



Golden Charter Academy

GCA Board of Trustees Meeting

Published on September 4, 2022 at 11:43 PM PDT

Date and Time

Thursday September 8, 2022 at 5:30 PM PDT

Location

Golden Charter Academy is inviting you to a scheduled Zoom meeting.

Topic: GCA Board of Trustees Regular Meetings

Time: Sept 8, 2022 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88417324062>

Meeting ID: 884 1732 4062

One tap mobile

+16699009128,,88417324062# US (San Jose)

+12532158782,,88417324062# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

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+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 884 1732 4062

Find your local number: <https://us02web.zoom.us/u/kdLSYLrhlw>

Golden Charter Academy
 1626 W. Princeton Ave
 Fresno, CA 93705

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Call the Meeting to Order			
B. Roll Call			
		<i>Board of Trustees Members</i>	
		Dr. Ed González, Board Chair	
		Keshia Thomas, Vice Chair	
		Dr. Brad Huff	
		Dr. Bard De Vore	
		Ruth Quinto	
		Scott Barton	
		<i>Corporate Officers</i>	
		Robert Golden	
		Martha Arellano	
C. Pledge of Allegiance			
D. Approval of the Agenda	Vote		
E. Public Comment			
	This portion of the meeting is set aside for members of the audience to make comments or raise issues that are not specifically on the agenda or items that may be on the agenda. Each presentation will be limited to three (3) minutes per person and the total time allotted to non-agenda items in accordance with the Brown Act, there shall be no action taken, nor should there be comments on, responses to, or discussion of a topic not on the agenda. Board members may: (1) acknowledge receipt of information/report; (2) refer to staff with no direction as to action or priority; or (3) refer a matter to another agenda. The Board is not obligated to make comments.		

	Purpose	Presenter	Time
II. Consent Agenda			
Consent agenda items are for routine matters that do not require discussion or deliberation by the Board. The Consent calendar permits the Board to approve multiple items in one action without discussion. All Board members have the right to remove a consent item from the consent calendar so that normal discussion and deliberation may take place. If a Board members' request that an item be removed from the Consent Agenda, the item will be pulled for discussion and separate action.			
A.	Aug 4, 2022 Board Meeting Minutes Draft	Approve Minutes	
B.	Financial Warrants	Vote	
C.	Approval of the Consent Agenda	Vote	
III. Information / Discussion			5:30 PM
A.	Reports and Updates	Discuss	
	1. CEO Report (Robert Golden, President & CEO) Enrollment and Operations Update		
	2. Financial Report (Jim Weber, Charter Impact) Monthly Financial Update		
B.	Pacific Charter School Development	Discuss	Akil Manley 5 m
IV. Action Items			5:35 PM
A.	2021/22 Education Protection Account Actual Expenditures	Vote	Jim Weber 5 m
B.	\$5000.00 Donation from Itzel Mancera	Vote	
C.	Consolidated Application Reporting	Vote	
D.	Gonzalez Architects Architectural/Engineering Service Proposal	Vote	5 m

	Purpose	Presenter	Time
E. Expanded Learning Opportunities Plan	Vote		
F. English Language Learner Coordinator	Vote		
V. Board Member Comments			5:45 PM
This is an opportunity for Board members to take comments/updates from fellow board members, address activities, correspondence, and operations, and/or acknowledge or recognize specific programs, activities, or personnel.			
A. Next Regularly Scheduled Board Meeting Thursday, Oct 6, 2022	FYI		
B. Suggested Agenda Items	Discuss		
VI. Closing Items			
A. Adjourn Meeting	Vote		

Coversheet

Pledge of Allegiance

Section: I. Opening Items
Item: C. Pledge of Allegiance
Purpose: FYI
Submitted by:
Related Material: Flag1.jpg



Coversheet

Aug 4, 2022 Board Meeting Minutes Draft

Section: II. Consent Agenda
Item: A. Aug 4, 2022 Board Meeting Minutes Draft
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for GCA Board of Trustees Meeting on August 4, 2022



GOLDEN
CHARTER ACADEMY

Golden Charter Academy

Minutes

GCA Board of Trustees Meeting

Date and Time

Thursday August 4, 2022 at 2:30 PM

Location

Golden Charter Academy is inviting you to a scheduled Zoom meeting.

Topic: GCA Board of Trustees Regular Meetings

Time: June 23, 2022 02:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88417324062>

Meeting ID: 884 1732 4062

One tap mobile

+16699009128,,88417324062# US (San Jose)

+12532158782,,88417324062# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 884 1732 4062

Find your local number: <https://us02web.zoom.us/u/kdLSYLrhlw>

Directors Present

B. De Vore, D. Huff, E. Gonzalez, K. Thomas (remote), R. Quinto (remote), S. Barton

Directors Absent

None

Ex Officio Members Present

R. Golden

Non Voting Members Present

R. Golden

Guests Present

E. Ewing II, Isaiah Green, J. Xiong (remote)

I. Opening Items

A. Call the Meeting to Order

E. Gonzalez called a meeting of the board of directors of Golden Charter Academy to order on Thursday Aug 4, 2022 at 2:37 PM.

B. Roll Call

C. Pledge of Allegiance

D. Approval of the Agenda

D. Huff made a motion to Approve the Agenda.

B. De Vore seconded the motion.

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

E. Public Comment

Robert Golden (President & CEO)

Action item regarding permanent facility, Akil Manley will be joining today's board meeting.

F. Swearing in of newly elected Board member Isaiah Green

Swearing in new Board Member, Isaiah Green done by Dr. Gonzalez.

II. Consent Agenda

A.

June 23, 2022 draft Board Meeting Minutes

D. Huff made a motion to approve the minutes from GCA Board of Trustees Meeting on 06-23-22.

B. De Vore seconded the motion.

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

B. June 24, 2022 draft Board Meeting Minutes

R. Quinto made a motion to approve the minutes from GCA Special Board of Trustees Meeting on 06-24-22.

S. Barton seconded the motion.

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

C. Financial Warrants

D. Huff made a motion to approve Financial Warrants.

S. Barton seconded the motion.

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

D. 2022/2023 Employment Contracts

D. Huff made a motion to approve 22-23 Employment Contracts.

S. Barton seconded the motion.

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

E. Dustin Verzosa Photography & Video 2022/2023 Contract

D. Huff made a motion to approve Dustin Verzosa Photography & Video 22-23 Contract.

S. Barton seconded the motion.

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

F. Golden Pursuit of Growth 2022/2023

D. Huff made a motion to approve Golden Pursuit of Growth 22-23.

S. Barton seconded the motion.

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

G. Revolution Food Services 2022/2023

D. Huff made a motion to approve Revolution Food Services 22-23.

S. Barton seconded the motion.

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

H. SouthWest Transportation 2022/2023

D. Huff made a motion to approve SouthWest Transportation 22-23.

S. Barton seconded the motion.

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

I. Approval of the Consent Agenda

D. Huff made a motion to approve the Consent Agenda.

S. Barton seconded the motion.

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

J. 2022/2023 Carpet Doctors Contract

D. Huff made a motion to approve 22-23 Carpet Doctors Contract.

S. Barton seconded the motion.

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

K. 2022/2023 Student Handbook Policy

D. Huff made a motion to approve 22-23 Student Handbook Policy.

S. Barton seconded the motion.

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

L. 2022/2023 Employee Handbook Policy

D. Huff made a motion to approve 22-23 Employee Handbook Policy.

S. Barton seconded the motion.

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

III. Information / Discussion

A. Reports and Updates

Robert Golden (President & CEO)

GCA hit max enrollment for the 22-23 SY. Hosted orientations last week with a 90% rate of family participation. GCA is fully staffed with new teachers and Learning Guide hires.

Certificated staff contracts began Monday, August 1st. Kicked off Professional Development with a trip to Lost Lake, Fresno Live Again and FMCP. Zoo partnership -

Special shout out to the FCZ CEO, Dean! Dean will be taking a new position at San

Diego Zoo. Hired a FZC x GCA Education Coordinator, Mr. Jake. Introducing Train of Thought (Chess Program), a service we will be providing our GCA students for the new

school year. Secured transportation for the 22-23 SY with Southwest Transportation.

Locked in a new and improved food program with Food Revolution. Shout out to Athletes

Foot for donating \$10,000 in support to GCA! Excited about the new partnerships and the upcoming school year. #BeGolden

Jim Weber (Charter Impact)

Monthly Financial - July 2022

Good ending fund balance 3%-6% possible w/ increase federal support. Ending fund

balance forecast (\$274k) w/o federal support. Cash ended month \$292k w/ \$362

receivables factored (repaid June-Aug). Additional factoring issued in August (Sept and

Oct funding). LCFF COLA increased to 12.84% forecast +\$230k (+\$932k per ADA

compared to May budget). Block grants forecast: Arts and Music \$113k over 4 years (\$28k/yr), Learning Recovery \$388k over 6 years. 21-22 unaudited actuals reports presented for approval.

No changes in ADA. P2 ADA 170.34 increased +1. Reduction of ESSER for future years softened by availability of PCSGP in 22-23.

IV. Action Items

A. 2021/22 Unaudited Actuals Report

D. Huff made a motion to UAR.
K. Thomas seconded the motion.
The board **VOTED** to approve the motion.

B. Pacific Charter School Development Project Management Agreement

D. Huff made a motion to PCSD PMA.
K. Thomas seconded the motion.
The board **VOTED** to approve the motion.

C. 2022/2023 Board Meeting Calendar

D. Huff made a motion to BMC.
E. Gonzalez seconded the motion.
Seconded by Isaiah Green (not in system).
The board **VOTED** to approve the motion.

D. Train of Thought 2022/2023 Program

B. De Vore made a motion to TOT.
E. Gonzalez seconded the motion.
Seconded by Isaiah Green.
The board **VOTED** to approve the motion.

V. Board Member Comments

A. Next Regularly Scheduled Board Meeting

D. Huff made a motion to Thursday, July 23, 2022 @ 5:30 PM.
B. De Vore seconded the motion.
The board **VOTED** to approve the motion.

B. Suggested Agenda Items

VI. 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 3:30 PM.

Respectfully Submitted,
K. Thomas

Coversheet

Financial Warrants

Section: II. Consent Agenda
Item: B. Financial Warrants
Purpose: Vote
Submitted by:
Related Material: GCA check register 22.08.pdf
GCA check register 22.07.pdf

The Golden Charter Academy

Check Register

For the period ended August 31, 2022

Check Number	Vendor Name	Check Date	Check Amount
10218	Amazon Capital Services	8/3/2022	\$ 5,980.80
10219	CNA Surety Direct Bill	8/3/2022	500.00
10220	VOID	8/3/2022	-
10221	Rodrigo C Rodriguez	8/3/2022	151.71
10222	Roo's Heating and Air Conditioning	8/3/2022	85.00
10223	Amazon Capital Services	8/9/2022	352.65
10224	California Business Machines	8/9/2022	442.01
10225	Fiori Educational Services	8/9/2022	1,200.00
10226	Fresno Chaffee Zoo	8/9/2022	16,900.00
10227	Phoenix Private Patrol & Security	8/9/2022	1,050.00
10228	Valley Movers	8/9/2022	795.00
10229	Gwendolyn White	8/12/2022	630.00
10230	Gwendolyn White	8/12/2022	630.00
10231	Amazon Capital Services	8/19/2022	3,517.78
10232	HUB International	8/19/2022	1,557.50
10233	Imri Doyle	8/19/2022	250.00
10234	Live Scan Fresno	8/19/2022	621.00
10235	Official Pest Prevention, Inc.	8/19/2022	110.00
10236	Victor Bradshaw	8/19/2022	90.00
10237	Angel Gomez	8/24/2022	1,800.00
10238	Californians Dedicated to Education Foundation	8/24/2022	1,090.00
10239	Softchoice Corporation	8/24/2022	1,234.75
10240	ACE Trophy	8/25/2022	317.45
10241	Amazon Capital Services	8/25/2022	5,314.31
10242	Field House Photography	8/25/2022	85.30
10243	Pacific Charter School Development	8/25/2022	3,500.00
10244	Rosanna Ruiz	8/25/2022	10,400.00
10245	Santiago's Heating & Air	8/25/2022	1,195.00
10246	Fidelity National Title Company	8/30/2022	4,000.00
10247	Our Lady of Victory	8/30/2022	10,506.00
10248	Fresno County Office of Education	8/31/2022	26,724.72
10249	Fresno County Office of Education	8/31/2022	75.00
GCA220803-01	Charter Impact Inc.	8/3/2022	10,127.88
GCA220803-02	Kimiko Wright	8/3/2022	279.19
GCA220809-01	Carpet Doctor LLC	8/9/2022	1,000.00
GCA220809-02	Golden Pursuit of Growth	8/9/2022	1,500.00
GCA220819-01	Always Golden Events	8/19/2022	900.00
GCA220819-02	Manpreet Gill	8/19/2022	57.44
GCA220819-03	The Lab Gear	8/19/2022	5,986.34
GCA220824-01	Carpet Doctor LLC	8/24/2022	1,000.00
GCA220824-02	Dustin Verzosa	8/24/2022	1,000.00

The Golden Charter Academy

Check Register

For the period ended August 31, 2022

Check Number	Vendor Name	Check Date	Check Amount
GCA220824-03	Golden Pursuit of Growth	8/24/2022	1,500.00
GCA220825-01	Golden Pursuit of Growth	8/25/2022	102.35
GCA220825-02	Kimiko Wright	8/25/2022	40.39
GCA220825-03	Mandy Breuer	8/25/2022	759.72
GCA220830-01	Carpet Doctor LLC	8/30/2022	6,000.00
GCA220830-02	Dustin Verzosa	8/30/2022	3,000.00
GCA220830-03	Golden Pursuit of Growth	8/30/2022	2,400.00

Total Disbursements Issued in August **\$ 136,759.29**

The Golden Charter Academy

Check Register

For the period ended July 31, 2022

Check Number	Vendor Name	Check Date	Check Amount
10190	Amazon Capital Services	7/1/2022	\$ 402.09
10191	Amplify Education, Inc.	7/1/2022	41,377.41
10192	Fresno County Superintendent of Schools	7/1/2022	861.25
10193	Hicks	7/1/2022	2,175.00
10194	Law Offices of Young, Minney & Corr, LLP	7/1/2022	603.50
10195	Nonprofits Insurance Alliance of California	7/1/2022	14,568.38
10196	Rodrigo C Rodriguez	7/1/2022	588.44
10197	Rolinda Golden	7/1/2022	200.00
10198	Gerbs Corp	7/14/2022	680.00
10199	Live Scan Fresno	7/14/2022	69.00
10200	Phoenix Private Patrol & Security	7/14/2022	1,000.00
10201	Ahzah Laural Snowden	7/22/2022	43.55
10202	Amazon Capital Services	7/22/2022	296.70
10203	California Business Machines	7/22/2022	244.09
10204	City Of Fresno	7/22/2022	905.19
10205	Fresno County Superintendent of Schools	7/22/2022	243.75
10206	GigaKOM	7/22/2022	7,531.59
10207	Hoffman Security	7/22/2022	3,995.00
10208	McGraw Hill LLC	7/22/2022	8,773.52
10209	The Hartford	7/22/2022	1,222.98
10210	Fidelity National Title Company	7/26/2022	5,000.00
10211	Amazon Capital Services	7/28/2022	2,327.16
10212	Angel Gomez	7/28/2022	1,800.00
10213	Official Pest Prevention, Inc.	7/28/2022	110.00
10214	Our Lady of Victory	7/28/2022	10,506.00
10215	ParentSquare Inc	7/28/2022	3,000.00
10216	Fresno County Office of Education	7/29/2022	4,837.44
10217	Fresno County Office of Education	7/29/2022	30.00
EFT070122-01	American Funds	7/1/2022	632.07
EFT070522-01	Matson Alarm Co., Inc.	7/5/2022	57.50
EFT070522-02	Mid Valley Disposal	7/5/2022	126.86
EFT070622-03	Marlin Capital Solutions	7/6/2022	338.90
EFT070722-01	Paycor	7/7/2022	16,736.25
EFT070722-02	Paycor	7/7/2022	4,161.53
EFT070722-05	LiftForward, Inc - LB	7/7/2022	639.97
EFT070822-01	Central Valley Community Bank	7/8/2022	141.81
EFT071222-01	PG&E	7/12/2022	2,575.98
EFT071222-02	Squarespace	7/12/2022	1,590.00
EFT071322-01	Guardian	7/13/2022	2,849.32
EFT071522-01	Sparkletts	7/15/2022	32.42
EFT071522-02	LiftForward, Inc - LB	7/15/2022	4,098.43

The Golden Charter Academy

Check Register

For the period ended July 31, 2022

Check Number	Vendor Name	Check Date	Check Amount
EFT071522-03	Visa	7/15/2022	2,336.61
EFT071822-01	Comcast	7/18/2022	476.31
EFT071822-02	PayPal	7/18/2022	15.89
EFT072022-01	American Funds	7/20/2022	605.11
EFT072222-01	Hoffman Security	7/22/2022	57.00
EFT072222-02	Hoffman Security	7/22/2022	40.00
EFT072522-01	AMS (Alliance Member Services)	7/25/2022	1,615.53
GCA220701-01	Carpet Doctor LLC	7/1/2022	700.00
GCA220701-02	Charter Impact Inc.	7/1/2022	10,127.88
GCA220701-03	Mandy Breuer	7/1/2022	630.05
GCA220712-01	Carpet Doctor LLC	7/12/2022	1,000.00
GCA220712-02	Golden Pursuit of Growth	7/12/2022	1,500.00
GCA220714-01	The Stepping Stones Group LLC.	7/14/2022	7,710.00
GCA220722-01	Carpet Doctor LLC	7/22/2022	1,350.00
GCA220722-02	Carpet Doctor LLC	7/22/2022	1,000.00
GCA220722-03	Golden Pursuit of Growth	7/22/2022	1,500.00
GCA220728-01	Always Golden Events	7/28/2022	1,656.25
GCA220728-02	Dustin Verzosa	7/28/2022	1,000.00
HL220711-01	Charter Impact Inc.	7/11/2022	534.57
HL220711-02	The Stepping Stones Group LLC.	7/11/2022	14,581.50
HL220711-03	The Stepping Stones Group LLC.	7/11/2022	7,023.75
HL220711-04	The Stepping Stones Group LLC.	7/11/2022	15,455.10

Total Disbursements Issued in July **\$ 218,288.63**

Coversheet

2021/22 Education Protection Account Actual Expenditures

Section: IV. Action Items
Item: A. 2021/22 Education Protection Account Actual Expenditures
Purpose: Vote
Submitted by:
Related Material: FY22-GCA-EPA Final Expenditures.pdf

Golden Charter Academy
Final expenditures through: June 30, 2022
Resource 1400 Education Protection Account

Description	Object Codes	Amount
AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
Local Control Funding Formula Sources	8010-8099	34,068.00
Federal Revenue	8100-8299	0.00
Other State Revenue	8300-8599	0.00
Other Local Revenue	8600-8799	0.00
TOTAL AVAILABLE		34,068.00
EXPENDITURES AND OTHER FINANCING USES		
Certificated Salaries	1000-1999	28,780.94
Classified Salaries	2000-2999	0.00
Employee Benefits	3000-3999	5,287.06
Books and Supplies	4000-4999	0.00
Services, Other Operating Expenses	5000-5999	0.00
Capital Outlay	6000-6599	0.00
Other Outgo (excluding Direct Support/Indirect Costs)	7100-7299	
	7400-7499	0.00
Direct Support/Indirect Costs	7300-7399	0.00
TOTAL EXPENDITURES AND OTHER FINANCING USES		34,068.00
BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00

Coversheet

Consolidated Application Reporting

Section: IV. Action Items
Item: C. Consolidated Application Reporting
Purpose: Vote
Submitted by:
Related Material: FY23-GCA-AppforFndng-22.09.06.pdf

Golden Charter Academy (10 62166 0140764)

Status: Draft
Saved by: Jim Weber
Date: 9/6/2022 1:35 PM**2022–23 Application for Funding****CDE Program Contact:**Consolidated Application Support Desk, Education Data Office, ConAppSupport@cde.ca.gov, 916-319-0297**Local Governing Board Approval**

The local educational agency (LEA) is required to review and receive approval of their Application for Funding selections with their local governing board.

By checking this box the LEA certifies that the Local Board has approved the Application for Funding for the listed fiscal year	Yes
---	-----

District English Learner Advisory Committee Review

Per Title 5 of the California Code of Regulations Section 11308, if your LEA has more than 50 English learners, then the LEA must establish a District English Learner Advisory Committee (DELAC) which shall review and advise on the development of the application for funding programs that serve English learners.

By checking this box the LEA certifies that parent input has been received from the District English Learner Committee (if applicable) regarding the spending of Title III funds for the listed fiscal year	Yes
---	-----

Application for Categorical Programs

To receive specific categorical funds for a school year, the LEA must apply for the funds by selecting Yes below. Only the categorical funds that the LEA is eligible to receive are displayed.

Title I, Part A (Basic Grant) ESSA Sec. 1111et seq. SACS 3010	Yes
Title II, Part A (Supporting Effective Instruction) ESEA Sec. 2104 SACS 4035	Yes
Title III English Learner ESEA Sec. 3102 SACS 4203	No
Title III Immigrant ESEA Sec. 3102 SACS 4201	No
Title IV, Part A (Student and School Support) ESSA Sec. 4101 SACS 4127	Yes

*****Warning*****

The data in this report may be protected by the Family Educational Rights and Privacy Act (FERPA) and other applicable data privacy laws. Unauthorized access or sharing of this data may constitute a violation of both state and federal law.

Coversheet

Expanded Learning Opportunities Plan

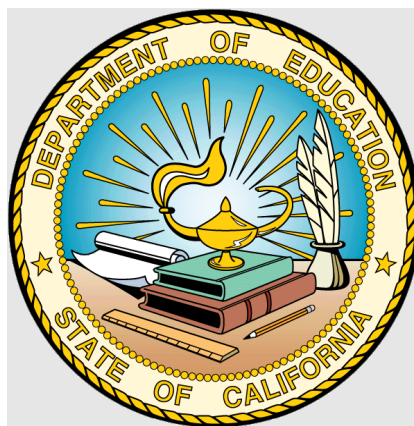
Section: IV. Action Items
Item: E. Expanded Learning Opportunities Plan
Purpose: Vote
Submitted by:
Related Material: ELO Program Plan.pdf

Expanded Learning Opportunities Program Plan Guide

EXPANDED LEARNING OPPORTUNITIES PROGRAM PLAN GUIDE

Prepared by:
Expanded Learning Division

California Department of Education
1430 N Street, Suite 3400
Sacramento, CA 95814-5901
916-319-0923



This Program Plan Template Guide is required by California *Education Code (EC)* Section 46120(b)(2)

Note: This cover page is an example, programs are free to use their own logos and the name of their program.

Expanded Learning Opportunities Program Plan Guide

Name of Local Educational Agency and Expanded Learning Opportunities Program Site(s)

Local Educational Agency (LEA) Name: _____

Contact Name: _____

Contact Email: _____

Contact Phone: _____

Instructions: Please list the school sites that your LEA selected to operate the Expanded Learning Opportunities Program (ELO-P). Add additional rows as needed.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

Purpose

This template will aid LEAs in the development of a program plan as required by *EC* Section 46120(b)(2). In this program plan, LEAs will describe program activities that support the whole child, and students' Social and Emotional Learning (SEL) and development.

Definitions

"Expanded learning" means before school, after school, summer, or intersession learning programs that focus on developing the academic, social, emotional, and physical needs and interests of pupils through hands-on, engaging learning

Expanded Learning Opportunities Program Plan Guide

experiences. It is the intent of the Legislature that expanded learning programs are pupil-centered, results driven, include community partners, and complement, but do not replicate, learning activities in the regular school day and school year. (*EC* Section 8482.1[a])

“Expanded learning opportunities” has the same meaning as “expanded learning” as defined in *EC* Section 8482.1. “Expanded learning opportunities” does not mean an extension of instructional time, but rather, opportunities to engage pupils in enrichment, play, nutrition, and other developmentally appropriate activities. (*EC* Section 46120[e][1])

Instructions

This Program Plan needs to be approved by the LEA’s Governing Board in a public meeting and posted on the LEA’s website.

The program plan template guide is considered a living document that is periodically reviewed and adjusted to reflect the needs of the community, updates in the law, and to provide continuous improvement in the development of an effective ELO-P.

The LEA is responsible for creating, reviewing, and updating the program plan every three years in accordance with *EC* Section 8482.3(g)(1). LEAs are encouraged to work collaboratively with partners and staff to develop and review the program plan. The LEA is responsible for the plan and the oversight of any community partners or subcontractors. The LEA should include any partners in the development and review of the plan. It is recommended that the plan be reviewed annually.

The Expanded Learning Division adopted the *Quality Standards for Expanded Learning in California* (Quality Standards) and introduced requirements for Continuous Quality Improvement (CQI) to help programs engage in reflection and be intentional about program management practices and activities delivered to students. To create the program plan, provide a narrative description in response to the prompts listed under each Quality Standard below. The LEA may customize and include additional prompts, such as describing SEL activities, or refining the plan. In addition to the narrative response, it may be useful to include tables, charts, or other visual representations that contribute to the understanding of the ELO-P. LEAs are encouraged to download and reference the Quality Standards in order to provide ongoing improvements to the program. The Quality Standards can be found on the California Department of Education’s (CDE) Quality Standards and CQI web page, located at <https://www.cde.ca.gov/ls/ex/qualstandcqi.asp>.

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1—Safe and Supportive Environment

Describe how the program will provide opportunities for students to experience a safe and supportive environment. Include if the program will be offered on the schoolsite or off campus. If not on site, describe where in the community it will be and how students will be supported to get there.

2—Active and Engaged Learning

Describe how the program will provide opportunities for students to experience active and engaged learning that either supports or supplements, but does not duplicate, the instructional day.

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3—Skill Building

Describe how the program will provide opportunities for students to experience skill building.

4—Youth Voice and Leadership

Describe how the program will provide opportunities for students to engage in youth voice and leadership.

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5—Healthy Choices and Behaviors

Describe how the program will provide opportunities for students to engage in healthy choices and behaviors. Describe how students will be served nutritious meals and/or snacks during the ELO-P hours of programming.

6—Diversity, Access, and Equity

Describe how the program is designed to address cultural and linguistic diversity and provide opportunities for all students to experience diversity, access, and equity. Describe how the ELO-P will provide access and opportunity for students with disabilities.

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7—Quality Staff

Describe how the program will provide opportunities for students to engage with quality staff.

8—Clear Vision, Mission, and Purpose

Describe the program's clear vision, mission, and purpose.

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9—Collaborative Partnerships

Describe the program's collaborative partnerships. Local educational agencies are encouraged to collaborate with non-LEA entities to administer and implement ELO-P programs.

10—Continuous Quality Improvement

Describe the program's Continuous Quality Improvement plan.

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11—Program Management

Describe the plan for program management.

General Questions

Existing After School Education and Safety (ASES) and 21st Community Learning Centers (21st CCLC) Elementary and Middle School grantees.

ASES, 21st CCLC Elementary/Middle School, and the ELO-P should be considered a single, comprehensive program. In coordinating all these funding streams to move towards a single program, the expectation is that the most stringent requirements will be adopted for program guidance. If one or both grants are held, please describe how the ELO-P funding will be used to create one comprehensive and universal Expanded Learning Program.

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Transitional Kindergarten and Kindergarten

Programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1. (*EC Section 46120[b][2][D]*). Please address the proposed schedule and plan for recruiting and preparing staff to work in the program, including supporting them to understand how to work with younger children. How will the lower pupil-to-staff ratio be maintained? How will the curriculum and program be developmentally-informed to address this younger age group?

Sample Program Schedule

Please submit a sample program schedule that describes how the ELO-P or other fund sources, including the California State Preschool Program for children enrolled in transitional kindergarten or kindergarten, will be combined with the instructional day to create a minimum of nine hours per day of programming (instructional day plus ELO-P or other supports). Also, submit a sample schedule for a minimum nine-hour summer or intersession day.

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Below are additional legal requirements for the ELO-P. Please ensure your Program Plan meets all of these legal requirements:

EC Section 46120(b)(2):

[LEAs] operating expanded learning opportunities programs may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple school sites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on the following;

(2) [LEAs] operating expanded learning opportunity programs pursuant to this section may operate a before school component of a program, an after school component of a program, or both the before and after school components of a program, on one or multiple schoolsites, and shall comply with subdivisions (c), (d), and (g) of Section 8482.3, including the development of a program plan based on all of the following:

(A) The department's guidance.

(B) Section 8482.6.

(C) Paragraphs (1) to (9), inclusive, and paragraph (12) of subdivision (c) of Section 8483.3.

(D) Section 8483.4, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

EC Section 46120(b)(1)(A):

On schooldays, as described in Section 46100 and Sections 46110 to 46119, inclusive, and days on which school is taught for the purpose of meeting the 175-instructional-day offering as described in Section 11960 of Title 5 of the California Code of Regulations, in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, are no less than nine hours of combined instructional time and expanded learning opportunities per instructional day.

EC Section 46120(b)(1)(B):

For at least 30 nonschooldays, during intersessional periods, no less than nine hours of in-person expanded learning opportunities per day.

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EC Section 46120(b)(3):

[LEAs] shall prioritize services provided pursuant to this section at schoolsites in the lowest income communities, as determined by prior year percentages of pupils eligible for free and reduced-price meals, while maximizing the number of schools and neighborhoods with expanded learning opportunities programs across their attendance area.

EC Section 46120(b)(4):

[LEAs] may serve all pupils, including elementary, middle, and secondary school pupils, in expanded learning opportunity programs provided pursuant to this section.

EC Section 46120(b)(6):

[LEAs] are encouraged to collaborate with community-based organizations and childcare providers, especially those participating in state or federally subsidized childcare programs, to maximize the number of expanded learning opportunities programs offered across their attendance areas.

EC Section 46120(c):

A [LEA] shall be subject to the audit conducted pursuant to Section 41020 to determine compliance with subdivision (b).

EC Section 8482.3(d):

[LEAs] shall agree that snacks made available through a program shall conform to the nutrition standards in Article 2.5 (commencing with Section 49430) of Chapter 9 of Part 27 of Division 4 of Title 2.

[LEAs] shall agree that meals made available through a program shall conform to the nutrition standards of the United States Department of Agriculture's at-risk afterschool meal component of the Child and Adult Care Food Program (42 United States Code [U.S.C.] Section 1766).

EC Section 8482.6:

Every pupil attending a school operating a program . . . is eligible to participate in the program, subject to program capacity. A program established . . . may charge family fees. Programs that charge family fees shall waive the cost of these fees for pupils who are eligible for free or reduced-price meals, for a child that is a homeless youth, as defined by the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Section 11434a), or for a child who the program knows is in foster care. A program

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that charges family fees shall schedule fees on a sliding scale that considers family income and ability to pay.

EC sections 8483.4 and 46120(b)(2)(D):

The administrator of every program established pursuant to this article shall establish minimum qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise pupils meet the minimum qualifications for an instructional aide, pursuant to the policies of the school district. Selection of the program site supervisors shall be subject to the approval of the school site principal. The administrator shall also ensure that the program maintains a pupil-to-staff member ratio of no more than 20 to 1. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in current law and district policy for school personnel and volunteers in the school district, except that programs serving transitional kindergarten or kindergarten pupils shall maintain a pupil-to-staff member ratio of no more than 10 to 1.

EC Section 8482.3(c)(1)(A–B):

Each component of a program established pursuant to this article shall consist of the following two elements:

(A) An educational and literacy element in which tutoring or homework assistance is provided in one or more of the following areas: language arts, mathematics, history and social science, computer training, or science.

(B) An educational enrichment element that may include, but need not be limited to, fine arts, career technical education, recreation, physical fitness, and prevention activities.

Coversheet

English Language Learner Coordinator

Section: IV. Action Items
Item: F. English Language Learner Coordinator
Purpose: Vote
Submitted by:
Related Material: Draft Job Description_ English Language Learner Coordinator.pdf



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EXHIBIT A

English Language Learner Coordinator

The English Language Learner Coordinator is responsible for providing direct and indirect program support to administration, teachers, and program support staff to provide consistent and effective services for students in Golden Charter Academy who speak a language other than English. The English Learner Coordinator advocates for the needs of students designated as ELD at the school level working with teachers and teams to share and model strategies to support English language development. The English Language Learner Coordinator assists school staff in the development and implementation of high quality instruction and curricular programs to support English Language learners.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

ESSENTIAL TASKS

These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Implement the EL program requirements as directed by the CDE.
- Facilitate the school ordering and administration of EL assessment in conjunction with the Office Technician/Testing Coordinator.
- Plan quarterly professional learning experiences for teachers to model and share effective strategies for English language development
- Collaborate with teachers regarding ELD student and programmatic needs.
- Review Program Evaluation and Reclassification forms.
- Meet regularly with the principal.
- Attend required Title III meetings.
- Collaborate with teaching and learning staff to evaluate and select program materials to support English Language Learners.
- Assist teachers in connecting with resources to support language instruction.
- Serve on school committees to advocate for the specific needs of English Language learners.
- Plan family outreach events for English Language learner families.



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- Advocate for the needs of ELs and their families.
- Perform related duties as assigned.

QUALIFICATIONS, SKILLS, AND ABILITIES

- Bachelor's degree
- Valid CA teaching credential (Multiple Subject or Single Subject with CLAD or other qualifying credential with English Language Learner authorization).
- 1+ years of experience working with EL scholars at all levels, including emerging, expanding and bridging.
- Knowledge of language acquisition.
- Ability to interpret and make decisions based on data.
- Excellent writing and public speaking skills.
- Outstanding organizational and planning abilities.
- Excellent leadership and facilitation skills in working effectively with individuals and groups.
- Knowledgeable in the areas of curriculum, instructional methods, and theory.
- Desire to serve as a team player.
- Outstanding problem solving and conflict resolution skills.
- Ability to work a flexible schedule including work as directed outside of the school calendar.

PHYSICAL EFFORT AND WORK ENVIRONMENT

- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment.
- Must be able to frequently talk and listen.
- May be required to grasp, push, reach, or stoop/kneel/crouch.
- Must be able to work in a normal office/school environment and moderate noise levels.
- The Golden Charter Academy is an Equal Opportunity/Affirmative Action Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

COMPENSATION

- \$2500 to be paid out in 2 installments: December 2022 and May 2023.