14 from exposure. The student will be cleared to return to school through the Daily Pass system.
 - Students at MSA 2, 3, 4, 6, and 8 who complete their quarantine period will be cleared to return to school via the Daily Pass system.
 - All asymptomatic close contacts that have quarantined due to potential exposure will be able to test at any COVID-19 test site or with a mobile testing team, so long as they remain asymptomatic.
 - Unvaccinated students and employees who have recovered from laboratory-confirmed COVID-19 within the last 90 days and are close contacts to a confirmed case are not required to quarantine or test for COVID-19 following exposure unless they develop new onset symptoms.
 - Quarantine rules for all employees are stated in the COVID-19 Injury and Illness Prevention Program (“IIPP”) addendum.
- For individuals who test positive for COVID-19:
 - Checking for false positives on Los Angeles Unified School District Sites only (MSA-2, 3, 4, 6 and 8):
 - To reduce unnecessary anxiety and isolation/quarantine of students and staff, the Charter School shall re-test asymptomatic individuals who have tested positive for COVID-19 as required by the Los Angeles Unified School District.
 - If an individual (student or staff) receives a positive test result, the Los Angeles Unified School District Community Engagement Team will contact the individual to conduct an interview and confirm whether he or she has symptoms consistent with COVID-19.
 - *Symptomatic Positive Case.* If the individual is determined to be symptomatic, has a known exposure to a positive case, and/or is in a high prevalence setting (i.e., a campus with more than one active case), the Los Angeles Unified School District Community Engagement Team will direct the individual to isolate for 10 days and quarantine all close contacts per Los Angeles County Department of Public Health guidelines.
 - *Asymptomatic Positive Case.* If the individual is determined to be asymptomatic, has no known exposure, and is in a low prevalence setting (i.e., a campus with more than one active case), the individual will be asked to

- isolate, and all close contacts will be asked to quarantine. The individual will be directed to re-test within 48 hours of the positive sample collection.
- If the confirmatory test returns a negative result, the Los Angeles County Department of Public Health will approve the false positive request and report it to the State of California. The individual is thereafter released from isolation and all close contacts are released from quarantine. The Los Angeles Unified School District Community Engagement Team will then deactivate the positive case and be permitted to access District sites again.
 - If the confirmatory test returns a positive result, the Los Angeles Unified School District Community Engagement Team will direct the individual to isolate for the minimum of 10 days and all close contacts will continue to quarantine per Los Angeles County Department of Public Health guidelines. The individual will not be permitted to access district owned sites in the meantime.
- Checking for false positives at all other MSA campuses:
 - If an individual (student or staff) receives a positive test result, the COVID-19 Home Office Response Team will contact the individual to conduct an interview and confirm whether he or she has symptoms consistent with COVID-19.
 - All students and staff who test positive for COVID-19 and are determined to be asymptomatic will be strongly encouraged to re-test within 48 hours of the initial positive sample collection.
 - If the confirmatory test is negative the COVID-19 Home Office Response Team will alert the local public health department to the false positive and will release the individual from isolation and will alert all known close contacts that they may cease quarantining.
 - If the confirmatory test is positive, the individual shall continue to isolate and all close contacts shall continue to quarantine.
 - Persons with COVID-19 who have symptoms may discontinue [self-isolation](#) under the following conditions:
 - At least 10 days have passed since symptom onset; AND
 - At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; AND
 - Other symptoms have improved
 - Persons with COVID-19 who are **asymptomatic** may discontinue isolation under the following conditions:

- At least 10 days have passed since the date of the first positive COVID-19 diagnostic test. If they develop symptoms, then the strategies for discontinuing isolation for symptomatic persons (see above) should be used.
 - The School will comply with Cal/OSHA regulations regarding when employees may return to work after exposure. All employees with close contacts COVID-19 exposure shall be excluded from the Charter School campus until the following criteria have been satisfied:
 - If the employee does not develop any COVID-19 symptoms, the employee may return to work when ten (10) days have passed since the last known close contact exposure.
 - If an employee develops any COVID-19 symptoms, the employee may return after:
 - 1) The employee tested negative for COVID-19 using a polymerase chain reaction (“PCR”) COVID-19 test with specimen taken after the onset of symptoms;
 - 2) At least ten (10) days have passed since the last known close contact; and
 - 3) The person has been symptom-free for at least twenty-four (24) hours, without using fever-reducing medications.
 - Employees with close contacts exposure are not required to be excluded from the Charter School campus after close contact COVID-19 exposure if either of the following apply:
 - 1) The employee was fully vaccinated before the close contact and has not developed any COVID-19 symptoms; or
 - 2) The employee has remained free of COVID-19 symptoms, for ninety (90) days after the initial onset of COVID-19 symptoms or, for COVID-19 cases who never developed COVID-19 symptoms, for ninety (90) days after the first positive test.
- Subsequent School Closure Criteria:
 - Charter School campuses that are open for in-person instruction may subsequently and temporarily close for in-person instruction based on the following criteria:
 - As determined by and in consultation with the local health department
 - After closure, the Charter School may reopen after 14 days, cleaning, disinfection, conclusion of a public health investigation, and local health department consultation.

6. Sanitizing/hygiene materials and practices:

- The Charter School will develop plans and routines to ensure that students and staff wash or sanitize hands frequently, including upon arrival to campus, after using the restroom, after playing outside and returning to the classroom, before and after eating, and after coughing or sneezing.
- Staff will teach and reinforce proper handwashing technique, avoiding contact with one's eyes, nose, and mouth, using a tissue to wipe the nose, and covering coughs and sneezes.
- The Charter School shall make soap, tissues, no-touch trashcans, face coverings, water and paper towels or dryers for hand washing available. Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
- Trash cans will be placed near restroom doors and students and staff will be instructed to use a paper towel to prevent touching the handle with their hands.
- A restroom will need to be dedicated for individuals in the isolation area. This restroom must be cleaned and sanitized before other occupants may use it.
- If handwashing stations near classrooms are not practicable, and to facilitate use by students and staff as needed, the Charter School shall make available fragrance-free alcohol-based hand sanitizer that is at least sixty percent (60%) ethyl alcohol. (Note: frequent handwashing is more effective than the use of hand sanitizers). This hand sanitizer will be made available to both students and staff at all strategic locations throughout the Charter School Campus.
- The Charter School will not use hand sanitizer with isopropyl alcohol as the main ingredient.
- Children under age 9 should only use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.
- Children under age 9 should only use hand sanitizer under adult supervision. Hand sanitizer will also not be left out in the open in classrooms for students under the age of 9.
- The Charter School shall place posters conspicuously that encourage hand hygiene to help stop the spread of COVID-19.
- Employees should visit the CDC's coughing and sneezing etiquette and clean hands webpage for more information.

7. Routine cleaning and disinfecting: The Charter School will maintain a high level of cleanliness throughout the year to help reduce the risk of exposure to and spread of COVID-19 at the school site. In general, cleaning once a day is usually enough to sufficiently remove potential virus that may be on surfaces. Disinfecting (using disinfectants on the [U.S. Environmental Protection Agency COVID-19](#) list) removes any remaining germs on surfaces, which further reduces any risk of spreading infection.

- Custodial staff will perform routine and thorough cleaning once per day, and when students are not present. When cleaning, the space will be aired out before children arrive.
- Routine cleaning practices include, but are not limited to:
 - Using everyday janitorial cleaning supplies and disinfectants for surfaces as floors, tables, desks, counters, sinks, toilets, and other hard-surfaced furniture and equipment;
 - Dusting hard surfaces;
 - Damp wiping of hard surfaces to ensure they are free of debris;
 - Wet mopping of floors;
 - Vacuuming carpets and mats.
- Health Office areas, including the general health office, isolation area, and quarantine area, may require more frequent cleaning and rapid response, as needed.
- Student restrooms will be serviced at least twice a day and will be fully cleaned and disinfected using electrostatic equipment by the night cleaning crew once per day.
- The Charter School will clean and disinfect areas commonly visited by staff no less than once per day during operating hours and implement a schedule for such cleaning and disinfecting. These areas include, but are not limited to: Break rooms, restrooms, lobbies, classrooms, laboratories, nurse's office, counseling and student support areas, staff offices, and cafeterias.
- The Charter School will clean high touch areas in staff breakrooms at least once per day.
- Cleaning and Disinfection after a Confirmed Case on Campus:
 - If an individual confirmed to have COVID-19 was on campus, the Charter School will complete enhanced cleaning and disinfection procedures in the spaces occupied by the confirmed COVID-19 case.
 - Employees completing this cleaning must wear a mask and gloves at all times and will refer to Material Safety Data Sheets or follow the instructions on the chemical labels.
 - When disinfecting, the Charter School will use an EPA-registered disinfectant that is approved for emerging pathogens.
 - Custodians will focus on immediate areas occupied by the confirmed COVID-19 case.
 - Custodians will clean and disinfect:
 - All non-porous surfaces in the ill occupant's space/office, as well as on shared equipment (like tablets, touch screens, keyboards, remote controls) in bathrooms and shared spaces used by the ill person. Cleaning and disinfection will also focus on high-touch surfaces (e.g. desk, table, hardbacked chair, doorknob, light switch, handle, computer, keyboard, mouse, telephones).
 - On porous surfaces (e.g., carpets, chairs) in the confirmed COVID-19 case's space or office, custodians will remove visible contamination, clean with

appropriate cleaners, and disinfect with a liquid/spray indicated for use on the material.

- The space(s) where the confirmed COVID-19 case was present may be reoccupied once these cleaning and disinfection procedures have been completed.
- The Charter School will ensure proper ventilation during all cleaning and disinfecting. Staff are encouraged to introduce fresh outdoor air as much as possible, by opening windows where practicable.
- The Charter School will comply with [CDPH Guidance on Ventilation of Indoor Environments and Ventilation and Filtration to Reduce Long-Range Airborne Transmission of COVID-19 and Other Respiratory Infections: Considerations for Reopened Schools](#) to the greatest extent practicable for each facility.
- All frequently touched surfaces in the workplace, such as chairs, desks, tables, keyboards, telephones, handrails, light switches, sink handles, restroom surfaces and door handles, will be routinely cleaned.
- Staff will be trained as appropriate in the chemical hazards, manufacturer's directions, and Cal/OSHA requirements for safe and correct application of cleaning and disinfectant agents in accordance with the Healthy Schools Act guidance from the California Department of Pesticide Regulation and Cal/OSHA.
- When choosing disinfecting products, the Charter School will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)- approved list "N" and require staff to follow product instructions. MSA-2, 3, 4, 6, and 8 will use disinfectants from the LAUSD's List of Approved Hand Sanitizers and Disinfectants.
 - To reduce the risk of asthma and other health effects related to disinfecting, the Charter School will select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program.
 - The Charter School will avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
 - Staff shall follow label directions for appropriate dilution rates and contact times.
 - The Charter School will establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.

Subject to available resources, disposable disinfecting wipes shall be made available so that employees can wipe down commonly used surfaces (e.g., doorknobs, keyboards, remote controls, desks, other work tools and equipment) before each use. Disinfectant wipes and sprays will be kept away from students.

8. Facility measures: The Charter School will incorporate CDE guidance measures for maintaining a healthy facility, to include some or all of the following:

- Maintenance staff will regularly inspect and test ventilation systems and fans to confirm they operate properly and will increase circulation of outdoor air as much as possible by opening windows and doors and other methods.
- Windows and doors should not be opened if doing so poses a safety or health risk by exacerbating seasonal allergies or asthma symptoms.
 - The Charter School will consider alternatives, such as increased central air filtration (targeted filter rating of at least MERV 13) if opening windows poses a safety or health risk to persons using the facility.
- HVAC systems will be set to maximize indoor/outdoor air exchanges unless outdoor conditions (recent fire, high outdoor temperature, humidity, and pollen levels) make this inappropriate.
- If an HVAC system becomes nonoperational, additional ventilation should be provided with the use of fans or relocating classes until repairs are completed.
- The COVID-19 isolation and quarantine areas should be outdoors when feasible to maximize ventilation and minimize exposures to COVID-19 infection. Under no circumstances should an isolation or quarantine area be in a room without a functioning HVAC system.
- Maintenance staff will ensure that all water systems and features (e.g., drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- Consider installing additional temporary handwashing stations at all school entrances and near classrooms to minimize movement and congregation in bathrooms.
- Consider installing privacy boards or clear screens to increase and enforce separation between staff and students.

9. Physical distancing: The Charter School will incorporate CDPH and CDE guidance with respect to physical distancing between students on campus as much as is feasible, including maximizing physical distance as much as possible while eating (especially indoors), using additional spaces outside of the cafeteria for mealtime seating such as classrooms or the gymnasium can help facilitate distancing, and arrange for eating outdoors as much as feasible.

- In areas where physical distancing is not feasible, clear plastic or solid surface barriers that can be cleaned often may be used.

- Employees will be encouraged to eat outdoors. They may also eat at their desk or cubicle if these areas are enclosed as a separate room, provide more distance, or include barriers.

10. Extracurricular Activities:

- All extracurricular activities operated by or supervised by school personnel or occurring on a school site, whether or not occurring during school hours, will be undertaken in compliance with this policy and all required public health measures applicable to K-12 schools. This applies to sports, band, chorus, clubs, and other similar activities and organizations. All MSA campuses will operate and supervise extracurricular activities in compliance with the latest California Department of Public Health K-12 guidance and any other relevant state or county guidance on sports and extracurricular activities.
- MSA Los Angeles sports programs will observe all required elements of the most updated version of the Los Angeles County Department of Public Health’s “COVID-19 Exposure Management Plan Guidance, Youth Recreational Sports Programs” and the Los Angeles County Department of Public Health’s “Protocol for Organized Youth Sports: Appendix S” in addition to any future binding guidance applicable to K-12 youth sports programs.
- All indoor sports must be played with masks on, unless doing so is recognized as unsafe by a well-recognized health authority, such as the American Academy of Pediatrics.
- Theater, music, dance, and similar classes and clubs should maintain physical distancing, in addition to the use of face masks where possible.
 - When engaged in activities that could generate respiratory droplets such as enunciating (i.e., theater workshops) or dancing, physical distancing should be increased and activities should be conducted outdoors where possible.
 - Music classes that involve instruments where a face mask must be removed to play should observe one of the following precautions:
 - Be held outdoors,
 - Use modified face coverings and bell coverings when playing wind and brass instruments, and maintain six feet of physical distancing, or
 - Conduct weekly PCR or antigen testing of all participants regardless of vaccination status, at the latest by September 27, 2021.

11. Use of Face Coverings: The Charter School will follow CDPH, CDE and CDC guidance and state and local health orders on the use of face coverings. All staff are encouraged to review the CDPH and CDC guidance on cloth face coverings; face coverings must be used in accordance with CDPH Guidance and this Policy unless a person is subject to exemption.

- All students must wear a face mask when indoors at any Charter School Campus building, bus, or other enclosed space, unless exempted from doing so pursuant to the accommodation procedures laid out in this Policy.
- All adults in K-12 school setting, including all teachers, staff, parents, visitors, and outside workers, must wear a mask when in any indoor space shared with students or other staff.
- Face masks are required without regard to vaccination status.
- Face masks are optional when outside.
- Proper use of cloth face coverings will be strictly enforced. The Charter School will exclude from campus anyone who refuses to wear a face mask if not exempted pursuant to this Policy. Students excluded from campus for refusing to wear a mask without a valid exemption will be provided alternative educational opportunities to the greatest extent possible.
- Face masks and face shields may be removed for meals, snacks, naptime, showers, or outdoor recreation, or when needing to be replaced. When any type of face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.
- The Charter School will provide face coverings for students and staff who lose their face coverings or forget to bring them to school.
- Employees should wear a clean face mask to work every day.
- Employees are expected to teach and reinforce proper use of face coverings, and in limited circumstances, face shields.
- The Charter School will post signs regarding the need for, proper use, removal, and washing of face coverings and shall educate students, particularly younger elementary school students, on the rationale and proper use of face coverings.
- When pedagogically necessary, Teachers may use clear plastic face shields with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar) in certain limited situations in the classroom to enable students to see their faces and avoid potential barriers to phonological instruction as long as the wearer maintains physical distance from others to the extent practicable. Staff must return to wearing a face covering outside of the classroom, unless otherwise exempted.
- The Charter School will evaluate any employee's request for accommodation from the Charter School's facial covering policy/requirement pursuant to the MPS Employee Handbook and applicable law for all lawfully recognized accommodations. Employees requesting an accommodation from the facial covering policy/requirement must provide appropriate documentation and contact human resources.

- Per Los Angeles County Department of Health Guidance, employees based in Los Angeles County who are granted exemptions from wearing a mask while indoors must undergo COVID-19 testing at least twice per week, unless the employee provides proof of full vaccination against COVID-19.
- Accommodations for students:
 - Pursuant to CDPH Guidance on the use of face masks, individuals with a medical condition, mental health condition, or disability that prevents wearing a mask are to be accommodated with an exemption from mask wearing. This includes those who are hearing impaired as well as those who communicate with the hearing impaired.
 - If a student cannot wear a mask due to a medical condition, mental health condition, or disability, he or she should wear the next most effective alternative that can be tolerated, such as a transparent face shield with a cloth draping sealing the bottom.
 - Parents/guardians who believe their student may need an accommodation from the Charter School's facial covering policy and requirement should contact the Charter School principal.
 - Upon receipt of appropriate documentation, the Charter School will evaluate requests for accommodation and determine what, if any accommodations the Charter School can provide.
 - Assessment of whether a medical condition, mental health condition, or disability warrants a mask accommodation is a medical determination that must be made by a physician, nurse practitioner, or other licensed medical professional practicing under the license of a physician. Self-attestation and parental attestation for mask exemptions due to the aforementioned conditions do not constitute medical determinations.
 - Students exempted from wearing a mask or face shield are strongly encouraged to be vaccinated against COVID-19 and to be tested for COVID-19 at least twice a week. If a student is exempt from wearing any type of face covering and is not vaccinated, the Charter School shall implement physical distancing and other isolation measures to the greatest degree feasible.

12. Use of Gloves and Personal Protective Equipment: The Charter School is no longer required by emergency public health orders to require the use of gloves and personal protective equipment. Any employee or student who wishes to wear gloves and/or personal protective equipment beyond the required facial coverings may do so, provided that they dispose of them safely and appropriately and do not wear gloves or personal protective equipment of a type or in a manner

that interferes with their ability to perform their duties. Upon request, the Charter School will provide gloves, a face mask, protective gown, and a medical grade mask to any employee dealing with sick children, performing cleaning or disinfection, providing instruction to any students with a face mask exemption, or where there is an otherwise heightened likelihood of contact with respiratory secretions or other bodily fluid.

13. Support for Students at Increased Risk of Becoming Infected or Unrecognized Illness.

Pursuant to state and local health guidance, the Charter School has developed the following measures to mitigate the risk of COVID-19 to vulnerable student groups:

- The Home Office COVID-19 Response Team or designee will review student health plans, including 504 Plans, to identify students who may need additional accommodations to minimize potential exposure.
- The Home Office COVID-19 Response Team or designee will develop a process for engaging families for potentially unknown concerns that may need to be accommodated.
- The Charter School will identify additional preparations for classroom and non-classroom environments as needed to ensure the safety of students at increased risk of becoming infected or having unrecognized illness. Persons who might be at increased risk of becoming infected or having unrecognized illness include the following:
 - Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
 - Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
 - Individuals who may not be able to communicate symptoms of illness.
- The Charter School is prepared for opening to provide Free Access to Public Education (“FAPE”) in the least restrictive environment (“LRE”) for each student. All students with disabilities will receive services according to their IEP. In accordance with IDEA, it is critical to reinforce the understanding that students receiving special education services, or 504 accommodations are general education students first. Balancing the educational needs with the health and well-being of students and staff is our top priority.
- Every child and adolescent with a disability is entitled to FAPE and is entitled to special education services based on their individualized education program (IEP). The Charter School continuously review and problem solve to balance safety and service needs. In order to provide the required level of safety, systems, processes and service delivery models have been reviewed. Adherence to social distancing guidelines will be followed as feasible except for instances when the services outlined in a specific IEP call for closer proximity. This will be evaluated on a case-by-case basis. For example, additional provision of PPE supplies to staff

(gloves, gowns, face shields and Plexiglas dividers) who are required to deliver hand-over-hand instruction or hygiene service needs for students.

- Evaluations and Timelines:
 - All IDEA/ADA compliance timelines will be followed on schedule and in accordance with IDEA/ADA regulations. IEP Team meetings and 504 meetings that were missed due to the March school facility closures will be rescheduled and conducted as soon as possible, if not already conducted. All IEP team meetings and 504 meetings will be conducted virtually until the use of school facilities return to normal operations.
- Services:
 - The IDEA allows for flexibility in determining how to meet the individualized needs of students receiving special education services. State guidelines for the delivery of special education and related services will be implemented while protecting the health and safety of students as well as the individuals providing the services.
 - If a student is unable to access their education in person due to medical or other circumstances, including the inability to wear a face covering, alternative means of delivering these services will be provided.
 - The Charter School will provide appropriate protective equipment relative to the responsibilities of all Support Service Staff and disability needs.
 - All Staff and students will receive training on the appropriate use of PPE and healthy hygiene practices that are proven to mitigate the spread of COVID-19.
- The Charter School will identify additional preparations for classroom and non-classroom environments as needed to ensure the safety of students at increased risk of becoming infected or having unrecognized illness. Persons who might be at increased risk of becoming infected or having unrecognized illness include the following:
 - Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
 - Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
 - Individuals who may not be able to communicate symptoms of illness.

14. COVID-19 Vaccination Policy. The Charter School has adopted the following COVID-19 employee vaccination policy (“Vaccination Policy”). The purpose of this Vaccination Policy is to protect the health, safety, and well-being of all Charter School employees, students, families, and stakeholders to the maximum extent possible, and to facilitate a safe and meaningful return to in-person instruction. The Charter School drafted this policy in compliance with all applicable federal and state laws, including guidance from the Equal Employment Opportunity Commission

(“EEOC”), Centers for Disease Control and Prevention (“CDC”), the California Department of Public Health (“CDPH”), and local health authorities.

- Pursuant to the California “State Public Health Officer Order of August 11, 2021,” (“Order”) all employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MSA-1, 5, 7, Santa Ana, and San Diego campuses must either provide the School with proof of COVID-19 vaccination status or test for COVID-19 at least once per week. For employees, this directive is a condition of both employment and continued employment.
- Pursuant to the LAUSD’s “COVID-19 Vaccination Requirement for Employees and Other Adults Working at District Facilities” document issued August 13, 2021, all employees, contractors and other adults providing services at any MSA-2, 3, 4, 6, and 8 campuses must be fully vaccinated against COVID-19 no later than October 15, 2021. This directive is a condition of both employment and continued employment.
- Currently, the Charter School strongly encourages all students to get vaccinated for COVID-19 at the earliest available opportunity.
- **Proof of COVID-19 Vaccination:**
 - Consistent with applicable law, the Charter School will only accept the following forms of proof of COVID-19 vaccination:
 - COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided and date last dose administered); OR
 - A photo of a Vaccination Record Card as a separate document; OR
 - A photo of the client's Vaccination Record Card stored on a phone or electronic device; OR
 - Documentation of COVID-19 vaccination from a health care provider; OR
 - Digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type; OR
 - Documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.
 - Any MPS employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MPS campus who either fails to provide proof of COVID-19 or provides proof of vaccination that is not consistent with the above-referenced acceptable forms of proof will be deemed unvaccinated.

- Employees may their submit proof of COVID-19 vaccination to the MPS Human Resources Department.
- The Charter School will securely maintain the confidentiality of employee COVID-19 vaccination data in strict compliance with all applicable legal authority.
- **COVID-19 Employee Testing:**
 - Pursuant to the Order, all MPS employees, volunteers, contractors, vendors or any other adult supporting Charter School functions on any MSA-1, 5, 7, Santa Ana, and San Diego campuses who are either unvaccinated or incompletely vaccinated must undergo COVID-19 testing at least once per week.
 - Previous history of COVID-19 from which the individual recovered more than ninety (90) days earlier, or a previous positive antibody test for COVID-19, do not waive this requirement for testing.
 - As outlined above, all employees at any MSA-2, 3, 4, 6, and 8 campuses must test for COVID-19 at least once per week, regardless of COVID-19 vaccination status, as directed by the LAUSD.
- **Accommodations:** Employees may request an accommodation from COVID-19 vaccinations and/or COVID-19 testing due to a medical issue or sincerely held religious belief, practice or observance that may prevent an employee from vaccinating or testing for COVID-19. Upon receiving a request for accommodation from COVID-19 testing and/or vaccinations, the Charter School will engage in the interactive process and determine what, if any accommodations can be provided. However, the Charter School may not be required to provide an employee with an accommodation, should it result in a direct threat to health and safety at the School or to the employee or if the accommodation will cause an undue hardship for the School, among other reasons.
- **Compliance Period:**
 - Employees at MSA-1, 5, 7, Santa Ana, and San Diego campuses must submit proof of COVID-19 vaccination to the Charter School before October 15, 2021. Such employees who fail to submit proof of COVID-19 vaccination before this date will be deemed unvaccinated and must be required to test for COVID-19 at least once per week. On or after October 15, 2021, employees to fail to test for COVID-19 will be deemed in non-compliance with this policy, absent an approved, legally recognized accommodation from such testing.
 - Employees at MSA-2, 3, 4, 6, and 8 campuses must submit proof of COVID-19 vaccination to the Charter School before October 15, 2021. Such employees who fail to submit proof of COVID-19 vaccination before this date will be deemed in non-

compliance with this policy, absent an approved, legally recognized accommodation from such testing.

- **Non-Compliance:**
 - Any employee deemed to be in non-compliance with this policy may be subject to disciplinary action, up to and including termination from at-will employment.
 - The Charter School reserves the right to refuse entry to campus to any volunteer, vendor, contractor other adult supporting Charter School functions, should they fail to comply with the proof of vaccination and testing directives as stated in this Policy.
- All employees who have not yet vaccinated should do so outside of working hours. Employees who demonstrate they are unable to get vaccinated outside working hours may use either COVID-19 Supplemental Paid Sick Leave or accrued sick leave for time spent attending a COVID-19 vaccination appointment. In such cases, employees must consult with their supervisors regarding the best time to be excused to receive the vaccine and are responsible for arranging coverage during their absence to get vaccinated, if applicable.
- Employees who experience symptoms related to a COVID-19 vaccine that prevent the employee from being able to work or telework may be entitled to COVID-19 Supplemental Paid Sick Leave, if available and upon request.
- The Charter School will not discriminate, harass, or retaliate against any employee for receiving the COVID-19 vaccine or for electing not to receive the COVID-19 vaccine. However, the School reserves the right to appropriately discipline an employee for non-compliance with this policy, consistent with applicable law.
- As public health and legal guidance regarding COVID-19 vaccinations evolves, the Charter School reserves the right to revise this Vaccination Policy. Upon any revision to this Vaccination Policy, the Charter School will provide immediate notice in writing to all employees.
- Employee with any questions regarding the Charter School's Vaccination Policy may contact Human Resources Department at hr@magnoliapublicschools.org.

15. Communications to the Charter School Community: The Charter School will keep families, staff, and the community informed, engaged, and in touch as the new school year begins, by implementing the following communications measures:

- The Charter School will engage with families and staff to develop strategies to prepare and respond to the COVID-19 emergency, including guidelines for families about when to keep students home from school and other topics.
- Communications will include a process for engaging families for potentially unknown concerns that may need to be accommodated.

- Prior to the start of the school year, the Charter School will communicate to staff, students, and parents about new, COVID-19-related protocols, including:
 - Proper use, removal and washing of face coverings.
 - Screening practice.
 - How COVID-19 is spread.
 - COVID-19 specific symptom identification.
 - Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID- 19, including pertinent isolation and quarantine policies.
 - Local community testing sites and options for obtaining COVID-19 testing from private medical providers, including any testing arranged by the Charter School.
 - Guidelines for employees regarding COVID-19 specific symptom identification and when to seek medical attention.
 - Guidelines for families about when to keep students home from school.
 - Systems for self-reporting symptoms.
 - Criteria and plan to close schools again for physical attendance of students.
 - Changes in Charter School extracurricular, academic, and meal programs to help prevent the spread of COVID-19.
 - Contact information at the Charter School for students who may have been exposed to COVID-19.
 - Charter School contact information if a student has COVID-19 symptoms or may have been exposed to COVID-19.
- The Charter School will provide information to parents and guardians regarding this Policy and related guidance, along with the safety measures that will be in place in indoor and outdoor settings with which parents and guardians must comply.
- This Policy will be posted at all public entrances to the Charter School campus.
- The Charter School will develop a communications plan for implementation if the school has a positive COVID-19 case in accordance with CDPH and CDE guidelines.

The MPS CEO/Superintendent is authorized to implement changes or additions to this policy in order to ensure compliance or consistency with new or revised orders or guidance from local, county, state or federal authorities (“Agencies”), to take any and all actions consistent with orders and guidance from the Agencies that is not specifically addressed by this policy, and to ensure compliance with the Charter School’s charter petition. The MPS CEO/Superintendent shall provide the Board with regular updates as to actions taken pursuant to this section.

Appendix

Site Specific Planning Form

This document has been included to align with the Los Angeles Unified School District's ("LAUSD")'s COVID-19 Containment, Response and Control Plan ("Containment Plan"). Pursuant to the LAUSD's Containment Plan, the LAUSD is requiring all Los Angeles Unified schools complete this form, along with the pre-filled versions of the Los Angeles County Department of Public Health COVID-19 Reopening Protocols for K-12 Schools: Appendices T1 and T2 documents.

School Name: _____

Date Last Revised: _____

School Address: _____

Location Code: _____

School Phone Number: _____

Campus Density

- Approximate Square Footage open: _____
- Maximum Student Capacity: _____
- Maximum Number of Staff with physical distancing: _____
- Total Number of Students Enrolled: _____
- 25% of Total Number of Students Enrolled: _____
- In-person class size is limited to: _____
- The **maximum** number of students & staff permitted on campus at any one time to ensure no more than 25% of total student body and to maximize physical distancing is:

Specialized Services for defined subgroups of children (T1)			
Enter the estimated total number of students that will return per grade (if none, enter 0)			
TK:	3:	5:	9:
K:	4:	6:	10:
1:	5:	7:	11:
2:	6:	8:	12:

Estimated total number of administrators, teachers, and other employees on campus supporting resumption of all permitted in-person services for students: _____

Services

The [Grab & Go Food Center](#) located closest to this school is at:

- School Name: _____
- Address _____

The [COVID-19 Test Center](#) located closest to this school is at:

- School Name: _____
- Address: _____

School COVID-19 Compliance Task Force

Name	Job Title	Role
	(Principal)	Leader
		COVID-19 Compliance Officer
	(School Administrative Assistant)	Attendance Monitor
	(Plant Manager)	Cleaning/Disinfecting Operations
	(School Nurse)	Exposure Management Advisor
		Health Office Manager
		Data Collection Manager

Health Office Set-up and Staff

Type of Health Office	Indoor vs. Outdoor	Location	Staff Person(s)	Alternate	Runner
General Health Office (Non-COVID)					
Isolation Area (Recommended Outdoors)					
Quarantine Area					

School Communications

The following information was sent to parents/students prior to the start of in-person services: (check all that apply)	
<input type="checkbox"/> Isolation and quarantine policies as they apply to students who have symptoms or may have been exposed <input type="checkbox"/>	<input type="checkbox"/> Options for COVID-19 testing if the student or a family member has symptoms or exposure to COVID-19
<input type="checkbox"/> Changes in school meals to avert risk	<input type="checkbox"/> Required use of face coverings
<input type="checkbox"/> How to conduct a symptom check before students leave home for school	<input type="checkbox"/> Changes in academic and extracurricular programs to avert risk
<input type="checkbox"/> Importance of student compliance with physical distancing and infection control policies	<input type="checkbox"/> Who to contact at the school if students have symptoms or may have been exposed
<input type="checkbox"/> School policies concerning parent visits to school and advisability of contact the school remotely	<input type="checkbox"/> Importance of providing up-to-date emergency contact information, including multiple parent contact options

Cover Sheet

Approval of the Receipt of the Arts Ed Collective - Advancement Matching Grant

Section: V. Action Items
Item: C. Approval of the Receipt of the Arts Ed Collective -
Advancement Matching Grant
Purpose: Vote
Submitted by:
Related Material: Arts Ed Collective - Advancement Grant.pdf



Board Agenda Item #	V C: Action Item
Date:	September 9, 2021
To:	Magnolia Public Schools - Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Ismael Soto, Senior Director of Development and Communications
RE:	Approval of Arts Ed Collective - Advancement Grant received

PROPOSED BOARD MOTION

I move that the board **approve and accept** the receipt of the Arts Ed Collective - Advancement Matching Grant for Magnolia Public Schools in the amount of \$14,400.

BACKGROUND

Under the 2021-2022 Development Plan and Strategies developed by Ismael Soto-Senior Director of Development and Communications, lies the focus section titled, “Institutions, Government Support and Grants, and Individuals.” Under the Institutions umbrella, we will target Foundations such as Arts Ed Collective-a subsidiary of the Los Angeles County Office of Arts and Culture.

INTRODUCTION

Arts Ed Collective - Advancement Grant (\$14,400)

To move toward our long term vision for arts education, we looked to our MPS strategic plan for arts education to expand for the 2021-22 school year.

For 2021-2022, we will focus on sustaining the Arts Leads program expanding the Arts Teacher on Special Assignment (TOSA) to continue to build a leadership pipeline that will ensure the arts at Magnolia are robust, celebrated, and sustainable. The elementary and secondary TOSA’s focus will be on translating the current arts integration strategies driven by the Art Leads into practice geared toward the goals of Magnolia’s art strategic arts plan. Alongside the Art Leads,

the TOSA's will have the capacity to lead the arts org-wide while making use of the authority given by the District Arts Advisor-Ismael Soto, as a direct line to the CEO/Superintendent and Governing Board to drive initiatives forward.

The advancement grant funding will allow Arts Leads to continue to build out arts integration skills and strategies with other classroom teachers. Additionally, it will allow the identified TOSA's, Ms. Jennifer Rivera of MSA-7 (Elementary Focus) and Brandi Pease of MSA-8 (Secondary Focus) to engage in coaching sessions. The Art TOSA positions are new to Magnolia and thus require direct coaching from Mindful Strategies to help leverage the grant-identified partners Everyday Arts and Contra Tiempo.

MPS was awarded a \$14,400 matching grant for a project amount of = \$28,800

BUDGET IMPLICATIONS

Budget implications include:

- \$14,400 grant for MPS: Arts Ed Collective - Advancement Grant

EXHIBITS (attachments):

Attachments included:

1. Advancement grant program agreement
 - Requires two signatures:
 - District Superintendent
 - School Board President or an Officer (digital signatures are accepted)



CONTRACT #: AG-21 5515
Advancement Grant Program Agreement



This Agreement made this date, _____, by and between the County of Los Angeles ("County"), a body corporate and politic and a political subdivision of the State of California, and:

Organization ("Grantee"): **Magnolia Educational & Research Foundation**
 Address: **250 E. 1st Street, Suite 1500**
 City, State, Zip: **Los Angeles, CA 90012**
 Primary Contact: **Jennifer Rivera**
 Email Address: **jrivera@magnoliapublicschools.org**
 Los Angeles County Vendor #: **18847501**

LOS ANGELES COUNTY ARTS EDUCATION COLLECTIVE ADVANCEMENT GRANT

The County, through the Los Angeles County Department of Arts and Culture ("Arts and Culture"), provides grants to Los Angeles County School Districts to support quality arts education programming for public school students.

Grantee is a Los Angeles County School District that is part of the Arts Ed Collective network and is currently implementing a board approved strategic plan for arts education.

Section 1. AGREEMENT DOCUMENTS. This Agreement is comprised of this three-page document, the Standard Terms and Conditions attached hereto as Exhibit A, and the General Terms and Instructions attached hereto as Exhibit B. Grantee affirms it has reviewed the entire Agreement, including the attached exhibits, and understands and will comply with the terms and conditions contained therein.

Section 2. PURPOSE AND SCOPE OF GRANT. The County desires to provide a grant to support Grantee in addressing and achieving key action items that move them toward their long term vision for arts education within their school district, as described in the application materials submitted to the County in connection with this grant. Specifically, this grant award will be used for the following purposes only ("Project"): ***to support the leadership of the Arts TOSA and site arts leads and district-wide teacher professional development in the integration of arts and social emotional learning.***

Section 3. AGREEMENT TERM. The term of this Agreement shall commence when executed by all parties hereto, no earlier than July 1, 2021, and shall expire on: **June 30, 2022.**

Section 4. MAXIMUM GRANT AMOUNT. The maximum grant amount payable by the County to the Grantee under this Agreement may not exceed: **\$14,400.**

Section 5. ADDITIONAL TERMS AND CONDITIONS.

A. **Matching Funds.** As a condition of this grant award, Grantee must provide, at a minimum, matching funds equal to or exceeding the amount set forth in Section 4, above, for the purposes of funding the Project. If for any reason Grantee fails to contribute any or all of the required matching funds, the grant award will be reduced in an amount equal to the amount of matching funds Grantee fails to contribute. Grantee must reimburse the County any grant amount forfeited pursuant to this paragraph within 10 business days of a demand by the County for reimbursement, or within 30 days of expiration of the term of this Agreement, whichever is earlier. Grantee will follow those procedures and requirements established in the General Terms and Instructions (Exhibit B) for the acquisition and reporting of matching funds.

B. The County will pay the grant allocations set forth in Section 4, above, to Grantee in up to three installments. The County will not pay any interest or other charges on any grant allocation. Grantee must submit invoices as follows:

CONTRACT #: AG-21 5515
Advancement Grant Program Agreement

- (i) Grantee may submit one (1) invoice for a maximum of 25% of the grant award following successful completion of all project planning and attendance at a County-scheduled grantee convening or a countywide network event. This invoice is optional.
- (ii) Grantee may submit one (1) invoice for a maximum of 50% of the grant award following successful completion of a mid-project check-in and site visit with County staff. This invoice is optional.
- (iii) Grantee must submit one (1) invoice for all unpaid grant funds on or before May 15, 2021. This invoice is mandatory and must be accompanied by a completed Final Report, as described in the General Terms and Instructions (Exhibit B). Payment pursuant to this invoice is contingent upon submission of the Final Report.

Grantee's failure or election not to submit an optional invoice pursuant to (i) or (ii), above, will not limit, reduce, or otherwise affect the Grantee's obligations under this Agreement.

C. Any funds allocated by the County to Grantee pursuant to this Agreement which are not used by Grantee in support of the Project must be returned to the County within 30 days of the expiration of the term of this Agreement. Grantee will forfeit any grant funds which remain unused upon the expiration of this Agreement.

D. Grantee agrees to comply with the terms of this Agreement, including the terms set forth in the attached Exhibits A and B, all applicable local, state and federal laws, and all applicable current and future guidelines issued by Arts and Culture.

E. Signatures. Grantee represents and warrants that the person or persons executing this Agreement for Grantee is/are authorized agent(s) who have actual authority to bind Grantee to each and every provision of this Agreement, and that all requirements of Grantee have been fulfilled to provide such actual authority.

F. Counterparts. This Agreement may be executed in any number of counterparts, each of which so executed will be deemed to be an original and will together constitute one and the same Agreement. Manual signatures may be provided by facsimile, or digitally scanned and provided by electronic mail. Grantee will maintain on file and, upon the County's request, agrees to provide the County with an original of a signature provided by facsimile or electronic mail. Alternatively, grantee may provide electronic signatures of authorized signors via Adobe Sign.

**CONTRACT #: AG-21 5515
Advancement Grant Program Agreement**

IN WITNESS WHEREOF, the County has executed these presents by causing them to be subscribed by the Director of its Department of Arts and Culture, and Grantee has caused these presents to be executed by its duly authorized representatives, the date first above written.

COUNTY OF LOS ANGELES

By: _____ Date: _____
Kristin Sakoda, Director
Los Angeles County Department of Arts and Culture

GRANTEE

| Signature: _____ Date: _____
Email: _____

Signature: _____ Date: _____
Email: _____

**APPROVED AS TO FORM:
ROD CASTRO-SILVA
County Counsel**

By: _____
Deputy



EXHIBIT A

STANDARD TERMS AND CONDITIONS

**COUNTY OF LOS ANGELES
CONSULTANT SERVICES AGREEMENT**

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STANDARD TERMS AND CONDITIONS

COUNTY OF LOS ANGELES CONSULTANT SERVICES CONTRACTS

§ 100. DEFINITIONS. For purposes of the Agreement, including all Exhibits/Attachments thereto, the following definitions shall govern its interpretation:

§ 101. “Agreement” shall mean the agreement by and between the Consultant and the County of Los Angeles, a body politic and corporate, which agreement shall include the primary document and all exhibits/attachments and/or documents referenced therein.

§ 102. “Auditor-Controller” shall mean the Auditor-Controller of the County of Los Angeles and/or his designee.

§ 103. “Department” shall mean the County of Los Angeles Department of Arts and Culture .

§ 104. “Consultant” shall mean the agency or individual contracting with the County under the terms and conditions of this Agreement, including Consultant’s employees, agents, assigns, contractors, subcontractors, and anyone else involved in any manner in the exercise of the rights therein given to the Consultant.

§ 105. “Contract Amount” shall mean the fees or payment agreed to be paid by the County for consultant services as set forth in the Agreement.

§ 106. “County” shall mean the County of Los Angeles.

§ 107. “Director” shall mean the Director of the Department of Arts and Culture and/or her designee.

§ 108. “Services” shall mean the services identified in the primary document of this Agreement, or as more specifically set forth in an appropriate exhibit or attachment thereto.

§ 109. “State” shall mean the State of California.

§ 200. ASSURANCES/CERTIFICATIONS. The Consultant provides the following assurances and certifications, and agrees to the following terms:

§ 201. Compliance with Laws. The Consultant certifies and agrees that it shall comply with all applicable federal, State and local laws, rules, regulations, ordinances, and directives, and all provisions required to be included in this Agreement are incorporated by this reference. The County reserves the right to review the Consultant’s policies and procedures to ensure compliance with such laws, rules, regulations, ordinances, and directives, as applicable. The Consultant shall indemnify and hold the County, its officers, employees and agents harmless from any loss, damage or liability resulting from a violation by the Consultant, its agents, officers and employees of any such laws, rules, regulations, ordinances, and directives.

§ 202. Copyrights/Privacy Rights. The Consultant shall neither violate nor infringe upon any copyright, right of privacy, or other statutory or common law right of any person, firm or corporation, nor, if authorized to do radio or television broadcasts pursuant to amendment

hereto, violate the rules and regulations of the Federal Communications Commission or the Code of Good Practices of the National Association of Broadcasters. Further, the Consultant will not defame or harm the reputation of any person, firm or corporation as a result of entering into this Agreement. The Consultant shall indemnify, defend and hold the County, its officers, employees and agents harmless from any sanctions or other liability which may be assessed against the County by reason of the Consultant's failure to comply with the foregoing.

§ 203. Nondiscrimination and Assurance of Compliance with Civil Rights. (a)

The Consultant assures and certifies that all persons employed by it, its affiliates, subsidiaries or holding companies, if any, are and will be treated equally by it without regard to, or because of race, color, religion, national origin, ancestry, sex, age, condition of physical or mental disability, marital status or political affiliation, in compliance with all anti-discrimination laws and regulations of the United States of America and the State as they now exist or may hereafter be amended.

(b) Consultant shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, ancestry, national origin, condition of physical or mental disability, marital status or political affiliation. Such action shall include but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

(c) Consultant hereby assures that it will comply with the Civil Rights Act of 1964, 42 USC §§ 2000e through 2000e-17, to the end that no person shall, on grounds of race, religion, color, sex, national origin, condition of physical or mental disability, marital status or political affiliation be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this Agreement or under any project, program, or activity supported by this Agreement.

(d) To the extent applicable, Consultant shall deal with its subcontractors, bidders or vendors without regard to or because of race, color, religion, ancestry, national origin, sex, age, or condition of physical or mental disability, marital status or political affiliation as required by all applicable anti-discrimination laws and regulations of the United States and the State as they now exist or may hereafter be amended.

(e) Consultant shall allow authorized County representatives access to its employment records during regular business hours to verify compliance with these provisions when so requested by the Director.

(f) If County finds that any of the above provisions have been violated, the same shall constitute a material breach of contract upon which County may determine to cancel, terminate, or suspend this Agreement. While County reserves the right to determine independently that the anti-discrimination provisions of this Agreement have been violated, in addition, a determination by the State Fair Employment and Housing Commission or the federal Equal Employment Opportunity Commission that Consultant has violated State or federal anti-discrimination laws or regulations shall constitute a finding by County that Consultant has violated the anti-discrimination provisions of this Agreement.

(g) The parties agree that in the event Consultant violates the anti-discrimination provisions of this Agreement, County shall, at its option, be entitled to a sum of Ten Thousand Dollars (\$10,000) pursuant to California Civil Code Section 1671 as liquidated damages in lieu of canceling, terminating, or suspending this Agreement.

§ 204. Wage and Hour Laws. To the extent applicable, the Consultant assures and certifies that it shall comply with all State and federal wage and hour laws, including but not limited to the Fair Labor Standards Act, as amended. The Consultant shall indemnify, defend, and hold harmless the County, its agents, officers and employees from any and all liability including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law including, but not limited to, the federal Fair Labor Standards Act, as amended, for services performed by the Consultant's employees for which the County may be found jointly or solely liable.

§ 205. Safety and Working Conditions. (a) To the extent applicable, the Consultant shall comply with the provisions of the federal Occupational Safety and Health Act of 1970, as amended (29 USC § 651 et seq.) and the California Occupational Safety and Health Act and successor statutes, as well as other applicable health and safety statutes, ordinances, regulations and rules. Consultant assures that no employee will be required or permitted to work under working conditions which are unsanitary, hazardous or otherwise detrimental to the person's health or safety.

(b) Consistent with this **§ 205** and to the extent applicable, Consultant agrees that it shall comply with section 3203 of title 8 in the California Code of Regulations which requires all California employers to have a written, effective Injury and Illness Prevention Program (IIPP) that addresses hazards pertaining to the particular workplace covered by the program.

(c) In addition to other requirements set forth herein, Consultant certifies that it shall, at its own expense, provide its employees all necessary general and specific training with respect to safety and working conditions and provide its employees with all required personal protective equipment necessary to perform services under this Agreement.

§ 206. Employment Eligibility Verification. (a) To the extent applicable, the Consultant warrants and certifies that it fully complies with all federal, State and local statutes, ordinances, and regulations regarding the employment eligibility of aliens and others, and that all persons performing services under the Agreement are eligible for employment in the United States. The Consultant shall indemnify, defend and hold the County harmless from any employer sanctions or other liability which may be assessed against the County by reason of the Consultants failure to comply with the foregoing.

(b) The Consultant represents that he/she has secured and retained all required documentation verifying employment eligibility of its personnel, if any. The Consultant shall secure and retain verification of employment eligibility from any new personnel and, to the extent applicable, participants participating in or receiving services under this Agreement, in accordance with applicable provisions of law.

§ 207. Drug Free Workplace Compliance. The Consultant hereby warrants and certifies that it shall comply with California Drug-Free Workplace Act of 1990 (Cal. Gov. Code § 8350 et seq.), as amended, including provision of the requisite certification as set forth therein; and the federal Drug-Free Workplace Act of 1988, including its implementing regulations (29 CFR Part 98 commencing with §98.600), as applicable.

§ 208. Conflict of Interest/Contracts Prohibited. (a) The Consultant represents and warrants that no County employee, whose position enables him/her to influence the award of this Agreement, and no spouse or economic dependent of such employee, is or shall be employed

in any capacity by the Consultant, or shall have any direct or indirect financial interest in this Agreement.

(b) The Consultant represents and warrants that it is aware of, and its authorized officers have read, the provisions of Los Angeles County Code Chapter 2.180 entitled "Contracting With Current or Former County Employees," and that execution of this Agreement will not violate those provisions. Anyone who is a former employee of the County at the time of execution of this Agreement or who subsequently becomes affiliated with the Consultant in any capacity shall not participate in the provision of Services provided under this Agreement or share in the profits of Consultant earned for a period of one year from the date he/she separated from County employment.

§ 209. Lobbying. The Consultant certifies that each County lobbyist as defined in Los Angeles County Code § 2.160.010, retained by Consultant shall fully comply with the County Lobbyist Ordinance (Los Angeles County Code Chapter 2.160). Failure on the part of any County lobbyist retained by Consultant to fully comply with the County Lobbyist Ordinance shall constitute a material breach of this Agreement upon which County may immediately terminate or suspend this Agreement.

§ 210. County Layoffs. (a) Should the Consultant require additional or replacement personnel after the effective date of this Agreement, the Consultant agrees to give due consideration for such employment openings to qualified permanent County employees who are targeted for layoff or qualified former County employees who are on a re-employment list during the life of this Agreement.

(b) Employment offers to qualified County employees shall be under the same conditions and rate of compensation that apply to other individuals who are employed or may be employed by Consultant.

(c) Consultant shall maintain records of each employment offer made to qualified County employees and other individuals. Such records shall include a description of the position and duties, rate of pay and fringe benefits, and whether the offer was accepted, rejected, or not responded to.

§ 211. GAIN/GROW Program Participants. (a) Should the Consultant require additional or replacement personnel after the effective date of this Agreement, the Consultant agrees to give due consideration for such employment openings to participants in the County's Department of Public Social Services' Greater Avenue for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet Consultant's minimum qualifications for the open position. Upon request from Consultant, the County will refer GAIN/GROW participants by job category to the Consultant for consideration.

(b) In the event that both laid-off County employees and GAIN/GROW participants are available for hiring, County employees shall be given first priority.

(c) Notwithstanding **§ 210** and **§ 211** of this Agreement, the Consultant and the County agree that, during the term of this Agreement and for a period of one year thereafter, neither party shall in any way intentionally induce or persuade any employee of one party to become an employee or agent of the other party. No bar exists against any hiring action initiated through a public announcement.

§ 212. Covenant Against Contingent Fees. (a) Consultant certifies and warrants that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement of understanding for a commission, percentage, brokerage or contingent fees.

(b) For breach or violation of this warranty, the County shall have the right to terminate this Agreement and, in its sole discretion, to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage or contingent fees. This right shall be in addition to any other legal remedy available to the County.

§ 213. Warranty of Adherence to County's Child Support Compliance Program.

(a) Consultant acknowledges that the County has established a goal of ensuring that all individuals who benefit financially from the County through contract are in compliance with their court-ordered child, family and spousal support obligations, if any, in order to mitigate the economic burden otherwise imposed upon the County and its taxpayers.

(b) To the extent required by the County's Child Support Compliance Program (County Code Chapter 2.200) and without limiting Consultant's duty under this Agreement to comply with all applicable provisions of law, Consultant warrants that it is now in compliance and shall during the term of this Agreement, maintain compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 U.S.C. § 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement and comply with all lawfully served Wage and Earnings Withholding Orders or District Attorney Notices of Wage and Earnings Assignment for Child or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b). Unless otherwise exempt by County Code section 2.200.040, failure to comply with such reporting requirements, or failure to implement and comply with lawfully served wage and earnings assignment orders or notices of assignment, shall constitute a default under this Agreement, and failure to cure the default within ninety (90) days of notice by the County shall subject the Agreement to termination.

(c) Unless otherwise exempt under Los Angeles County Code section 2.200.040, failure to comply with the provisions of this **§ 213** may be cause for debarment.

§ 214. Debarment and Suspension. (a) The Consultant certifies that it has not been subject to debarment and/or suspension under any federal (29 CFR Part 98), State or local program and will immediately inform the County of any future debarment or suspension. Said certification, which shall be in a form acceptable to the County, shall be submitted to the County no later than execution of this Agreement by Consultant.

(b) **Responsible Contractor.** A responsible contractor is a contractor who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the contract. It is the County's policy to conduct business only with responsible contractors.

(c) **Chapter 2.202 of the County Code.** The Consultant is hereby notified that, in accordance with County Code Chapter 2.202, as may be amended from time to time, if the County acquires information concerning the performance of the Consultant on this or other contracts which indicates that the Consultant is not responsible, the County may, in addition to other remedies provided in the Agreement, debar the Consultant from bidding on County contracts for a specified period of time not to exceed three years, and terminate any or all existing contracts the Consultant may have with the County.

(d) **Non-Responsible Contractor.** The County may debar Consultant if the Board of Supervisors finds, in its discretion, that the Consultant has done any of the following: (1) violated any term of a contract with the County, (2) committed any act or omission which negatively reflects on the Consultant's quality, fitness or capacity to perform a contract with the County or any other public entity, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against the County or any other public entity.

(e) **Contractor Hearing Board.** (1) If there is evidence that the Consultant may be subject to debarment, the County will notify the Consultant in writing of the evidence that is the basis for the proposed debarment and will advise the Consultant of the scheduled date for a debarment hearing before the Contractor Hearing Board.

(2) The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. The Consultant and/or the Consultant's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a proposed decision, which shall contain a recommendation regarding whether the Consultant should be debarred, and, if so, the appropriate length of time of the debarment. If the Consultant fails to avail itself of the opportunity to submit evidence to the Contractor Hearing Board, the Consultant may be deemed to have waived all rights of appeal.

(3) A record of the hearing, the proposed decision and any other recommendation of the Contractor Hearing Board shall be presented to the Board of Supervisors. The Board of Supervisors shall have the right to modify, deny or adopt the proposed decision and recommendation of the Hearing Board.

(f) **Subcontractors.** This § 214 shall also apply to subcontractors of County contractors, if any.

§ 215. Notification of Federal Earned Income Credit. With thirty (30) days of execution of this Agreement, the Consultant certifies that it shall notify its employees, and shall require each subcontractor, if any, to notify its employees, that they may be eligible for federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice 1015.

§ 216. Prohibited Activity. To the extent applicable, the Consultant represents and warrants that it will not engage in or permit any religious proselytizing or political propagandizing in connection with the performance of this Agreement. The Consultant agrees to comply with the provision of the federal Hatch Act and with Section 675e of Subtitle B of Title VI of Public Law 101-121 (31 USC § 1352) which prohibits use of federal funds to influence the award of federal contracts or grants.

§ 217. Protection Against Fraud and Abuse. The Consultant (including its employees and agents), in performing all obligations under the terms of this Agreement, assures that it perform services in a manner which safeguards against fraud and abuse. The Consultant agrees to indemnify and hold the County, its officers, employees and agents harmless from any loss, damage, or liability (including without limitation disallowed costs) resulting from a violation by the Consultant, its officers, employees and agents of this section.

§ 218. Authorization Warranty. The Consultant represents and warrants that the person executing this Agreement on behalf of the Consultant is an authorized agent who has actual

authority to bind Consultant to each and every term, condition, and obligation set forth in this Agreement, and that all requirements of Consultant have been fulfilled to provide such actual authority.

§ 219. Employee Jury Duty Service Program. (a) **Jury Service Program.** This Agreement is subject to the provisions of the County's ordinance entitled "Contractor Employee Jury Service" ("Jury Service Program") as codified in Sections 2.203.010 through 2.203.090 of the Los Angeles County Code.

(b) **Written Employee Jury Service Policy.** (1) Unless Consultant has demonstrated to the County's satisfaction either that Consultant is not a "contractor" as defined under the Jury Service Program (Section 2.203.020 of the County Code) or that Consultant qualifies for an exception to the Jury Service Program (Section 2.203.070 of the County Code), Consultant shall have and adhere to a written policy that provides that its employees shall receive from the Consultant, on an annual basis, no less than five days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with the Consultant or that the Consultant deduct from the Employee's regular pay the fees received for jury service.

(2) For purposes of this **§ 219**, "Contractor" means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County contractor and has received or will receive an aggregate sum of \$50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full time employee of a Contractor. "Full time" means 40 hours of more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary service of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any subcontractor to perform services for the County under the Agreement, the subcontractor shall also be subject to the provisions of this **§ 219**. The provisions of this **§ 219** shall be inserted into any such subcontract agreement and a copy of the Jury Service Program shall be attached to the Agreement.

(3) If Consultant is not required to comply with the Jury Service Program when the Agreement commences, Consultant shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Consultant shall immediately notify County if Consultant at any time either comes within the Jury Service Program's definition of "Contractor" or if Consultant no longer qualifies for any exception to the Program. In either event, Consultant shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the term of the Agreement and at its sole discretion, that Consultant demonstrate to the County's satisfaction that Consultant either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Consultant continues to qualify for any exception to the Program.

(4) Consultant's violation of this **§ 219** may constitute a material breach of the Agreement. In the event of such material breach, County may, in its sole discretion, terminate the Agreement and/or bar Consultant for the award of future County agreements for a period of time consistent with the seriousness of the breach.

§ 220. Notice to Employees Regarding Safely Surrendered Baby Law. The Consultant shall notify and provide to its employees, and shall require each subcontractor to notify

and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is attached to this **Exhibit A** of this Agreement and is also available on the Internet at www.babysafela.org for printing purposes.

§ 300. INDEPENDENT STATUS

§ 301. Independent Contractor. (a) The Consultant shall at all times be acting as an independent contractor. This Agreement is not intended, and shall not be construed to create the relationship of agent, servant, employee, partner, joint venture, or association, as between the County and the Consultant. Consultant understands and agrees that all of Consultant's personnel are employees solely of the Consultant and not of the County for purposes of workers' compensation liability.

(b) To the extent Consultant is and intends to remain an individual consultant during the term of this Agreement, and as such has no employees and no corporate or other organizational structure, the County and Consultant agree that any provisions of this Agreement, including its Exhibits, which pertain to actions or responsibilities regarding employees or corporate or other business organizations and which would not otherwise be applicable to individual contractors, shall not apply to Consultant. In the event Consultant, during the term of this Agreement, hires employees or changes his or her organizational structure from that of an individual consultant, Consultant shall immediately notify the County of such change and all provisions of the Agreement shall thereafter apply to the Consultant.

§ 302. No Authority to Bind County. As an independent contractor and except as otherwise expressly provided in the Agreement, Consultant has no power or authority to bind the County to any obligations, agreements, or contracts.

§ 303. Requisite Skills. The Consultant represents and warrants to the County, and County relies on such representation and warranty, that the Consultant (including its employees and agents) has the necessary skills, competence and expertise to fully and completely perform the specialized services called for under this Agreement. The County and the Consultant understand and agree that the Consultant is responsible for the means and methods of performing these specialized services and accomplishing the results, deliverables, objectives and/or purposes specified and/or requested by the County pursuant to this Agreement.

§ 304. Identification. As an independent contractor, Consultant must, at his or her own expense, supply any and all identification material (e.g., business cards, etc.) used in the performance of this Agreement. Use of the County seal or other County identifier requires prior written approval of the County Chief Administrative Officer or his or her designee. **IMPROPER USE OF THE COUNTY SEAL OR OTHER IDENTIFIER SHALL BE REFERRED TO THE COUNTY DISTRICT ATTORNEY OR OTHER APPROPRIATE PROSECUTORIAL AGENCY FOR INVESTIGATION AND PROSECUTION TO THE FULL EXTENT PERMITTED BY LAW.** To the extent such material includes the County seal or other identifier, such material shall be distinguishable from County materials and expressly and clearly indicate that Consultant is an independent contractor or consultant.

§ 400. INDEMNIFICATION AND INSURANCE

§ 401. Indemnification. The Consultant shall indemnify, defend and hold harmless the County, its Special Districts, elected and appointed officers, employees, and agents ("County Indemnitees") from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with Consultant's acts and/or omissions arising from and/or relating to this Agreement, except for such loss or damage arising from the sole negligence or willful misconduct of the County Indemnitees.

§ 402. Insurance. (a) Without limiting Consultant's indemnification of County, and in the performance of this Agreement and until all of its obligations pursuant to this Agreement have been met, Consultant shall provide and maintain at its own expense insurance coverage satisfying the requirements specified in this **§ 402** of this Agreement. These minimum insurance coverage terms, types and limits (the "Required Insurance") also are in addition to and separate from any other contractual obligation imposed upon Consultant pursuant to this Agreement. The County in no way warrants that the Required Insurance is sufficient to protect the Consultant for liabilities which may arise from or relate to this Agreement.

(b) Evidence of Coverage and Notice to County.

(1) Certificate(s) of insurance coverage (Certificate) satisfactory to County, and a copy of an Additional Insured endorsement confirming County and its Agents (defined below) have been given insured status under the Consultant's General Liability policy, shall be delivered to County at the address shown below and provided prior to commencing services under this Agreement.

(2) Renewal Certificates shall be provided to County not less than ten (10) days prior to Consultant's policy expiration dates. The County reserves the right to obtain complete, certified copies of any required Consultant and/or subcontractor insurance policies at any time.

(3) Certificates shall identify all Required Insurance coverage types and limits specified herein, reference this Agreement by name or number, and be signed by an authorized representative of the insurer(s). The insured party named on the Certificate shall match the name of the Consultant identified as the contracting party in this Agreement. Certificates shall provide the full name of each insurer providing coverage, its NAIC (National Association of Insurance Commissioners) identification number, its financial rating, the amounts of any policy deductibles or self-insured retentions exceeding fifty thousand dollars (\$50,000), and list any County required endorsement forms.

(4) Neither the County's failure to obtain, nor the County's receipt of, or failure to object to a non-complying insurance certificate or endorsement, or any other insurance documentation or information provided by the Consultant, its insurance broker(s) and/or insurer(s), shall be construed as a waiver of any of the Required Insurance provisions.

(5) Certificates and copies of any required endorsements shall be sent to:

Attn: Director
Los Angeles County Department of Arts and Culture

1055 Wilshire Boulevard, Suite 800
Los Angeles, California 90017

(6) Consultant also shall promptly report to County any injury or property damage accident or incident, including any injury to a Consultant employee occurring on County property, and any loss, disappearance, destruction, misuse, or theft of County property, monies or securities entrusted to Consultant. Consultant also shall promptly notify County of any third party claim or suit filed against Consultant or any of its subcontractors which arises from or relates to this Agreement, and could result in the filing of a claim or lawsuit against Consultant and/or County.

(c) **Additional Insured Status and Scope of Coverage.** The County, its Special Districts, elected officials, officers, agents, employees, and volunteers (collectively, "County and its Agents") shall be provided additional insured status under Consultant's General Liability policy with respect to liability arising out of Consultant's ongoing and completed operations performed on behalf of the County. County and its Agents additional insured status shall apply with respect to liability and defense of suits arising out of the Consultant's acts or omissions, whether such liability is attributable to the Consultant or to the County. The full policy limits and scope of protection also shall apply to the County and its Agents as an additional insured, even if they exceed the County's minimum Required Insurance specifications herein. Use of an automatic additional insured endorsement form is acceptable providing it satisfies the Required Insurance provisions herein.

(d) **Cancellation of or Changes in Insurance.** Consultant shall provide County with, or Consultant's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Agreement, in the sole discretion of the County, upon which the County may suspend or terminate this Agreement.

(e) **Failure to Maintain Insurance.** Consultant's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Agreement, upon which County immediately may withhold payments due to Consultant, and/or suspend or terminate this Agreement. County, at its sole discretion, may obtain damages from Consultant resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Consultant, deduct the premium cost from sums due to Consultant or pursue Consultant reimbursement.

(f) **Insurer Financial Ratings.** Coverage shall be placed with insurers acceptable to the County with A.M. Best ratings of not less than A:VII unless otherwise approved by County.

(g) **Consultant's Insurance Shall Be Primary.** Consultant's insurance policies, with respect to any claims related to this Agreement, shall be primary with respect to all other sources of coverage available to Consultant. Any County maintained insurance or self-insurance coverage shall be in excess of and not contribute to any Consultant coverage.

(h) **Waivers of Subrogation.** To the fullest extent permitted by law, the Consultant hereby waives its rights and its insurer(s)' rights of recovery against County under all the Required Insurance for any loss arising from or relating to this Agreement. The Consultant shall

require its insurers to execute any waiver of subrogation endorsements which may be necessary to effect such waiver.

(i) **Subcontractor Insurance Coverage Requirements.** Consultant shall include all of its subcontractors as insureds under Consultant's own policies, or shall provide County with each of its subcontractor's separate evidence of insurance coverage. Consultant shall be responsible for verifying that each of its subcontractor complies with the Required Insurance provisions herein, and shall require that each subcontractor name the County and Consultant as additional insureds on the subcontractor's General Liability policy. Consultant shall obtain County's prior review and approval of any subcontractor request for modification of the Required Insurance.

(j) **Deductibles and Self-Insured Retentions (SIRs).** Consultant's policies shall not obligate the County to pay any portion of any Consultant deductible or SIR. The County retains the right to require Consultant to reduce or eliminate policy deductibles and SIRs as respects the County, or to provide a bond guaranteeing Consultant's payment of all deductibles and SIRs, including all related claims investigation, administration and defense expenses. Such bond shall be executed by a corporate surety licensed to transact business in the State of California.

(k) **Claims Made Coverage.** If any part of the Required Insurance is written on a claims made basis, any policy retroactive date shall precede the effective date of this Agreement. Consultant understands and agrees it shall maintain such coverage for a period of not less than three (3) years following Agreement expiration, termination or cancellation.

(l) **Application of Excess Liability Coverage.** Consultant may use a combination of primary and excess insurance policies which provide coverage as broad as the underlying primary policies, to satisfy the Required Insurance provisions.

(m) **Separation of Insureds.** All liability policies shall provide cross-liability coverage as would be afforded by the standard ISO (Insurance Services Office, Inc.) separation of insureds provision with no insured versus insured exclusions or limitations.

(n) **Alternative Risk Financing Programs.** The County reserves the right to review, and then approve, Consultant use of self-insurance, risk retention groups, risk purchasing groups, pooling arrangements and captive insurance to satisfy the Required Insurance provisions. The County and its Agents shall be designated as an Additional Covered Party under any approved program.

(o) **County Review and Approval of Insurance Requirements.** The County reserves the right to review and adjust the Required Insurance provisions, conditioned upon County's determination of changes in risk exposures.

§ 403. Insurance Coverage. (a) Consultant shall provide the programs of insurance set forth in this **§ 403** at such limits as are set forth in the Primary Document. If no limits are specified in the Primary Document, the default limits specified in this **§ 403** shall apply.

(b) **Commercial General Liability** insurance (providing scope of coverage equivalent to ISO policy form CG 00 01), naming County and its Agents as an additional insured, with limits of not less than:

General Aggregate: \$2 million
Products/Completed Operations Aggregate: \$1 million

Personal and Advertising Injury:	\$1 million
Each Occurrence:	\$1 million

(c) **Automobile Liability** insurance (providing scope of coverage equivalent to ISO policy form CA 00 01) with limits of not less than \$1 million for bodily injury and property damage, in combined or equivalent split limits, for each single accident. Insurance shall cover liability arising out of Consultant's use of autos pursuant to this Agreement, including owned, leased, hired, and/or non-owned autos, as each may be applicable.

(d) **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than one million (\$1,000,000) per accident. If Consultant will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer, and the endorsement form shall be modified to provide that County will receive not less than thirty (30) days advance written notice of cancellation of this coverage provision. If applicable to Consultant's operations, coverage also shall be arranged to satisfy the requirements of any federal workers or workmen's compensation law or any federal occupational disease law.

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§ 406. Intentionally Left Blank.

§ 407. Intentionally Left Blank.

§ 500. OPERATIONAL RESPONSIBILITIES

§ 501. County Rules. Consultant shall, in all details of the Services to be performed by Consultant, comply with and abide by all applicable rules, regulations and directions of the County, and shall be governed by the policy and guideline requirements of the Department of Arts and Culture, relevant County commissions and, to the extent applicable, State and/or federal agencies responsible for funding the services herein.

§ 502. Permits/Licenses. Consultant shall comply with all applicable County and local ordinances and all State and federal laws, and in the course thereof, obtain and keep in effect, at a cost solely borne by the Consultant, all permits and licenses required to conduct the Services.

§ 503. Public Statements. Consultant shall indicate in any press statement(s) or release(s) to the public that is related to the services provided herein, that such services are funded by the County. All such releases, statements or press or public activities shall be approved and coordinated with the Director.

§ 504. Staff Identification. (a) Consultant shall provide for him/herself and all Consultant staff providing services under this Agreement with a photo identification badge in accordance with County specifications (said badge to be clearly distinguishable from County employee identification badges). Specifications may change at the discretion of the County and Consultant will be provided new specifications as required. The format and content of the badge is subject to the County's approval prior to the Consultant implementing the use of the badge.

Consultant and his/her staff, while on duty or when entering any County facility or County grounds, shall prominently display the photo identification badge on the upper part of the body.

(b) Consultant shall notify the County within one business day when staff are terminated or otherwise removed from working under this Agreement. Consultant is responsible to retrieve and immediately destroy the staff's photo identification badge at the time of removal. Upon termination or expiration of this Agreement, Consultant shall immediately destroy any remaining badge(s) used to comply with this **§ 504**, and certify same to the County.

(c) If County requests the removal of Consultant's staff, Consultant is responsible to retrieve and immediately destroy the staff person's photo identification badge at the time of removal.

§ 600. AUDITS/RECORDS/REPORTS

§ 601. Audits. (a) The County Auditor-Controller shall at all times have access for audit purposes to the books, records, and accounts maintained by the Consultant in connection with all money expended under the terms of this Agreement.

(b) The Consultant shall take all actions necessary to enable the County Auditor-Controller or other authorized County representative(s) to clearly determine whether the Consultant is properly performing its contractual obligations, especially in relation to payments received.

(c) If, at any time during the term of this Agreement or within five (5) years after the expiration or termination of this Agreement, authorized representatives of County conduct an audit of Consultant regarding the services provided to County hereunder and if such audit finds that County's dollar liability for such services is less than payments made by County to Consultant, then Consultant agrees that the difference, at the County's discretion and in its sole direction, shall be either:

(1) Repaid forthwith by Consultant to County by cash payment; or

(2) Credited against future payments hereunder to Consultant. If such audit finds that County's dollar liability for services provided hereunder is more than payments made by County to Consultant, then the difference shall be paid to Consultant by County provided that in no event shall the County's maximum obligation for this Agreement exceed the maximum contract sum.

(d) Failure by the Consultant to comply with the requirements of this **§ 601** shall constitute a material breach of contract upon which the County may cancel, terminate, or suspend this Agreement.

§ 602. Inspection of Records. (a) During normal business hours, Consultant shall allow the County to inspect the books, records, documents and other evidence bearing on the costs and expenses of the Consultant with respect to work performed hereunder to determine compliance with the terms of this Agreement, and shall allow the Director, the County and/or authorized State or federal governmental representatives access for any other purpose incidental to the performance of the responsibilities of those governmental entities.

(b) All material subject to inspection, including time cards signed by employee and supervisor, and all pertinent cost, accounting, financial records, and proprietary data, must be

kept and maintained by the Consultant in a location within Los Angeles County for a period of five (5) years after completion of this Agreement unless County's written permission is obtained to dispose of material prior to this time. In the event Consultant's books, records or documents are located outside the County of Los Angeles, the Consultant agrees to pay the County for traveling and per diem costs connected with an inspection or audit.

§ 603. Records/Data. (a) All data and information collected by Consultant in performance of its obligations under the terms of this Agreement shall remain or become the property of the County and shall not be appropriated by the Consultant for private, proprietary use. All reports and other data collected during the term of this Agreement shall be relinquished to the County upon termination of this Agreement.

(b) The Consultant shall maintain all books, records, documents or other evidence bearing on the costs and expenses of the Consultant with respect to work performed hereunder, as are deemed necessary or required by the County or State of federal regulations or rules, for five (5) years after final settlement under this Agreement unless permission to destroy them is granted by authorized County representative.

(c) County obtains the right to use, duplicate and disclose in whole or in part, in any manner, for any purpose whatsoever, any information or data generated from the services rendered by the Consultant under the terms of this Agreement.

(d) This provision shall survive termination or expiration of the Agreement.

§ 604. Progress Reports. The Consultant shall, at the direction of the Director, submit periodic progress reports outlining progress in completing services set forth in this Agreement.

§ 700. TERMINATION/CANCELLATION OF SERVICES

§ 701. Termination of Agreement for Default. (a) This Agreement may be terminated in whole or in part by the County providing to Consultant a written Notice of Default if the Consultant fails to perform any covenant or condition of this Agreement, as determined by the Director.

(b) The Consultant shall have not more than ten (10) calendar days from the date of the Notice of Default in which to cure the Default(s), however, in her sole discretion, the Director, may extend this period or authorize a longer period for cure.

(c) Without limitation of any additional rights or remedies to which it may be entitled, if the County terminates all or part of the Consultant's event/performance for Consultant's Default, the County, in its sole discretion, may procure a replacement performance(s) and the Consultant shall be liable for all excess County costs incurred in connection with seeking the replacement performance(s), as determined by the County in its sole discretion.

§ 702. Termination for Convenience. Except as otherwise provided in this Agreement, the County may terminate this Agreement upon thirty (30) days written notice to the Consultant without liability for any services to be performed after the date of such cancellation/termination, when such action is deemed by the County to be in its best interest. Termination of work hereunder shall be effected by delivery to the Consultant of a Notice of Termination specifying the extent to which performance of work under this Agreement is terminated,

and the date upon which such termination becomes effective. In the event of termination, the County shall pay the Consultant for all services completed prior to the effective date of such termination, less payments previously paid by the County for such services.

§ 703. Termination for Improper Consideration. (a) The County may, by written notice to the Consultant, immediately terminate the right of the Consultant to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the Consultant either directly or through an intermediary, to any County officer, employee or agent with the intent of securing the Agreement or securing favorable treatment with respect to the award, amendment or extension of the Agreement or the making of any determinations with respect to the Consultant's performance pursuant to the Agreement. In the event of such termination, the County shall be entitled to pursue the same remedies against the Consultant as it could pursue in the event of default by the Consultant.

(b) Consultant shall immediately report any attempt by a County officer or employee to solicit such improper consideration. The report shall be made either to the County manager charged with the supervision of the employee or to the County Auditor-Controller's Employee Fraud Hotline at (213) 974-0914 or (800) 544-6861.

(c) Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

§ 704. Termination for Breach of Warranty to Maintain Compliance with County's Child Support Compliance Program. Failure of Consultant to maintain compliance with the requirements set forth in § 213 shall constitute a default by Consultant under this Agreement. Without limiting the rights and remedies available to the County under any other provision of this Agreement, failure to cure such default within 90 days of notice by the County shall be grounds upon which the County may terminate this Agreement.

§ 705. Force Majeure. (a) The parties will be excused from the performance of this Agreement in whole or in part, only by reason of the following causes:

- (1) when such is prevented by operation of law;
- (2) when such is prevented by an irresistible superhuman cause, including but not limited to flood, earthquakes and fires; and,
- (3) when such is prevented by an act of the public enemies of the State of California or of the United States of America, or by strike, mob violence, fire, delay in transportation beyond the control of Consultant, or unavoidable casualty.

(b) In the event the Consultant's performance is excused in accordance with this § 705, and the services are not provided, the Consultant agrees to reimburse the County the any amounts previously paid by the County; excluding extraordinary costs and expenses incurred by the Consultant as a direct result of instructions from the County; provided, however, that such costs and expenses have been approved by the Director in his sole discretion.

§ 706. Program Termination. In the event the services provided herein are directly related to a federal, State or local program and said program is terminated for any reason, the County may terminate this Agreement immediately without further liability for services yet to be rendered.

§ 707. Termination for Non-Appropriation of Funds. The County's obligation is payable only from funds appropriated for the purpose of this Agreement. All funds for payments after the end of the current fiscal year are subject to the County's legislative appropriation for this purpose. In the event this Agreement extends into succeeding fiscal year periods and the Board of Supervisors does not allocate sufficient funds for the next succeeding fiscal year payments, services shall automatically be terminated in accordance with the provisions of **§ 702** (Termination for Convenience), as of the end of the then current fiscal year; provided, however, that the notice required in such an event may be less than that required under **§ 702**. The County shall make a good faith effort to notify the Consultant in writing of such non-allocation at the earliest time.

§ 708. Consultant Action Upon Termination. After receipt of a Notice of Termination pursuant to the terms of this Agreement, and except as otherwise directed by the Director or his designee, the Consultant shall:

(a) Incur no new or additional obligations in connection with the terminated work, and on the date set in the Notice of Termination, the Consultant shall stop work to the extent specified.

(b) Take all reasonable steps to minimize costs allocable to the work terminated by the notice.

(c) Terminate outstanding orders and subcontracts as they relate to the terminated work. The Consultant shall settle the liabilities and claims arising out of the termination of subcontracts and order connected with the terminated work.

(d) Complete performance of such part of the work that shall not have been terminated by the Notice of Termination.

§ 800. GENERAL PROVISIONS

§ 801. Contract Modifications/Amendments. This Agreement fully expresses the Agreement of the parties. Except where expressly provided herein, any modification or amendment of the terms or conditions of this Agreement must be by means of a separate written document approved by the Director. No oral conversation between any officer or employee of the parties shall modify or otherwise amend this Agreement in any way.

§ 802. Assignments. This Agreement may not be assigned, in whole or in part, without the written consent of the County. Absent such approval, any attempt by the Consultant to assign this Agreement shall be void and shall constitute a material breach of this Agreement upon which the County may immediately terminate this Agreement.

§ 803. Notices. (a) The Director shall be the County representative to whom the Consultant shall forward all notices, documents, reports, and records as required herein. Notices to the parties shall be addressed as listed in the Agreement

(b) Notices, demands and communications to be given hereunder by either party shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested, and shall be deemed communicated as of the date of mailing.

(c) If the name and/or address of the person designated to receive the notices, demands or communications changes, the affected party shall notify the other party in writing of such change in accord with this section, within five (5) working days of said change.

§ 804. Waivers. (a) Any waiver by the County of any breach of any one or more of the covenants, conditions, terms and agreements contained herein shall not be construed to be a waiver of any subsequent or other breach of the same or any other covenant, condition, term or agreement contained herein, nor shall failure on the part of the County to require exact, full and complete compliance with any of the covenants, conditions, terms or agreements contained herein be construed as in any manner changing the terms of this Agreement or stopping the County from enforcing the full provision thereof.

(b) No delay, failure, or omission of the County to exercise any right, power, privilege or option, arising from any default, nor any subsequent payments then or thereafter made shall impair any such right, power, privilege or option, or be construed as a waiver of or acquiescence in such default or as a relinquishment of any right.

(c) Waivers of the provisions of this Agreement shall be in writing and signed by the Director.

§ 805. Validity. The invalidity of any provision of this Agreement shall not void or affect the validity of any other provision.

§ 806. Entire Agreement. (a) This Agreement constitutes the entire, full, complete and exclusive statement of understanding between the parties which supersede all previous written or oral agreements, and all prior communications between the parties relating to the subject matter of this Agreement.

(b) Consultant warrants that he/she has received a copy of this Agreement, including all exhibits thereto, and upon execution of this Agreement, it shall be Consultant's responsibility to retain on file, and to abide by the entire Agreement.

§ 807. Captions. The section headings appearing herein shall not be deemed to govern, limit, modify or in any way affect the scope, meaning or intent of these terms and conditions.

§ 808. Proprietary Rights. (a) Any materials, data and information not developed under this Agreement, which Consultant considers to be proprietary and confidential, shall be plainly and prominently marked by Consultant as "TRADE SECRET", "PROPRIETARY", or "CONFIDENTIAL".

(b) County will use reasonable means to ensure that Consultant's proprietary and confidential materials, data and information are safeguarded and held in confidence. However, County will notify Consultant of any Public Records Act request for items described in **§ 808** (a). County agrees not to reproduce or distribute such materials, data and information to non-County entities without the prior written permission of Consultant.

(c) Notwithstanding any other provision of this Agreement, County shall not be obligated in any way under **§ 808** for:

(1) Any material, data and information not plainly and prominently marked with restrictive legends as set forth in **§ 808 (a)**;

(2) Any materials, data and information covered under **§ 808**; and

(3) Any disclosure of any materials, data and information which County is required to make under the California Public Records Act or otherwise by law.

(d) Consultant shall protect the security of and keep confidential all materials, data and information received or produced under this Agreement. Further, Consultant shall use whatever security measures are necessary to protect all such materials, data and information from loss or damage by any cause, including but not limited to, fire and theft.

(e) Consultant shall not disclose to any party any information identifying, characterizing or relating to any risk, threat, vulnerability, weakness or problem regarding data security in County's computer systems, or to any safeguard, countermeasure, contingency plan, policy or procedure for data security contemplated or implemented by County, without County's prior written consent.

(f) The provisions of **§ 808(c)**, **(d)** and **(e)** shall survive the expiration or termination of this Agreement.

§ 809. Subcontracting. (a) No performance of this Agreement or any portion thereof may be subcontracted by the Consultant without prior written notice to the Director or her authorized designee. Furthermore, Consultant agrees that, to the extent any part of this Agreement is to be subcontracted, Consultant shall comply with all County, State and/or federal procurement requirements established for the Program.

(b) Any attempt by the Consultant to subcontract any performance of the terms or conditions of this Agreement without first providing written notice to the Director or her authorized designee, shall be null and void and shall constitute a breach of this Agreement.

(c) All notices of subcontracting shall be directed to the Director and shall, at a minimum, include:

(1) A description of the services to be provided by the subcontract; and

(2) Identification of the proposed subcontractor(s) and an explanation of why and how the proposed subcontractor(s) were selected.

(d) Subcontracts shall be made in the name of the Consultant and shall neither bind nor purport to bind the County. The making of subcontracts hereunder shall not relieve the Consultant of any requirement under the terms of this Agreement, including, but not limited to, the duty to properly supervise and coordinate the work of subcontractor(s). Notice to the Director of any subcontract shall not be construed to constitute a determination of the allowability of any cost under this Agreement. In no event shall approval of any subcontract by the Director be construed as affecting any increase in the amount of this Agreement. Consultant shall be responsible for all costs associated with subcontracting.

§ 810. Public Records Act. (a) Any documents submitted by Consultant; all information obtained in connection with the County's right to audit and inspect Consultant's

documents, books, and accounting records pursuant to this Agreement; as well as those documents which were required to be submitted in response to a solicitation issued by the County for the awarding this Agreement, become the exclusive property of the County. All such documents become a matter of public record and shall be regarded as public records. Exceptions will be those elements in the California Government Code Section 6250 et seq. (Public Records Act) and which are marked "trade secret," "confidential," or "proprietary." The County shall not in any way be liable or responsible for the disclosure of any such records including, without limitation, those so marked, if disclosure is required by law, or by an order of court of competent jurisdiction.

(b) In the event the County is required to defend an action on a Public Records Act request for any of the aforementioned documents, information, books, records, and/or contents of an RFP or other solicitation marked "trade secret", "confidential", or "proprietary", the Consultant agrees to defend and indemnify the County from all costs and expenses, including reasonable attorney's fees, in action or liability arising under the Public Records Act.

§ 811 County's Quality Assurance Plan. County will evaluate Consultant's performance under this Agreement on not less than an annual basis. Such evaluation will include assessing Consultant's compliance with all Agreement terms and performance standards. Consultant deficiencies which the County determines are severe or continuing and that may place performance of the Agreement in jeopardy if not corrected will be reported to the Director. The report will include improvement/corrective action measures taken by the County staff and Consultant. If improvement does not occur consistent with the corrective action measures, the Director may terminate this Agreement in whole or in part or impose other penalties as specified in the Agreement.

§ 812. Recycled Bond Paper. Consistent with the Board of Supervisor's policy to reduce the amount of solid waster disposal at the County landfills, the Consultant agrees to use recycled-content paper to the maximum extent possible in providing services.

§ 813. Nonexclusivity. Nothing in this Agreement is intended nor shall be construed as creating any exclusive arrangement with Consultant. This Agreement shall not restrict County from acquiring similar, equal or like services from other entities or sources.

§ 814. Endorsement. The Consultant shall not, in any manner, advertise, publish or represent that the County endorses the services herein provided without the prior written consent of the County. Any published document, opinion or article referencing the County must have prior written consent of the Director.

§ 815. Governing Law. This Agreement shall be governed by, and construed in accordance with the laws of the State of California. Consultant agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Agreement and further agrees and consents that venue to any action brought hereunder shall be exclusively in the County of Los Angeles, California.

§ 816. Interpretation. No provision of this Agreement is to be interpreted for or against either party because that party or that party's legal representative drafted such provision.

§817. Warranty of Compliance with County's Defaulted Property Tax Reduction Program. Consultant acknowledges that County has established a goal of ensuring all individuals and businesses that benefit financially from County through contract are current in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic

burden otherwise imposed upon the County and its taxpayers. Unless Consultant qualifies for an exemption or exclusion, Consultant warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this contract will maintain compliance, with the Los Angeles County Code Chapter 2.206.

§818. Termination for Breach of warranty to Maintain compliance with county's Defaulted Property Tax Reduction Program. Failure of Consultant to maintain compliance with the requirements set forth in Section 817 "Warranty of Compliance with County's Defaulted Property Tax Reduction Program" shall constitute default under this contract. Without limiting the rights and remedies available to County under any provision of this contract, failure of Consultant to cure such default within 10 days of notice shall be grounds upon which County may terminate this contract an/or pursue debarment of Consultant, pursuant to County Code Chapter 2.206.

#



School District Advancement Grant

General Terms and Instructions

Exhibit B

Congratulations on your District's Advancement Grant award! This General Terms and Instructions document contains all the information you will need to manage your grant, meet grantee requirements, and receive payments.

Please read this entire document thoroughly and visit our website at lacountyartsedcollective.org/initiatives/school-district-support/manage-your-grant to access up-to-date resources and information about managing your grant award.

CONTRACT OVERVIEW

Grant Period

The period of the grant is from the date of contract execution through June 30, 2022. *Please note that the invoicing and reporting deadline is May 15, 2022. All funds must be expended prior to the May 15 deadline unless written approval is granted.*

Contract Project Budget and Target Participation

Advancement Grant awards may be less than the original grant request. As a result, the project budget must be revised accordingly in the *Adjusted Grant Budget and Participation* form via our online grant management system. More details about this requirement can be found in the *Requirements for Contracting* section of this document. If the award amount seriously impacts the scope of work or project budget, please refer to the Project Amendment section of this document for further instructions.

Matching Funds

Grantees must demonstrate and report matching funds that ensure Los Angeles County grant funds do not exceed fifty percent (50%) of the total cost of the project. Please note that the contract provides that you may forfeit some or your entire grant award if you do not comply with this requirement.

Signing the Contract

The contract must be executed with two signatures:

- The district's superintendent, and
- A School Board President or an officer.

Credit/Recognition

Grantees are asked to recognize support from Los Angeles County by placing the Los Angeles County Arts Ed Collective logo on materials created and disseminated as part of the project funded by the Advancement Grant. The Arts Ed Collective Logo can be downloaded at lacountyartsedcollective.org/initiatives/school-district-support/manage-your-grant. More details about this requirement can be found in the *Credit and Acknowledgement* section of this document. Contact us at artsedcollective@arts.lacounty.gov for assistance with acknowledging Los Angeles County support.

It is your responsibility as a grantee to meet all award requirements. If you fail to comply with requirements, your contract may be suspended or terminated, and you may forfeit some or your entire grant award.

PANEL COMMENTS

Knowledgeable members of the arts education community assessed your funding request as part of the review process. To schedule a time to discuss panel feedback with staff, contact Keelia Postlethwaite Stinnett, Program Manager, at artsedcollective@arts.lacounty.gov.

REQUIREMENTS FOR CONTRACTING

The following requirements must be met by your school district prior to the signing of your contract:

Adjusted Grant Budget and Target Participation

Grantees must provide the Department of Arts and Culture (Arts and Culture) with an updated target participation and grant budget, including all expenses and matching funds related to the scope of your project and reflective of your final award amount. To complete and submit the form, visit the grant management system: www.lacountyarts.org/SMApply.

Forms must be completed accurately and in full:

- Grant budget table tabulates correctly and includes sufficient matching funds
- Adjusted scope of activities within the form aligns with the project as stated in Section 2 of the Program Agreement
- All questions are completed and changes in scope described clearly

Arts and Culture must confirm acceptable completion of the form prior to final execution of the contract; any delays in submission of a complete and accurate form may delay final execution of the grant contract and consequently the distribution of the grant award.

Los Angeles County Vendor Number

Grantees must have a current vendor number registered with Los Angeles County. To obtain a vendor ID visit camisvr.co.la.ca.us/webven/. If you have questions relating to your vendor number, please contact vendor relations at (323) 267-2725.

Optional:

Once a vendor number has been created grantees are encouraged to register for Vendor Self-Service (VSS) to support and ease account management.

Upon registration in VSS, **grantees are required** to enroll in Direct Deposit in order to expedite payments. Please follow the instructions listed online at directdeposit.lacounty.gov/.

Assignment of a Project Lead

A district must assign a project lead who will manage the coordination, implementation and assessment of the project and all elements of the contract between the district and the County. If the project lead listed in the contract changes, the district must notify Arts and Culture and identify the name and contact information of the new project lead. Notification should occur before the existing project lead's responsibilities change so that a transition meeting can be scheduled between the former and future district project lead and Arts and Culture staff.

ROLES AND RESPONSIBILITIES DURING IMPLEMENTATION

The following requirements must be met by your school district during implementation of the Project:

- Project lead attends a County-scheduled grantee convening or a countywide network event on a date to be announced.
- Project lead participates in a mid-project check in call with County staff.
- Project lead completes a Final Report that includes a brief narrative on project outcomes, participation data, a final budget and at least one work sample.

CREDIT AND ACKNOWLEDGEMENT

Grantee will acknowledge the (“Project”) as stated below in all digital and print communications, promotional, press and product materials:

[PROJECT] is supported by the LA County Arts Ed Collective, the initiative dedicated to making the arts core in K-12 public education.

In addition,

- Grantee will include the above acknowledgement and the Arts Ed Collective logo on all Project digital and print communications, promotional and product materials. The Arts Ed Collective logo must be no smaller than half an inch in height, no smaller than the Grantee logo, and be placed as a standalone. Grantee will submit all digital and print materials featuring the Arts Ed Collective logo to Arts and Culture’s Director of Communications for review and approval before finalizing, printing or distributing.
- Grantee will include the above acknowledgement and the Arts Ed Collective logo on all Project web pages and will hyperlink the Arts Ed Collective logo to the Arts Ed Collective website at LACountyArtsEdCollective.org.
- Grantee will include the above acknowledgement and the Arts Ed Collective logo on all Project email blasts.
- Grantee will verbally share the above acknowledgement in all events and presentations of the Project.
- Grantee will include the above acknowledgement in all press materials and releases. Grantee will submit draft press releases announcing the Project to Arts and Culture’s Director of Communications for review and approval before finalizing or distributing the release.
- Grantee will provide a minimum of 48 hours’ notice for review and approval of credit and acknowledgment in all digital and print communications, promotional, press and product materials.
- This provision shall survive termination or expiration of this Agreement.

INVOICING AND REPORTING

Advancement Grant awards shall be paid in three installments.

Final payment requests and required reporting documentation are due by May 15, 2022.

- You may submit one (1) invoice for a maximum of 25% of the grant award following successful completion of all project planning and attendance at a County-scheduled grantee convening or a countywide network event. *This invoice is optional.*
- You may submit one (1) invoice for a maximum of 50% of the grant award following successful completion of a mid-project check-in call with County staff. *This invoice is optional.*
- You must submit one (1) invoice for all unpaid grant funds on or before May 15, 2022. This invoice is mandatory and must be accompanied by a completed Final Report. Payment pursuant to this invoice is contingent upon submission of the Final Report.

Payment requests and the Final Report must be submitted through the online grant management system www.lacountyarts.org/SMApply.

PROJECT AMENDMENTS

Grant activities and expenses must be consistent with those approved for funding. If changes in the contracted project are necessary during the contract period, you must:

1. Contact Arts and Culture's Arts Education staff and set up a project amendment phone appointment;
2. Complete and submit the Project Amendment form found via www.lacountyarts.org/SMApply;
3. In the Project Amendment form provide the following information at a minimum:
 - a. Advancement Grant contract number,
 - b. Specific change(s) requested,
 - c. Justification for each requested change(s),
 - d. Revised project budget, if applicable, or else a statement that, "No revised project budget has been included in this amendment,"
 - e. Contact information, including a phone number, fax number and e-mail address.

No project amendment is effective unless and until grantee receives approval from Arts and Culture in the form of a signed project amendment form. Until such time as grantee receives such written approval, grantee shall only incur costs and shall only carry out its project in a manner consistent with the terms and conditions of the original contract.

CONTACT ARTS ED COLLECTIVE STAFF

For questions regarding your Advancement Grant award or project, project amendments, applications, eligibility, or invoicing and reporting inquiries please contact Keelia Postlethwaite Stinnett, Program Manager, at kpostlethwaite@arts.lacounty.gov.

Los Angeles County Department of Arts and Culture
1055 Wilshire Blvd., Suite 800
Los Angeles, CA 90017
(213) 202-5858
artsedcollective@arts.lacounty.gov
www.LACountyArtsEdCollective.org
www.LACountyArts.org

Cover Sheet

Approval of Procopio as a Legal Services Provider

Section:	V. Action Items
Item:	D. Approval of Procopio as a Legal Services Provider
Purpose:	Vote
Submitted by:	
Related Material:	Procopio as a Legal Services Provider.pdf



Agenda Item #: V D: Action Item
Date: September 9, 2021
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: Approval of Procopio as a Legal Services Provider

I. Proposed Recommendation(s)

Staff recommends and moves that the Board of Directors approve Procopio, a national law firm with offices in Los Angeles and with a charter school practice, to provide services to MPS and its schools as the need may arise.

II. Background

MPS and its schools work with several legal services providers. Procopio is a leading law firm with offices in Los Angeles. It also has an education practice headed by John Lemmo. MPS and its schools work with several different law firms. Staff believes it would be in the best interests of MPS and its schools to have another law firm with an educational focus to turn to when the need shall arise. Information about Procopio is attached as Exhibit A.

III. Budget Impact

MPS and each of its schools has established a legal budget for matters that may arise. Staff believes that such budgets will cover any Procopio invoices and the addition of Procopio as a legal services provider.



Exhibit A

Procopio Information



LABOR AND EMPLOYMENT HIGHLIGHTS

Procopio Labor and Employment Law attorneys work with you to strengthen and protect your business with legal strategies that fit the vision, mission and values of your organization.

THE WORLD DOESN'T NEED JUST ANOTHER LAW FIRM

WHY PROCOPIO

Procopio's Labor and Employment Law attorneys work with you to strengthen and protect your business with legal strategies that fit the vision, mission and values of your organization. We help employers develop strategies, assess risks and make wise workplace decisions. We understand that a "one-size-fits-all" service model does not meet the best interests of our clients. Instead, we provide customized counseling and strategic employment litigation services to address the short and long-term business objectives of our clients – an approach we've demonstrated time and again to be infinitely more successful and cost-effective than other options.

procopio.com

PREVENTIVE COUNSELING AND TRAINING

Our employment law counseling team can help you navigate difficult workplace situations and develop strategies to avoid liability, create effective defenses to litigation and strengthen your business. These include, but are not limited to:

- Pre-employment screening procedures and hiring documentation
- Employment contracts, arbitration and commission agreements
- Executive compensation
- Trade secret protection and prevention of unfair competition
- Electronic communications and social media policies
- Accommodating medical and religious issues in the workplace
- Preventing harassment, discrimination and retaliation including workplace training.
- Workplace violence and substance abuse
- Office romance and love contracts
- Workplace investigations
- "Right-sizing" and reductions in workforce
- Performance management and "rightful" terminations
- Employment and wage and hour audits
- Strategic counseling on mergers and acquisitions
- Pre-litigation resolution
- Mediation

EMPLOYMENT LITIGATION

Our approach to litigation focuses on customized strategies that deliver winning outcomes to our clients through favorable settlements, summary dismissals and victory at trial or arbitration.

CLASS AND REPRESENTATIVE ACTION LITIGATION

Our class action team tailors its defense strategies to achieve the best litigation and business outcomes for our clients. Whether defeating class certification or leveraging early settlement from a position of strength, we achieve excellent, complex litigation results.

EMPLOYEE POLICIES AND HANDBOOKS

Procopio stays up to date with constantly changing employment laws and offers well drafted employee handbooks and personnel policies to help protect employers from potential liability.

COMPENSATION REVIEW

We work with our clients in designing and drafting compensation agreements, including incentive pay, commissions, bonuses and other arrangements designed to incentivize and retain employees. Procopio also offers the following:

- Wage and hour compliance reviews
- Exempt or contractor misclassification audits
- Regular rate of pay assessments
- Wage statement evaluations
- Meal period and rest period liability reviews

Procopio provides comprehensive compliance solutions that are tailored to the unique needs of its clients.

GOVERNMENT AGENCY CLAIMS

Our team also represents clients in administrative proceedings before most state and federal employment agencies including the California Department of Fair Employment and Housing, the California Labor Commissioner, the Equal Employment Opportunity Commission, the National Labor Relations Board (NLRB) and the U.S. Department of Labor.

EMPLOYMENT LAW SEMINARS

Procopio Labor and Employment lawyers host a variety of seminars throughout the year. Of note, our annual Labor and Employment Seminar is usually sold out and covers the most important topics for in-house counsel and Human Resource personnel. We also host “Breakfast Bytes” seminars, smaller in nature, which address specific “Hot Topics” that keep our clients up to date.

We offer a full range of workplace training programs including, among others, preventing harassment and discrimination, improving performance management and documentation, managing medical issues in the workplace, fostering wage and hour compliance and navigating through employee privacy and electronic device issues. Procopio offers fixed cost workplace training sessions that are tailor-made to meet the needs of any employer and budget friendly.



Procopio's Labor and Employment Law Practice Group holds a Tier 1 ranking for Employment Law by the U.S. News & World Report

ABOUT US

Procopio is an AmLaw 200 full-service business and litigation law firm committed to providing Intelligent Legal Solutions.® With more than 175 attorneys based in San Diego, Silicon Valley, Orange County, Las Vegas and Phoenix—we're passionate about knowing your business and helping you grow and protect it for the long term. Procopio has the flexible infrastructure to support both small to mid-sized companies and large multinationals at every stage of the business life cycle. Our global reach across Asia and Latin America further expands our international partnerships and cross border capabilities.

At Procopio, we are focused on what is important to you—providing smart, innovative and practical solutions in a cost-effective manner to help your business thrive.

SAN DIEGO

525 B Street, Suite 2200
San Diego, CA 92101
619.238.1900

DEL MAR HEIGHTS

12544 High Bluff Drive, Suite 400
San Diego, CA 92130
858.720.6300

SILICON VALLEY

1117 S California Ave, Suite 200
Palo Alto, CA 94304
650.645.9000

ORANGE COUNTY

100 Spectrum Center Drive, Suite 520
Irvine, CA 92618
949.383.2997

LAS VEGAS

3960 Howard Hughes Parkway, Suite 500
Las Vegas, NV 89169
702.216.2687

PHOENIX

8355 East Hartford Drive, Suite 202
Scottsdale, AZ 85255
480.388.3357

OUR TEAM

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FOR MORE INFORMATION

procopio.com



Education

Black Lives Matter. We are proud to support school leaders on the front lines of social justice and change.

Growing out of extensive work for public schools, including school districts and universities, we have developed a deep understanding of charter and private schools and other innovations in education. We understand that charter schools are not only part of the fastest-growing component of our public education system, but are also businesses that must achieve their operational and educational objectives in a cost-effective manner.

If you view charter or private schools as opportunities to improve public education, we are aligned with you. We want to help you make a positive difference. Our attorneys have a genuine passion for charter and private schools and their approach to education - flexible, tailored, dynamic, often inspiring. We actively participate in charter school legal advocacy organizations, both at the state and national levels, and we stay ahead of the curve by constantly monitoring the broader policy areas that impact charter school and other non-public school legislation. We are on top of emerging trends and work to positively influence policy and regulatory matters.

We stay ahead of the curve by constantly monitoring the broader policy areas that impact charter and private schools.

Our Services

Our experience in charter school, public education and nonprofit corporation law is unrivaled. We offer all the benefits of a full-service law firm with knowledge of the particular needs and nuances of charter schools, including:

- Facilities Development and Public Financing
- Petitions, Renewals and Appeals
- Entity Formation and Tax Exemption
- Governance
- Litigation





- Legislative Advocacy
- Labor and Employment
- Special Education Organizations

Client Testimonial

Procopio's education attorneys are our go-to for charter policy and legal questions. They understand how charter schools work, are on top of changing policies and regulations, despite how frequently they change, and are incredibly responsive. They are always mindful that our top priority is to serve our scholars and communities and are empathetic to the tensions that we are navigating and values we are holding on any given day. They treat us as partners, work with us to consider various options, and communicate with clarity and humanity.

-- Mala Batra, CEO, Aspire Public Schools

2021 Presentations:

"Charter Schools Credentials 101," By Rahul Reddy, April 29, 2021.

"New COVID-19 Leave Laws - What's A Charter School To Do?" By Wendy Tucker, April 13, 2021.

"Demystifying the School Facility Location and Approval Process," By John Lemmo of Procopio, Richard Berliner of Berliner Architects, and Nicolas Watson of CCSA, CCSA 2021 Virtual Conference, March 19, 2021.

"Creating Anti-Racist Workplaces While Avoiding Employment Liability," By Adriana Ochoa & Tracie Stender of Procopio, and Laura McGowan-Robinson of Diversity in Leadership Institute, CCSA 2021 Virtual Conference, March 19, 2021.

"Essential Charter School Policies," By Greta Proctor & Merrick Wadsworth, CCSA 2021 Virtual Conference, March 18, 2021.

"Best Board Meeting Ever: 2021 Virtual Edition," By Greta Proctor, Greg Moser, Merrick Wadsworth, Kevin Davis & Stephenie Alexander of Procopio, Julie Umansky of CCSA, and Andrew Crowe of Scholarship Prep, CCSA 2021 Virtual Conference, March 18, 2021.

"Conflicts of Interest: Beyond the Basics," By Adriana Ochoa, Tracie Stender & Merrick





Wadsworth, CCSA 2021 Virtual Conference, March 18, 2021.

"Be Ready For Financial Reviews, Audits, and Investigations: 2021 Edition," By Greta Proctor of Procopio, Kurt Feddersen of Feddersen & Company, and Tom Nichols of CSMC, CCSA 2021 Virtual Conference, March 17, 2021.

"A Conversation About LAUSD Chartering: Substance and Process," By John Lemmo & Greta Proctor of Procopio, Cassy Horton of CCSA, and Tammy Stanton of Camino Nuevo Charter Academy, CCSA 2021 Virtual Conference, March 16, 2021.

"Charter Petitions: Content and Process after AB 1505 and 1507," By John Lemmo of Procopio, Maggie Ford of Equitas Academy Charter Schools, Mackenzie Wagner of KIPP Public Schools Northern California, and Tiffany Wilson of Alliance College-Ready Public Schools, CCSA 2021 Virtual Conference, March 16, 2021.

"Top 10 Best Practices in Wage and Hour to Limit Your School's Liability," By Wendy Tucker & Stephenie Alexander, CCSA 2021 Virtual Conference, March 16, 2021.

"Protecting Student Privacy in the Virtual Classroom," By John Lemmo & Rahul Reddy, CCSA 2021 Virtual Conference, March 15, 2021.

"Rising to the Challenge: Serving Pupils with Disabilities During a Disaster," By Greta Proctor & Maryam Rastegar of Procopio, and Gina Plate of CCSA, CCSA 2021 Virtual Conference, March 15, 2021.

"Form 700 Workshop and Q&A," By Merrick Wadsworth, February 2, 2021.

2020 Presentations:

"Charters' Adverse Fiscal Impact – Folly, Fact, Neither, Both?" By Greta Proctor of Procopio and Jim Liebman, Founder, Center of Public Research and Leadership and Simon H. Rifkind Professor of Law at Columbia Law School, APCSA Virtual Conference, December 3, 2020.

"Facilities: Place, Space, and COVID-19," By John Lemmo, California Charter Schools Leadership Update, October 27, 2020.

"Operating Your School During the Pandemic," By Wendy Tucker, California Charter Schools Leadership Update, October 27, 2020.

"Student Privacy in the Virtual World," By John Lemmo and Rahul Reddy, California Charter Schools Leadership Update, October 29, 2020.





CCSA Governance Academy, Part I By: John Lemmo

CCSA Governance Academy, Part II By: John Lemmo

AB 1505 in Full Effect: What does the first 4 months mean for the future?: By Greta Proctor of Procopio, Janelle Ruley of Young, Minney and Corr, and Miles Durfee of CCSA

2019 CCSA Presentations:

Navigate the Charter Renewal Process – Legal Considerations By: Greta Proctor

Critical Tips to Avoid Wage Claims Every Charter School Needs to Know By: Wendy Tucker

The Best (and Toughest) Board Meeting Ever: 2019 Edition Cast: Greg Moser, Greta Proctor and Stephenie Alexander

Facilities Basics: A How-To Guide (Non Prop 39) By: John Lemmo

HR Master Class: Advanced Employment Practices By: Wendy Tucker & Tracie Stender

Resource Sharing Among Affiliated Schools: Best Practices Roundtable By: Greg Moser, John Lemmo, Greta Proctor & Aiko Yamakawa

Navigating the Rough Waters of Charter Renewals, Appeals, and Revocations By: Greta Proctor, Aiko Yamakawa & Merrick Wadsworth

Pupil Fees and Appropriate Use of School Funds By: John Lemmo & Greta Proctor

5 Steps to Raising Your Bond Rating and Lowering Your Facilities Costs By: John Lemmo

Conflicts of Interest: Beyond the Basics By: Greg Moser & Tracie Stender

Essential Charter School Policies By: Greta Proctor & Merrick Wadsworth

A Conversation about LAUSD Chartering: Substance and Process By: John Lemmo & Greta Proctor

School Health and Safety Practicum – Every Day Advice By: Aiko Yamakawa & Tracie Stender

Be Ready for Financial Reviews: A Cautionary Tale of Escalated Scrutiny By: Greta Proctor



Cover Sheet

Approval for Pacific Charter School Development to serve as a partner on the MSA-7 Expansion Project

Section: V. Action Items
Item: E. Approval for Pacific Charter School Development to serve as
a partner on the MSA-7 Expansion Project
Purpose: Vote
Submitted by:
Related Material: Pacific Charter School Development Inc for MSA-7 (Board).pdf



Agenda Item #: V E: Action Item

Date: September 9, 2021

To: Magnolia Educational & Research Foundation dba Magnolia Public Schools ("**MPS**")
Board of Directors

From: Audit/Facilities Committee

RE: Approval of Pacific Charter School Development, Inc. as Project Management
Services Provider for MSA-7

I. Proposed Motion(s)

After staff had presented to the Audit/Facilities Committee, staff moves that the Board of Directors approve the selection of Pacific Charter School Development, Inc. ("**PCSD**"), a California non-profit public benefit corporation, to provide certain project management services for the expansion of enrollment at MSA-7 and related entitlement and construction phases for a total cost not to exceed \$138,000 and further approves that MPS Staff be authorized to negotiate and sign a professional services contract for said services in such form as MPS Staff may deem appropriate and in the best interests of MPS.

II. Background

MSA-7 Enrollment

MSA-7, which serves grades TK to 5, leases the property at 18355 Roscoe Blvd in Northridge (the "**Premises**") from First Lutheran Church of Northridge. MSA-7 has been operating at the Premises since 2011. It presently operates on the Premises under a conditional use permit, granted in 2011, that allows enrollment for up to 279 elementary students. MPS intends to apply for a new conditional use permit to allow enrollment at MSA-7 of up to 500 students at the Premises. MSA-7 has enjoyed robust enrollment at its campus despite not engaging in any significant marketing efforts. MPS and MSA-7 believe there is sufficient demand for spaces at its school that expansion is a prudent strategy.

Pacific Charter School Development

Since MSA-7 is one of MPS's highest performing schools, the expansion project is critical to MPS's sustainability and growth. In order to insure that the project has the best chance of success Staff believes it is in the best interest of MPS and MSA-7 to engage additional professionals. Accordingly, MPS has spoken with representatives from PCSD to partner with MPS on several projects, including the one at MSA-7. PCSD is unique in that it is the only non-profit charter school facility developer in the State of California. PCSD was founded in 2004 by former President & CEO Glenn Pierce, Kim Smith and James Willcox, then of the NewSchools Venture Fund. The organization was formed to address the single greatest hurdle that high-quality charter schools face in educating urban children – securing adequate academic campuses.

September 9, 2021
Page 2



Recognizing this need, the three founders designed an organization that could marshal resources of the leading members of the philanthropic and socially-conscious community to produce new school seats in low income communities with the greatest need. NewSchools Venture Fund was instrumental in providing the seed capital and expertise required to establish the organization. Since PCSD's inception, NewSchools has been joined by The Broad Foundation, The Walton Family Foundation, and The Bill and Melinda Gates Foundation as providers of project equity. Operational support has been provided by these same organizations along with the Pisces Foundation, The Ahmanson Foundation, and The Weingart Foundation.

PCSD has submitted a proposal to MPS for its services. The proposal is attached as Exhibit A.

General Counsel and Director of Facilities Patrick Ontiveros was formerly an employee of PCSD and is presently a director of PCSD's sister organization, Washington Charter School Development.

III. Procurement

Since PCSD's founding, multiple entities and persons have sprung up to provide similar services to PCSD. However, all are for-profit entities. Staff believes that PCSD's services are sufficiently unique that soliciting bids from other similar entities will not yield benefits to MPS. See Exhibit B.

IV. Conclusion & Budget Impact

Staff recommends that MPS engage PCSD to provide the services outlined in its proposal attached as Exhibit A for the total fee of \$138,000. PCSD has split its proposed fee over 12 months with lower monthly payments at the outset that escalate over the course of the project--\$7,500 per month for the first 4 months, \$12,500 for the next fourth months, and, finally \$14,500 per month for the final 4 months. Unlike other vendors this is a truly fixed fee for the 12 month expected duration of the project. If it extends beyond 12 months, MPS and PCSD will need to negotiate an extension. If the project does not move forward for some reason then MPS will be able to terminate the contract with no penalty.

Staff intends to seek financing for the Project. Until such financing is secured, MSA-7 will need to pay for expenses out of its operating budget or its reserves. Such expenditure will not have a material impact on either MSA-7's operating budget or its reserves.

Exhibit APCSD Proposal

Exhibit BMemorandum



Exhibit A

Pacific Charter School Development Proposal



August 17, 2021

Patrick Ontiveros, Esq.
General Counsel & Director of Facilities
Magnolia Public Schools
250 E 1st Street, Suite 1500
Los Angeles, CA, 90012

RE: Proposal for Magnolia Science Academy #7 Expansion Project

Dear Patrick:

Pacific Charter School Development (“PCSD”) is pleased to present you with our proposal for project management services for Magnolia Science Academy 7 (“MSA”) school expansion project (“Project”), which will increase enrollment to 500+ students and adding approximately seven modular classrooms at the location of 18355 Roscoe Blvd, Northridge. Based on our previous conversations and our experience as the largest developer of charter schools in the U.S., we understand your project needs and have the expertise to deliver you an affordable and high-quality solution. Our specific capabilities include:

- Since 2004 we have completed over 100 new charter school facilities projects serving more than 42,000 students in Southern California, the Bay Area, and Washington State.
- As a non-profit and mission-based organization focused on delivering high-quality and low-cost charter school facilities, we work closely with our clients to assess and ensure project affordability, and have close relationships with financial institutions that allow us to identify and secure low-cost project financing.
- Our experienced project managers oversee the entire facilities development process, including project scoping, design, cost estimating, financing, construction bid and award, and construction.
- We have extensive experience managing and successfully delivering state bond-funded charter school projects, including current and recent Prop 55, 51, and 1D projects for Camino Nuevo Charter Academy, Green Dot Public Schools, El Sol Academy, YPI Charter Schools, and Bright Star Schools.

We are excited about the opportunity to work with MSA and look forward to further discussing our proposal with you. I can be reached with any questions at (310) 614-6895 or john@pacificcharter.org.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Sun', written over a light blue horizontal line.

John Sun
Chief Executive Officer

Pacific Charter School Development, Inc.
600 Wilshire Blvd, Suite 200, Los Angeles, CA 90017
(t) (213) 542-4700 / (f) (213) 542-4701

INTRODUCTION

Founded in 2004, PCSD is a non-profit real estate development organization whose mission is to provide charter schools with access to affordable and high-quality facilities. PCSD addresses the lack of affordable permanent facilities, which has been one of the primary challenges to the expansion of charter schools, by deploying of a team of experienced real-estate professionals to assist schools with the entire development process. This allows school clients to concentrate their time, money, and efforts on classroom instruction rather than classroom construction. PCSD has also raised a small pool of philanthropic dollars to close the gap in financing for charter schools developing permanent and affordable facilities. PCSD believes it is uniquely qualified to deliver MSA expansion project in the following ways:

- *Proven Performance* – Over the past 16 years, PCSD has built more than 100 charter school projects serving over 42,000 students in California and Washington State.
- *Mission Driven* - PCSD primarily serves charter schools that work in underserved communities with underperforming district-run schools. PCSD allows charter schools to maximize funding sources and focus on instruction rather than project management by providing services at a significant discount from its for-profit competitors. PCSD is constantly seeking to expand charter school facilities funding alternatives and leverage local and state dollars to augment private funding.
- *Resources* - PCSD has secured over \$900 million in financing for projects and consistently brings new funders and lenders to the charter school space, and has established relationships with lenders, including federally-certified Community Development Financial Institutions (CDFIs) and commercial banks. Given its successful development history, PCSD has had a key influence on charter facilities policy at state, city and district levels. PCSD also has a bench of proven architects and contractors who have designed and successfully built charter schools on time and on budget. In addition, PCSD has established key relationships with public officials and agencies that help our clients obtain the necessary government approvals.
- *Full-Service Provider* – In addition to traditional project management, PCSD provides a full spectrum of facilities services, including navigating the complex state facilities funding processes. PCSD’s traditional services include feasibility and site analysis, site acquisition negotiation, entitlements, and project development. PCSD also oversees design, construction, and closeout to ensure projects are delivered on time and on budget.

PROJECT EXPERIENCE

PCSD has extensive experience in managing projects. The following is a sample of PCSD's privately funded charter school projects over the past five years.

Year	School	Grades	# Seats	Type
2015	Bright Star Valor Academy Middle School	5-8	512	New Construction
2015	Fenton Sunland FASEL STEM Academies	K-5	864	Renovation
2017	Endeavor College Prep	K-8	650	Renovation
2017	Alliance Manchester Health & Science	9-12	600	New Construction
2018	Bright Star Valor Academy High School	9-12	500	New Construction
2018	STEM Prep Elementary	TK-5	350	Renovation
2018	KIPP SoCal Comienza Community Prep	K-4	465	New Construction
2018	Equitas Academy III Elementary School	TK-5	500	New Construction
2019	KIPP SoCal – Corazón	TK-5	565	New Construction
2019	Ednovate – USC Hybrid High	9-12	480	New Construction
2019	Bright Star Stella Middle Charter Academy	5-8	500	New Construction
2020	STEM Prep Elementary Phase II	TK-5	100	Renovation
2020	Ednovate – East College Prep	9-12	200	New Const./Renovation

PROPOSED SCOPE OF SERVICES

PCSD proposes to provide the following project management services based on the preliminary description of MSA's project scope, status, and needs.

Project Assessment/Pre-Development

- Assist MSA in determining program needs and requirements
- Assess design requirements based on the needs of the academic program
- Validate current project scope, budget, soft and hard cost estimates, and schedule
- Develop a preliminary project budget and schedule, and manage them throughout the duration of the project
- Define the due diligence process to ensure the property is viable for school construction and understand any required costs to mitigate site conditions
- Manage the selection of project consultants for due diligence

Pre-construction

- Provide support in obtaining entitlements and municipal approvals
- Act as owner's representative in managing and coordinating the activities of the project architect and consultants, as well as City and other agencies if needed
- Oversee the architect's work in responding to municipal comments and obtaining approval, and obtaining construction clearances and permits required for the project
- Manage finalized project budget by tracking project expenses and cash flows, review and approve project invoices, and submit to school for processing
- Provide MSA with weekly project updates and regular budget and schedule updates

Construction

- Oversee the construction bid process to select the lowest qualified contractor required by MSA's procurement policy, review construction bids, and provide a recommendation of award
- Act as owner's representative in managing and coordinating the activities of the project architect, contractor, and consultants, as well as City and other agencies if needed
- Oversee the procurement of any additional project consultants required for the project during construction (inspections, security, etc.)
- Participate in applying for and securing new water, gas, and electric services
- Monitor work of contractor to ensure compliance with design documents and quality of work
- Manage finalized project budget by tracking project expenses and cash flows; review and approve contractor's payment applications; review and approve change orders; review and approve project invoices, and submit to school for processing
- Provide MSA with weekly project updates and regular budget and schedule updates
- Assist in coordinating contractor's work with installation of client-provided work (telecom, security, A/V, FF&E, etc.)

Post Construction

- Coordinate development of punch-list and ensure final inspections are completed, and punch list items are addressed
- Oversee final inspection approvals and issuance of Certificate of Occupancy
- Obtain closeout documentation, including warranties, guarantees, and lien releases
- Facilitate turnover of project from construction team to school operations (including systems training)
- Manage contractor's assembly of closeout materials (including O&M information as required) and coordinate receipt/distribution of as-built documents
- Assist MSA in facilitating resolution to any construction/warranty issues raised during the initial six weeks of occupancy
- Provide MSA with a comprehensive record of project files

PROPOSED STAFF

PCSD has an experienced staff with a proven track record and relies primarily on its in-house expertise to provide cost-effective services. Principals identified below are John Sun, Chief Executive Officer, and Akil Manley, Regional Director. Day-to-day project management will be provided by Joe Wilson, Project Director. Our team members' qualifications are described below and resumes are available upon request:

- **John Sun**, Chief Executive Officer - Before joining PCSD, John worked within the Los Angeles Unified School District to fund innovative facilities solutions for charter schools. He was also Vice President of New School Development at Green Dot Public Schools and oversaw Green Dot's growth strategy, advocacy, community outreach, and student recruiting efforts. As Director of Real Estate Development for Green Dot, he developed eight permanent charter school campuses in Los Angeles. His previous professional experience also includes work in community redevelopment and as a consultant with PwC. John holds a Master of Public Policy from the University of Southern California and a B.A. from the University of California at Berkeley.
- **Akil Manley**, Regional Director - Akil Manley has spent his career in real estate development focused on enhancing communities by developing facilities that support the underserved. He has led the development of urban infill new construction and adaptive reuse projects, entailing acquisitions, entitlements, design, construction, and disposition. Akil brings over 20 years of experience, developing over 1.5 million square feet and \$750 million in projects throughout Northern and Southern California. Akil is a graduate of the University of California, Riverside, and University of Southern California, Sol Price School of Public Policy.
- **Joseph Wilson**, Project Director - Joseph has over 20 years of real estate development experience, including entitlements, design, and construction. Before joining PCSD, he worked as a project manager overseeing numerous commercial real estate developments and approximately 35 childcare facilities. He has B.A. and J.D. degrees from Brigham Young University.

PROJECT MANAGEMENT FEE AND SCHEDULE

With an estimated 12-month project duration, our project management is a fixed fee of \$138,000, inclusive of reimbursable expenses. We believe it is in our clients' best interests to have a flat project fee for a defined project scope to avoid the uncertainty of unforeseen costs.

The proposed fee schedule will be structured as follows:

1. First fee installment - 4 monthly payments of \$7,500
2. Second fee installment - 4 monthly payments of \$12,500
3. Third fee installment – 4 monthly payments of \$14,500

If MSA and PCSD both agree there are significant pauses in the project schedule in which PCSD services are not required, the scheduled fee payments can be paused for an agreed amount of time.

INSURANCE

PCSD carries liability coverage of \$1M per occurrence with a separate \$10M umbrella policy. PCSD can provide proof of insurance upon request.

CLIENT REFERENCES

Bright Star Schools
Saman Karimi-Bravo, COO
sbravo@brightstarschools.org
(323) 954-9957

El Sol Science and Arts Academy
Monique Daviss, Executive Director
mdaviss@elsolacademy.org
(714) 543-0023

Fenton Charter Public Schools
Irene Sumida, Executive Director
isumida@fentoncharter.net
(818) 896-0293

YPI Charter Schools
Yvette King-Berg, Executive Director
ykingberg@ypics.org
(818) 305-2791



MEMORANDUM

Date: September 1, 2021

To: Magnolia Educational & Research Foundation dba Magnolia Public Schools ("**MPS**")
Finance Department

From: Alfredo Rubalcava, CEO & Superintendent

RE: Approval of Pacific Charter School Development, Inc. as a Service Provider to MPS
Without Formal Bidding

I. CEO Determination

I, Alfredo Rubalcava, MPS CEO and Superintendent, with MPS Staff have determined that Pacific Charter School Development, Inc. ("**PCSD**"), a California non-profit public benefit corporation and a tax exempt organization under State and Federal law, provides a unique service and as such the procurement of its services through a noncompetitive process is appropriate, in the best interests of MPS, and consistent with MPS's fiscal policies and procedures as adopted by the MPS Board of Directors on June 24, 2021.

II. Background

Pacific Charter School Development

PCSD was founded in 2004 by former President & CEO Glenn Pierce, Kim Smith and James Willcox, then of the NewSchools Venture Fund. The organization was formed to address the single greatest hurdle that high-quality charter schools face in educating urban children – securing adequate academic campuses. Recognizing this need, the three founders designed an organization that could marshal resources of the leading members of the philanthropic and socially-conscious community to produce new school seats in low income communities with the greatest need. NewSchools Venture Fund was instrumental in providing the seed capital and expertise required to establish the organization. Since PCSD's inception, NewSchools has been joined by The Broad Foundation, The Walton Family Foundation, and The Bill and Melinda Gates Foundation as providers of project equity. Operational support has been provided by these same organizations along with the Pisces Foundation, The Ahmanson Foundation, and The Weingart Foundation.

PCSD provides a suite of services that will benefit MPS and its continued growth and stability, including project management services, project development services (or lease to own), and short term loans on a case by case basis. PCSD has received funding from all the top philanthropic foundations that support the charter school movement. As a non-profit PCSD is not under the pressure of having to achieve a rate of return for investors or equity owners. Its metrics are based on the number of high quality charter school seats it creates in underserved communities.



MPS Fiscal Policies and Procedures

On June 24, 2021, the MPS Board of Directors adopted a Financial Policies and Procedures Manual for fiscal year 2021-2022. Section 1.0 (BIDDING REQUIREMENTS AND PROCESS) provides that “[n]ew service contracts in excess of \$50,000 shall be formally bid in accordance with” the requirements set forth in such section, which generally requires the publishing of a “request for proposals” or “RFP”. Subsection 2.1 of Section 2.0 (NONCOMPETITIVE NEGOTIATIONS) provides that “[n]oncompetitive negotiations may be used for procurements in excess of \$50,000 when bidding or competitive negotiations are not feasible.” It prescribes that “MPS may purchase goods and services through non-competitive negotiations when it is determined in writing by the Chief Executive Officer that competitive negotiation or bidding is not feasible and that . . . [t]he product or service can be obtained only from one source.”

PCSD is the only non-profit organization in the State of California that provides charter school facility development services. While there are a number of for-profit charter school facility developers serving the California and Los Angeles markets, their services are widely known to be more expensive than PCSD’s due to their “for profit” business model.

MPS’s current general counsel and director of facilities, Patrick Ontiveros, has disclosed that he was previously an employee of PCSD and that he is a member of the Board of Directors of Washington Charter School Development, Inc., a sister company to PCSD. Mr. Ontiveros receives no pecuniary benefit from either company.

A handwritten signature in cursive script that reads "Alfredo Rubalcava".

Alfredo Rubalcava
Chief Executive Officer and Superintendent

Cover Sheet

Approval of Wall Construction at Magnolia Science Academy-1 and Selection of Vendor

Section: V. Action Items
Item: F. Approval of Wall Construction at Magnolia Science
Academy-1 and Selection of Vendor
Purpose: Vote
Submitted by:
Related Material: Proto II Type Wall Proposal (Board).pdf



Agenda Item #: V F: Action Item

Date: September 9, 2021

To: Magnolia Educational & Research Foundation dba Magnolia Public Schools ("**MPS**") Board of Directors

From: MPS Audit/Facilities Committee

RE: Approval of MSA-1 Proto II Type Wall Proposal

I. Proposed Recommendation(s)

After staff had presented to the Audit/Facilities Committee, staff recommends and moves that the Board of Directors approve (1) the selection of ISAAC-BODNER CONSTRUCTION for the proto type II wall construction that is a part of the Magnolia Science Academy—1 ("**MSA-1**") middle school parking lot site improvement project (the "**Project**") and to spend up to \$76,900 on said project and (2) the execution of a contract that Staff may negotiate with such vendor .

II. Background

When staff was working on the high school construction project, staff also included this proto II type wall to be built between the south side of both High school and Middle school parking lots and neighbors. The wall was not completed and, ultimately, removed from the general contractor's scope of work. Oltmans Construction said they could not work on residential areas. After the high school project was completed, MSA-1 filed for and received a zone change for its parking lot parcels from the City of Los Angeles. As a condition to the zone change, MSA-1 agreed to make certain improvements to the parking lot parcel that serves the MSA-1 middle school building. See Exhibit A. They include the following: (1) the fixing of drainage on the middle school parking lot; (2) the creation of an open green space and a concrete pad with a solar shade; (3) fencing surrounding the entire MSA-1 parking lot parcels; (4) the creation of a track; and (5) the installation of modular outdoor restrooms. Looking to the future, having a good recreation and outdoor space will benefit the students and may in fact attract more students to the campus.

We also have a settlement agreement with The Ngyen family after they proved that the water was damaging their home and their wall, we promised them to replace the wall.

III. Procurement

Franco Architects worked with Staff to solicit bids for the proto II type wall. Staff prepared a Request for Proposals and published it on the MPS website. See Exhibit B. Franco Architects targeted specific vendors to solicit proposals—including, Blackwell Construction, Isaac Bodner Construction, Zingo

September 9, 2021
Page 2



Construction and E.H Butland Construction. After several rounds of discussions with Franco Architect, staff is recommending giving the job to Isaac Bodner Construction based on their expertise in building these type of walls. (See Exhibit C proposals).

IV. Conclusion & Budget Impact

Staff recommends that MPS sign a contract for \$64,082 with Isaac Bodner Construction for the proto II type wall that is part of the Project. Staff further recommends a contingency of \$12,816 (that is, approximately 20% of the contract fee) be approved, for a total of \$76,900.

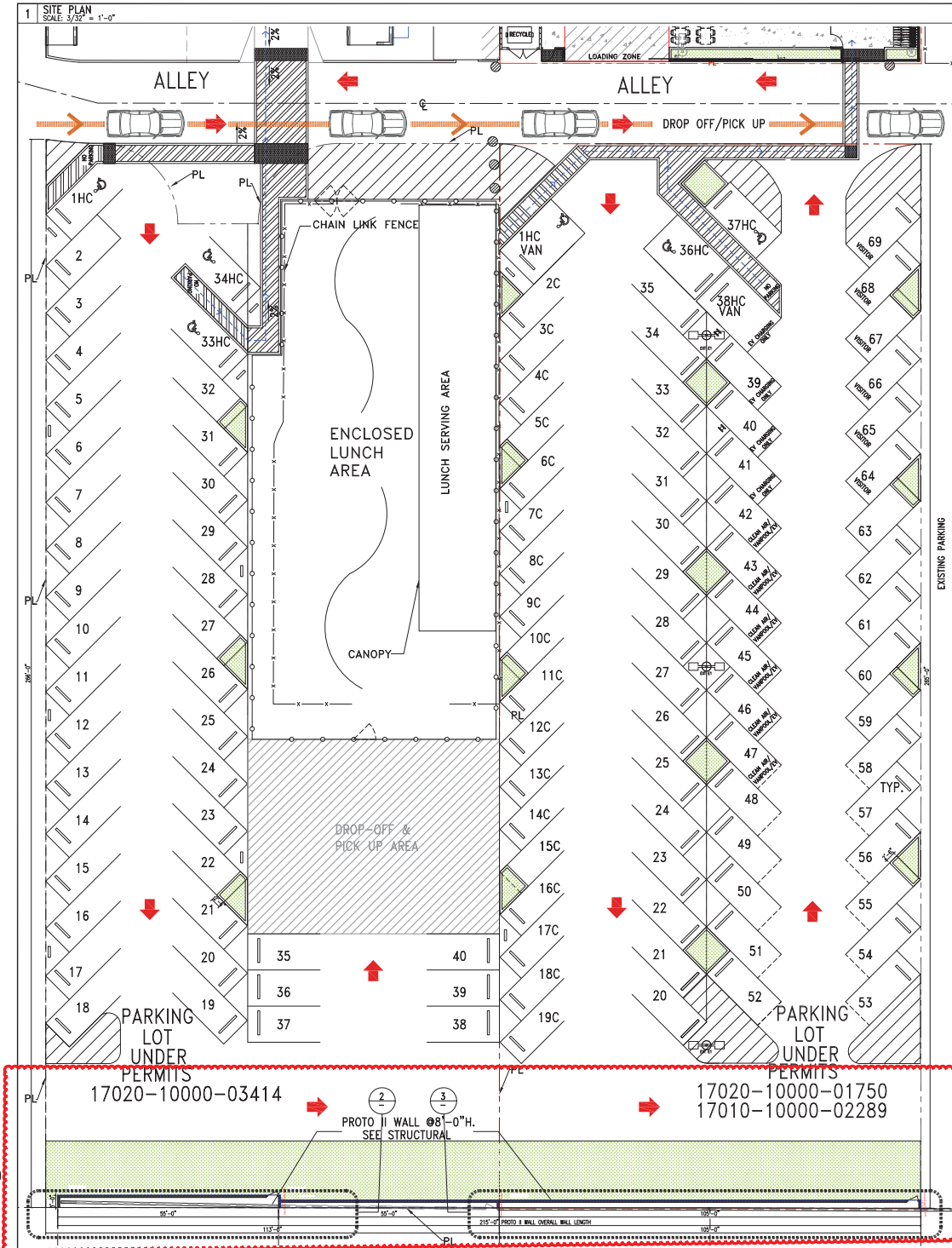
The costs for this wall project will be paid from MSA-1's reserves. The cost will not have a materially negative impact on MSA-1's reserves. Staff is seeking financing for the entire Project. Once such financing is secured, MSA-1 will be repaid any amounts paid from its reserves.

- Exhibit A _____ Site Improvement Site Plans for Project
- Exhibit B _____ RFP
- Exhibit C _____ Proposals



Exhibit A

Site Improvement Plans



PROJECT INFORMATION

PROJECT: MAGNOLIA SCIENCE ACADEMY (PARKING)
 LOCATION: 18220 & 18238 SHERMAN WAY, RESEDA, CA 91335
 BUILDING USE: EDUCATION - 6 THRU 12TH GRADE
 APPLICABLE CODES: 2016 CA BUILDING CODE (2016 CBC)
 OCCUPANCY: E OCCUPANCY AND B OCCUPANCY
 SITE AREA: 29,178.3 SF
 ASSESSOR PARCEL NO: 2125036100, 2125036105, 2125036106

SCOPE OF WORK

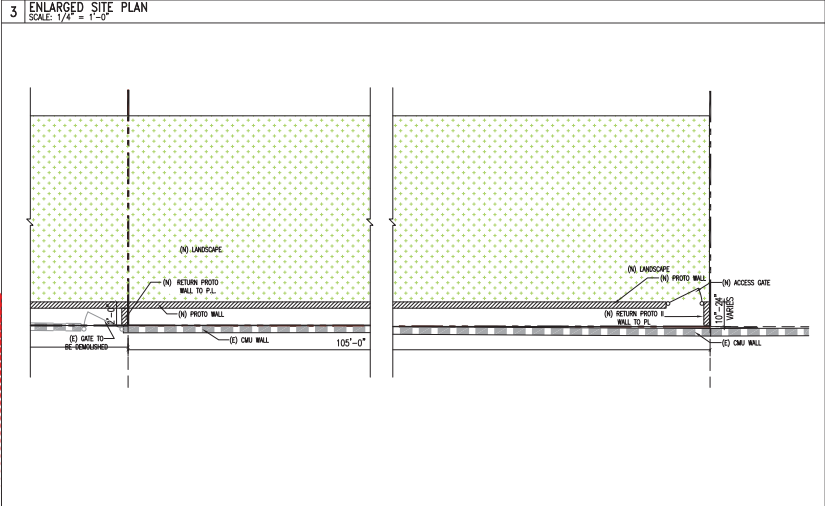
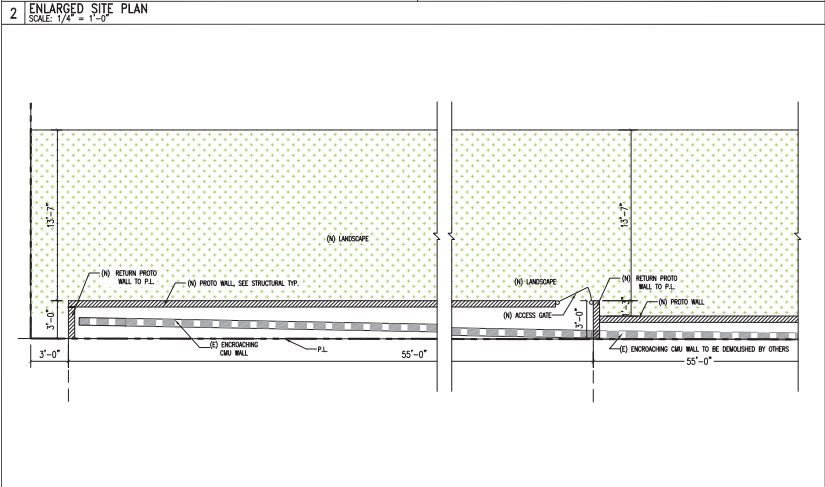
NEW 8'-0" H. PROTO II WALL AT SOUTH END PROPERTY LINE- OVERALL LENGTH 215'-0"

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF LOS ANGELES, IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:
 LOT 10 OF TRACT NO. 21799 AND LOT 5 OF TRACT NO. 17598, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 617 PAGES 42-44 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

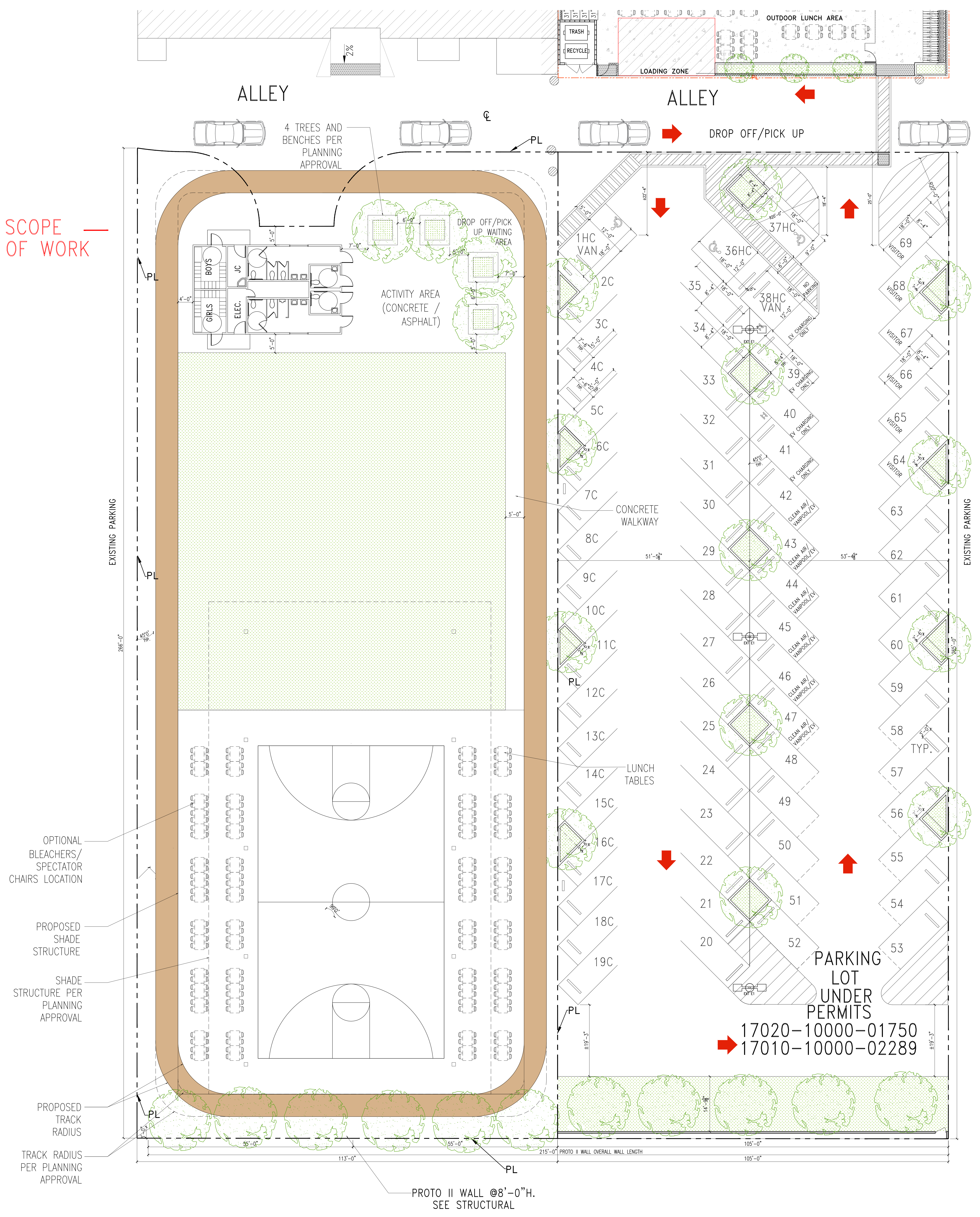
PROJECT DIRECTORY

OWNER: MAGNOLIA SCIENCE ACADEMY 1
 18228 SHERMAN WAY,
 RESEDA, CA 91335
 TEL: (818)609-0207



MAGNOLIA SCIENCE ACADEMY (PARKING)		
18220 & 18238 SHERMAN WAY, RESEDA, CA 91335		
REV	DESCRIPTION	DATE
	PLAN CHECK	05/21/2019
	PLANNING FC	04/26/2019
MAGNOLIA SCIENCE ACADEMY		
18220 & 18238 SHERMAN WAY RESEDA, CA 91335		
DRAWING INDEX, SITE PLAN & LOCATION PLAN		
DATE	5/2/2019	
AS NOTED	AS NOTED	
A0.1		

SCOPE OF WORK



17020-10000-01750
17010-10000-02289



Exhibit B

RFP



MAGNOLIA PUBLIC SCHOOLS

Request for Qualifications/Proposals
to Build a Proto II Wall
for Magnolia Science Academy 1 | Reseda

Due Date:

August 18, 2021

1.0 INTRODUCTION

Magnolia Education & Research Foundation doing-business as Magnolia Public Schools ("**MPS**"), a charter school management organization, operates Magnolia Science Academy 1 ("**MSA-1**") located at 18220 Sherman Way and 18238 Sherman Way in the Reseda neighborhood of Los Angeles. The former houses MSA-1's high school and the latter houses MSA-1's middle school. The purpose of this RFP is to solicit bids to build a Proto II Wall (the "**Project**") in the back of existing Middle and High school parking lot, between our property and the neighbor homes. The Project is part of a larger site improvement plan for the middle school parking lot wherein recreation and open space will be developed (the "**Site Improvement Plan**"). The location of the Project Site is shown on Exhibit A. The overall Site Improvement Plan is shown on Exhibit B.

Site Tour

A site tour will be facilitated if requested.

Proposals Due

Responses to the RFP are due no later than **5:00 PM (PST), Wednesday, August 18, 2021**, to the following individual:

Mustafa Sahin
Project Manager
Magnolia Public Schools
250 East 1st Street
Suite 1500
Los Angeles, CA 90012
msahin@magnoliapublicschools.org

Questions regarding this RFP may be directed to the individual identified above via email.

Proposal Format:

One (1) electronic PDF copy (by email) of your proposal must be delivered to the person indicated by the deadline stated above. Please endeavor to keep any emailed material to a single manageable file size (at or about 10 MBs) so that it may be easily distributed to the Selection Committee.

Respondents are encouraged to only include information pertinent to the Project and the Selection Committee's ability to select the vendor best suited to successfully complete this job.

Interviews:

Interviews will be held at the discretion of MPS and MSA-1. Interviews, if any, are expected to be held on Thursday- August 19th. Location and time are to be determined.

If interviews are held, respondents will meet with the Selection Committee for approximately ½ hour to 1 hour. The interview will be an open, unscripted format. Respondents will have 20 minutes to present any information they feel is pertinent followed by questions and answers and general discussion.

Selection Committee:

The Selection Committee will be composed of representatives from MPS and MSA-1.

1.1 Timeline

RFP Distributed:	August 11, 2021
Proposals Due:	August 18, 2021
Interviews, if any (exact time TBD):	August 19, 2021
Selection Announced:	August 20, 2021
Contract Execution:	ASAP following Selection

2.0 PROJECT DESCRIPTION

The Project is to construct an 8' tall, 218' long Proto II Wall at the back of the Middle and High School parking lot along the property line with the adjacent residential homes.

3.0 PROPOSAL FORMAT

Respondent shall format its response as set forth below to facilitate timely review and selection. Please be specific to the RFP, and do not include materials not explicitly requested, such as generic marketing materials.

Your response should include the following:

- Letter of interest
- Name of your company and the individual responsible for the account
- Restate all the requirements of Section 4.0 and provide responses to each

See Section 1.0 for additional proposal format clarifications.

4.0 PROPOSAL REQUIREMENTS

4.1 Vendor Qualifications and Experience

4.1.1 Vendor Description.

Provide a description of your company and why it is qualified to undertake the Project.

Provide the following:

A minimum of three (3) references, including

- (a) name and scope of the project
- (b) client name and contact information
- (c) contract amount

4.1.2 Qualifications and Experience of Key Personnel.

Identify the person(s) that will be principally responsible for working with the MPS and leading this engagement and their qualifications and experience

4.1.3 Insurance.

Provide a description of vendor's insurance coverage.

4.2 Cost

Respondent's proposal should include an overall not to exceed cost and should be broken down in detail. The proposal should also provide a break-down of any and all other costs and fees including, but not limited to, labor, delivery fees, installation fees, applicable taxes, etc.

4.3 Product Information

Respondent will confirm its ability to provide the Project as described above in Section 2.2. Where a respondent believes there are multiple options for the Project, the respondent may provide such alternatives explaining the difference in each alternative and describing the cost differences.

4.4 Warranty Information

Provide a description of the warranty provided for the Project.

4.5 Schedule

Please provide a timeline to complete the project

4.6 Contract

The successful respondent will be required to sign an agreement with Owner in the form of Exhibit C (AIA Document A105-2017). Please provide an affirmative statement of respondent's concurrence or else any changes that respondent desires to make to the form agreement attached as Exhibit C.

5.0 CONTACT

Questions to Owner will be accepted via email by the Facilities Project Manager identified above. Answers to questions will be provided to all participants as available.

6.0 RFP/Q EXHIBITS

Exhibit A: Project Site Location

Exhibit B: Site Improvement Plan

Exhibit C: AIA Document A105™-2017

7.0 BID ACCEPTANCE/REJECTION

The Owner reserves the right to reject any or all proposals, or cancel the solicitation process at its sole discretion.

8.0 PROPOSAL VALIDITY

RFP responses shall be valid until execution of a contract, which is expected to occur on or about August 2021. No changes to information received within the Respondent's proposal shall be changed or altered without approval by the Owner.

Exhibit A

Project Site



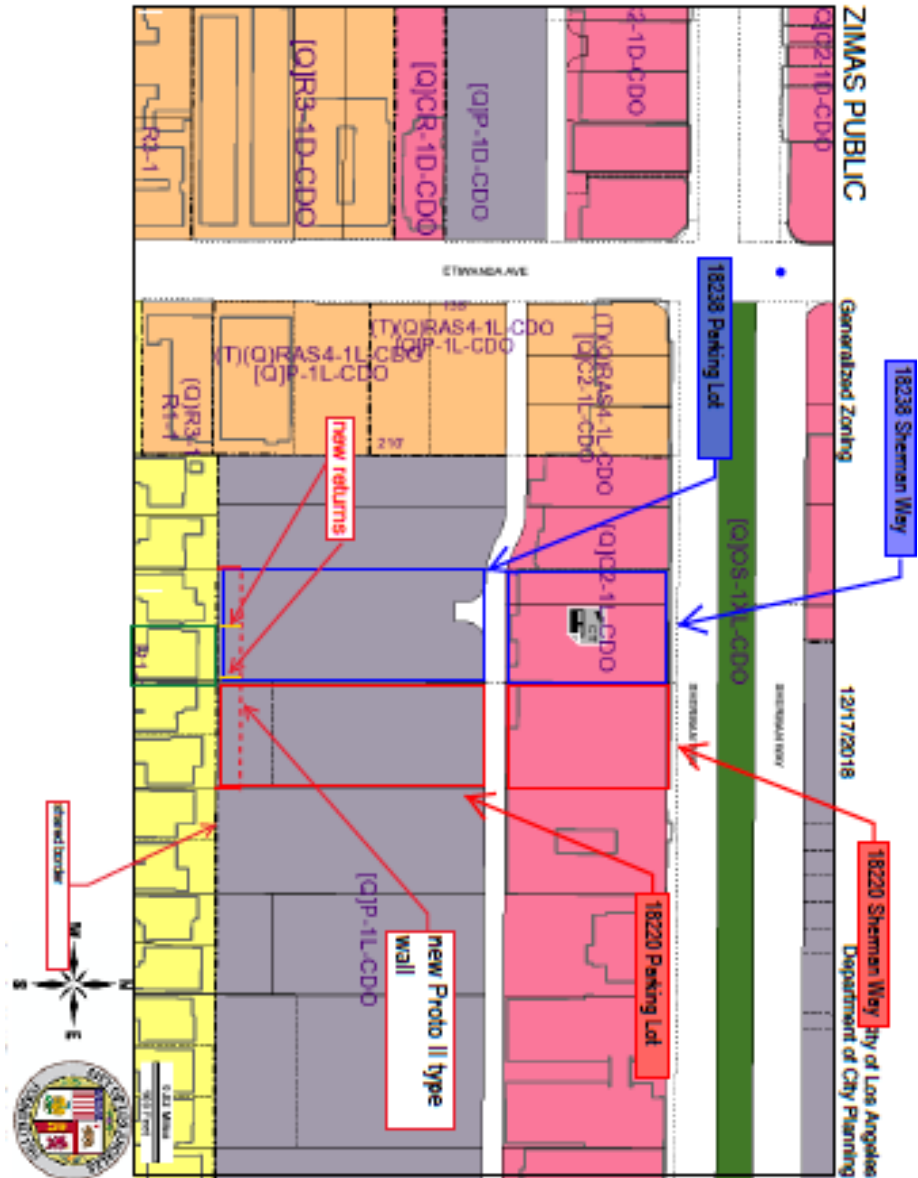
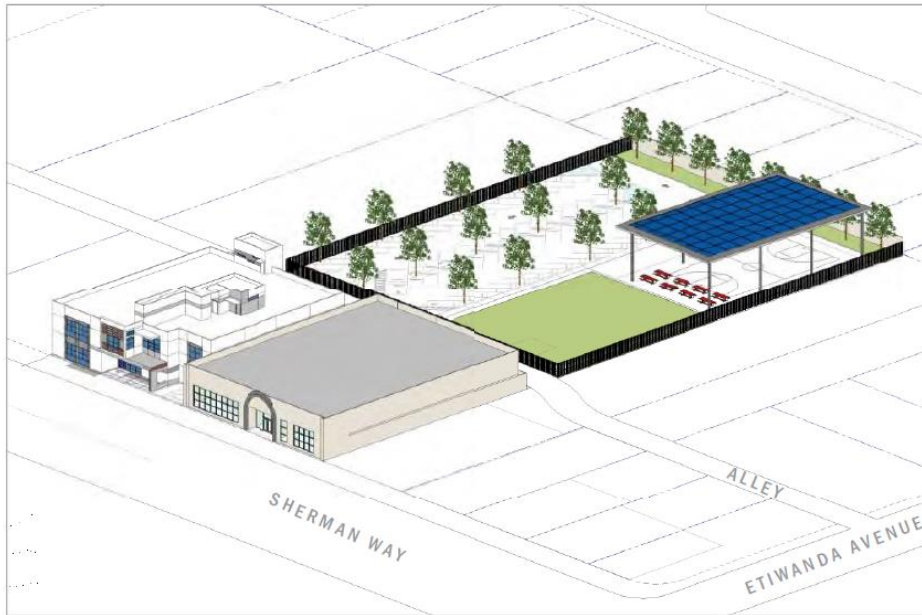
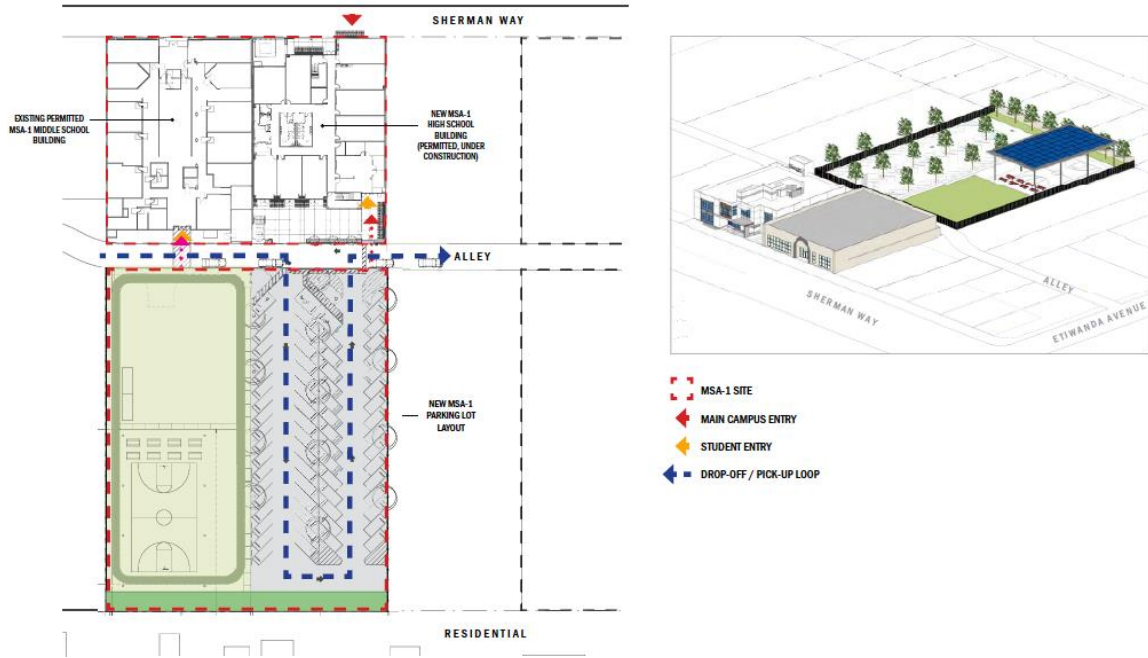
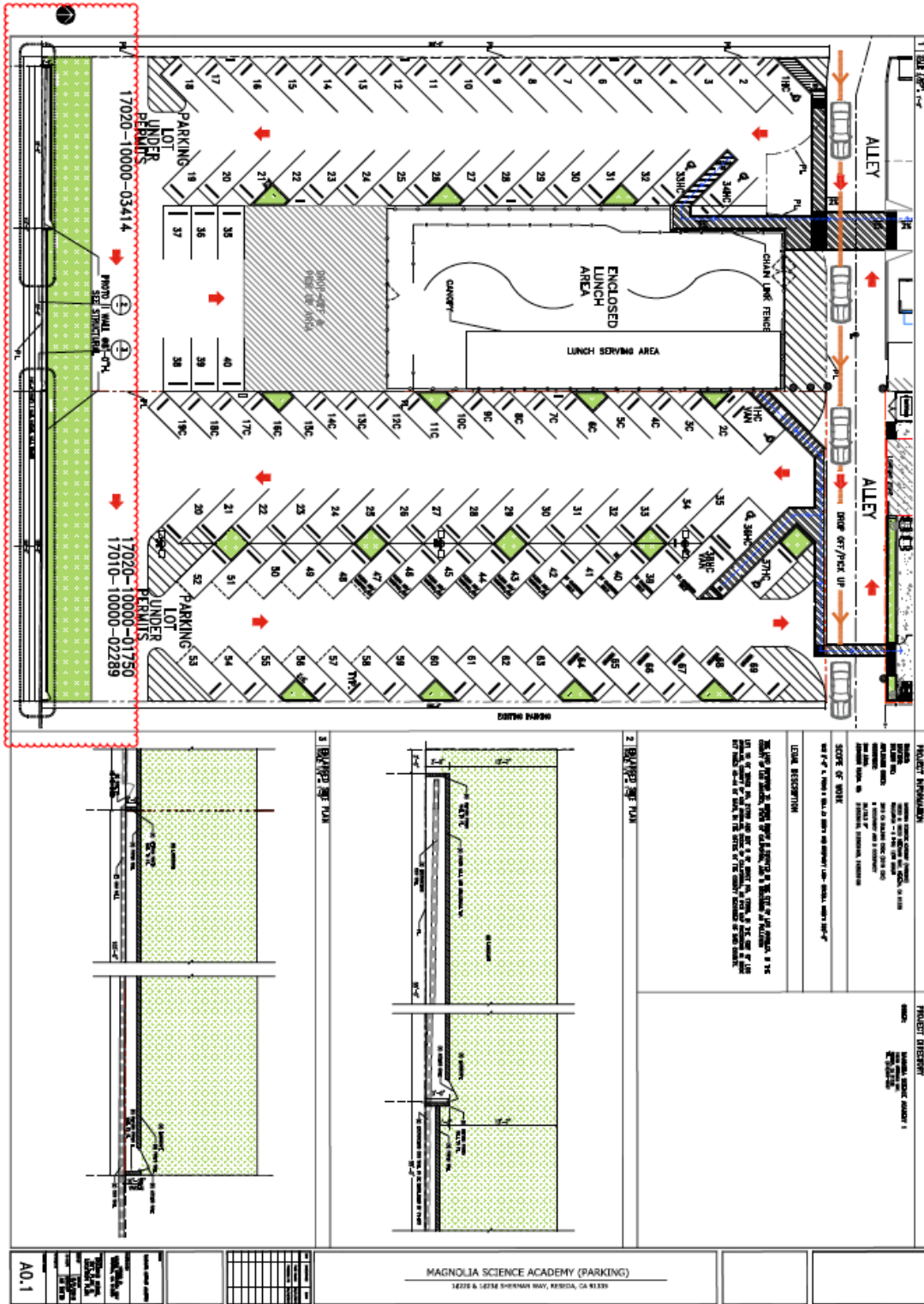


Exhibit B

Site Improvement Plan





|

Exhibit C

Form of Contract

(AIA Document A105™-2017)



Exhibit C

Proposals

ESTIMATE



Magnolia Public schools
 250 E. 1st Street Suite 1500
 Los Angeles, California 90012
 (760) 587-6031

Zingo Construction Inc.

6009 Lindenhurst Ave
 Los Angeles, CA 90036
 Phone: (310) 397-8297
 Email: info@zingocontractors.com

Estimate # 000002
 Date 08/27/2021

Description	Total
8 Feethigh privacy wall (Block and Artifical grass)	\$50,500.00
6 Feet high Masonary Block wall 8inches thikness 2 feet artifical grass fence on top of wall Include permits	

Subtotal	\$50,500.00
Sales Tax	\$4,545.00
Total	\$55,045.00

Notes:

Because of pandemic city permits taking longer than normal.
 For each project try to set an exact completion date from your contractor.

For the walls higher than 6feet city asking and architectural design also engineering detail plans.
 And permit and inspection taking longer (months in some cities)

To prevent this we suggest to make the wall 6 feet high and 2 feet artificial grass fence on top of that.
 Walls up to 6 feet you can use a ready detail plan from city and finish permit process faster.

Estimate include removing existing block wall and make the new wall as per city requirements but in case of neighbours do not let us get in their gardens we will make the wall 2 feet away from existing wall.

By signing this document, the customer agrees to the services and conditions outlined in this document.

Magnolia Public schools

ISAAC-BODNER CONSTRUCTION Co.

August 17, 2021
Estimate 040821

Patrick Anton / Etmny Cornejo
Magnolia Public Schools
250 E. 1st Street, Suite 1500
Los Angeles, CA 90012

Re: Magnolia Science Academy (Parking)
18220 / 18238 Sherman Way
Reseda CA, 91335

Subj.: CMU
Site PROTO wall (split one side, gray)

Dear Mr. Anton

We are pleased to submit the following Proposal to furnish and install material and equipment as required to complete the work as described below.

1. Price:

Proposal for work as noted above and detailed below per plans by Franco Architects Inc, Sheet A0.1 dated 05-02-19. Scope includes; excavate as needed (removal of spoils included), form as needed, reinforce per PROTO II standard plan, install CMU (natural gray split one side precision CMU) per PROTO II standard plan. Pricing is based on 6" CMU with cap. All concrete is based on normal weight (#150). Any delay causing additional work hours or move on's will be charged separately in addition to contract at \$228 / hr. (\$1,350 per move on). Pricing does not include survey, saw cutting, demolition, backfilling or compaction, of any kind. Note; Pricing is based on proper access to project, for material and equipment needed for scope, including work trucks, pumps, concrete and delivery truck (at no additional costs). All work to be performed during daylight hours (no premium time) **Pricing does not include any other concrete work or masonry work. All sub-grade is calculated as competent and of proper density. All inspections are the responsibility of others (permits).**

Total as noted above **\$ 64,082.00**

2. Exclusions:

- a. Bonds, permits and fees of any kind
- b. Water and power, dewatering
- c. Stucco, plaster or painting
- d. Brick, stone, precast, or any specialty of special items, supply or install
- e. Rock clause, transporting or disposal of spoils
- f. Mock ups, preconstruction testing, or shop drawings, of any kind
- g. Special surface preparation or textures for concrete or CMU (except as note)
- h. Backfilling, compaction, demolition, of any kind
- i. **Transporting of removal of any spoils (except as noted)**
- j. Contamination of any kind
- k. Moisture barriers of any kind, pressure washing and sandblasting
- l. Moisture retardants, or integral moisture retardants, of any kind
- m. **Embedded items and their location**
- n. Traffic control or delineation of any kind, protection of adjacent areas

CORP. LIC. #643474
12345 Ventura Blvd., Suite H, Studio City, 91604 Phone (818) 762-5172 FAX (818) 761-9122

- o. Shoring and bracing of walls, floors, lentils or work areas
- p. Caulking, fire safing, or any expansion joint material
- q. **Drypacking, non-shrink grout, or filling of voids (of any kind)**
- r. **Any specification for MOE (to be priced separately)**
- s. Any "allowances", Architectural or Structural (or others)
- t. Dewatering
- u. Concrete work of any kind (except as noted above)
- v. Inspection, engineering and testing
- w. Repair or liability of unmarked / unseen obstacles (incl cost of down time)
- x. Any surface preparation required
- y. Soils report, specification book
- z. Any additives for Concrete or CMU (i.e. water retardants, etc.)
- aa. Any additives, colors, hardeners, sealers for concrete and CMU or coatings for reinforcing
- bb. OSHPD or DSA requirements
- cc. **Any work not noted above**

3. On Site Requirements:

- a. Access to area to be worked on by equipment required by job.
- b. Water and power within 100 feet
- c. Pricing is based on daylight hours, Monday thru Friday, 8 hrs. ea. (all others at overtime)
- d. Permits on site prior to commencement of work.
- e. Secure storage area.
- f. Trash container suitable for all job generated debris (on site)
- g. Grade to be plus or minus 1/10 one inch
- h. All penetrations and installation of hardware to be supplied and located by others before AND during construction.
- i. **All embedded items to be provided ASSEMBLED**
- j. Flat, level work area

4. Other Requirement:

- a. Changes must be accompanied by a change / purchase order signed and approved by all parties.
- b. This proposal will become part of any contract regarding the proposed work.

5. Payment Schedule:

- a. Progressive upon completion.

6. Qualification:

Prices quoted herein are valid for 30 days. If a contract is signed but work not started within 30 days, we reserve the right to re-bid. This bid is based on **Non-Union, Non-prevailing wages**. Liability insurance based on \$ 1,000,000 - \$ 2,000,000 aggregate, additionally insured form AP2000US-0405. (excludes condominiums or construction governed by any type of associations). If a "WRAP policy is to be provided by others it is at no additional costs. Isaac-Bodner's responsibility under the Contractor's indemnification/hold harmless provisions is expressly limited to that of this seller's performance.

Submitted by:

Fred A. Bodner
Isaac-Bodner Construction



BLACKWELL CONSTRUCTION, INC.
Tel: 818 755-6611 Fax: 818 761-9122

August 17, 2021

Etmny Cornejo
Franco Architects Inc.

Re: Magnolia Science Academy (Parking)
18220 / 18238 Sherman Way
Reseda CA, 91335

Subj.: Proto wall
Natural gray split one side (NTE 8')
Proto wall footing (per proto specification)

Dear Ms. Cornejo

We are pleased to submit the following Proposal to furnish and install material and equipment as required to complete the work as described below.

Construct proto wall per plans (attached) per Proto specification using stock materials.

Total \$ 67,234.00

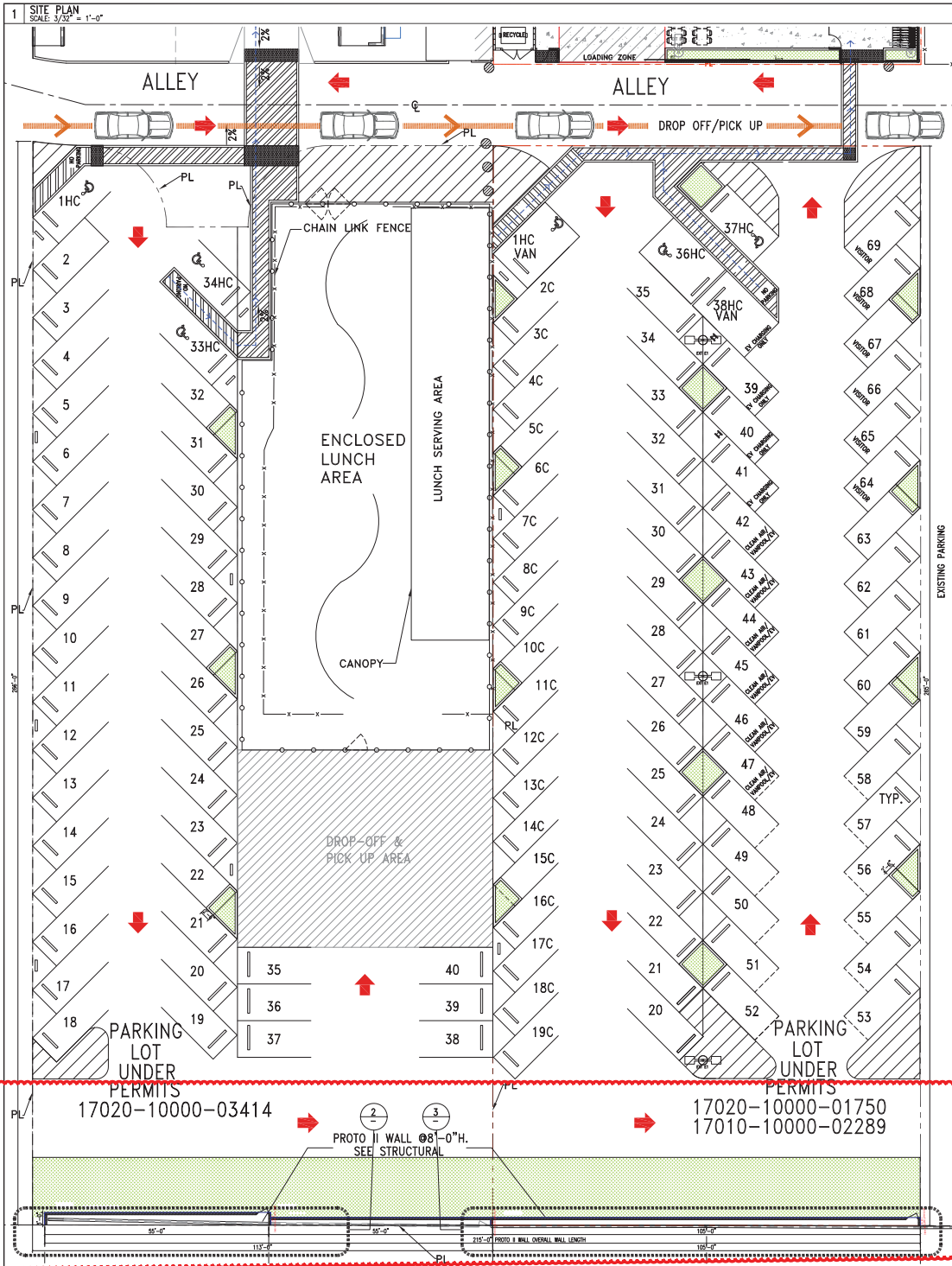
Exclusions:

- Water and power
- Inspections, bonds, permits and fees
- Cap (none noted)
- Water and power, dewatering
- Rock clause
- Concrete other than footing

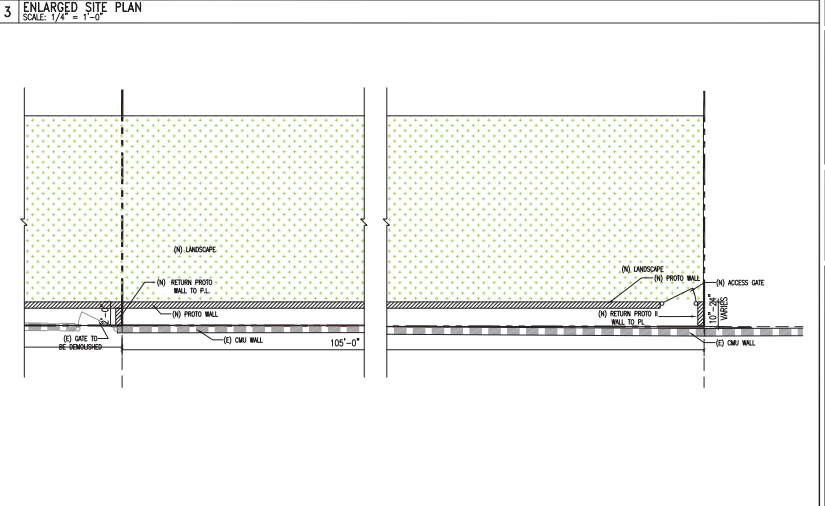
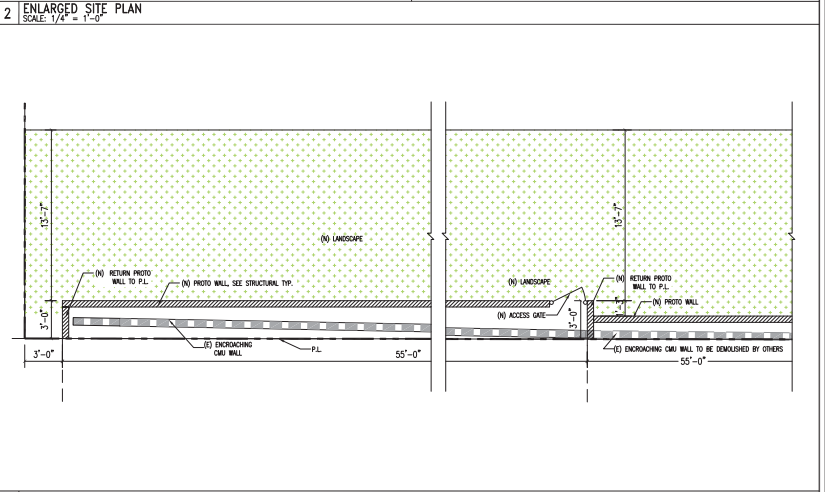
Payments to be invoiced and paid 30 days, no retention
Insurance liability; \$ 1,000,000.00

Submitted by:

Dolores Vargas
Blackwell Construction Inc.



PROJECT INFORMATION		PROJECT DIRECTORY
PROJECT:	MAGNOLIA SCIENCE ACADEMY (PARKING)	OWNER:
LOCATION:	18220 & 18238 SHERMAN WAY, RESEDA, CA 91335	MAGNOLIA SCIENCE ACADEMY 1
BUILDING USE:	EDUCATION - 6 THRU 12TH GRADE	18220 SHERMAN WAY, RESEDA, CA 91335
APPLICABLE CODES:	2016 CA BUILDING CODE (2016 CBC)	TEL: (818)609-0207
OCCUPANCY:	E OCCUPANCY AND B OCCUPANCY	
SITE AREA:	29,178.3 SF	
ASSESSOR PARCEL NO.:	2125036100, 2125036105, 2125036106	
SCOPE OF WORK		
NEW 8'-0" H. PROTO II WALL AT SOUTH END PROPERTY LINE- OVERALL LENGTH 215'-0"		
LEGAL DESCRIPTION		
THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF LOS ANGELES, IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS: LOT 10 OF TRACT NO. 21799 AND LOT 5 OF TRACT NO. 17598, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 617 PAGES 42-44 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.		



MAGNOLIA SCIENCE ACADEMY (PARKING)		
18220 & 18238 SHERMAN WAY, RESEDA, CA 91335		
REV	DESCRIPTION	DATE
	PLAN CHECK	05/21/2019
	PLANNING PC	04/29/2019
MAGNOLIA SCIENCE ACADEMY		
18220 & 18238 SHERMAN WAY, RESEDA, CA 91335		
DRAWING INDEX, SITE PLAN & LOCATION PLAN		
DATE	5/2/2019	
AS NOTED	AS NOTED	
A0.1		



CONSTRUCTION SPECIALISTS
HEALTH CARE FACILITIES
GENERAL CONTRACTORS
LIC. # 831933

August 16, 2021

Etmny Cornejo
Magnolia Science Academy
18220 Sherman way
Reseda, CA, 91335

Re: Magnolia Science Academy
18220 Sherman way
Reseda, CA, 91335

Subj.: Proposal
Proto Wall; gray split one side
Plans; Drawing Index, Site Plan and Location Plan (dated 05-02-2019)

Dear Ms. Cornejo,

The following PROPOSAL is submitted for the above noted job to install 6" gray split one side PROTO II wall.

Total Proposal **\$ 69,163.00**

The following exclusions are included for the above noted work; Water, power, permits, concrete work (except footing for proto wall, inspections, any items not directly involved with the masonry trade.

Items to be furnished on site; Water, power, trash container, access to work area.

Invoicing to be on the 25th of the month paid by the 10th of the following month.

This proposal is based on use of Non-Union labor.

Upon successful bid, a formal "Scope of Work" will be included in contract form.

Respectfully Submitted

E.H. BUTLAND CORP.

Kalevi Kekkonen, Vice President

6100 YOLANDA AVENUE • RESEDA, CALIFORNIA 91335
PHONE: 818.996.7600 • FAX: 818.881.3047 • LIC. # 831933
www.ehbutland.com